

City of Red Bank

COMMISSIONERS AGENDA WORK SESSION

Minutes

September 19, 2023

5:00 PM

The City Commission of the City of Red Bank, Tennessee met in a public and duly advertised Agenda Work Session on September 19, 2023, at 5:00 p.m. at the Commission Chambers located at 3117 Dayton Boulevard. The date, time, and location of the meeting were advertised in the Chattanooga Times Free Press, on the City's Facebook page, 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 and discuss upcoming business items. Those in attendance were Mayor Hollie Berry, Vice Mayor Stefanie Dalton, Commissioner Jamie Fairbanks-Harvey, Commissioner Pete Phillips, and Commissioner Hayes Wilkinson. Also present were City Manager Martin Granum, City Attorney Arnold Stulce, Jr., Finance Director John Alexander, Police Captain John Wright, Deputy Fire Chief Eddie Iles, Fire Chief Brent Sylar, Public Works Director Greg Tate, Deputy Director of Public Works Leslie Johnson, and City Recorder Tracey Perry.

I. Employee Introduction - James "JB" Allen, Solid Waste Supervisor - PW

Solid Waste Supervisor James Allen was present, and Public Works Director Tate was present to introduce him to the Commission.

II. Award the TDEC non-competitive water infrastructure grant program for professional engineering services to Barge Design Solutions in the amount of \$1,190,000.00 Res No. 23-1615(DPWD Johnson)

Deputy Public Works Director Johnson read the intent of the Resolution, i.e., to authorize the city to award the TDEC non-competitive water infrastructure grant program for professional engineering services to Barge Design Solutions in the amount of \$1,190,000.00. This project will not require any contribution from the City's General Fund. Matt Stovall and Adrian Ward, of Barge Design Solutions, gave a presentation to the Commission covering intentions, procedures, and timelines for their project.

III. Present revised Employee Handbook for consideration - provided separately (CR Perry)

Director of Administration Perry presented the Commission with a draft version of the proposed Employee Handbook. They were advised of certain significant changes, which were already approved in the FY24 budget, but now need to be approved for implementation. The changes include a new Longevity program, reducing the level of "threat" embedded in the current version by removing a lot of the "or you will be disciplined" statements, and pulling specific policies from the handbook while creating a separate Policy manual for easier updating.

IV. Next Commissioner Retreat - February 27 (CM GRanum)

City Manager Granum read aloud the email he had previously sent to the Commissioners regarding the proposed date for the 2024 Commissioners Retreat. The Commissioners all agreed on the proposed date of February 27, 2024. The location will be Red Bank Fire Station 2, and the hours will be 10AM to 6PM.

V. Rezone 103 Orlando Drive from R-1 Residential to R-2 Residential ORD No. 23-1246 (CP Pham)

*****PUBLIC HEARING*****

Mayor Berry read the intent of the Ordinance, i.e., to approve a request to rezone 103 Orlando Drive from R-1 residential to R-2 residential for the purpose of converting a single-family home into a duplex. Much discussion. Deputy Public Works Director Johnson advised that the applicant informed her late today they will not be able to make the meeting for the Public Hearing.

**VI. Rezone 119 & 121 West Ridgewood Drive from R-1 Residential to C-1 Commercial
ORD No. 23-1247 (CP Pham)**

*****PUBLIC HEARING*****

Mayor Berry read the intent of the Ordinance, i.e., to approve a request to rezone 119 & 121 West Ridgewood Ave from R-1 Residential to C-1 Commercial for the purpose of combining this parcel with another parcel already owned by the applicant. Some discussion.

VII. Amending Red Bank Zoning Ordinance and Public Hearing Procedures ORD No. 23-1248 (CP Pham)

*****PUBLIC HEARING*****

Mayor Berry read the intent of the Ordinance, i.e., to change some administrative language to alleviate confusion about which Board is required to hold a Public Hearing regarding rezoning issues.

VIII. Cell Tower Lease Agreement Res No. 23-1616 (CM Granum)

City Manager Granum advised the Commission that the process of updating the current cell tower lease for the tower directly behind the Police Department has been finalized and, if approved, will result in about \$15,000.00 in additional annual revenue.

IX. National HR Day Res No. 23-1617 (CM Granum)

City Manager Granum advised the Commission that September 26 has been identified as National Human Resources Professionals Day.

X. Hamilton County School Facilities Recommendations Res No. 23-1618 (CM Granum)

City Manager Granum advised the Commission that, based on a discussion at the September 5 meeting, Vice Mayor Dalton and Commissioner Fairbanks-Harvey have been designated as Co-chairs to represent Red Bank to the Hamilton County Board of Education and the Hamilton County Commission on the School Facilities Working group recommendations. The Resolution on the agenda this meeting will outline Red Bank's position on the recommendations, and Vice Mayor Dalton and Commissioner Fairbanks-Harvey will present the approved Resolution to the Board of Education and HC Commission at a scheduled meeting on September 21.

XI. Citizen comments on items on this Work Session Agenda (CM Granum)

Don McKenzie, 110 Brentwood Dr - thanked the Commission for allowing citizen comments during the Work Session

XII. Any other business to discuss

No other business presented.

XIII. Adjournment

Meeting adjourned at 5:58 p.m.

Mayor Hollie Berry (Date)

City Recorder Tracey Perry (Date)