

# Town of Arlington

5854 Airline Road, Arlington, TN 38002



## **PUBLIC HEARING – Ordinance 2013-02 to further amend the Town of Arlington, Tennessee, budget for fiscal year ending June 30, 2013.**

Mayor Wissman opened the Public Hearing and advised that notice of the hearing was published in The Commercial Appeal on May 10, 2013. He invited anyone wishing to speak for or against to please stand to be recognized. State your name and address for the record. Hearing no comments, the Public Hearing was closed.

## **PUBLIC HEARING – Ordinance 2013-03 adopting the Annual Budget and Board Compensation for fiscal year beginning July 1, 2013 and ending June 30, 2014.**

Mayor Wissman opened the Public Hearing and advised that notice of the hearing was published in The Commercial Appeal on May 10, 2013. He invited anyone wishing to speak for or against to please stand to be recognized. State your name and address for the record. Hearing no comments, the Public Hearing was closed.

### **Town Of Arlington Board of Mayor and Aldermen June 3, 2013**

#### **MEETING MINUTES**

#### **I. CALL TO ORDER AND ROLL CALL**

##### Present

Mike Wissman, Mayor  
Harry McKee, Vice Mayor  
Glen Bascom, Alderman  
Oscar Brooks, Alderman  
Jeff McKee, Alderman  
Brian Thompson, Alderman

##### Others Present

Gerald Lawson, Attorney  
Steve Hill, Engineer  
Heather Sparkes, Planner  
Catherine Durant, Recorder/Treasurer  
See List

##### Absent

Gerald McGee, Alderman - Excused

Mayor Wissman called the meeting to order and advised that a quorum was established.

#### **II. OPENING PRAYER**

Opening prayer was led by Alderman Thompson.

**III. PLEDGE TO THE FLAG**

The Pledge of Allegiance was led by Finance Committee Member Gene Hinders.

**IV. APPROVAL OF THE MINUTES FROM THE MAY 6, 2013, MEETING AND THE MAY 20, 2013, SPECIAL-CALLED MEETING.**

**Motion:** Alderman Brooks made a motion to approve the Board of Mayor and Aldermen minutes from the May 6, 2013, and the May 20, 2013, meetings. Vice Mayor McKee seconded the motion. The motion carried unanimously.

**V. GRIEVANCES & 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. There were no comments from citizens.

**VI. COMMUNICATIONS FROM THE MAYOR**

A. Shelby County Sheriff's Department Incident Report for the Month of May 2013.

Mayor Wissman advised that the Incident Report for the month of May 2013 (on file) is available for review. He noted that the Sheriff's representative was not present. Later in the meeting, Mayor Wissman recognized Lt. Ernest Long, Sheriff's representative, who arrived late and asked him to address the May Incident Report. There was discussion.

B. Other as Properly Presented

Mayor Wissman noted that summer is the time many Town employees schedule their vacations and noted that Ms. Durant, Recorder/Treasurer, has been doing double duty while two of her employees are on vacation. He asked that everyone be mindful that the Town will be short-handed from time to time with employees being on vacation. Mayor Wissman then advised that he will discuss school issues later in the meeting and reminded everyone that elections will be held on July 16, 2013, and early voting is June 29, 2013, from 10 a.m. to 4 p.m. He noted that aldermen elections will also be held in September.

**VII. COMMITTEE REPORTS**

Mayor Wissman advised that committee reports, including the Treasurer's Report and financial reports, for the month of May are on file at Town Hall and have been provided to the Board. Mayor Wissman asked if anyone wished to report on their committee. Vice Mayor McKee stated that Finance Committee members Gene Hinders and David Doughty were present and recognized the hard work of all the Finance Committee members as well as the Mayor and Ms. Durant. Vice Mayor McKee recognized Gene

Hinders, 11971 Brown Street, who advised that he has been in Arlington for 30-plus years and has had the pleasure and privilege of serving on the Finance Committee in various capacities. Mr. Hinders noted that the way the process operates now is that they take the long-range view of where the Town wants to go and address the short range requests that the different department heads present to them. He noted that all of the department heads are responsible for how their departments grow and operate, and it is the Committee's responsibility to determine how these requests meet the needs of the Town and the impact these requests have on tax dollars and other funding. The Committee strives to provide the Town with as much as possible while keeping the tax rates as low as possible. Mr. Hinders stated that the Town has done an excellent job, especially Mr. Haley, Ms. Durant and her staff, for keeping everything on track. Mayor Wissman thanked Mr. Hinders and thanked everyone for all of their hard work.

Mayor Wissman recognized Chief Franks who presented a Fire Department report for the month of May (on file) and advised that they had a total of 65 responses. He noted that 37 were medical with 15 motor vehicle accidents (MVA's) and 13 fire calls/alarms. He noted that they responded to one pedestrian fatality on Larry Anderson. Chief Franks noted that they did two blood pressure checks, about 700 plugs, and are about to finish their annual hydrant flush. Mayor Wissman asked about the missing person incident on Forrest Street and Chief Franks advised that the man's body was recovered from a ditch near his residence. Mayor Wissman thanked Chief Franks and expressed his appreciation for their service.

Vice Mayor Harry McKee read the Treasurer's Report into the record (on file).

## VIII. OLD BUSINESS

- A. Second and Final Reading Ordinance 2013-02 to Further Amend the Town of Arlington, Tennessee, Budget for Fiscal Year Ending June 30, 2013.

Mayor Wissman recognized Ms. Durant who advised that this amendment request is to clean up line items and adjust money to where it's needed in order to balance and close out the year.

**Main Motion:** Alderman Thompson made a motion to approve the second and final reading of Ordinance 2013-02. Alderman McKee seconded the motion.

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

**Vote on Motion:** The motion carried unanimously.

- B. Second and Final Reading Ordinance 2013-03 Adopting the Annual Budget and Board Compensation for Fiscal Year Beginning July 1, 2013, and ending June 30, 2014.

Mayor Wissman recognized Ms. Durant who advised that she did not have any additional comments. Mayor Wissman called for a motion.

**Main Motion:** Alderman Thompson made a motion to approve the second and final reading of Ordinance 2013-03. Alderman Brooks seconded the motion.

Mayor Wissman called for discussion. Vice Mayor McKee asked about the calculation of new census. Ms. Durant responded that the census will be certified in time for the Town to begin receiving the extra share of state revenue at the beginning of July 1, 2013. Mayor Wissman called for further discussion. Hearing no reply, he called for a vote on the main motion.

**Vote on Motion:** The motion carried unanimously.

C. Other as Properly Presented

There was no further old business brought forward.

**IX. NEW BUSINESS**

A. Certified Tax Rate Determination.

Mayor Wissman recognized Ms. Durant who advised that due to Assessor reappraisals this year, the Town had to re-certify their tax rate. She noted that residential property values declined; however, most of Shelby County's commercial properties held their own or gained in value. She noted that Arlington does not have as much commercial as it would like; therefore, the town did see a loss in projected revenues which made the calculation come out to \$1.245 for the certified tax rate. Ms. Durant noted that the budget just approved was based on a \$1.15 tax rate. She commented that the extra ten cents of the \$1.245 certified tax rate would have brought in \$268,000 additional dollars. She stated that the budget was based on \$1.15 tax rate with no programs lost and no cuts made except in the large wish list. Ms. Durant advised that she and Mr. Haley recommend staying with the \$1.15 tax rate. She stated that this vote will be to acknowledge the certified tax rate determination and the next item on the agenda is for a first reading to adopt the actual tax rate.

Mayor Wissman called for a motion.

**Main Motion:** Vice Mayor McKee made a motion to approve the Certified Tax Rate. Alderman Bascom seconded the motion.

Mayor Wissman called for discussion and commented that tightening the budget allowed the Town to budget without a tax increase, and stated that this was very good budgeting. Mayor Wissman called for further discussion. Hearing no reply, he called for a vote on the main motion.

**Vote on Motion:** The motion carried unanimously.

- B. First Reading Ordinance 2013-07 to adopt the Town of Arlington, Tennessee, Tax Rate for 2013.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Thompson made a motion to approve the first reading of Ordinance 2013-07. Alderman McKee seconded the motion.

Mayor Wissman called for discussion. Alderman Thompson suggested that this is the exact opposite of what just happened in downtown Memphis in the sense that Arlington is maintaining, not increasing, in order to make up the difference. Mayor Wissman called for further discussion. Hearing no reply, he called for a vote on the main motion.

**Vote on Motion:** The motion carried unanimously.

- C. Resolution 2013-19 to Authorize an Agreement with the State of Tennessee Department of Transportation, to locally manage project known as Donelson Farms Parkway from Donelson Road to Donelson Elementary School, TDOT ID #118492.00.

Mayor Wissman recognized Steve Hill, Town Engineer, who noted that for a couple of years Mr. Haley has pursued and has been successful in getting funding for this project through Transportation, Community, and System Preservation (TCSP) funds. Mr. Hill explained that this will be a locally managed project with funding being an 80/20 matching grant. Mayor Wissman called for a motion.

**Main Motion:** Vice Mayor McKee made a motion to approve Resolution 2013-19. Alderman Thompson seconded the motion.

Mayor Wissman called for discussion. Alderman Thompson asked about the timeline for construction. Mr. Hill replied that the construction is still a few years out. Vice Mayor McKee asked for clarification regarding the number of lanes. Mr. Hill responded that this project is only engineering and NEPA of two lanes that would extend from where the road stops at Donelson Elementary School to 385, and any development would construct the additional lanes at the time of that development. Mr. Hill advised that the road will be four lanes when completed and will have a median, bike and pedestrian facilities. Mayor Wissman called for further discussion. Hearing no reply, he called for a vote on the main motion.

**Vote on Motion:** The motion carried unanimously.

- D. Resolution 2013-20 to Authorize Residential Development Agreement for Hayes Place Planned Development (PD), Located on the North Side of Hayes Road, East of Airline Road and South of Cranston Drive.

Mayor Wissman recognized Heather Sparkes, Town Planner, who advised that this is a standard residential development agreement for Hayes Place PD which was approved last year for a 32-lot planned development. She advised that she placed pages 13 and 14, which show the bond amounts for this project, at their seats for review. Mayor Wissman called for a motion.

**Main Motion:** Alderman Bascom made a motion to approve Resolution 2013-20.  
Alderman McKee seconded the motion.

Mayor Wissman called for discussion and recognized Alderman Brooks who had questions regarding safety issues with regard to the 55-foot lot sizes and asked what side yard setbacks were approved. Ms. Sparkes replied that the approved side yard setbacks are five feet. Alderman Brooks suggested that ten feet between structures would barely allow for fire trucks to get through and then asked if fences would be allowed. Ms. Sparkes replied yes. There was discussion as to whether or not something could be added to disallow fences and Ms. Sparkes advised that the planned development was approved back in September 2012. Alderman Thompson asked about the Hayes Road improvements and when they would be scheduled. Mr. Hill responded that the improvements will be scheduled at the same time as construction of the planned development. He explained the process for improvements to Hayes Road. Mayor Wissman called for further discussion. Alderman Brooks asked about parking restrictions and who enforces them. Alderman Thompson responded that they will be public streets and the same laws and enforcement will apply as with any other public street. Hearing no further discussion, Mayor Wissman called for a vote on the main motion.

**Vote on Motion:** The motion passed with 5 – Yes and 1– No.

E. Resolution 2013-21 to authorize a Land Disturbance Permit for Cambridge Manor Planned Development (PD), Phase 2, Located on the North Side of Forrest Street, North of Cambridge Manor PD, Phase 1.

Mayor Wissman recognized Ms. Sparkes, Town Planner, who advised that this is for a land disturbance permit for Cambridge Manor, Phase 2, which is between Phase 1 which has already been constructed and the railroad tracks. She stated that this permit is so that dirt work can begin, and they will come back most likely next month for approval of a development agreement for this phase.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Bascom made a motion to approve the Resolution 2013-21.  
Alderman Thompson seconded the motion.

Mayor Wissman called for discussion. Hearing no response, Mayor Wissman called for a vote on the main motion.

**Vote on Motion:** The motion carried unanimously.

F. Resolution 2013-22 to Authorize a Contract with Southern Educational Strategies, LLC to revise information in the 2012 Fiscal Update to the Municipal School District Feasibility Study.

Mayor Wissman advised that he, Mr. Haley, Senator Norris and others met to discuss municipal school questions. He noted that one of the issues was that the feasibility study was based on 2010-2011 numbers and to move forward we would need to revise our financial numbers. Mayor Wissman stated that Dr. Mitchell will revise the financial part of the feasibility study to provide us with a more accurate school budget to have in place should we be in a position to elect a school board.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Thompson made a motion to approve Resolution 2013-22.  
Alderman Brooks seconded the motion.

Mayor Wissman recognized Alderman Thompson who asked if this will be done by September. Mayor Wissman replied yes and advised that the financial part is about 50 percent of the time so that came up about 50 percent of our original one. Mayor Wissman noted that Dr. Mitchell is working the State BEP numbers for each municipality. There was discussion about who will be attending a new Arlington school district and which model the Town should accept: #1 current formula or #2 new staffing formula. It was determined that clarification was needed to ensure both formulas #1 and #2 will be included, and not to go above \$32,400. Mayor Wissman advised that if the Board approves this Resolution, he will call Dr. Mitchell first thing Tuesday morning and clarify. He will then send an email to everyone. The Board agreed. There was discussion regarding why this approach is beneficial for the Town. Mayor Wissman called for further discussion. Hearing no reply, he called for a vote on the main motion.

**Vote on Main Motion:** The motion carried unanimously.

G. Other as Properly Presented

1. Vice Mayor McKee introduced the new owners of "The View."
2. Vice Mayor McKee advised that fireworks, music, food and activities will be presented on June 29, 2013, starting at 6 p.m. at the Arlington Sports Complex. Fireworks will begin at 9:15 p.m. Spectators should bring lawn chairs, food, etc. There was a brief discussion .
3. There was no other new business presented.

**X. APPROVAL OF BILLS**

**Main Motion:** Alderman Brooks made a motion to approve bills for payment. Alderman Thompson seconded the motion.

Mayor Wissman called for discussion. Hearing no response, he called for a vote.

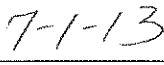
**Vote on Motion:** The motion carried unanimously.

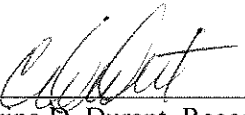
**XI. ADJOURNMENT**

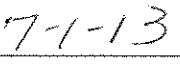
**Motion:** Alderman Brooks made a motion to adjourn. Vice Mayor McKee seconded the motion. The motion carried unanimously.

Meeting adjourned.

  
\_\_\_\_\_  
Mike Wissman, Mayor

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Catherine D. Durant, Recorder

  
\_\_\_\_\_  
Date

Submitted By: Theresa Smith, Planning Clerk