

Town of Arlington

5854 Airline Road, Arlington TN 38002



Board of Mayor and Aldermen

April 3, 2017

6:30 P.M.

MEETING MINUTES

I. Call to Order and Roll Call.

Present

Mike Wissman, Mayor
Larry Harmon, Alderman
Hugh Lamar, Alderman
Oscar Brooks, Alderman
Harry McKee, Vice Mayor
Brian Thompson, Alderman
Jeff McKee, Alderman

Others Present

Catherine Durant, Town Administrator
Brittney Owens, Recorder
See List

Mayor Wissman called the meeting to order and advised that a quorum was established. All members are present.

II. Opening Prayer.

Opening prayer was led by Jeff McKee, Alderman.

III. Pledge to the Flag.

The Pledge of Allegiance was led by, Arlington Community Schools, BOE Chairman, Dale Viox.

IV. Approval of the minutes from March 6, 2017.

Motion: Alderman Lamar made a motion to approve the Board of Mayor and Aldermen minutes of March 6, 2017. Alderman McKee seconded the motion.

The motion carried unanimously.

V. Grievances and Comments from Citizens.

Mayor Wissman asked if any citizen wished to address the Board to please come to the podium, state your name and address for the record.

Gerald Turner of 6173 Ewing Boulevard stated that he would like for the meetings to be videoed. He feels that the residents should be able to see what their tax money does.

Daniel Lantrip of 11209 Cahill Cove requested that the baseball fields be open to the public at all times, so that residents can play sports with their children. Mayor Wissman informed Mr. Turner that the issue regarding the fields was currently being considered.

There were no further comments.

VI. Communication from the Mayor.

A. Shelby County Sheriff's Department Incident Report for the Month of March.

Mayor Wissman recognized Lieutenant Crowder with the Shelby County Sheriff's Office, who discussed the various crimes that occurred during the month of March. She informed the Board and citizens that most crimes seem to happen between the hours of 10:00 am – 2:00 pm and 10:00 pm – 2:00 am. Mayor Wissman thanked Lt. Crowder for her time and stated that the full report is on file at Town Hall.

B. Arlington Fire Department Report for the Month of March.

Mayor Wissman recognized David Franks, Fire Chief, who stated there were sixty-eight (68) calls during the month of March, forty (40) of those being EMS calls, and twenty-eight (28) classified as fire responses. Twenty (20) of the sixty-eight (68) calls were south of I-40, and unfortunately, the Arlington Fire Department was unavailable to respond to three (3) calls. The FD gave mutual aid six (6) times and received mutual aid (9) times. Mayor Wissman thanked Chief Franks for his time and stated that the full report is on file at Town Hall.

C. Other as Properly Presented.

1. Mayor Wissman recognized Tonia Howell of the Arlington Chamber of Commerce, who stated that the Taste of Arlington will be held on Sunday, April 9th between 5:00 -- 7:00 pm at Arlington High School. Twenty-five (25) different food vendors will be in attendance.
2. Mayor Wissman stated that the Chamber of Commerce luncheon would take place on Wednesday, April 12th, with guest speaker Ted Townsend, TNECD.
3. Mayor Wissman reminded citizens that Arlington in April would be held in Depot Square on Saturday, April 29th. Over ninety (90) vendors have signed up so far, and there will also be food, a kid's area, and a car show.
4. Mayor Wissman recognized Brittney Owens, Town Recorder/Treasurer who explained that the Town is considering rescheduling the Community Clean-up Day, since it was previously cancelled because of the chance of severe weather. Citizens, sports teams, and clubs had committed to helping out on Clean-up Day.

5. Mayor Wissman reminded the Board and citizens that the 2017 Arlington Municipal Election will be held on September 21st, and petitions can be picked up at the Shelby County Election Commission Office from March 15th – June 15th.
6. Mayor Wissman informed the Town that Senator Bob Corker will be in Arlington on Tuesday, April 18th at Crave Coffee Bar, and Bistro.

VII. Committee Reports

Mayor Wissman advised that the Planning Commission, Design Review Committee, Parks and Recreation Committee, Finance Committee, and the Arlington Community School Board met during the month of March. The reports are on file at Town Hall and have been provided to the Board.

The Treasurer's Report and financials for the month of February are on file and have been given to the board. Alderman Thompson read the Treasurer's Report into the record (on file). He stated that the next Finance Committee Meeting will be April 25, 2017 at 5:30 pm.

VIII. Old Business

- A. **Second and Final Reading of Ordinance 2017-02 to amend the Town of Arlington Zoning Map by Rezoning from E: Estate Residential to RS-18: Low Density Residential, a portion of land located 770' west of Airline Road on the South side of Donelson Farms Parkway.**

Mayor Wissman recognized Angela Reeder, Town Planner, who explained this is the second reading of a Zoning Map amendment to rezone a 12.84-acre parcel located on the south side of Donelson Farms Parkway. The property is currently zoned E: Estate Residential, and the applicant is proposing to rezone the site to RS-18: Low Density Residential. Review of a zone change request should take into consideration the intended Future Land Use of the area, existing nearby uses, and whether the infrastructure can accommodate the proposal. Ms. Reeder stated that the site is designated as Suburban Residential, or moderately dense suburban neighborhoods, and allows for a density of up to 2.42 du/acre. All municipal services, including sewer, are available to the property, but extensive on-site improvements will be needed concerning drainage, grading, and sewer. There were no findings by Staff regarding inconsistency with the general plan for the area, adverse effects on adjoining property owners, material benefits of property owners from the change to the detriment of the public, or contravened legal purpose for which the zoning exists. Staff recommends approval of the intended amendment as proposed. Mayor Wissman called for a motion.

Main Motion: Alderman Brooks made a motion to approve Ordinance 2017-02. Alderman Harmon seconded the motion.

Mayor Wissman called for a motion to suspend the meeting and open a Public Hearing.

Motion: Alderman Thompson made a motion to suspend the meeting and open the Public Hearing. Alderman McKee seconded the motion.

Mayor Wissman noted that the public hearing was published in the Commercial Appeal on March 10, 2017. He asked anyone wishing to speak for or against the request to stand and be recognized by stating his/her name and address.

Hearing no response, Mayor Wissman called for a motion to close the Public Hearing and resume the Board of Mayor and Aldermen Meeting.

Motion: Alderman Thompson made a motion to close the Public Hearing and resume the Board meeting. Alderman Lamar seconded the motion.

Vice Mayor McKee asked Ms. Reeder if the applicant had provided Staff with a timeline on the completion of the project, and if the plan was to wait until after the church was built. Henry Porter, representative for the applicant, informed the committee that they planned to begin work on the site as soon as the zoning amendment was approved. Alderman McKee asked if maintenance on the median, e.g. landscaping, along Donelson Farms Parkway would be the responsibility of the HOA or the Town. Ms. Reeder explained that it depends on if the plans are submitted as a straight subdivision or a planned development. Mayor Wissman asked Mr. Porter if they had any previous communication with the church regarding the extension of the sewer onto the property; Mr. Porter confirmed. Mayor Wissman called for further discussion and hearing no reply, he called for a vote on the motion.

Vote on Main Motion: The motion carried unanimously.

B. Second and Final Reading of Ordinance 2017-03 to further amend the Town of Arlington, Tennessee Budget for Fiscal Year ending June 30, 2017.

Mayor Wissman recognized Brittney Owens, Town Recorder/Treasurer, who explained that this was the second reading to amend the 2016-2017 budget. She stated that there were no changes to the proposed budget amendments between the first and second readings, and Staff recommends approval of the amendments as presented.

Main Motion: Vice Mayor McKee made a motion to approve Ordinance 2017-03. Alderman Brooks seconded the motion.

Mayor Wissman called for a motion to suspend the meeting and open a Public Hearing.

Motion: Alderman Lamar made a motion to suspend the meeting and open the Public Hearing. Alderman Harmon seconded the motion.

Mayor Wissman noted that the public hearing was published in the Commercial Appeal on March 10, 2017. He asked anyone wishing to speak for or against the request to stand and be recognized by stating his/her name and address.

Hearing no response, Mayor Wissman called for a motion to close the Public Hearing and resume the Board of Mayor and Aldermen Meeting.

Motion: Alderman Lamar made a motion to close the Public Hearing and resume the Board meeting. Alderman McKee seconded the motion.

Mayor Wissman called for discussion and hearing no reply, he called for a vote on the motion.

Vote on Main Motion: The motion carried unanimously.

C. Other as Properly Presented.

There was no further business brought before the Board.

IX. New Business

A. Resolution 2017-06 to amend the Arlington Community Schools Board of Education 2016-2017 Operating Budget.

Mayor Wissman recognized Brittney Owens, Town Recorder/Treasurer, who stated that this is a resolution to amend the Arlington Community Schools operating budget for fiscal year 2016-2017. Ms. Owens explained that the amendment was approved by the Arlington School Board at their March 28, 2017 meeting. The changes will allow Arlington High School to purchase 2,070 iPads for their students. Ms. Tammy Mason and other school board staff members were in attendance to answer any questions.

Main Motion: Alderman Brooks made a motion to approve Resolution 2017-06. Alderman Thompson seconded the motion.

Mayor Wissman stated that he attended the School Board meeting in March, and felt that, even though this was a large expensive purchase, it would be greatly beneficial to all the children. Alderman Lamar also attended the School Board meeting, and appreciated the presentation that was given at the meeting. Both Alderman Brooks and Alderman Thompson thanked Ms. Mason for her time and for addressing their questions and concerns in detail. Alderman Thompson was in favor of allowing students to have more access to technology in the classroom, and trusts that Staff did an acceptable amount of research regarding the purchase of the iPads. Mayor Wissman explained that the schools will purchase the iPads outright instead of requesting money from the Town. Alderman McKee stated that although spending such a large amount of money makes him nervous, he trusts the School Board and appreciates them making such an effort to justify the cost. Vice Mayor McKee asked Ms. Mason to clarify that the Board was approving an amendment to the budget, not loaning the

School Board money. He also asked her if she expected to ask the Town for more money next fiscal year since they were not only purchasing iPads, but also constructing a new administration building. Ms. Mason answered no. Mayor Wissman informed the Board and citizens that Arlington is one of the only municipalities that has not asked for a tax increase, and Ms. Mason added that Arlington also does not have a bond out for the schools unlike other municipalities. Ms. Mason feels as though she and her staff have worked extremely hard and have been very conservative with their finances the past three (3) years. The School Board is mindful both the size of and number of taxpayers within Arlington compared to other municipalities in Shelby County, but feel it is their responsibility to give the students the same opportunities as larger cities. Alderman Harmon pointed out the teamwork between the citizens, the School Board, and Town Staff. The citizens ultimately elect both the Board of Education and the Board of Mayor and Alderman, so the trust between all parties must be strong to get things accomplished.

Mayor Wissman called for further discussion, and hearing none, he called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

B. Resolution 2017-08 to enter into a contract with Alexander Thompson Arnold, PLLC, to conduct the Annual Financial Audit for the Fiscal Year ending June 30, 2017.

Mayor Wissman recognized Brittney Owens, Town Recorder/Treasurer, who explained that this was request to approve the standard contract for the Town's annual audit. The terms of the contract remain the same from previous years.

Main Motion: Alderman Lamar made a motion to approve Resolution 2017-08. Alderman Harmon seconded the motion.

Mayor Wissman called for discussion, and hearing no reply, he called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

C. Resolution 2017-09 authorizing the award of bid Project known as, Public Works Painting.

Deferred by Town of Arlington Staff prior to the meeting.

D. Resolution 2017-10 authorizing the award of bid for Project known as, Public Works Heating Repairs.

Mayor Wissman recognized Bob Kendall, Public Works Director, who stated that this was a request to authorize the award for the bid for Project known as, Public Works Heating Repairs, to Patton Plumbing Heating and A/C. This award will repair four (4) natural gas forced air package units, duct work and sheet metal, gas and electric connections, piping, and

control systems resulting in a complete and usable heating system in Building 3 allowing use of the building year-round. The project is in the approved 2016-2017 budget, and Staff recommends approval of the resolution as presented.

Main Motion: Alderman McKee made a motion to approve Resolution 2017-10. Alderman Lamar seconded the motion.

Alderman McKee asked Mr. Kendall to clarify where the building sat on the property located at 11491 Memphis-Arlington. Mr. Kendall explained that the building is at the rear of the property perpendicular to the main office building.

Mayor Wissman called for further discussion, and hearing none, he called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

E. Resolution 2017-11 to enter into a Real Estate Agreement with NAI Saig Company for the property located at the Southwest Corner of Memphis-Arlington and Airline Road.

Mayor Wissman recognized Catherine Durant, Town Administrator, who stated that this was a request to enter into an agreement to market the two (2) parcels of Town property on Airline Road. The first approximately four-acre (4) parcel is located at the southwest corner of Airline Road and Memphis-Arlington and was previously on the market with representation from Crye-Leike Realtors. The second parcel is adjacent to Arlington Automotive and ABC Learning Center and is approximately six-acres (6) in size. Staff researched real estate companies as requested by the Board and feels that NAI Saig and their commercial real estate agents have the experience to promote the property and get the results the Board and Staff are expecting. Staff recommended approval of the agreement for a one (1) year term and informed the Board that a representative from NAI Saig was in attendance to answer any questions.

Main Motion: Vice Mayor McKee made a motion to approve Resolution 2017-11. Alderman Harmon seconded the motion.

Hank Martin, representative with NAI Saig, stepped forward and explained that he and his colleagues have marketed property in Arlington before and have a good understanding of what the Town and its citizens are looking for. Ms. Durant confirmed for Alderman Lamar that this was only a one (1) year contract. Ms. Durant stated that she and other Staff members talked with numerous companies regarding the property. They ensured there were no conflicts with the realtor and they were not representing other properties in Arlington in which there could be a conflict. They also discussed in detail the Board's vision and the Town's expectations of the property. Staff feels Saig Company sees that vision and has the expertise on staff to see it through.

Mayor Wissman called for further discussion, and hearing none, he called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

F. Resolution 2017-12 supporting a Certificate of Need for a Free-Standing Emergency Department.

Mayor Wissman recognized Catherine Durant, Town Administrator, who started off by saying that the Town is extremely fortunate to have two (2) very good major hospitals propose a Free-Standing Emergency Department within its Town limits. The Board had a work session in March with both Baptist Memorial Healthcare and Saint Francis Hospital, at which each were afforded an equal amount of time for presentations. Both the Board and Staff did an extensive amount of research concerning the process and criteria for a Certificate of Need. Arlington has a definite need for more urgent medical services. However, the Board has three choices support the concept only, support Baptist or Saint Francis; noting that Community Support is not part of the CON Board criteria but is weighted heavily Board. Alderman McKee recused himself and stepped out of the meeting due to an employment conflict.

Main Motion: Vice Mayor McKee made a motion to approve Resolution 2017-12. Alderman Harmon seconded the motion.

Mayor Wissman explained that this was an extremely tough decision that the Board and Staff had to make. Personal and professional relationships were set aside, yet had to choose to do what was best for the citizens of Arlington. He stated that the Board had several options at the meeting, but after communicating with the State, a neutral stance would not be the most sufficient option to ensure approval of either entity at the State level. Ms. Durant quickly pointed out that even with Town support, neither Baptist or Saint Francis is guaranteed approval at the State level. Alderman Thompson dislikes the fact that the Board must choose because he sees the opportunity as a blessing. Although he states that he would rather not take a stance on the matter, he knows that the Board as a whole has to. He explained that both Baptist and Saint Francis were equally prepared for the work session with the Board, and that, although he appreciated everything Saint Francis proposed, he knew they needed to be united on a decision. Both Alderman Lamar and Alderman Brooks were excited about the chance to have a Free-Standing Emergency Department in Arlington. Alderman Harmon stated that he did a great deal of research himself and feels comfortable with the decision the Board is making. He thanked Saint Francis and Baptist for all of their hard work, time, and what they do for the area.

Mayor Wissman called for further discussion, and hearing none, he called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

G. Resolution 2017-13 to enter into a contract to sell land owned by the Town of Arlington, adjacent to the State of Tennessee Department of Transportation, to H. Saga International, Inc.

Mayor Wissman recognized Angela Reeder, Town Planner, who explained that Resolution 2017-13 was to enter into a contract to sell a 1.2-acre parcel of land owned by the Town to H. Saga International, Inc. The property in question is west of the State of Tennessee Department of Transportation property and is zoned B-3: Downtown Business. The land is at the eastern end of Mott Street and falls within the Depot Square Master Development Plan area. The property is currently being used for the Town of Arlington Community Garden. The applicant is proposing both mixed commercial and residential uses with an access easement along the railroad. Staff recommends approval of the resolution as presented.

Main Motion: Alderman Thompson made a motion to approve Resolution 2017-13. Alderman Brooks seconded the motion.

Alderman Thompson started off by saying that he is delighted that H. Saga is investing in Depot Square. He thinks that the mixed-use concept is a great fit and is a better way to utilize the property. Ms. Reeder agreed and said that it is a difficult site to work with. It is limited because of the railroad tracks and Mott Street is not widened its full extent. Mayor Wissman asked Kevin Carter, Parks and Recreation Manager, to step forward and explain to the Board the Community Garden. Mr. Carter said that last year there were a total of 33 members. He had planned to expand the garden, but decided to postpone that pending the Board's decision on this matter. He understands the garden was placed on the site in question temporarily, and feels the proposed plan is more in keeping with the Depot Square Master Development Plan. Alderman Harmon appreciates anyone interested in investing in the Town, but he has a special place in his heart for the Depot Square area. He envisions small shops that do not include apartments. Ms. Reeder explained that the B-3: Downtown Business zoning district is the only district that the Town has that allows true mixed use, meaning residential on top of commercial. Our policies have numerous stipulations regarding the commercial uses, hours of operation, sizing requirements, etc.

Vote on Main Motion: The motion passed with a vote of 6 – yes and 1 – no.

H. Resolution 2017-14 to enter into a contract to sell land owned by the Town of Arlington, adjacent to The Grapevine, to Christopher and Sheryl Wooley.

Ms. Reeder explained that this property is in the same general area as the previous agenda item. Aldermen McKee noted that he has had the opportunity to know the applicants and the vision they have to grow their existing business in Depot Square. Aldermen Lamar noted the applicants work with various charitable organizations. Mr. Harmon aplicated that this applicant was not proposing a mixed use. Ms. Wooley 6284 Chester Street, explained that she has operated her business in a small space for 11 years and it was time to grow. She expressed her application for the Boards consideration of the offer. Mayor Wissman called for a vote on the main motion.

Motion: Aldermen Lamar made a motion to approve Resolution 2017-14. Alderman McKee seconded.

Vote on Main Motion: The motion carried unanimously.

I. Other as properly presented.

There was no further business brought before the Board.

X. Approval of the bills for payment.

Mayor Wissman called for a motion.

Main Motion: Alderman Thompson made a motion to approve bills for payment. Vice Mayor McKee seconded the motion.

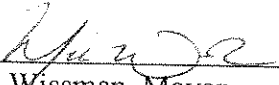
Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

XI. Adjournment

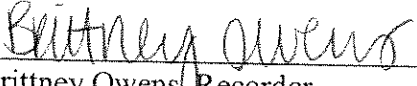
Motion: Alderman McKee made a motion to adjourn. Alderman Harmon seconded the motion.

Meeting adjourned.



Mike Wissman, Mayor

5/1/17
Date



Brittney Owens, Recorder

5/1/17
Date