

Town of Arlington

5854 Airline Road, Arlington TN 38002



Town Of Arlington
Board of Mayor and Aldermen
May 1, 2017

MEETING MINUTES

GUEST HONORARY MAYOR IAN WEST LED MEETING

I. CALL TO ORDER AND ROLL CALL

Present

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

Others Present

Gerald Lawson, Town Attorney
Catherine Durant, Town Administrator
Brittney Owens, Town Recorder
See List

II. OPENING PRAYER

Opening prayer was led by Alderman Jeff McKee.

III. PLEDGE TO THE FLAG

The Pledge of Allegiance was led by Honorary Mayor Ian West.

IV. APPROVAL OF THE MINUTES FROM THE APRIL 3, 2017, BOARD OF MAYOR AND ALDERMEN MEETING.

Motion: Vice Mayor McKee made a motion to approve the Board of Mayor and Aldermen minutes of April 3, 2017. Alderman Brooks seconded the motion.

The motion carried unanimously.

V. GRIEVANCES & COMMENTS FROM CITIZENS

Ian West asked if any citizen wished to address the Board to please come to the podium, state your name and address for the record. Mayor Wissman reminded us this is not a question and answer session and each citizen would have three minutes.

Gerald Turner, 6173 Ewing Blvd., stated that Arlington in April had a good turnout. He asked if the town could buy the old Kroger building for the children to have a safe space to go.

Adam Bartholomew, 11862 Bridal Lane, said thank you to Kevin Carter and Arlington Youth Little League for a great first month of baseball season. He stated there's a problem with the parking lot on the south side of Douglas Park, where people are pulling over the curb where there is no driveway without noticing children or buses nearby. He doesn't know where the property line is, but he would like to see a driveway on the east end to help this. He stated he had contacted the school and they advised it is the town's responsibility. He will provide pictures if needed.

Mayor Wissman thanked Mr. Bartholomew and advised him that the Public Works Director, Sheriff's Department and Ms. Mason from the school were in attendance to hear his concerns.

Jeannie Welch, 11950 Campbell Street, advised they have a problem in her area related to the flood a year ago and the ditches are all torn up. There are a total of eight houses that it affects. It is on record from the last time she reported it but the person that was to handle it is no longer around.

Mayor Wissman thanked everyone for their time.

VI. COMMUNICATIONS FROM THE MAYOR

A. Shelby County Sheriff's Department Incident Report for the month of April

Ian West, Honorary Mayor, recognized Lt. Crowder, Shelby County Sheriff's Department. She presented the Crime Report for the month of April. On April 27, the Sheriff's Office did a news release to all of Shelby County advising them to park smart which means lock your vehicles, and make sure your car is secure. The full report is on file at Town Hall.

B. Arlington Fire Department Report for the month of April.

Ian West, Honorary Mayor recognized David Franks, Fire Chief. He reported on the Fire Department's activity for the month of April 2017 (on file). He advised that there were 100 runs in April with 24 being south of Interstate 40. They began flushing and testing all Fire Hydrants and they have one arson under investigation. The full report is on file at Town Hall.

C. Other as Properly Presented.

1. Mayor Wissman thanked staff for their work on Arlington In April. He stated that the crowds were large and many compliments were received.
2. Mayor Wissman advised that he along with Vice Mayor McKee and Alderman Harmon went to Nashville for the Certificate of Need hearings on the free-standing emergency rooms. He stated that both were denied. He invited Keith Norman from Baptist Hospital to come forward and speak.

Mr. Norman stated that they were not successful but he is hopeful for an appeal. Thanks were given to the Board, Town Staff, and Citizens for their hard work and support in the process. He advised that Baptist wants to demonstrate their commitment to Arlington. He made no promises but stated that there were a lot of plans to move forward.

Alderman McKee inquired about the appeals process. Alderman Thompson inquired about the misunderstandings about our geography or demographics. Mr. Norman spoke regarding commissions and their understanding of Arlington. Mr. Norman reported that they see Arlington as an affluent suburb of East Memphis. He tried to show them that that was not the case. Next time he will take bigger maps of West Tennessee.

3. Mayor Wissman stated Senator Corker and Chairman Bob Rolf were in town. They both hosted Town Hall meetings here in Arlington with large crowds and it was a good experience. We're fortunate to have them.
4. Mayor Wissman advised the Chamber Lunch would be May 10th and Superintendent Mason would be speaking at the lunch.
5. Mayor Wissman stated that Arlington High School graduation would be held May 16.
6. Mayor Wissman reminded us we are in an election year and petitions could be pulled through June 15. The election will be September 21.

VII. COMMITTEE REPORTS

Honorary Mayor Ian West advised that the Finance Committee, Design Review Committee, Arlington Community School Board and Planning Commission all met during the month of April.

Ian West recognized Alderman Thompson who read the Treasurer's Report into the record (on file).

VIII. OLD BUSINESS

A. Other as Properly Presented

There was no old business to come before the Board.

IX. NEW BUSINESS

A. First reading of Ordinance 2017-04 to further amend the town of Arlington, Tennessee Budget for Fiscal Year ending June 30, 2017.

Honorary Mayor Ian West recognized Brittney Owens, Town Recorder and Treasurer. She explained the first reading of budget amendments to account for \$184,000 additional revenue which will bring down the amount needed from fund balance to \$328,102. It is a general cleanup of line items.

Honorary Mayor Ian West called for called for a motion.

Main Motion: Alderman Thompson made a motion to approve First Reading of Ordinance 2017-04. Alderman McKee seconded the motion.

Honorary Mayor Ian West called for discussion or questions. After hearing no further discussion, he called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

B. First Reading of Ordinance 2017-05 to adopt the Town of Arlington, Tennessee Budget and Board Compensation for Fiscal year ending June 30, 2018.

Honorary Mayor Ian West recognized Brittney Owens, Town Recorder/Treasurer. Mrs. Owens advised that the review process for the proposed certified tax rate has not been completed at this time. She stated that this budget was being presented with the assumption that the Town will remain at \$1.15 per \$100 of the assessed value.

She advised that projected revenues for the Fiscal Year of 2017-2018 are \$8,123,700 which is an increase of \$610,000 from projected revenue for 2016-2017. She explained that this is partly due to the adoption and the effective date of the storm water fees and property reappraisals. She advised that the Town has a five year Capital Improvement Plan which is maintained to guide large capital projects and related expenses. With the assumption that the property tax rate is going to be presented at \$1.15, each penny of that personal property, real property and utility tax

generates 37,374.13. She advised that General Administration is proposing to issue a bond to finish out the remaining 10 acres at Forrest Street Park which will include the construction of a new library, finish out grading and drainage and parking lot on the site. She stated that Public Works is proposing one new position which will allow them to have two crews on the field at all times. Also, proposing to purchase a 2 ½ ton dump truck, maintenance software and a generator for the administrative building.

She explained that in Street Aid staff is proposing the Depot Square Road realignment estimated at \$265,000 and \$10,000 of improvements in compliance with the ADA Implementation Plan. She stated that in the Sewer Fund one new position is being proposed which will allow for two crews. Staff is also proposing a camera system and a Chester Street manhole rehab. Staff is proposing to go into retained earnings \$160,000 to help purchase the camera system and complete the Chester Street rehab. She stated that staff recommended approval.

Honorary Mayor Ian West called for a motion.

Main Motion: Alderman Brooks made a motion to approve First Reading of Ordinance 2017-05. Alderman Harmon seconded the motion.

Honorary Mayor Ian West called for discussion and questions. Alderman Thompson stated that he spent a lot of time going through the line items, getting familiar with the accounts and a lot of different things but he wanted to point out that a lot of work goes into the budget by the staff. He thanked the staff and Finance Committee for their hard work. After hearing no further discussion, Honorary Mayor Ian West called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

C. Resolution 2017-15 to authorize a Development Agreement with DPL Holdings, LLC for the construction of the Ortho One Medical Office located on the southwest corner of Will Harris and Airline Road.

Mayor Wissman recognized Angela Reeder, Town Planner, who presented a report (on file). Ms. Reeder advised this is a standard development agreement for a new orthopedic office located on the southwest corner of Airline Road and Will Harris Drive. This project includes a roughly 5,200 square foot building as well as roadway improvements along both street frontages on Airline and Will Harris. She stated the Planning Commission approved the site plan on March 20th. She advised that staff recommends approval and offered to answer any questions. She stated that the applicant was also present.

Main Motion: Alderman Thompson made a motion to approve Resolution 2017-15. Alderman Brooks seconded the motion.

Mayor Wissman called for discussion and questions. Alderman Lamar inquired about the timeline on this project. Ms. Reeder responded that she does not have specific dates however the applicant would like to start as soon as possible. Vice Mayor McKee stated the layout of the building looks great. Mayor Wissman responded it had already passed through DRC and they had a few minor landscaping issues to make adjustments but the building layout was fantastic and they did an excellent job on it. Angela Reeder added that they have responded to all of the commission comments already.

Alderman McKee inquired if the building would be similar to the Dermatology Clinic as far as the distance from the street and about parking. Ms. Reeder stated the driveway would come around the building on Airline Road itself and there would only be one row of parking there. She explained that they have angled the building with a drop off area that points towards the intersection and brings the covered drop off area closer to the intersection. Alderman Lamar inquired about road improvements. Ms. Reeder explained there would be improvements to Will Harris and Airline Road. Vice Mayor McKee inquired about whether they would work with Olympic Steak and Pizza who is developing across the road. Ms. Reeder responded they did coordinate their driveway locations but not necessarily timing of road work.

After hearing no further comments, Honorary Mayor Ian West called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

Mayor Wissman called noted an adjustment of the agenda, as Item D requested to be removed is being removed, and Item E was added.

D. Resolution 2017-16 to authorize a Development Agreement with Faith Baptist Arlington for the construction of Faith Baptist Arlington located on Donelson Farms Parkway 1735 feet west of Airline Road.

This item was pulled from the agenda at the request of the applicant.

E. Other as properly presented.

Resolution 2017-17 to authorize a Development Agreement with Richard H. Leike for the construction of the Arlington Place Subdivision Phase 2 located west of Airline Road and north of Milton Wilson Blvd.

Mayor Wissman recognized Angela Reeder, Town Planner, who presented a report (on file). She advised this request is for a standard development agreement for a new commercial subdivision located between Arlington High School and Airline Road, north of Milton Wilson. She noted this is phase two of the Arlington Place Subdivision and will create five commercial lots, 3 fronting Airline, one on Milton Wilson, and a larger 6.5-acre parcel with access to both. Development of the subdivision requires public improvements including sewer and improvements to Airline Road. The Planning Commission considered the project at their February 21 meeting and approved it. She noted an addendum to the development agreement is included to clarify that the town is paying for a portion of Airline Road that falls outside the standard requirements for a developer. She explained the situation is similar to the Kroger project, where a profile change in the road required both sides to be adjusted. Ms. Reeder advised that staff recommended approval.

Honorary Mayor Ian West called for a motion.

Main Motion: Alderman Harmon made a motion to approve Resolution 2017-17. Vice Mayor McKee seconded the motion.

Mayor Wissman called for discussion and questions. Alderman McKee asked if this was the property behind O'Reilly's and the dermatology lot. Ms. Reeder responded this agreement would actually create the lot that O'Reilly would ultimately be on, clarifying the site extends from the dermatology clinic north on Airline to the high school property. Alderman McKee inquired about having several lots and detention ponds and whether they were able to incorporate those together. Ms. Reeder responded that since this is a subdivision and not a planned development for the site, each lot would be responsible for their own detention. Ms. Durant added the natural flow of the water will not change from how it flows today, or rather it would not increase flow onto other adjacent properties. Town engineer Jason Allen confirmed each lot would be responsible for their own detention based on impervious area that is added. Ms. Reeder explained the subdivision it does incorporate shared access through identified driveways, limiting the number on Airline Road. Ms. Durant stated that if DRC does a good job with landscaping, layout, and building elevations the individual detention basins shouldn't be a problem. Mr. Harmon asked how many lots we were talking about. Angela Reeder explained its five lots, four which would typically be considered outparcels, and a 6.5-acre lot in the back that could accommodate a larger development. She said you would likely end up of with a larger retail center with outparcels, and through proper review it could have continuity. The access would tie them together. Vice Mayor McKee asked if the frontage had three lot. Ms. Reeder answered yes on Airline Road. Vice Mayor McKee asked if our hands were tied on that. Town Attorney Gerald

Lawson added that the subdivision was approved by the planning commission and the purpose of this item is an agreement for construction of public improvements. Vice Mayor McKee asked if the road improvement were for the entire frontage at one time. Ms. Reeder answered yes. Vice Mayor McKee asked if the lots fall within regulations. Ms. Reeder added the smallest lot was 1.25 acres and the commercial shopping center zoning would allow down to 10,000 square foot commercial lots. She noted they are of a size that you could develop something similar to the O'Reilly and get the associated improvements all along that parcel.

After hearing no further discussion, Mayor Wissman called for a vote on the main motion.

Alderman Thompson abstained in the interest of transparency and disclosure; he owns a business that is a tenant of Crye-Leike Property Management.

Vote on Main Motion: The motion passes with 6 yes.

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. Alderman McKee seconded the motion.

Honorary Mayor Ian West called for a vote on the main motion.

Vote on Motion: The motion carried unanimously.

XI. ADJOURNMENT

Motion: Vice Mayor McKee made a motion to adjourn. Alderman Brooks seconded the motion.

The motion carried unanimously.

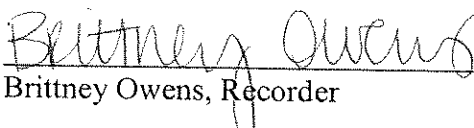
Meeting adjourned.



Mike Wissman, Mayor

6/5/17

Date



Brittney Owens, Recorder

6/5/17

Date