

City of Red Bank

COMMISSIONERS AGENDA WORK SESSION

Minutes

August 19, 2025

5:00 PM

The City Commission of the City of Red Bank, Tennessee, met in a public and duly advertised Agenda Work Session on August 19, 2025, 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 and public access to the agenda and agenda items. The purpose of the meeting was to receive information on and discuss upcoming business items. Those in attendance were Mayor Stefanie Dalton, Vice Mayor Hollie Berry, Commissioner Jamie Fairbanks-Harvey, Commissioner Terri Holmes, and Commissioner Hayes Wilkinson. Also present were City Manager Martin Granum, Public Works Director Greg Tate, Chief Finance Officer Kris Pickel, City Planner Michael Pham, Parks and Recreation Manager Jeffrey Grabe, Parks and Recreation Program Assistant Tegan Barber, and City Recorder Tracey Perry, and those listed on Exhibit A. City Attorney Arnold Stulce, Jr. attended remotely.

I. Financial Update for FY26 (CFO Pickel)

Chief Finance Officer Pickel briefed the Commission on the current financial status of the City. Revenues and expenses are on track.

II. 4 policy reviews -- these will be presented as Resolutions at the Sept 2 meeting for approval

Human Resources Director Perry advised that the Staff is presenting four (4) policies for Commission review. The Debt Policy has been updated to reflect positions and responsibilities within City Administration, and three (3) new policies have been drafted: Human Resources Policy, Municipal Supervisor Responsibilities, and Vacation Accrual with Recognition of Prior Experience Policy. Each will be presented at the regularly scheduled September 2, 2025, Commission meeting as resolutions for approval.

III. On Consent Agenda - September is Suicide Prevention Month Res No. 25-1822

Human Resources Director Perry explained the intent of the Resolution is to simply bring awareness to September being Suicide Prevention Awareness Month, read a portion of the Resolution aloud, and played the video attached to the agenda.

IV. On Consent Agenda - Approve quarterly \$12,500.00 payment to TPL for On-Call Parks Support in a total amount not to exceed \$50,000.00 annually Res No. 25-1823

Parks and Rec Manager Grabe explained that the intent of the Resolution is to authorize the payment of \$50,000.00 in quarterly payments of \$12,500.00 to the Trust for Public Land (TPL) for On-Call Parks Support according to the contract awarded to them with Resolution No. 25-1823.

V. On Consent Agenda - Apply for the ArtsBuild CCC Grant in an amount of up to \$2,000.00 for Active Older Adults Art Classes Res No. 25-1824

Parks and Rec Manager Grabe and Parks and Rec Program Assistant Barber explained that the intent of the Resolution is to authorize the application for the ArtsBuild Grant in a non-matching amount of up to \$2,000.00 to further the art program currently available through the Parks Division for the Active Older Adults Program.

VI. On Consent Agenda - Accept a donation of approximately 7.7 acres of land from TPL known as "the Field" Res No. 25-1825

Stefanie Dalton
Mayor

Martin Granum
City Manager

Parks and Rec Manager Grabe explained that the intent of the Resolution is to accept a donation of 7.7 acres of land that surrounds the area known as "the Field" from the Hillpoint Subdivision. Accepting this donation would allow Red Bank a better opportunity to properly tend to and care for the burial ground at that location.

VII. On Consent Agenda - Apply, Accept, and Enter into Agreement for the Digital Literacy Grant in an amount of up to \$9,000.00 Res No. 25-1830

Parks and Rec Manager Grabe and Parks and Rec Program Assistant Barber explained that the intent of the Resolution is to authorize an application to apply for, accept, and enter into an agreement with the Digital Literacy Grant, in a non-matching amount of up to \$9,000.00, to further Red Bank's technology education outreach to older residents of the City.

VIII. On Consent Agenda - Approval to purchase of two Ford F-150 Lightning Trucks for the Solid Waste Division Res No. 25-1828

Public Works Director Tate explained the intent of the Resolution is to authorize the budgeted purchase of two (2) F150 Lightning Pickup Trucks for the Sanitation Department for an amount not to exceed \$108,460.00, based on a state contract. This will be Public Works' second purchase of all-electric vehicles.

IX. On Consent Agenda - Authorize agreement with Total Resources for leaf pick up and additional seasonal services in an amount not to exceed \$18,000.00 Res No. 25-1829

Public Works Director Tate explained the intent of the Resolution is to authorize the annual budgeted expenditure for a contract with Total Resources for temporary labor in the Public Works Department in an amount not to exceed \$18,000.00.

X. On Consent Agenda - Approve CARTA Service Agreement Res No. 25-1826

City Manager Granum, in Community Development Director Slay's absence, explained that the intent of the Resolution is to authorize the City to enter into a service agreement with CARTA for para-transit services in an amount not to exceed \$30,000.00. This amount was budgeted in the Community Development Department in the FY26 budget.

XI. On Consent Agenda - Non-Profit Citizens' Advisory Board - Award FY25 ARPA-Grant Funds to Non-Profits Res No. 25-1827

City Manager Granum, in Community Development Director Slay's absence, explained that the intent of the Resolution is to recognize and award the FY26 ARPA grant funds, totaling \$50,000.00, to 11 of the 20 Non-Profit organizations that applied for the grant this year.

XII. Citizen Comments on Items on the Work Session Agenda

Clifford McCabe, 2618 Berkley Dr - expressed his opinion that the acquisition of the 7.7 acres for "the Field" is a good thing and will present acceptable costs to the City
Lori Kyle, 3406 Redding Rd - expressed thankfulness for the City's implementation and continuation of the CARTA para-transit program

XIII. Any other business to discuss

None

XIV. Adjournment

Meeting adjourned at 5:55 PM.

Tracey L Perry 9/4/25
City Recorder Tracey Perry (Date)

Stefanie Dalton 9/15/25
Mayor Stefanie Dalton (Date)