

City of Red Bank

Hollie Berry
Mayor

Tim Thornbury
City Manager

COMMISSIONERS AGENDA WORK SESSION

Minutes
March 16, 2021
5:00 p.m.

The Board of Commissioners met in a public and duly advertised Agenda Work Session on March 16, 2021 at 5:00 p.m. The date, time and location of the meeting were advertised in the Chattanooga Times Free Press and on the City of Red Bank website together with instructions and an internet link to enable virtual attendance by the public. The purpose of the meeting was to receive information on upcoming business items. Those in attendance were Mayor Hollie Berry, Vice Mayor Stefanie Dalton, Commissioner Ruth Jenó, Commissioner Ed LeCompte and Commissioner Pete Phillips. Also present were City Manager Tim Thornbury, City Attorney Arnold Stulce, Jr., City Recorder Tracey Perry and those listed on Exhibit A.

City Manager Thornbury advised that City Attorney would be late.

1. Establish Citizen Advisory Board –

City Manager Thornbury explained that this Ordinance is a result of Vice Mayor Dalton's recommendation to establish Citizen Advisory Boards. There was a question about the language in the ordinance concerning abolishing a board with or without notice, limiting membership to "adult" citizens and allowing non-resident business owners on the board. There was discussion on these concerns. More discussion will be scheduled.

2. Public Hearing – Rezone 1010 Lullwater Rd from R-1 to –

Applicant wishes to build 2 homes on one lot and rezoning from R-1 Residential to R-T/Z Townhome and Zero Lot Line Residential would be required. Planning Commission staff and the Planning Commission have recommended approval.

3. Budget amendment ordinance to accept RBSD Foundation donation funds –

The RBSD Foundation has decided to provide a grant in the amount of \$22,500.00 to be used only to upgrade the playground and pavilion at the Joe Glasscock Community Center. A budget amendment ordinance is necessary to accept the funds and to agree to the limiting conditions. There was discussion of the possibility of forming a Citizen Advisory Board. Time constraints may not allow for that, but the project will have to go out for bid.

4. Budget amendment ordinance to accept the Police Dept. Donation –

An anonymous citizen donated \$5,000.00 to the Red Bank Police Department. A budget amendment ordinance is necessary to accept the funds. These funds will be used for a weapons exchange for the purchase of new firearms.

5. Certificate of Compliance –

There is new co-owner of M&J Liquor, 3603-C Dayton Boulevard. All background checks and compliance conditions have been met. This is to issue a Certificate of Compliance to the new owner and current owner, so that they will be on the same renewal schedule.

6. TN American Water Grant –

This resolution is to allow the City to apply for the grant in the amount of \$3500. The funds will be used to clean up Stringer's Branch, along with disposal of refuse cleaned from the water. This will be a volunteer event; no date set yet.

7. Tennessee Highway Safety Office(THSO) Grant –

This resolution is to allow the City to apply for this grant this year.

8. Sale / Development / RFP Procedures Discussion -

Vice Mayor Dalton recommended this process be put in place to set an established procedure for the sale and/or development of property. Items of concern: Vice Mayor Dalton spoke about the language including "at least one" opportunity for public hearing. She would like at least 2. Mayor Berry would like to see the process begin and end with a public hearing, specifically begin. Both stressing the importance of citizen feedback prior to the issue of an RFP. Commissioner Jeno spoke of the space required and time added due to multiple public hearings. Commissioner Phillips recommended having two public hearings at the beginning rather than having one at the end. Commissioner LeCompte recommended having one public hearing at the beginning and having the option of a second if the Board can't make a decision. Vice Mayor Dalton expressed making the RFP's available to the public so that citizen input can be relayed to developers for amendments to their proposals. Commissioner Jeno expressed that one hearing would be enough for the Board to use the citizen input to make the decision; that is what the Board was elected to do. City Attorney Stulce explained the format of the policy was to allow for the Board to utilize tools such as public hearings as they see fit to make an informed decision on sale/purchase/or development of any property in the City.

9. Agenda Work Session time/day/procedure Discussion –

Mayor Berry recommended this process because we do not have the required resolution in place currently. Discussion included that it was previously done after a mutual agreement by the board in place at the time. The meetings were always advertised and minutes are on file for each meeting. The intent of the resolution is to set a standard practice for Work Session meetings and to allow more leeway to discuss items that are not already on the agenda. Changing the day and time of the meeting was discussed. Consensus was that the meetings will remain as currently planned with the understanding that changes can be made later as needed by a vote or call of a special meeting.

10. Any other business for Discussion –

Vice Mayor Dalton discussed resuming virtual meetings for April since the latest executive order allows for that. Vice Mayor Dalton prefers virtual. Mayor Berry prefers virtual. Commissioners Jeno and LeCompte prefer in person meetings. Commissioners Phillips and LeCompte suggested a hybrid meeting, but the City's current internet will not support multiple devices. The City currently streams the meeting on YouTube for virtual viewing. Commissioner Phillips deferred. Meetings will remain in person.

Mayor Berry suggested that the Unclaimed Property funds that was presented to the City last month could be used to cover a pilot library card program.

Mayor Berry asked the Board about planting sunflowers on the old carwash property between the Police Department and City Hall until a use is decided for that property. Discussion included planting both sunflowers and wildflowers. Mayor Berry spoke about citizens having the opportunity to use the field for picture taking, but no recreational use.

Mayor Berry was approached by a Red Bank High School student, Isabella Cole, about using the old middle school property for their fall festival. She has the support of the principal.

The meeting was adjourned at 5:59 p.m.

Mayor Hollie Berry

Date

City Recorder Tracey Perry

Date