
**CITY OF GALLATIN
COUNCIL COMMITTEE MEETING**

May 27, 2014

6:00 p.m.

**Dr. J Deotha Malone
Council Chambers**

- Call to Order – Vice Mayor Alexander
- Roll Call: Brackenbury – Camp – Kemp – Hayes – Mayberry – Overton – Mayor Graves
- Approval of Minutes: May 13, 2014 Council Committee Meeting
- Public Recognition
- Mayor's Comments

AGENDA

1. Initial Debt Issuance Resolution (**Rachel Nichols, Finance Director**)
2. Authorizing Debt Issuance Resolution (**Rachel Nichols, Finance Director**)
3. Appropriate Funds Received from the State of Tennessee for Training Supplements (**Rachel Nichols, Finance Director**)
4. Downtown Streetscape Phase 3 (**Rachel Nichols, Finance Director**)
5. Purged Bad Debt FY-2014 (**David Gregory, Superintendent of Public Utilities**)
6. Ordinance No. O14Ø5-37 Water Treatment Plant Improvements (**David Gregory, Superintendent of Public Utilities**)
7. Permission to Apply for COPS Grant (**Don Bandy, Police Chief**)
8. SIA Grant Application (**James Fenton, Executive Director of EDA**)
9. Drivers Lane/ Nichols Lane Extension (**Nick Tuttle, City Engineer**)
10. Lower Station Camp Creek Road (**Nick Tuttle, City Engineer**)
11. 2014/2015 Paving List (**Nick Tuttle, City Engineer**)
12. Short Term Disability Benefit Plan (**Debbie Johnson, Director of HR**)
13. 2014/2015 Budget (**Mayor Graves**)
14. Centralized Dispatch (**Don Bandy, Police Chief**)
15. Additional Changes to Social Media Policy (**Councilwoman Brackenbury**)
16. Information Technology Department (**Councilwoman Brackenbury**)

- Other Business
- Department Head Reports
- Adjourn

City of Gallatin Council Committee Meeting

Tuesday, May 13, 2014

Dr. J. Deotha Malone Council Chambers

PRESENT:

Mayor Jo Ann Graves
Vice Mayor John D. Alexander
Councilwoman Julie Brackenbury
Councilman Steve Camp
Councilwoman Anne Kemp
Councilman Craig Hayes
Councilman Ed Mayberry
Councilman Jimmy Overton

ABSENT:

None

OTHERS PRESENT:

Rosemary Bates, Special Projects Director
Rachael Nichols, Finance/IT Director
Ronnie Stiles, Public Works Director
Lt. Kate Novitsky, Police Department
David Brown, Leisure Services Director
Chuck Stewart, Building Codes Director
News Examiner Reporter

Robert Richie, Fire Department
Nick Tuttle, City Engineer
Debbie Johnson, Personnel Director
David Gregory, Public Utilities Dir.
James Fenton EDA Director
Joe Thompson, City Attorney
Gallatin Newspaper Reporter

Vice Mayor Alexander called the meeting to order.

Approval of Minutes

Vice Mayor Alexander presented the minutes of the April 22, 2014 Committee Meeting for approval.

Councilwoman Kemp made motion to approve; Councilman Hayes seconded. Motion carried with 7 ayes and 0 nays.

Public Recognition

Attorney Walter Stubbs, representing the Legal Aid Society asked Council to consider Legal Aid Society's application for a Community Enhancement Grant.

Randy Lucas, Commander of the General William B. Bate Camp of the Sons of the Confederate Veterans requested permission to fire cannon at the annual Confederate Declaration Day on the first Saturday in June. Without objection Council gave permission.

Bob Thomas of 166 Grandview Circle said the Sertoma Club Tractor Pull is held to raise funds for speech and hearing. Mr. Thomas said he is concerned that pregnant women attend the function and hearing is fully developed at 16 weeks; however, their ears are not protected from the noise.

Mayor's Comments

Thursday is Third Thursday on the Square at 6:30 p.m.

This evening is the Green and Gold game at the Gallatin High School. Gallatin Fire Chief and Police Chief are honorable coaches.

Agenda

1. Appropriate Funds to Cover Increased Red Light Camera Activity

Finance/IT Director Rachel Nichols presented this item. Ms. Nichols said there have been additional expenses to pay the company that manages the Red Light Camera activity and there have also been additional revenue. The amount is \$70,000 and it is revenue neutral.

Councilman Overton motioned to approve; Councilman Hayes seconded. Motion carried with 7 ayes and 0 nays.

2. Appropriate Funds Received from Insurance Payments

Finance/IT Director Rachel Nichols said a check was received for \$3,606.70 for damage to a police vehicle. This appropriates the money back to the police budget for repairs.

Councilman Overton motioned to approve; Councilwoman Kemp seconded. Motion carried with 7 ayes and 0 nays.

3. Appropriate Funds to Cover Payout of Retired Employee

Finance/IT Director Rachel Nichols stated this request is for \$14,600 from the General Fund to cover the final check of an IT Department retiring employee. The final paycheck was just under \$20,000 which covered half of his sick time, unused vacation days and the City match.

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Councilwoman Kemp motioned to approve; Councilman Overton seconded. Motion carried with 7 ayes and 0 nays.

4. 511 Randolph Circle/Vertrees Subdivision Easement

City Engineer Nick Tuttle said he contacted Ms. Adams to sign an application for the Planning Commission to move the item forward.

5. 2014-2015 Paving List

City Engineer Nick Tuttle distributed a handout of the proposed paving list for the City. Mr. Tuttle asked Council to review the list and add comments at the next committee meeting.

Councilman Overton asked about South Park Circle and Pumping Station Road. Mr. Tuttle said repairs will be made to keep the roads in shape; however, complete paving will not be accomplished because it falls under the State 109 project.

6. Ordinance #O1403-12 Cairo Road Development Rezoning

City Planner, Bill McCord said Council asked that this item be brought back for discussion. This is a request to rezone property on the north side of Cairo Road and east of Airport Road to allow single-family homes to be developed adjacent to Cairo Landing Subdivision. The Cairo Estates Subdivision will contain 62 lots and is now zoned for single-family residential and was changed to Mixed-Use (MU) zone to allow for smaller lots.

Mr. McCord said the Airport Authority requested special conditions placed on the plat and the covenant/restrictions to notify the potential property owners that the airport is there and some noise activity may increase at the airport. Planning Department drafted language that addresses that concern and it will be presented at the next City Council Meeting.

7. Resolution #R1405-19 Approving Use of City Owned Right-of-Way for installation of Identification Markers, Trees, and Landscaping for Fairvue Plantation Homeowners' Association

City Planner Bill McCord said this allows for placement of street trees and markers at three places in Fairvue Plantation Subdivision. Similar markers have been installed elsewhere in the subdivision. The Homeowner's Association will maintain the markers and landscape.

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Councilman Hayes motioned to approve; Councilwoman Kemp seconded. Motion carried with 7 ayes and 0 nays.

8. Bulletproof Vest Partnership Application

Councilman Overton motioned to approve; Councilwoman Kemp seconded. Motion carried with 7 ayes and 0 nays.

9. Appropriation of Funds from Revenue Received by Sale of Surplus Property

Lt. Kate Novitsky of the Gallatin Police Department stated the funds are from revenue received by the sale of cell phones, vehicles, and other miscellaneous items.

Councilwoman Kemp motioned to approve; Councilwoman Brackenbury seconded. Motion carried with 7 ayes and 0 nays.

10. Tax Rate Ordinance for Fiscal Year 2015 and Tax Year 2014

Finance/IT Director Rachel Nichols said the tax rate requires three readings and the proposed tax rate stays the same.

Councilman Hayes motioned to approve; Councilman Camp seconded.

Councilman Overton asked how the recent tax appraisals affect the tax rate. Ms. Nichols said the assessor must certify the rate. Mayor Graves said the tax rate will be read twice and then be held until the rate is certified by the county assessor. At that time third reading would be held.

Motion carried with 7 ayes and 0 nays.

11. 2014/2015 Budget

Mayor Graves presented the budget for consideration by Council. The proposed budget has the following priorities:

1. To keep taxes low
2. Preserve the Rainy Day Fund
3. Recognize the contributions of City employees
4. Invest in needed capital
5. Plan for Gallatin's future

Mayor Graves said the tax rate remains at .99 for the eighth consecutive year and the Rainy Day fund is \$5.2 million dollars which is the City's savings account. This helps attract businesses and allows the City to keep a good bond rating.

Mayor Graves said the City employees are the backbone of the City and should be rewarded. There is investment in needed capital such as vehicles and the Civic Center and park upgrades. An \$8.8 million dollar bond is included in this budget which includes the GreenLea Blvd. extension, Driver's Lane realignment, Public Works building, upgraded technology for communications, parks improvements, and the Clearview Park walking track. There is also an improvement to the Civic Center to move the old municipal pool to the Civic Center and reconfigure the therapy pool and children's play area and upgrade fitness equipment and improve the walking track.

Other Business

Councilman Overton said with Council's permission the Lion's Club has asked that Public Works pick up trash at the Fairgrounds after the Horse Show. Without objection Council instructed Public Works to pick up the trash.

Councilman Overton said the Veterans have asked Public Works to move the Chamber of Commerce stage for their use on Sunday, May 25, 2014. Mayor Graves pointed out that the City would not charge to move the stage because it is a Veteran's organization. Without objection, Council instructed Public Works to move the stage.

Councilman Overton suggested that the search for a new City Attorney begin as soon as possible.

Councilman Overton suggested that the old Health Department building on South Water be sold as soon as possible.

Councilman Hayes suggested that a committee be appointed made up of Council members, attorneys, the Mayor, etc. to make a recommendation to Council on a new City Attorney. Councilman Overton suggested that the committee narrow down the search to two or three candidates.

Councilwoman Brackenbury asked when Mr. Thompson would assume his new position. Mr. Thompson said Judge Wheatcraft has been hearing Judge Roger's docket by appointment and she is anxious for Mr. Thompson to begin as Circuit Court Judge. Mr. Thompson suggested that the Human Resources Director solicit immediately on the City's web site. Mr. Thompson said he would contact the Sumner County Bar Association for possible candidates. Mr. Thompson suggested that the new City Attorney begin as a contract worker to see if the candidate is a fit for the City.

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Mr. Thompson said the selection process should begin as soon as possible because he believes the appointment may be as early as the first part of June. Mr. Thompson said he would participate in the selection process as much as Council would like; however, once he assumes the bench he cannot participate.

Councilwoman Brackenbury said she is concerned with the noise at Triple Creek Park. She said Triple Creek Park is a great event venue; however the resident's rights must be respected.

Department Head Reports

Mr. Thompson said he would present a resolution next week to make the position of Risk Manager a classified position.

Adjourn

With no other business to discuss, Vice Mayor Alexander adjourned the meeting.

Mayor Jo Ann Graves

Connie Kittrell, City Recorder

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

5/27/2014

DEPARTMENT: Finance/I. T.

AGENDA # /

SUBJECT:

Initial Debt Issuance resolution

SUMMARY:

Bass Berry & Sims, the city's Bond Council, is preparing the initial debt issuance resolution for the upcoming bond.

RECOMMENDATION:

approval

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

5/27/2014

DEPARTMENT: Finance/I. T.

AGENDA # *2*

SUBJECT:

Authorizing Debt Issuance resolution

SUMMARY:

Bass Berry & Sims, the city's Bond Council, is preparing the authorizing debt issuance resolution for the upcoming bond.

RECOMMENDATION:

approval

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

05/27/2014

DEPARTMENT: Finance/I.T.

AGENDA # 3

SUBJECT:

appropriate funds received from the State of Tennessee for training supplements

SUMMARY:

appropriate funds received from the State of Tennessee for training supplements

RECOMMENDATION:

approval

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

ORDINANCE NO. 01405-29

ORDINANCE APPROPRIATING \$73,800 RECEIVED FROM
THE STATE OF TENNESSEE FOR TRAINING SUPPLEMENTS

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$73,800 is hereby appropriated from revenues received from the State of Tennessee Training Supplement, account #110-33420, to the Police Department Training Supplement account, #110-42110-129, for post certified officer supplements in the amount of \$38,400 and to the Fire Department Training Supplement account, 110-42220-129, in the amount of \$35,400 and

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING: _____

PASSED SECOND READING: _____

MAYOR JO ANN GRAVES

ATTEST:

CONNIE KITTRELL
CITY RECORDER

APPROVED AS TO FORM:

JOE THOMPSON
CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 27, 2014

DEPARTMENT: Finance

AGENDA # 4

SUBJECT:

Downtown Streetscape Phase 3

SUMMARY:

TDOT has been reviewing all grant projects. As you may recall, the Downtown Streetscape grants span more than 7 years. During those years, TDOT has changed financial programs and it has taken TDOT several years to reconcile information in the old financial system to information in the new financial system. As a result, TDOT has confirmed that the City has \$38,000 in additional funds for Downtown Streetscape Phase 3. This ordinance serves to appropriate those funds, 80% of which the City will get back from TDOT.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

ORDINANCE APPROPRIATING \$38,000 FOR COMPLETION OF
DOWNTOWN STREETScape PHASE 3

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$38,000 is hereby appropriated from the General Fund Undesignated Fund Balance to account 31141100-812, Downtown Streetscape.

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING:

PASSED SECOND READING:

MAYOR JO ANN GRAVES

ATTEST:

CONNIE KITTRELL, CITY RECORDER

APPROVED AS TO FORM:

JOE THOMPSON, CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 27, 2014

DEPARTMENT: Public Utilities

AGENDA # 5

SUBJECT:

Purged bad debt FY-2014

SUMMARY:

Report of Utility 299 accounts (bad debts) to be purged for FY-2014. List will be made available for review at the meeting.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 27, 2014

DEPARTMENT: Utilities

AGENDA # 6

SUBJECT:

Ordinance #O1405-37 Water Treatment Plant Improvements. Authorize funds from water and sewer reserves in the total amount of \$4,650,000.00 and award bid to J. Cumby Construction, Inc., Contract "114"

SUMMARY:

Water Treatment Plant Improvements

RECOMMENDATION:

Authorize funds and award bid.

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

ORDINANCE AWARDING BID AND AUTHORIZING FUNDS IN THE TOTAL AMOUNT OF \$4,650,000.00 FROM WATER/SEWER RESERVES FOR WATER TREATMENT PLANT IMPROVEMENTS CONTRACT "114," 2014

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the bid for Water Treatment Plant Improvements pursuant to the plans and specifications under Contract "114", 2014, submitted by J. Cumby Construction, Inc. in the amount of \$4,376,000.00 is hereby accepted and awarded.

BE IT FURTHER ORDAINED, BY THE CITY OF GALLATIN, TENNESSEE, that the total funds in the amount of \$4,650,000.00 for said Water Treatment Plant Improvements are authorized and appropriated from water/sewer reserves.

BE IT FURTHER ORDAINED, BY THE CITY OF GALLATIN, TENNESSEE, that the Mayor and Superintendent of Public Utilities are hereby authorized to execute all necessary contracts and agreements for said Water Treatment Plant Improvements.

BE IT FURTHER ORDAINED, BY THE CITY OF GALLATIN, TENNESSEE, that this ordinance shall take effect from and after its passage, the public welfare requiring it.

PASSED FIRST READING: _____, 2014.

PASSED SECOND READING: _____, 2014.

MAYOR JO ANN GRAVES

ATTEST:

CONNIE KITTRELL, CITY RECORDER

APPROVED AS TO FORM:

JOE THOMPSON, CITY ATTORNEY

JAMES C. HAILEY & COMPANY

Consulting Engineers

7518 Highway 70 South
Suite 100
Nashville, Tennessee 37221-1849
Telephone: 615-883-4933
Fax: 615-883-4937

RECEIVED

MAY 15 2014

JAMES C. HAILEY, P.E.
NEAL WESTERMAN, P.E.

ROBERT L. RAMSEY, P.E.
JAMES W. GARRETT, P.E.
ANTHONY L. PELHAM, P.E.
MATTHEW R. TUCKER, P.E.
MICHAEL N. GREEN, P.E.

May 16, 2014

Mr. David Gregory
City of Gallatin
Department of Public Utilities
239 Hancock Street
Gallatin, TN 37066

RE: Contract 114
Water Treatment Plant Improvements

Dear Mr. Gregory:

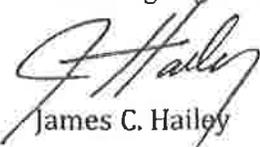
On May 15, 2014 bids were received for the above-referenced project. A tabulation of bids is attached displaying the bids for each contractor for Contract 114.

All bids were sealed with proper documentation, and no irregularities were apparent at the bid opening. Based on our evaluation, we recommend that the City of Gallatin award the **Contract 114 - Water Treatment Plant Improvements** to **J. Cumby Construction, Inc.** in the amount of **\$4,376,000.00**. Also enclosed are a preliminary project budget and a Notice of Award to be signed by the Mayor.

If you have any questions or if we can be of assistance, please let us know.

Sincerely,

JAMES C. HAILEY & COMPANY
Consulting Engineers



James C. Hailey

Enclosures

CITY OF GALLATIN

RECEIVED

MAY 19 2014

WATER TREATMENT PLANT MODIFICATIONS

PROJECT BUDGET

RECEIVED

MAY 19 2014

CONSTRUCTION	\$ 4,376,000.00
CONSTRUCTION ENGINEERING	89,000.00
PERMITS, TDEC FEES, ETC.	7,800.00
EQUIPMENT	40,000.00
PROJECT CONTINGENCY	<u>137,200.00</u>
TOTAL ESTIMATED PROJECT COST	<u><u>\$ 4,650,000.00</u></u>

BID TABLE
 CITY OF GALATIEN
 CONTRACT 014 - WATER TREATMENT PLANT IMPROVEMENTS
 CITY OF GALATIEN
 239 Hancock Street
 Galatin, TN 37066

JAMES HULLY & COMPANY
 Consulting Engineers
 2518 Highway 70 S, Ste. 100
 Nashville, TN 37221
 JHULLY@JHULLY.COM

BID DATE: 02/12/2014

BID SECURITY	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND				
BIDDER AND ADDRESS J. CLAYB CONSTRUCTION PO Box 8901 Cambridge, TN 38502	W & G CONSTRUCTION 1501 Commodore Dr Indianapolis, IN 46276	JUDY CONSTRUCTION CO. 109 S. Church Street Cynthia, KY 41031	SMITH CONTRACTORS INC 1211 Bygones South Lawrenceville, KY 40042	EMERSON/VALLEY CONSTRUCTION 2918 Phoenix Nashville, TN 37207	COBLE CONSTRUCTION 4125 Rossford Rd Warhatch, KY 40392	BASE BID \$4,376,000.00	BASE BID \$4,814,000.00	BASE BID 5,116,000.00	BASE BID \$5,255,000.00	BASE BID \$5,753,000.00	BASE BID \$6,547,000.00
ADJUSTMENT ITEMS											
Rock (Mass Excavation)	C.Y.	80.00	50.00	50.00	100.00	25.00	75.00	110.00			
Rock (Trench Excavation)	C.Y.	100.00	60.00	100.00	150.00	75.00	110.00	110.00			
Land Excavation	C.Y.	60.00	10.00	8.00	1.00	10.00	10.00	5.00			
Concrete (in place w/ rebar)	C.Y.	150.00	200.00	275.00	250.00	201.00	250.00	450.00			
Concrete (in place with forms)	C.Y.	300.00	500.00	600.00	800.00	0.00	800.00	500.00			
Reinforcing Steel	L.B.	1.00	1.00	1.00	4.00	0.00	1.00	1.00			
Crushed Stone or Gravel (in place)	TON	30.00	20.00	27.00	15.00	30.00	30.00	30.00			
Engineered Earth Fill (in place)	C.Y.	55.00	15.00	10.00	8.00	25.00	25.00	10.00			
Galvan High Chain Link Fence	L.F.	30.00	15.00	21.00	30.00	30.00	30.00	25.00			
Asphalt Paving (incl Base & Binder)	YD ³	40.00	38.20	41.00	35.00	35.00	35.00	30.00			
Struct Concrete Paving (incl Base)	YD ³	75.00	110.00	160.00	50.00	75.00	75.00	100.00			
5 Foot Wide Sidewalk	L.F.	12.00	10.50	11.50	15.00	25.00	25.00	15.00			
Label & Disposal of Excess Material On-Site	C.Y.	150.00	6.00	6.00	10.00	10.00	10.00	15.00			
ALTERATIVE EQUIPMENT											
ITEM 11 F - Chemical Feed Peristaltic Pumps											
A Watson Moulton, Inc		31,000.00		29,500.00		33,000.00		23,000.00			20,250.00
B Thermo Scientific - Masterflex		N/A		N/A		N/A		N/A			13,000.00
C Ichorflow - LPR-M		N/A		N/A		N/A		N/A			N/A
D Other		N/A		N/A		N/A		N/A			N/A
ITEM 11 G - Chemical Feed Hose Pumps											
A Watson Moulton Moulton SPX Series		185,000.00		185,000.00		185,000.00		185,000.00			185,000.00
B Fluor-Kroy LPR-D		N/A		\$5,000.00		N/A		N/A			5,000.00
C Verdes Pump 15		N/A		N/A		N/A		N/A			N/A
D Other		N/A		N/A		N/A		N/A			N/A

BID FABRICATION
CITY OF GALLATIN
CONTRACT 114 - WATER TREATMENT PLANT IMPROVEMENTS
CITY OF GALLATIN
 239 Hancock Street
 Gallatin, TN 37066
BID DATE: 05/15/2014

JAMES C. HADLEY & COMPANY
 Consulting Engineers
 7518 Highway 70 S.W., Ste 100
 Nashville, TN 37221
 TEL: 615.262.1367

BID SECURITY	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND
BIDDER AND ADDRESS	J. CLARBY CONSTRUCTION PO Box 3891 Cookeville, TN 38502	W & O CONSTRUCTION 150 Construction Dr Livingston, TN 38378	JUDY CONSTRUCTION CO. 103 S. Church Street Cynthiana KY 41031	SMITH CONTRACTORS INC 1241 Ryland North Lawrenceburg KY 40342	CHAMBERLAND VALLEY CONSTRUCTION 2518 Piman Street Nashville, TN 37207	COBLET CONSTRUCTION CO 4475 Roadwell Rd Winchester, KY 40392
ITEM 111 - Power and Activated Carbon Feed System	A. Anderson, Inc. 365,000.00 B. Cedar Corporation - Cedar Root Activated Carbon N/A C. Con-Y-Air, Inc. N/A D. Other N/A	363,000.00 N/A N/A N/A	364,000.00 N/A N/A N/A	390,000.00 N/A N/A N/A	363,000.00 N/A N/A N/A	362,000.00 N/A N/A N/A
ITEM 112 - Stationary Tankers	A. Anderson, Inc. 59,000.00 B. Wallace & Tipton N/A C. Other N/A D. Other N/A	50,000.00 N/A N/A N/A	60,000.00 N/A N/A N/A	62,000.00 N/A N/A N/A	59,000.00 N/A N/A N/A	58,500.00 N/A N/A N/A
Mechanical - Exhaust Fans & Louvers	A. Greenheck 13,000.00 B. Dayton N/A C. Penn Fan N/A D. Other N/A	12,975.00 N/A N/A N/A	15,000.00 N/A N/A N/A	17,000.00 N/A N/A N/A	15,000.00 N/A N/A N/A	16,500.00 N/A N/A N/A
Mechanical - AC Unit	A. Trane 2,000.00 B. Lennox N/A C. Carrier N/A D. Other N/A	2,101.00 N/A N/A N/A	3,000.00 N/A N/A N/A	3,000.00 N/A N/A N/A	3,000.00 N/A N/A N/A	2,630.00 N/A N/A N/A
Mechanical - Tilt Heaters	A. Trane 4,000.00 B. Beken N/A C. Sterling N/A D. Other N/A	4,104.00 N/A N/A N/A	7,000.00 N/A N/A N/A	8,000.00 N/A N/A N/A	7,000.00 N/A N/A N/A	8,200.00 N/A N/A N/A
Subcontractors	A. Electrical Trans Electric Co. Inc. B. Plumbing Charles Stone Heating & Cooling C. HVAC Charles Stone Heating & Cooling D. Mechanical Charles Stone Heating & Cooling Masonry Masonry Masonry	A. Electrical Trans Electric Co. Inc. B. Plumbing Charles Stone Heating & Cooling C. HVAC Charles Stone Heating & Cooling D. Mechanical Charles Stone Heating & Cooling Masonry Masonry Masonry	A. Electrical Trans Electric Co. Inc. B. Plumbing John Hinchard & Sons C. HVAC NK Mechanical D. Mechanical David Phillips Masonry	A. Electrical Trans Electric Co. Inc. B. Plumbing John Hinchard & Sons C. HVAC NK Mechanical D. Mechanical David Phillips Masonry	A. Electrical Automatic Electric Service LLC B. Plumbing John Hinchard & Sons C. HVAC NK Mechanical D. Mechanical Paul P. Lagrone Construction	A. Electrical Trans Electric Co. Inc. B. Plumbing John Hinchard & Sons C. HVAC Keshing & Sons, Inc. D. Mechanical Waco Inc

I, James C. Hadley, P.E., certify that the above Bid Tabulation reflects the actual Bids submitted with errors corrected for Contract 114 - Water Treatment Plant Improvements

NOTICE OF AWARD

TO: **J. Cumby Construction, Inc.**
165 W. Broad Street
Cookeville, TN 38501

PROJECT DESCRIPTION: CONTRACT 114 –WATER TREATMENT PLANT IMPROVEMENTS

The **OWNER** has considered the **BID** submitted by you for the above-described **WORK** in response to its Advertisement to Bid dated March 2014, and Information for Bidders.

You are required by the Information for Bidders to execute the Agreement and furnish the required **CONTRACTOR'S** Performance and Payment Bond within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said bonds within ten (10) days from the date of this Notice, said **OWNER** will be entitled to consider all your rights arising out of the **OWNER'S** acceptance of your **BID** as abandoned and as a forfeiture of your Bid Bond. The **OWNER** will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this **NOTICE OF AWARD** to the **OWNER**.

Dated this ____ day of _____, 2014.

City of Gallatin
OWNER

BY _____

Title Mayor

ACCEPTANCE OF NOTICE

Receipt of the above **NOTICE OF AWARD** is hereby acknowledged

By: **J. Cumby Construction, Inc.**

this the ____ day of _____, 20____

By _____

Title _____

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 27, 2014

DEPARTMENT: POLICE

AGENDA # 7

SUBJECT:

Permission to apply for COPS Grant

SUMMARY:

Discussion of 3 year grant for 3 new police officer positions through United States Department of Justice, Office of Community Oriented Policing Services (COPS).

RECOMMENDATION:

Proceed with grant application process.

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes: 75/25 Grant for 3 years. 100% on the 4th year

Estimated Costs for COPS Hiring Grant

Annual Salary	- \$37,315.00 X3 =	\$ 111,945.00		
Benefits @ 30%	- \$11,194.50 X3 =	\$ 33,583.50		
Total 1 st year		\$ 145,528.50	Grant share = \$109,146.38 (75%)	City Share = \$ 36,382.12 (25%)
Total 2 nd Year		\$ 149,894.50	Grant share = \$112,420.87 (75%)	City Share = \$ 37,473.63 (25%)
Total 3 rd Year		\$ 154,391.25	Grant share = \$115,793.43 (75%)	City Share = \$ 38,597.82 (25%)
Total 4 th Year		\$ 159,023.00	Grant share = \$ 0 (0%)	City Share = \$159,023.00 (100%)

Total Grant Share = \$337,360.68

Total City Share = \$271,476.57



U.S. DEPARTMENT OF JUSTICE
OFFICE OF COMMUNITY ORIENTED POLICING SERVICES
145 N Street, NE, Washington, D.C. 20530

COPS

May 21, 2014

RE: 2014 COPS Hiring Program (CHP) Application Period – NOW OPEN!

Dear Colleague:

I am pleased to announce that the application period for the 2014 COPS Hiring Program (CHP) is now open. Applications for this year's CHP solicitation must be complete and submitted by 7:59 PM, EDT on Monday, June 23, 2014, in order to receive consideration. CHP is a competitive grant program that provides funding directly to law enforcement agencies having primary law enforcement authority to impact their community policing capacity and problem solving efforts.

Under Fiscal Year (FY) 2014 CHP, awardees may receive up to 75 percent of the approved entry-level officer salary and fringe benefit costs, with a minimum 25 percent local cash match requirement and a maximum federal share of \$125,000 per officer position over a three-year grant period. Grant funds may be used to hire new, full-time sworn officer positions, to rehire officers who have been laid off, or to rehire officers who are scheduled to be laid off on a specific future date as a result of local budget cuts. As in the past, CHP requires that each position awarded be retained with local funds for a minimum of 12 months at the conclusion of 36 months of federal funding for each position. Applicants must also use awarded CHP funding to supplement (increase) state, local and or Bureau of Indian Affairs funds that otherwise would have been dedicated to sworn officer positions in the absence of the grant. FY 2014 CHP funding is limited, and all awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. For detailed information on CHP program requirements, application instructions, FAQs and more, please visit the CHP page on the COPS website at www.cops.usdoj.gov/Default.asp?Item=2367.

Please note that applications for this program must be submitted in two parts. First, applicants must apply online via www.grants.gov to complete the SF-424, the government-wide standard form required for competitive grant application packages. Once the SF-424 has been submitted, you will receive an e-mail with instructions on completing the second part of the CHP application through the COPS Office Online Application System, found on the COPS Office website at www.cops.usdoj.gov through the "Account Access" link in the upper right hand corner.

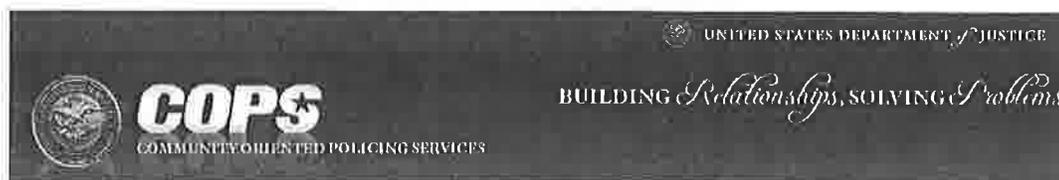
We thank you for your time and cooperation during the CHP application review process. If you have questions about completing a 2014 CHP application, please contact the COPS Office Response Center at 1.800.421.6770.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Davis".

Ronald L. Davis
Director

ADVANCING PUBLIC SAFETY THROUGH COMMUNITY POLICING



ABOUT NEWS & EVENTS GRANTS & FUNDING RESOURCES TRAINING CAREERS ACCOUNT ACCESS

Home » Grants & Funding » COPS Hiring Program

Archive Grant Award Packages: FY 2013 | FY 2012

FY 2014 COPS HIRING PROGRAM SOLICITATION

FY 2014 COPS HIRING PROGRAM IS NOW OPEN!

The COPS Office is pleased to announce that the FY 2014 COPS Hiring Program (CHP) is now open and accepting applications. Applications must be submitted via the COPS Office Online Application System by 7:59 PM, EDT, on June 23, 2014 to be considered for FY 2014 CHP funding.

The Office of Community Oriented Policing Services (COPS) is pleased to announce that we will be accepting grant applications for the Fiscal Year (FY) 2014 COPS Hiring Program (CHP) for the hiring and rehiring of entry level career law enforcement officers in an effort to create and preserve jobs and increase their community policing capacity and crime prevention efforts.

The FY 2014 CHP grant program is an open solicitation. All state, local, and tribal law enforcement agencies with primary law enforcement authority will be eligible to apply. All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Highlights for FY 2014 CHP:

Under FY 2014 CHP additional consideration will be given to applicants who select one of the following community policing problem areas:

- **Homeland Security:** To include protecting critical infrastructures, information/intelligence problems, and other homeland security problems.
- **Homicide/Gun Violence:** The COPS Office supports the Attorney General's priority goal of reducing violent crime, especially if it is gun related.
- **School-Based Policing through SROs:** Applicants requesting officer position(s) in order to deploy SROs must deploy all their officer positions as SROs. Moreover, if awarded CHP funding, CHP grantees who chose this specific community policing problem area will not be allowed to change it post-award. CHP grantees who use CHP funding to deploy SROs will also be required to submit to the COPS Office the contact information for each school partner where they intend to deploy the SROs, and to provide a Memorandum of Understanding between the CHP grantee and the school partner.
- **Trust Problems:** To include issues of fairness and impartiality, transparency problems, respect problems, and other trust-related problems.

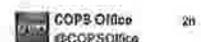
Additional consideration may also be given for the following:

- Applicants who have experienced an unanticipated catastrophic event. Applicants indicating that they have experienced an unanticipated catastrophic event will be required to submit an attachment documenting the event or incident as part of their application.
- Applicants that have a neighborhood or other geographic area designated as a Promise Zone as part of the President's Promise Zone Initiative.
- The COPS Office supports the Attorney General's commitment to hiring military veterans whenever possible. Applicants who commit to hiring or rehiring at least one military veteran under CHP will receive additional consideration for CHP funding. These military veterans may be in any of the three hiring categories; new hire, rehire or rehire scheduled to be laid off. As in previous years, a military veteran hire must have served on active duty for a period of at least 180 days, any part of which occurred on or after September 11, 2001, and has been discharged or released from active duty in the armed forces under honorable conditions.

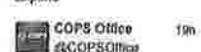
STAY CONNECTED



Tweets Follow



Applications are now being accepted for the 2014 CHP, CPD, and GRI-TA grant program! go.usa.gov/5QXY



Tweet to @COPSOoffice

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 27, 2014

DEPARTMENT: EDA

AGENDA # 8

SUBJECT:

SIA Grant Application

SUMMARY:

This is a resolution of support from the City of Gallatin to be included in the SIA grant application for additional roads in the industrial center.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

RESOLUTION NO. R1405-23

**RESOLUTION IN SUPPORT OF SIA GRANT FOR THE INDUSTRIAL PARK
FOR THE CITY OF GALLATIN**

WHEREAS, THE CITY OF GALLATIN, TENNESSEE, is vitally interested in the economic welfare of its citizens and wishes to provide the necessary leadership to enhance this area's capabilities for growth and development, and

WHEREAS, the provision of jobs to area citizens by local industry is both necessary and vital to the economic well-being of the City of Gallatin, and

WHEREAS, the Industrial Highway Act of 1959 authorizes the Tennessee Department of Transportation to contract with cities and counties for the construction and maintenance of "Industrial Highways" to provide access to industrial areas and to facilitate the development and expansion of industry within the State of Tennessee, and

WHEREAS, Beretta USA plans to construct a manufacturing facility in the Gallatin Industrial Center, and

WHEREAS, the construction of an industrial access road to serve said proposed plant is necessary and vital to the successful completion of this project and the future economic well-being of this area,

NOW, THEREFORE BE IT RESOLVED by the City of Gallatin, that a contract be entered into with the Tennessee Department of Transportation for assistance in construction and completion of the herein proposed industrial access highway under the provisions of the Industrial Highway Act of 1959.

IT IS SO ORDERED.

AYE:

NAY:

DATE:

MAYOR JO ANN GRAVES

ATTEST:

APPROVED AS TO FORM:

CONNIE KITTRELL
CITY RECORDER

JOE THOMPSON
CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 27, 2014

DEPARTMENT: **Engineering**

AGENDA # 9

SUBJECT:

Drivers Lane / Nichols Lane Extension

SUMMARY:

Discuss costs associated with the project that would extend Nichols Lane East through SR-109 to intersect with Drivers Lane.

Attached is a proposed Exhibit "A" from TDOT to enter a contract for TDOT to construct the project. This contains TDOT's estimate for the project. Additionally, the breakdown for ROW from TDOT is supplied.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

EXHIBIT "A"

AGREEMENT NO.:
PROJECT IDENTIFICATION No.: 100286.00
Federal Project No.:

PROJECT DESCRIPTION: Extension of Nichols Lane from SR-109 to Drivers Lane (Local Portion of SR-109; North of the Cumberland River Bridge to SR-109 Bypass South of Gallatin)

CHANGE IN COST: Cost hereunder is controlled by the Surface Transportation Program funding available to or allocable to the Agency

TYPE OF WORK: Extension

PHASE	FUNDING SOURCE	FED %	STATE %	LOCAL %	ESTIMATED COST
ROW	LOCAL	0%	0%	100%	\$550,000.00
CONST	LOCAL	0%	0%	100%	\$1,065,660.00

INELIGIBLE COST: One hundred percent (100%) of the actual cost will be paid from Agency funds if the use of said state or federal funds is ruled ineligible at any time by the Federal Highway Administration due to any action on the part of the Agency.

LEGISLATIVE AUTHORITY: STP: 23 U.S.C.A, Section 133, Surface Transportation Program funds allocated or subject to allocation to the Agency.

For federal funds included in this contract, the CFDA Number is 20.205, Highway Planning and Construction funding provided through an allocation from the US Department of Transportation.

The Department has agreed to include, as a part of the proposed widening for SR-109, the extension of Nichols Lane from SR-109 to Drivers Lane. The Department has also agreed to be responsible for the NEPA document for the Nichols Lane extension. The Department will coordinate the Right-of-Way phase and will let the project to contract as part of the SR-109 widening.

The Agency has agreed to provide the Department with the design plans for the Nichols Lane extension at no cost to the Department. The Agency further agrees to reimburse the Department for all expenditures associated with the right-of-way acquisition, eligible utility relocations and construction of the extension of Nichols Lane from SR-109 to Drivers Lane.

Nichols Lane
Addition to SR109 Project 100286.00

<u>Net Commercial Area:</u>	Acquire:	13,703 SF @ \$4.00/SF @ 100% =	\$54,812
	PDU:	-41 SF @ \$4.00/SF @ 100% =	(\$ 164)
	SE:	521 SF @ \$4.00/SF @ 100% =	\$1042
	TCE:	4,330 SF @ \$4.00/SF @ 100% =	<u>\$5196</u>
			\$60,886
		X MULT_	
			\$105,224

<u>Net Residential Area:</u>	Acquire:	36,068 SF @ \$2.00/SF @ 100% =	\$72,136
	PDE:	0 SF @ \$2.00/SF @ 100% =	\$0
	SE:	10267 SF @ \$2.00/SF @ 50% =	\$10,267
	TCE:	7,807 SF @ \$2.00/SF @ 30% =	<u>\$4,684</u>
			\$87,087
		X MULT	
			\$150,505

<u>Total Land Damages:</u>		\$255,729
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<u>Relocations:</u>	5 Resident @ \$22,500/ Relo. X Mult.	\$194,424
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<u>Incidentals:</u>	19 Tracts, now damaged @ \$2,500/Tract X Mult.	<u>\$82,090</u>
		\$532,243

Total Estimated Cost of ROW	\$550,000
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**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 27, 2014

DEPARTMENT: Engineering

AGENDA # 10

SUBJECT:

Lower Station Camp Creek Road

SUMMARY:

Since the opening of the Station Camp Creek Greenway trail along Station Camp Creek, the residents of Stone Creek Subdivision have complained of a dangerous situation at the trail head and "mid-block" pedestrian crossing.

The neighborhood traffic calming program was engaged and a traffic study performed by the City of Gallatin's Police Department (summary attached). As indicated, the road does lend itself to speeds that exceed the posted limit. The greater issue is that the location of the pedestrian crosswalk is located near a sharp curve that limits the sight distance of both drivers and pedestrians.

Additionally, Lower Station Camp Creek Road's pavement is in poor shape and meets the conditions to be repaved under the City's paving rehabilitation program. The estimated cost to resurface the portion of Lower Station Camp Creek Road that is in the City of Gallatin is \$115,000.

Attached, is an option for closing a portion of roadway that would deny the straightthrough movement of vehicles; thus, eliminating the vehicle/pedestrian conflict. Another option would be to add signage and a raised crosswalk to slow traffic at the trail parking area.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

Existing County Greenway 

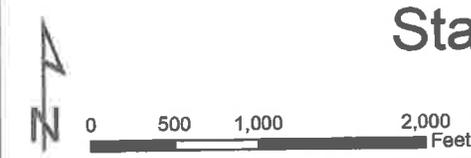
City Limit 

Proposed Road Closure 



Close Lower Station Camp Rd
Provide turnaround

Close Lower Station Camp Rd
Provide turnaround and parking area



Station Camp (overall)

City of Gallatin Engineering Division
Prepared by: Zach Wilkinson
Scale: 1"=700'



Traffic Survey: Lower Station Camp

The covert SMART machine was placed on Lower Station Camp due to a traffic complaint from people using the green way. The survey was conducted Sunday February 9th at 1800 hrs and ending on the 11th, 2014 at 1800 hrs. The survey was set to capture two typically busy days on this roadway, while school was in session. This was done in order to gain a consistent average. The speed limit on this roadway is 25 mph.

- During the survey, a total average of 570 vehicles traveled the roadway per day.
- The minimum speed recorded was 13 mph.
- The maximum speed recorded was 48 mph.
 - This was one vehicle in 2 days of the survey; all other vehicles were clocked at 41 mph or less.
- The average speed on both surveys for all vehicles was 30.14 mph
- The 85% speed was 34 mph

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 27, 2014

DEPARTMENT: Engineering

AGENDA # ||

SUBJECT:
2014-2015 Paving List

SUMMARY:
2014-2015 Paving List recommendations will be passed out at the meeting.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 27, 2014

DEPARTMENT: Human Resources/Personnel

AGENDA # 12

SUBJECT:

Short Term Disability Benefit Plan

SUMMARY:

The City of Gallatin has been offering Short Term Disability benefits through Humana since July 1, 2012. This was a two year contract which will expire June 30, 2014.

Short Term Disability bids were recently obtained to match our current benefits. The attached sheet shows the current rate, renewal rate and the top proposals and their rates.

RECOMMENDATION:

Recommend the City accept the Short Term Disability proposal submitted by USABLE through agents Michael Wertenberger and Kelly Coley effective July 1, 2014, for a one year period. Their rates represented the lowest bid, while still providing our employees with the same coverage. The one year contract period will align the Short Term Disability contract period with the Life and Long Term Disability benefits which expire June 30, 2015.

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

RESOLUTION NO. R1405-22

**RESOLUTION AWARDING SHORT TERM DISABILITY BENEFITS
CONTRACT FOR THE CITY OF GALLATIN**

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the City of Gallatin approves and accepts a contract for short term disability insurance benefits provided by USABLE Life and that the Mayor is hereby authorized to sign said contract on behalf of the City of Gallatin. The base contract shall begin July 1, 2014, and end June 30, 2015.

BE IT FURTHER ORDAINED that the Mayor is further authorized to give appropriate notice of termination to Humana to terminate services under the existing renewal contract.

BE IT FURTHER ORDAINED that Kelly Coley of Coley & Lyles Insurance and Michael Wertenberger of Premier Benefits Group be appointed as co-agents of record for this one-year contract.

BE IT FURTHER ORDAINED, that this resolution shall take effect from and after its final passage, the public welfare requiring such.

IT IS SO ORDERED.

AYE:

NAY:

DATE:

MAYOR JO ANN GRAVES

ATTEST:

APPROVED AS TO FORM:

CONNIE KITTRELL
CITY RECORDER

JOE THOMPSON
CITY ATTORNEY

City of Gallatin

July 1, 2014 Short Term Disability Proposals

Agent	Insurance Company	STD Benefit	STD Volume	Rate Guarantee	STD Rate Per / \$10	Monthly Cost	Annual Cost
Premier / Coley	Humana - Current	60% to \$1,000	\$177,782.00	Expiring	\$0.150	\$2,666.73	\$32,000.76
Premier / Coley	Humana - Renewal	60% to \$1,000	\$177,782.00	1 Year	\$0.300	\$5,333.46	\$64,001.52
Premier / Coley	USABLE (BCBST)	60% to \$1,000	\$177,782.00	1 Year	\$0.235	\$4,177.88	\$50,134.52
Premier / Coley	USABLE (BCBST)	60% to \$1,000	\$177,782.00	2 Years	\$0.240	\$4,266.77	\$51,201.22
Premier / Coley	Standard	60% to \$1,000	\$177,782.00	2 Years	\$0.240	\$4,266.77	\$51,201.22
Sherrill Morgan	Standard	60% to \$1,000	\$177,782.00	2 Years	\$0.240	\$4,266.77	\$51,201.22
Premier / Coley	Dearborn National	60% to \$1,000	\$177,782.00	2 Years	\$0.270	\$4,800.11	\$57,601.37
Premier / Coley	Prudential	60% to \$1,000	\$177,782.00	1 Year	\$0.270	\$4,800.11	\$57,601.37
Premier / Coley	Lincoln National	60% to \$1,000	\$177,782.00	1 Year	\$0.270	\$4,800.11	\$57,601.37
Sherrill Morgan	Hartford Life	60% to \$1,000	\$177,782.00	2 Years	\$0.270	\$4,800.11	\$57,601.37
Sherrill Morgan	USABLE (BCBST)	60% to \$1,000	\$177,782.00	2 Years	\$0.270	\$4,800.11	\$57,601.37
Total Insurance Solutions	Symetra	60% to \$1,000	\$177,782.00	2 Years	\$0.270	\$4,800.11	\$57,601.37
Premier / Coley	Boston Mutual	60% to \$1,000	\$177,782.00	2 Years	\$0.280	\$4,977.90	\$59,734.75
Premier / Coley	VOYA (ING)	60% to \$1,000	\$177,782.00	1 Year	\$0.280	\$4,977.90	\$59,734.75
Sherrill Morgan	Lincoln Financial	60% to \$1,000	\$177,782.00	1 Years	\$0.280	\$4,977.90	\$59,734.75
Premier / Coley	Lincoln National	60% to \$1,000	\$177,782.00	2 Years	\$0.290	\$5,155.68	\$61,868.14
Premier / Coley	Assurant	60% to \$1,000	\$177,782.00	1 Year	\$0.290	\$5,155.68	\$61,868.14
Sherrill Morgan	Assurant	60% to \$1,000	\$177,782.00	1 Year	\$0.290	\$5,155.68	\$61,868.14
Sherrill Morgan	Dearborn National	60% to \$1,000	\$177,782.00	2 Years	\$0.295	\$5,244.57	\$62,934.83
Premier / Coley	Sun Life	60% to \$1,000	\$177,782.00	2 Years	\$0.300	\$5,333.46	\$64,001.52
Sherrill Morgan	Sun Life of Canada	60% to \$1,000	\$177,782.00	2 Years	\$0.319	\$5,671.25	\$68,054.95
Premier / Coley	UNUM	60% to \$1,000	\$177,782.00	2 Years	\$0.344	\$6,115.70	\$73,388.41
Sherrill Morgan	AIG	60% to \$1,000	\$177,782.00	1 Year	\$0.398	\$7,075.72	\$84,908.68

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

05/27/2014

DEPARTMENT: Mayor Graves

AGENDA # 13

SUBJECT:
2014-15 Budget

SUMMARY:
2014-15 Budget

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

ORDINANCE NO. 01405-34

**ORDINANCE OF THE CITY OF GALLATIN, TENNESSEE,
ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING
JULY 1, 2014 THROUGH JUNE 30, 2015.**

Whereas, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

Whereas, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and

Whereas, the governing body has published the annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the governing body will consider final passage of the budget.

NOW THEREFORE BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE AS FOLLOWS:

SECTION 1: That the governing body estimates anticipated revenues of the municipality from all sources to be as follows:

General Fund	FY 2013 Actual	FY 2014 Estimated	FY 2015 Proposed
Local Taxes	\$19,619,474	\$19,441,120	\$20,434,577
Intergovernmental Revenue	6,317,913	5,799,986	3,899,000
Fines and Forfeitures	674,901	2,175,250	677,000
Miscellaneous Revenue	2,137,766	1,989,648	2,205,716
Total Revenue	\$28,750,055	\$29,406,004	\$27,216,293
Fund Balance	\$9,503,936	9,840,741	7,043,546
Total Available Funds	\$38,253,991	\$39,246,745	\$34,259,839

Special Revenue Fund	FY 2013 Actual	FY 2014 Estimated	FY 2015 Proposed
Total Revenue	\$ 42,324	\$ 27,000	\$ 25,000
Fund Balance	\$ 19,340	\$ 8,525	\$ 8,525
Total Available Funds	\$ 61,664	\$ 35,525	\$ 33,525

Environmental Serv Fund	FY 2013 Actual	FY 2014 Estimated	FY 2015 Proposed
Total Revenue	\$ 1,645,699	\$ 1,872,450	\$ 1,811,000
Fund Balance	\$ 103,678	\$ 215,284	\$ 0
Total Available Funds	\$ 1,749,377	\$ 2,087,734	\$ 1,811,000

Drug Fund	FY 2013 Actual	FY 2014 Estimated	FY 2015 Proposed
Total Revenue	\$ 217,515	\$ 150,000	\$ 190,000
Fund Balance	\$ 73,397	\$ 153,238	\$ 146,588
Total Available Funds	\$ 290,912	\$ 303,238	\$ 336,588

Water/Sewer Fund	FY 2013 Actual	FY 2014 Estimated	FY 2015 Proposed
Total Revenue	\$ 12,862,493	\$ 13,651,810	\$ 13,700,750
Fund Balance	\$ 8,704,346	\$ 7,999,599	\$ 6,605,985
Total Available Funds	\$ 21,566,839	\$ 21,651,409	\$ 20,306,735

Gas Fund	FY 2013 Actual	FY 2014 Estimated	FY 2015 Proposed
Total Revenue	\$ 16,212,763	\$ 19,302,791	\$ 19,276,000
Fund Balance	\$ 10,426,802	\$ 12,168,568	\$ 10,459,841
Total Available Funds	\$ 26,639,565	\$ 31,471,359	\$ 29,735,841

SECTION 2: That the governing body appropriates from these anticipated revenues and unexpended and unencumbered funds as follows:

General Fund	FY 2013 Actual	FY 2014 Estimated	FY 2015 Proposed
Government Administration	\$ 6,903,115	\$ 8,924,448	\$ 7,159,836
Public Safety	\$ 10,987,823	\$ 12,028,165	\$ 12,050,236
Public Works	\$ 1,866,628	\$ 2,456,210	\$ 2,226,174
Parks and Recreation	\$ 4,227,382	\$ 4,476,816	\$ 4,503,518
Economic Development	\$ 417,508	\$ 554,845	\$ 283,564
Debt Service	\$ 1,267,651	\$ 1,274,408	\$ 1,981,000
Operating Transfers	\$ 2,743,143	\$ 2,488,307	\$ -
Total Appropriations	\$ 28,413,250	\$ 32,203,200	\$ 28,204,328

Special Revenue Fund	FY 2013 Actual	FY 2014 Estimated	FY 2015 Proposed
Public Safety	\$ 53,139	\$ 27,000	\$ 22,000
Total Appropriations	\$ 53,139	\$ 27,000	\$ 22,000

Environmental Serv Fund	FY 2013 Actual	FY 2014 Estimated	FY 2015 Proposed
Environmental Services	\$ 1,534,093	\$ 2,087,734	\$ 1,809,180
Total Appropriations	\$ 1,534,093	\$ 2,087,734	\$ 1,809,180

Drug Fund	FY 2013 Actual	FY 2014 Estimated	FY 2015 Proposed
Police	\$ 131,024	\$ 156,650	\$ 150,000
Total Appropriations	\$ 131,024	\$ 156,650	\$ 150,000

Water/Sewer Fund	FY 2013 Actual	FY 2014 Estimated	FY 2015 Proposed
Utilities	\$ 14,697,452	\$ 19,137,975	\$ 15,045,424
Total Appropriations	\$ 14,697,452	\$ 19,137,975	\$ 15,045,424

Gas Fund	FY 2013 Actual	FY 2014 Estimated	FY 2015 Proposed
Utilities	\$ 13,856,340	\$ 21,011,518	\$ 19,226,776
Total Appropriations	\$ 13,856,340	\$ 21,011,518	\$ 19,226,776

SECTION 3. At the end of the next fiscal year the governing body estimates balances/deficits as follows:

General Fund	\$ 6,055,511
Special Revenue Fund	\$ 11,525
Environmental Serv Fund	\$ 1,820
Drug Fund	\$ 186,588
Water/Sewer Fund	\$ 5,261,311
Gas Fund	\$ 10,509,065

SECTION 4. That the governing body recognizes that the municipality has bonded and other indebtedness as follows:

Bonded or Other Indebtedness	Debt Redemption	Interest Requirements	Debt Authorized and Unissued	Condition of Sinking Fund
Bonds - General fund	\$ 515,000	\$ 293,329	\$ -	within
Notes - General fund	\$ 380,000	\$ 89,106	\$ -	General fund
Bonds - Water/Sewer fund	\$ 1,325,000	\$ 1,399,004	\$ -	

SECTION 5. During the coming fiscal year the governing body has planned capital projects and proposed funding as follows:

Proposed Capital Projects	Proposed Amount Financed by Appropriations	Proposed Amount Financed by Debt
Water/Sewer lines	\$ 1,000,000.00	\$ -
Gas lines	\$ 1,000,000.00	\$ -
Equipment replacement and upgrades		\$ 1,321,000.00
Drainage projects		\$ 85,000.00
Service Center		\$ 750,000.00
Greenlea Blvd		\$ 2,500,000.00
Driver's Lane		\$ 900,000.00
Blakemore Avenue		\$ 290,000.00
Civic Center renovation & expansion		\$ 2,750,000.00

- SECTION 6. No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 T.C.A. Section 6-56-208. In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Section 6-56-205 of the *Tennessee Code Annotated*.
- SECTION 7. Money may be transferred from one appropriation to another in the same fund only by appropriate ordinance by the governing body, subject to such limitations and procedures as it may describe as allowed by Section 6-56-209 of the *Tennessee Code Annotated*.
- SECTION 8. A detailed financial plan will be attached to this budget and become part of this budget ordinance. In addition, the published operating budget and budgetary comparisons shown by fund with beginning and ending fund balances and the number of full time equivalent employees required by Section 6-56-206, *Tennessee Code Annotated* will be attached.
- SECTION 9. If for any reason a budget ordinance is not adopted prior to the beginning of the next fiscal year, the appropriations in this budget ordinance shall become the appropriations for the next fiscal year excluding capital until the adoption of the new budget ordinance in accordance with the Section 6-56-210, *Tennessee Code Annotated* provided sufficient revenues are being collected to support the continuing appropriations. Approval of the Director of the Office of State and Local Finance in the Comptroller of the Treasury for a continuation budget will be requested if any indebtedness is outstanding.
- SECTION 10. All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.
- SECTION 11. This ordinance shall take effect on July 1, 2014, the public welfare requiring it.

Passed First Reading:

May 20, 2014.

Passed Second and Final Reading:

Mayor Jo Ann Graves

Approved as to Form: Joe Thompson, City Attorney

Attest: Connie Kittrell, City Recorder

General	
City Administration	1,264,153
Finance	637,761
City Recorder	477,725
Insurances	722,500
City Attorney	361,174
Information Technology	444,766
Human Resources	207,508
Engineering	1,539,502
Planning Commission	21,268
Planning	460,520
Government Buildings	429,765
Codes	593,196
Police Department	6,776,111
A.C.E.S. Program	200,000
Fire Department	4,927,756
Animal Control	146,370
Public Works Administration	325,005
Street Maintenance	1,424,589
Vehicle Maintenance	476,580
Community Enhancement	115,500
Community Services	194,258
Leisure Services	711,677
Civic Center	1,059,346
Golf Course	951,686
Parks	1,471,050
Economic Development	283,564
Bond Expenses	1,981,000
Operating Transfers	-
SOR	7,000
Police Special	15,000
Environmental Serv Admin	48,000
Waste Collections	1,711,180
Drug Fund Investigations	150,000
Water/Sewer	
Water Treatment and Pumping	1,396,833
Transmission & Distribution	2,405,567
Customer Accounting	553,904
Administration & General	1,374,582
Depreciation	3,428,184
Bond Expense	2,725,000
Paying Agent	750
Sewer Collection/Lines	1,088,972
Sewer System Rehabilitation	382,436
Sewer Treatment & Disposal	1,363,736

Sewer Admin & General	234,385
Sewer Pre-treatment Program	91,075
Gas	
Depreciation	800,000
Purchased Gas	15,000,000
Transmission & Distribution	2,252,431
Customer Accounting	433,138
Administration & General	741,207

City of Gallatin, Tennessee
 Summary of the City Budget
 For the Fiscal Year Ending June 30, 2015

	Actual 2012-13	Estimated 2013-14	Estimated 2014-15
GENERAL FUND			
REVENUES			
Local Taxes	19,619,474	19,441,120	20,434,577
State of Tennessee	4,641,583	5,781,896	3,899,000
Federal Government	1,676,330	18,090	-
Other Sources	2,812,668	4,164,898	2,882,716
Total Revenues	28,750,055	29,406,004	27,216,293
EXPENDITURES			
Salaries	16,686,657	18,099,042	18,756,756
Other Costs	11,726,592	14,104,158	9,132,827
Total Expenditures	28,413,250	32,203,200	27,889,583
Beginning Balances - July 1	9,503,936	9,840,741	7,043,546
Ending Balances - June 30	9,840,741	7,043,546	6,370,255
Employment	377	381	380
DEBT SERVICE FUND	within General Fund		
STREET FUND	within General Fund		

2014/2015 Proposed GO Bond

5/20/2014

<u>PW</u>	
PW building, fence & paving	750,000
Trash truck	200,000
Dumptruck, plow, spreader	126,000
Streetsweeper	180,000
	<u>1,256,000</u>

<u>Engineering</u>	
Belvedere / Moreland drainage	85,000
Greenlea Blvd	2,500,000
Driver's Ln	900,000
Blakemore Ave	290,000
	<u>3,775,000</u>

<u>LSV</u>	
Civic Center expansion & renovation	2,750,000
includes design, pool improvement, indoor track resurfacing, Tyler Cashiering hardware	
Fitness equipment	100,000
Thompson Park playground equip	15,000
Clearview Park playground equip	15,000
Triple Creek ballfield backstops	20,000
Clearview Park basketball court	50,000
Triple Creek soccer lights	150,000
Clearview Park walking track	20,000
	<u>3,120,000</u>

<u>City Hall/City-wide</u>	
GIS Maplink software	75,000
Phone system for CH & PD, hdwr & sftwr	108,000
New Internet provider, infrastructure, etc...	262,000
	<u>445,000</u>
	8,596,000

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 13, 2014

DEPARTMENT: Mayor Graves

AGENDA # 11

SUBJECT:
2014-15 Budget

SUMMARY:
The Mayor will present her proposed budget.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 27, 2014

DEPARTMENT: Police

AGENDA # 14

SUBJECT:
Centralized Dispatch

SUMMARY:
Chief Bandy will give an update on the effort for a centralize dispatch in Sumner County.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 27, 2014

DEPARTMENT: Councilwoman Brackenbury

AGENDA # 15

SUBJECT:

Additional Changes to Social Media Policy

SUMMARY:

See attached information.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

Rosemary Bates

From: julie@brackenburyforgallatin.com
Sent: Thursday, May 22, 2014 8:04 AM
To: Angela Burnside
Cc: Rosemary Bates
Subject: [FWD: additional social media policy changes]
Attachments: Additionally amended Social Media Policy.docx

I know this is late notice, but due to the timing of this email, I feel it is important we add this topic to the agenda for next week's committee work session meeting.

I would also like to have added to the agenda for council to discuss the possibility of separating the IT department from finance and establishing an IT director position.

Thanks so much for your help.

Julie B.

Julie Brackenbury
Councilwoman At Large
615.604.4144
Julie@BrackenburyForGallatin.com
BrackenburyForGallatin.com



Loyalty. *fairness.* Trust.

----- Original Message -----

Subject: additional social media policy changes
From: Rachel Nichols <rachel.nichols@gallatin-tn.gov>
Date: Wed, May 21, 2014 4:43 pm
To: Julie Brackenbury <julie@brackenburyforgallatin.com>
Cc: Joe Thompson <joe.thompson@gallatin-tn.gov>, Craig Hayes <craig.hayes.C61J@statefarm.com>, Ed Mayberry <betty.mayberry@jp2hs.org>, Jimmy Overton <over5091@bellsouth.net>, John Alexander <revalexander@hotmail.com>, Steve Camp <stevecamp8@aol.com>

Hi Julie,

Based on the resolution that was approved last night to amend the social media policy, I would like to request a few more changes please. I think there are some items that conflict with other parts of the original policy and some items that still aren't as the departments want. The attached has changes proposed to Sections 2.4, 2.7, and 2.10. Additions are in red and deletions are struck.

In 2.4, we add the word "create" to the duties.

Also, in 2.4, we remove the roll of the IT staff when department designees change, transfer, hire or terminate. Consistent with the remainder of 2.4, the department head would have that authority and responsibility. Also, there is an existing practice/policy and form for New Hires and Terminations as relates to IT and computer access that the City currently uses.

In 2.7, we remove the notation about public records requests being fulfilled by the IT department. Without the use of the support ticket system, there is no way for the IT staff to fulfill any social media records request. We will have no records for the social media sites.

In 2.10, we remove the requirement to use the support ticket system. Consistent with 5/20/2014 change to section 2.4.

If you have any questions or if I can clarify any of the proposed changes, please feel free to contact me. I'm hoping to have a really long weekend and take off on Friday, but I will be here all day tomorrow and then all of next week.

Thanks,
Rachel

Rachel Nichols
Finance Director
City of Gallatin
615 451 5963

This message may contain confidential and/or proprietary information and is intended for the person/entity to whom it was originally addressed. Any use by others is strictly prohibited.

AMENDED SOCIAL MEDIA USE AND INTERNET POSTING POLICY

SECTION 1: APPLICABILITY

- 1.1 This policy applies to every employee, whether part-time, full-time, currently employed by the city in any capacity who posts any material whether written, audio, video or otherwise on any Web site, blog or any other medium accessible via the internet.
- 1.2 For the purposes of this policy, social media is content created by individuals using accessible and scalable technologies through the internet. Examples include: Facebook, blogs, MySpace, RSS, YouTube, Second Life, Twitter, Linkedin, Google+, Instagram, etc.

SECTION 2: CITY-OWNED OR CREATED SOCIAL MEDIA

- 2.1 The city maintains an online presence. An employee may not characterize him or herself as representing the city, directly or indirectly, in any online posting unless pursuant to a written policy of the city.
- 2.2 All city social media sites directly or indirectly representing the city must be created pursuant to this policy and be approved by either The Mayor's Office or the pre-appointed department designee.
- 2.3 The city's primary and predominant internet presence shall remain <http://www.gallatin-tn.gov/> and no other Web site, blog or social media site shall replace it.
- 2.4 Each city department head, where applicable, shall appoint a specific staff member(s) to **create**, maintain and monitor the Department Social Media Site. Department heads are responsible for ensuring that staff follows the procedures set forth in this Social Media Use and Internet Posting Policy. ~~If a staff member assigned to maintain and monitor a Social Media Site ceases to be an employee of the City, the Department Head shall immediately contact the IT Department or his/her designee to ensure that password(s) are revised and other appropriate actions are taken to protect the integrity and security of the Social Media Site.~~ Those individuals designated and authorized to utilize Social Media are responsible for regularly posting information (including photos, videos, and links, etc.), monitoring comments, removing any prohibited content as set forth in this policy and saving content required under the Public Records Act as described herein.
- 2.5 Whenever possible a social media site shall link or otherwise refer visitors to the city's main Web site.
- 2.6 In addition to this policy, all social media sites shall comply with any and every other applicable city policy including but not limited to:
 - a. Open Records Policy
 - b. Internet Use Policy

- c. IT Security Policy
- d. Ethics Policy
- e. Records Retention Policy

2.7 A social media site is subject to Tennessee's Public Records Act (T.C.A. § 10-7-101, *et seq.*) and Open Meetings Act (T.C.A. § 8-44-101, *et seq.*) and no social media site shall be used to circumvent or otherwise violate these laws. All information posted on a social media site shall be a public record and subject to public inspection. ~~All lawful records requests for information contained on a social media site shall be fulfilled by the city's IT department or designated department representative and any employee whose assistance is necessitated.~~ Every social media site shall contain a clear and conspicuous statement referencing the aforementioned state laws. All official postings on a social media site shall be preserved in accordance with the city's records retention schedule.

2.8 Whenever possible a social media site shall also contain a clear and conspicuous statement that the purpose of the site is to serve as a mechanism for communication between the city and its constituents and that all postings are subject to review and deletion by the city. Whenever possible, commenting on city posts will be disabled (With the exception of sites used for legal and/or investigative purposes). However, in instances where commenting cannot be disabled, the following content will not be allowed and will be immediately removed at the discretion of the department head:

Comments not related to the particular social medium article being commented upon;

Comments in support of or in opposition to political campaigns or ballot measures;

Profane language or content;

Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;

Sexual content or links to sexual content;

Solicitations of commerce;

Conduct or encouragement of illegal activity;

Information that may tend to compromise the safety or security of the public or public systems;

Content that violates a legal ownership interest of any other party

Content that violates a social media sites respective policy or terms

2.9 The city will approach the use of social media tools, software, hardware and applications in a consistent, citywide manner. All new tools, software, hardware and applications must be approved by either The Mayor's Office or the pre-appointed department designee.

2.10 Administration of city social media sites. The city will maintain a list of all social media sites, tools, and login information which have been approved for use. ~~Department heads will submit support tickets including any changes they wish to be made to existing social media sites.~~

2.11 For each social media tool approved for use by the city the following documentation will be developed and adopted:

Operational and usage guidelines

Standards and processes for managing accounts on social media sites

City and departmental branding standards

Enterprise-wide design standards

Standards for the administration of social media sites

SECTION 3. NON-CITY SOCIAL MEDIA SITES

3.1 An employee may not characterize him or herself as representing the city, directly or indirectly, in any online posting unless pursuant to this policy and under the direct supervision and permission of a department head of the City of Gallatin.

3.2 The use of a city e-mail address, job title, official City name, seal or logo shall be deemed an attempt to represent the city in an official capacity. Other communications leading an average viewer to conclude that a posting was made in an official capacity shall also be deemed an attempt to represent the city in an official capacity.

3.3 Departments have the option of allowing employees to participate in existing social networking sites as part of their job duties. Department heads may allow or disallow employee participation in any social media activities in their departments.

3.4 Any posting on a non-city social media site made in an official capacity shall be subject to the Tennessee Open Records Act and the Tennessee Open Meetings Act.

3.5 An employee or official posting on a social media site shall take reasonable care not to disclose any confidential information in any posting.

3.6 When posting in a non-official capacity an employee or official shall clearly state the he or she is posting in a private capacity and that the views expressed are his or her own and not representative of the City of Gallatin or any of its departments.

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

May 27, 2014

DEPARTMENT: Councilwoman Brackenbury

AGENDA # 16

SUBJECT:

Information Technology Department

SUMMARY:

Councilwoman Brackenbury would like to discuss separating the Information Technology division from Finance and establishing an IT Director position.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes: