

City of Red Bank

BOARD OF COMMISSIONERS WORK SESSION

Work Session Agenda

May 2, 2023

4:30 PM

The purpose(s) of the meeting shall be for the Commission to receive, consider, discuss, deliberate, and debate the matters listed herein below and such other public business as may lawfully be undertaken provided that no formal votes are to occur and no matters or issues will be formally decided upon at this meeting.

I. Public Hearings

Public Hearing to receive public comments on an amendment to the Animal Ordinances 19-1152 and 21-1195

Public Hearing to receive public comment on rezoning from R-1 Residential to R-TZ Townhome/Zero Lot Line Single Family for land abutting properties along Strawberry Lane, Lullwater Road, Lynda Circle, and Alden Avenue.

II. Revenue Discussion (Finance Director John Alexander)

III. Stormwater Utility Fee Update - Discussion Only (DPWD Leslie Johnson)

IV. Presentation of the Draft Budget (Finance Director John Alexander)

V. Certificate of Compliance - My Discount Liquor Res. No. 23-1570 (Assistant City Recorder Summer Sheldon)

VI. Due Diligence - Proposed Aquisitions - Discussion Only (DPWD Leslie Johnson)

VII. Sign Ordinance - Potential changes to address Murals and Pole Signs - Discussion Only (DPWD Leslie Johnson)

VIII. Creating a procedure for adding items to the agenda - 2nd Discussion (City Recorder Perry)

IX. TML Conference & Expo (City Manager Granum)

X. Accept TDEC grant Resolution No. 23-1569 (DPWD Leslie Johnson)

XI. Any other business to discuss

DUE DILLIGENCE PROCESS

TPL & ParkServe®

Data reflects 25.2% of residents are within a ten-minute walk to a public park

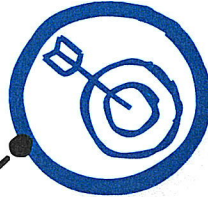
SITE ASSESSMENTS

Consultant provided:

- * Environmental Assessments
- * Site Surveys
- * Proposed Uses & Concept Drawings
- * Restricted Appraisal Reports

WHAT'S NEXT?

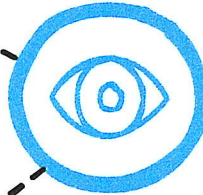
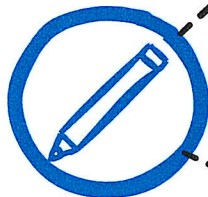
- * Gather more detail on drainage feature identified (\$6,500) on Hixson parcel
- * Return to Commission with final report for further action to include starting the formal process for acquisition under Ordinance #21-1188



Commission Goal FY23

10 Minute Walk to a Park:
Commissioner LeCompte

Update presented 11/15/22



WHERE TO LOOK

Using the ParkServe® tool, areas of highest priority for future parks are easily identified

Swope and Hixson parcels were discussed as potential sites and of availability



ParkServe® POTENTIAL IMPACT

If both parcels are acquired and developed into public parks data reflects a 15.7% increase for a total 40.9% of residents being within a ten-minute walk to a Red Bank public park!





April 20, 2023

Page 1 of 2

Project Areas

Red Bank, TN - City Level Report

All statistical results are aggregated for the listed project areas and their service areas. Service areas are based on 10-minute (1/2 mile) walk times from project access points defined for each project area and based upon the walkable network.

City Statistics

Current

City: Red Bank, TN

Park Acres 95

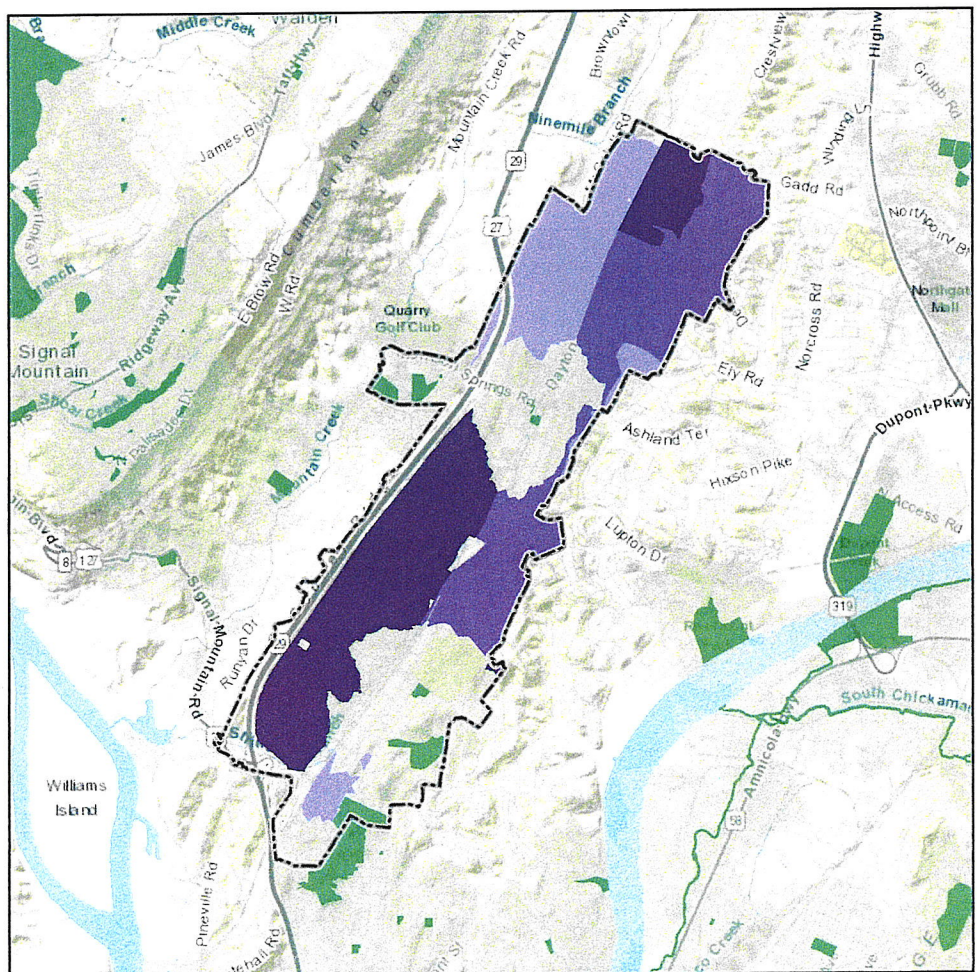
Total Population 12,669

Served Population 3,192

Percent Served 25.2%

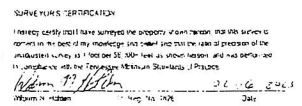
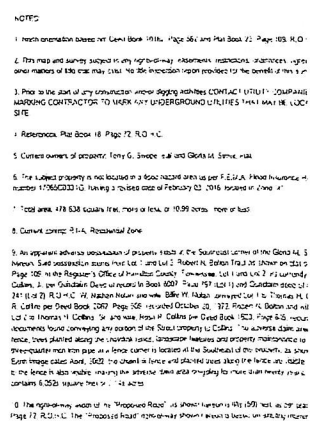
Legend

- City Boundary
- Parks
- Service Areas
- Priority areas for new parks
 - Very high priority
 - High priority
 - Moderate priority



This report was created on April 20, 2023 using the ParkServe® interactive mapping site. It is for informational purposes only. The providers of this report disclaim any and all warranties, express or implied, including fitness for a particular purpose or merchantability, and make no representation that the report is complete, accurate, or error free. Use and reliance on this report is at the sole risk of the party using same.
© 2023 Trust for Public Land.

CURVE	ARC	RADIUS	CHORD BEARING	CHORD DISTANCE
CURVE C-1	35.97	25.00	S 70° 67' 39" E	32.94
CURVE C-2	267.68	637.72	S 17° 45' 43" E	325.58
CURVE C-3	65.24	291.60	S 00° 01' 25" E	65.10
CURVE C-4	209.39	879.98	S 13° 28' 39" W	208.90



PREPARED FOR: (

- 3 of 8
MAY 23'
Page 4 of 11

Hixson Site



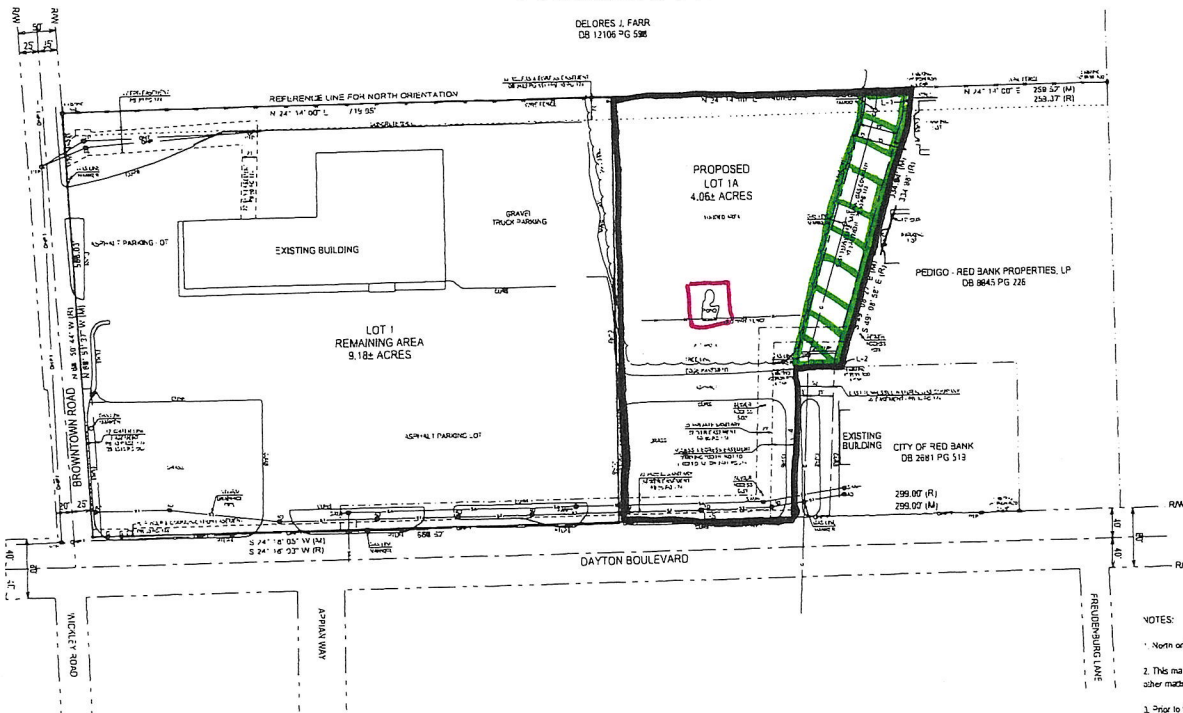
LINE TABLE				
LINE	MEASURED BEARING	MEASURED DISTANCE	RECORD BEARING	RECORD DISTANCE
LINE L-1	S 59° 54' 37" E	37.56	S 59° 54' 37" E	37.56
LINE L-2	S 53° 01' 05" E	10.09	S 53° 01' 05" E	10.09
LINE L-3	S 24° 18' 03" W	260.07	S 24° 18' 03" W	260.07
LINE L-4	S 53° 01' 05" E	260.22	S 53° 01' 05" E	260.22
LINE L-5	S 24° 18' 05" W	230.45	S 24° 18' 03" W	N/A



APPROVED FOR RECORDING
HAMILTON CITY GEOSPATIAL
TECHNOLOGY
BY: _____
DATE: _____
JURISDICTIONAL AUTHORITY
DATE: _____
BY: _____
CITY OF RED BANK MUNICIPAL
PLANNING COMMISSION
DATE: _____
BY: _____

PRELIMINARY

DELORES J. FARR
DB 12106 PG 596



NOTES:

1. North orientation based on: Plat Book 90, Page 174, R.O.M.C.
2. This map and survey subject to any rights-of-way, easements, restrictions, ordinances, agreements, zoning and any other matters of title that may exist. No site inspection report provided for the benefit of this survey.
3. Prior to the start of any construction and/or digging activities CONTACT UTILITY COMPANIES AND/OR A UTILITY WARNING CONTRACTOR TO MARK ANY UNDERGROUND UTILITIES THAT MAY BE LOCATED ON OR NEAR THE SITE.
4. Reference: Deed Book 10773, Page 552, R.O.M.C. - Tax Parcel 0930-8-601.02
5. Current owner of property: Duane Hixson
6. The subject property is not located in a flood hazard area as per F.E.M.A. Flood Insurance Rate Map (F.I.R.M.) map number 47055C0219G, having a revised date of February 03, 2016, located in Zone "X".
7. Total area: 13.24 acres, more or less.
8. Current zoning: C-1, Commercial Zone



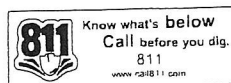
50' Easement - Natural Gas



Hixson Site Survey Boundary (4.06 AC)



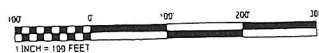
Drainage Feature



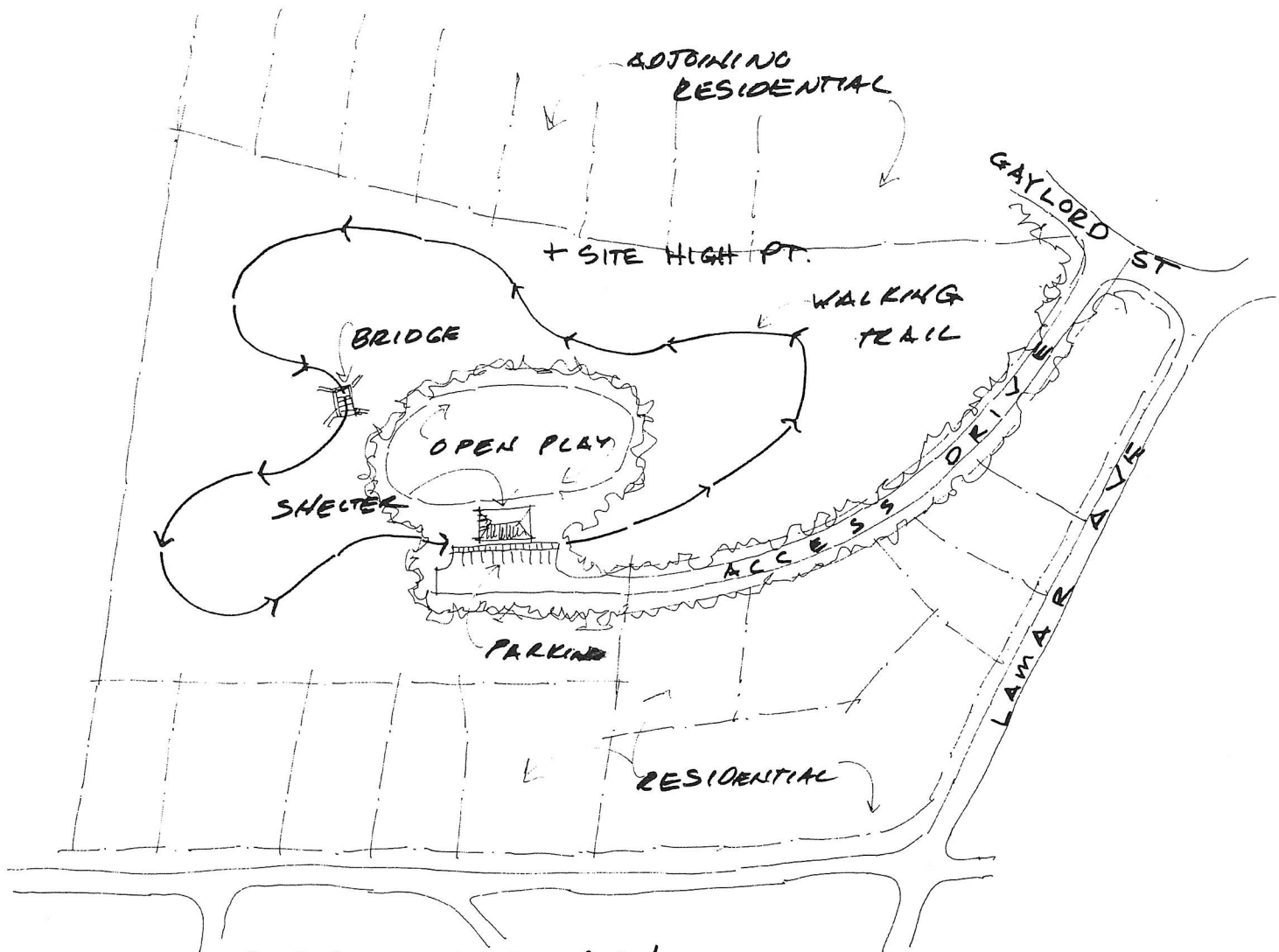
4 of 8

May 23'

PREPARED FOR: CITY OF RED BANK
3105 DAYTON BOUL
RED BANK, TENNES
PHONE: 423-877-110



CONCEPT PLAN ONLY



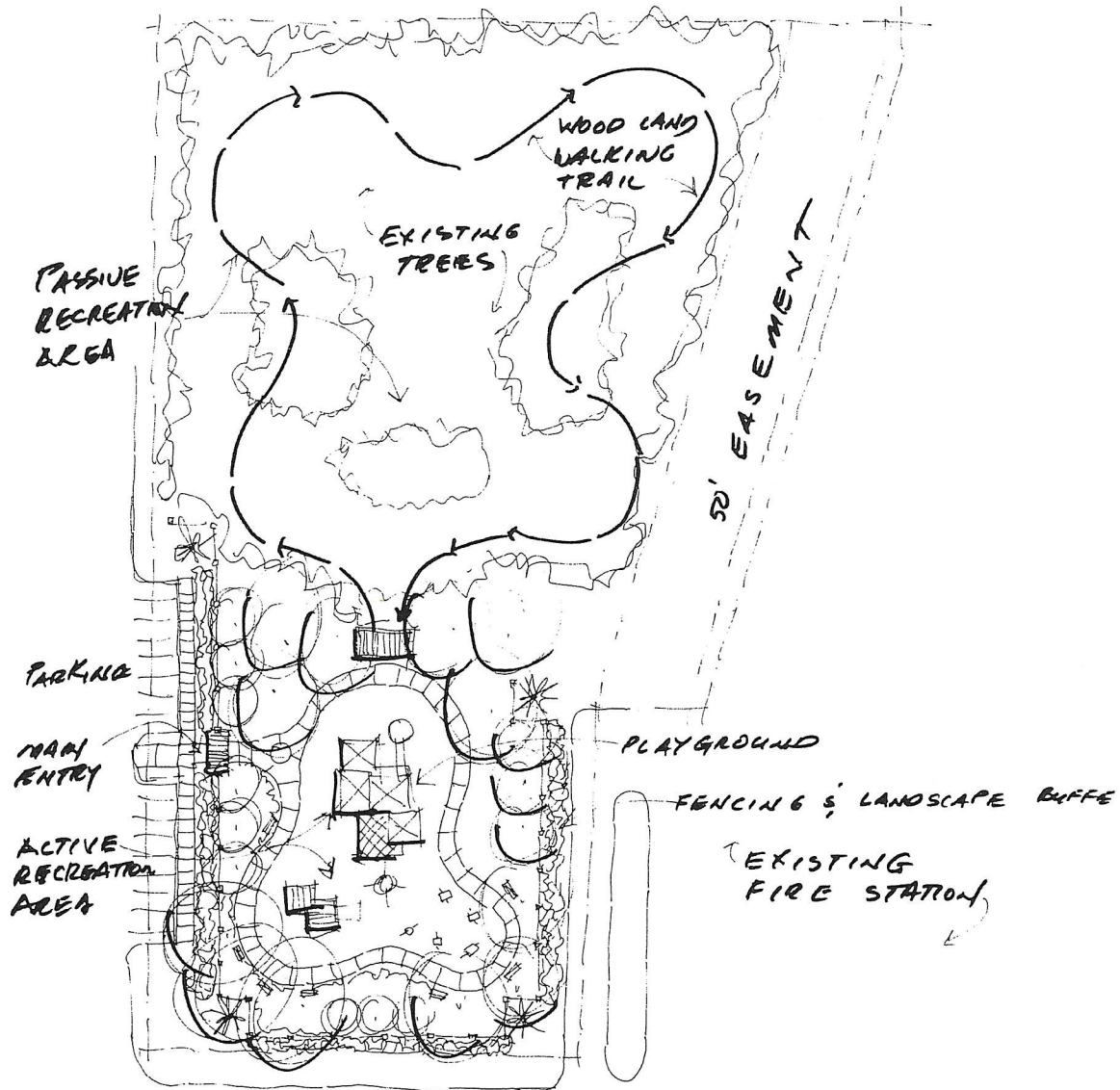
SWOPE PROPERTY: CONCEPT PLAN

1"=60'

NORTH



CONCEPT PLAN ONLY



HIXSON SITE : CONCEPT PLAN 1"=30'  NORTH

Swope Site



ParkServe®



April 18, 2023

Page 1 of 2

Project Areas

NEW - Project Area Report

All statistical results are aggregated for the listed project areas and their service areas. Service areas are based on 10-minute (1/2 mile) walk times from project access points defined for each project area and based upon the walkable network.

Population	Total pop. served	New pop. served*
Population served by new park:	1,038	972

*New population served is the number of people that will be served by this park alone, who otherwise do not live within a 10-minute walk to a park

City Statistics Current City Statistics Impact of new park

City: Red Bank, TN

Park Acres 95

Total Population 12,669

Served Population 3,192

Percent Served 25.2%

4,164

32.9%

Legend

City Boundary

Project Area

Project Service Area

Parks

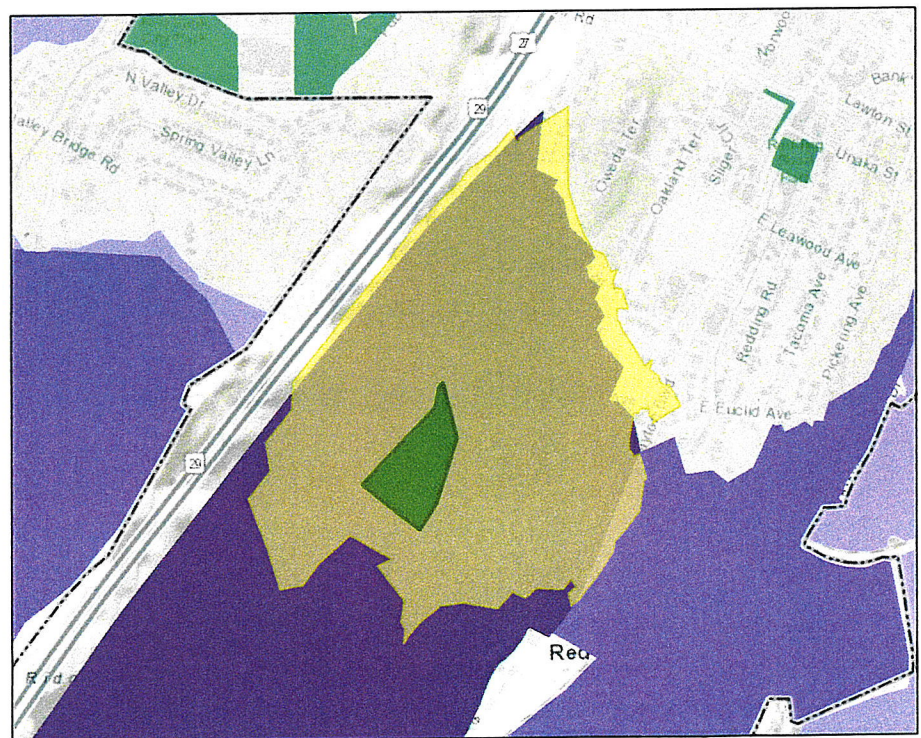
Service Areas

Park Need

Very high priority

High priority

Moderate priority



This report was created on April 18, 2023 using the ParkServe® interactive mapping site. It is for informational purposes only. The providers of this report disclaim any and all warranties, express or implied, including fitness for a particular purpose or merchantability, and make no representation that the report is complete, accurate, or error free. Use and reliance on this report is at the sole risk of the party using same.
© 2023 Trust for Public Land.

7 of 8

Hixson Site



ParkServe®



April 18, 2023

Page 1 of 2

Project Areas

NEW - Project Area Report

All statistical results are aggregated for the listed project areas and their service areas. Service areas are based on 10-minute (1/2 mile) walk times from project access points defined for each project area and based upon the walkable network.

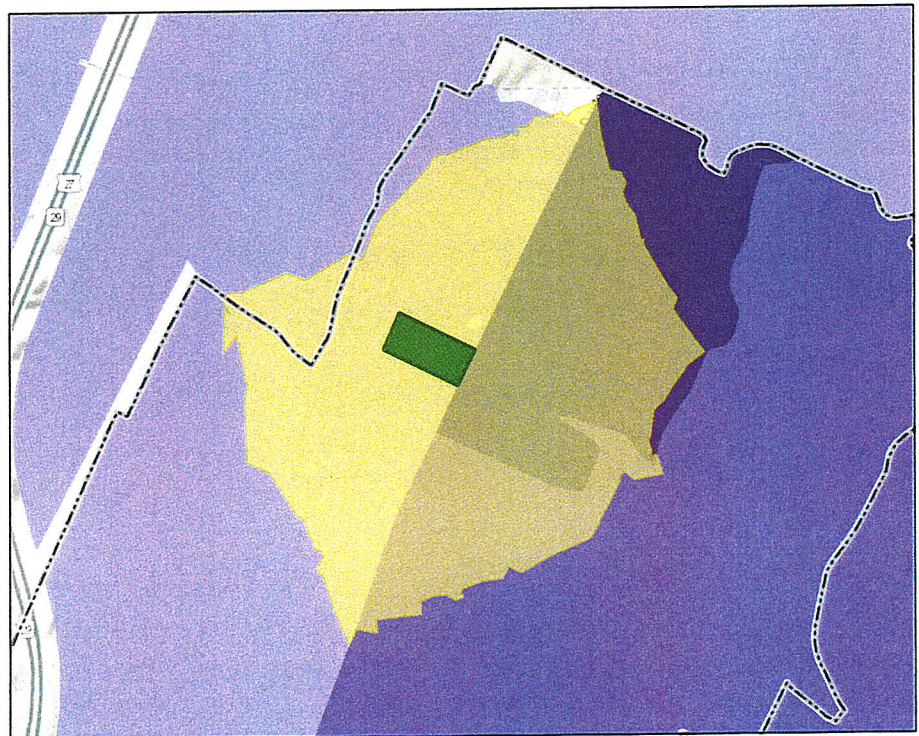
Population	Total pop. served	New pop. served*
Population served by new park:	1,009	1,009

*New population served is the number of people that will be served by this park alone, who otherwise do not live within a 10-minute walk to a park

City Statistics	Current City Statistics	Impact of new park
City: Red Bank, TN		
Park Acres	95	
Total Population	12,669	
Served Population	3,192	4,201
Percent Served	25.2%	33.2%

Legend

- City Boundary
- Project Area
- Project Service Area
- Parks
- Service Areas
- Park Need
 - Very high priority
 - High priority
 - Moderate priority



This report was created on April 18, 2023 using the ParkServe® interactive mapping site. It is for informational purposes only. The providers of this report disclaim any and all warranties, express or implied, including fitness for a particular purpose or merchantability, and make no representation that the report is complete, accurate, or error free. Use and reliance on this report is at the sole risk of the party using same.
© 2023 Trust for Public Land.

8068

Agenda Preparation and Distribution Policy Draft

1. Agendas will be determined by the City Manager with assistance from the City Recorder. Completed agendas with associated material for commission meetings and work sessions will be distributed to each Commissioner and emailed at least three days in advance of the scheduled meeting day. A copy of any such agenda packet shall be made available to the public contemporaneously.

2. If a Member of the Commission desires that an item be placed on an agenda for formal consideration or informal Work Session discussion, such matter should be initially suggested to the City Recorder via email with supporting documents, if any. The City Recorder should then copy the City Manager, the City Attorney, and the Assistant City Recorder with the submittal. Such emails from an individual Commissioner or Commissioners should be sent to the City Recorder not less than one (1) week prior to the expected meeting. The City Recorder will endeavor to poll the other members of the Commission concerning the topic of the Commissioner's request by email. If at least two (2) positive responses are received by the Wednesday prior to the meeting at issue, the matter, time, and other scheduled issues permitting, will be added to the next scheduled Work Session agenda for "discussion only." A lack of a response from a Commissioner to the email from the City Recorder will be considered "not interested." Thereby the Commission may direct the City Manager whether or not to include the separately requested item on the next or future meeting agenda for further informal discussion or formal consideration if, and as the polled Commissioners, acting as a body, shall determine. Nothing set forth here will restrict the City Manager's determination to place any item on any agenda.

3. Alternatively, a matter may, time permitting, be first presented by an individual Commissioner in concept to the full Commission during the "Other Business" section of the Work Session Agenda with the Commission to then direct the City Manager whether to include the requested item on the next or future meeting agenda(s) for discussion.

4. Agenda materials concerning emergency items shall be furnished to Commissioners at the earliest time possible.

5. Except in unusual circumstances as determined by the City Manager, work session agendas should be prepared and considered in the chronological order of (1) Brief introduction(s) of personnel for Commission recognition, (2) Ordinances, (3) Discussion only issues, (4) Resolutions and (5) Miscellaneous and other business.

6. The Commission may waive or vary these policies and procedures at any time or from time to time by majority vote.

The City Commission intends that this Agenda Preparation and Distribution Policy have the following benefits and purposes:

- (a) Agenda preparation is centralized to the City Manager's office in order to have

staff prepare full and complete background information to assist the Commission in the consideration of any matter;

(b) An orderly process is established for the conduct of business thus avoiding having items “show up” at the last minute.

(c) A properly established and noticed agenda enables the public to have advanced knowledge of items for discussion/consideration

(d) The Commission minimizes using time discussing issues that the Commission, as a body, has no interest in pursuing at any particular time.

(e) Processes are formalized as to how such matters do or do not advance following individual Commissioner suggested items and issues.

DRAFT