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**CITY OF GALLATIN  
COUNCIL MEETING**

**October 04, 2016**

**6:00 pm**

**Dr. J. Deotha Malone  
Council Chambers**

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- Call to Order – Mayor Brown
- Invocation
- Pledge of Allegiance – Councilwoman Brackenbury
- Roll Call: Alexander – Brackenbury – Camp – Vice Mayor Hayes– Mayberry – Overton
- Approval of Minutes: September 20, 2016 City Council Meeting
- Public Recognition on Agenda-Related Items
- Mayor’s Comments

**AGENDA**

1. 438 Church Street–Dangerous Building Show Cause Hearing (Chuck Stuart, Building Official & Susan High-McAuley, City Attorney)
2. 440 Church Street–Dangerous Building Show Cause Hearing (Chuck Stuart, Building Official & Susan High-McAuley, City Attorney)
3. 620 Tulip Circle–Dangerous Building Show Cause Hearing (Chuck Stuart, Building Official & Susan High-McAuley, City Attorney)
4. Second Reading Ordinance No. O1609-49 Ordinance appropriating funds for 2015/2016 carryover capital projects (Councilman Camp)
5. Second Reading Ordinance No. O1609-50 Ordinance awarding bid and authorizing funds in the total amount of \$720,000.00 from Natural Gas Reserves for Long Hollow Pike gas line extensions, Contract “316”, 2016 (Vice Mayor Hayes)
6. First Reading Ordinance No. O1610-51 Ordinance appropriating funds received from insurance claims for damage to traffic signals (Councilman Mayberry)
7. First Reading Ordinance No. O1610-52 Ordinance appropriating funds for the Leisure Services Department from Clearview Basketball Court Repairs Fund to Municipal Park Basketball Court Repairs Fund (Councilman Overton)
8. First Reading Ordinance No. O1610-53 Ordinance appropriating \$182,593 for the Voluntary Buyout Program for the City of Gallatin (Councilman Alexander)

9. First Reading Ordinance No. O161Ø-54 Ordinance appropriating \$150,914 for expenses related to electrical inspections **(Councilwoman Brackenbury)**
10. Resolution R161Ø-52 Resolution implementing job title and appropriate pay grade for Building and Electrical Codes Official and Codes Inspector IV in the Personnel Classification System **(Vice Mayor Hayes)**

- Other Business
- Public Recognition on Non-Agenda-Related Items
- Adjourn

**City of Gallatin  
City Council Meeting**

**September 20, 2016**

The Gallatin City Council met in regular session on Tuesday, September 20, 2016 in the Dr. J. Deotha Malone Council Chambers Gallatin City Hall. Mayor Paige Brown called the meeting to order at 6:00 P.M. Councilwoman Julie Brackenbury led the opening prayer and Councilman John D. Alexander led the Pledge of Allegiance.

City Recorder Connie Kittrell called the roll and the following were present.

**Present:**

Mayor Paige Brown  
Councilman John D. Alexander  
Councilwoman Julie Brackenbury  
Councilman Steve Camp  
Vice Mayor Craig Hayes  
Councilman Ed Mayberry  
Councilman Jimmy Overton

**Absent:**

**Others Present**

Zach Wilkinson, Public Works Director  
Susan High-McAuley, City Attorney  
David Brown, Leisure Services Dir.  
Brian Reifschneider, Engineering Dept.  
Connie Kittrell, City Recorder  
David Gregory, Public Utilities Dir.  
Chuck Stuart, Building Official  
News Examiner, Reporter

Rachel Nichols, Finance Dir.  
Gallatin News, Reporter  
Lori Smiley, IT Director  
Bill McCord, City Planner  
Debbie Johnson, HR Dir.  
Victor Williams, Fire Chief  
Don Bandy, Police Chief  
James Fenton, EDA Director

### Approval of Minutes

Mayor Brown presented the September 6, 2016 City Council Meeting minutes for approval. Councilman Overton made motion to approve; Councilman Alexander seconded. Motion carried with 6 ayes and 0 nays

### Public Recognition on Agenda Related Items

Mayor Brown opened public recognition on agenda related items. With no one wishing to speak public recognition was closed.

### Mayor's Comments

- Mayor Brown read a Proclamation honoring Councilwoman Anne Kemp for her many years of service to the City of Gallatin, the citizens and the community. Ms. Kemp thanked everyone.
- City Attorney Susan High-McAuley introduced and welcomed her new Staff Attorney Leticia Alexander.
- Mayor Brown thanked everyone that attended the State of the City Address.
- Child Safety Day at Triple Creek Park is this Saturday.
- The Employee Picnic is this Friday at Triple Creek Park.
- Mayor reminded Council members of the Sumner County Government Dinner on Wednesday night at the Epic Center.
- The Main Street Festival and Cemetery Tour are coming up in a couple of weekends.
- Mayor Brown read the names of the 22 firefighters that completed the 9-11 Stair Climb in Nashville.

Agenda

**1. Ordinance #O1608-44 - Second Reading**

Councilman Overton presented this ordinance of the City of Gallatin, Sumner County, Tennessee, rezoning a 51.348 (+/-) acre portion of a parcel (S.B.E. Tax Map 135, Parcel 002.03) from R10-Medium Density Residential and R20-Low Density Residential Districts to MRO-Multiple Residential and Office District and rezoning an 11.86 (+/-) acre parcel (S.B.E. Tax Map 135 Parcel 002.05) from R20-Low Density Residential Districts to MRO-Multiple Residential and Office District, and approving a Preliminary Master Development Plan for Patterson Farm; authorizing the revision to be indicated on the Official Zoning Atlas; repealing conflicting ordinances; providing for severability, and providing for an effective date.

Councilman Overton made motion to approve; Councilman Alexander seconded. Motion carried with 6 ayes and 0 nays.

**2. Ordinance #O1608-47 - Second Reading**

Vice Mayor Hayes presented this ordinance adopting local government electrical exemption, amending Gallatin Municipal Code Chapter 5 Buildings and Building Regulation Article V Electrical Standards, and related matters.

Vice Mayor Hayes made motion to approve; Councilman Overton seconded. Motion carried with 6 ayes and 0 nays.

**3. Ordinance #O1609-48 - Second Reading**

Councilman Mayberry presented this ordinance appropriating \$168,523 for Emergency Communications Center.

Councilman Mayberry made motion to approve; Councilman Overton seconded. Motion carried with 6 ayes and 0 nays.

**4. Ordinance #O1608-46**

Mayor Brown stated the Public Hearing will be at the October 18<sup>th</sup> Council meeting due to publication issues.

Councilman Overton presented this ordinance of the City of Gallatin, Sumner County, Tennessee, rezoning a 2.75 (+/-) acre portion of a parcel (S.B.E. Tax Map 114, Parcel 47.00) from A-Agricultural Residential to MU-Mixed Use District, and approving an

Amended Preliminary Master Development Plan for Twin Eagles, Phase 13, Section A; authorizing the revision to be indicated on the Official Zoning Atlas; repealing conflicting ordinances; providing for severability, and providing for an effective date.

Councilman Overton made motion to approve; Councilwoman Brackenbury seconded. Motion carried with 6 ayes and 0 nays.

**5. Ordinance #O1609-49 – First Reading**

Councilman Camp presented this ordinance appropriating funds for 2015/2016 carryover capital projects.

Councilman Camp made motion to approve; Councilman Alexander seconded. Motion carried with 6 ayes and 0 nays.

**6. Ordinance #O1609-50 – First Reading**

Vice Mayor Hayes presented this ordinance awarding bid and authorizing funds in the total amount of \$720, 000.00 from Natural Gas Reserves for Long Hollow Pike gas line extensions, Contract “316”, 2016.

Vice Mayor Hayes made motion to approve; Councilman Overton seconded. Motion carried with 6 ayes and 0 nays.

**7. Resolution #R1609-50**

Councilwoman Brackenbury presented this resolution of the City of Gallatin, Tennessee endorsing and supporting an application for a Transportation Alternatives Grant from the Tennessee Department of Transportation for the development of various sidewalk improvements in the City of Gallatin.

Councilwoman Brackenbury made motion to approve; Councilman Alexander seconded. Motion carried with 6 ayes and 0 nays.

**8. Dangerous Building – 438 Church Street**

Building Official Chuck Stuart presented this dangerous building at 438 Church Street. Mr. Stuart stated he would combine 438 Church and 440 Church Streets together with his explanation.

Mr. Stuart provided additional pictures to Council showing the damage and disrepair in more detail of the two properties on Church Street. Mr. Stuart stated the owner had

not responded to any of the notifications and there had been no activity at these locations. He recommended demolition and removal of these two buildings.

City Attorney Susan High-McAuley said the motion should be to issue a show cause order to allow the owner to be present and explain why the buildings should not be demolished.

Vice Mayor Hayes made motion to issue a show cause hearing for October 4th; Councilman Overton seconded. Motion carried with 6 ayes and 0 nays.

**9. Dangerous Building - 440 Church Street**

Building Official Chuck Stuart presented this dangerous building at 440 Church Street along with 438 Church Street.

Vice Mayor Hayes made motion to issue a show cause hearing for October 4th; Councilman Overton seconded. Motion carried with 6 ayes and 0 nays.

**10. Dangerous Building - 620 Tulip Circle**

Building Official Chuck Stuart presented this dangerous building at 620 Tulip Circle. Mr. Stuart provided additional pictures of 620 Tulip Circle; the exterior and interior of the disrepair of the structure.

Mr. Stuart stated that the owner initially responded that he would repair the structure but there has been no activity on the structure. He added that the owner has not responded to any notifications from the city.

Mr. Stuart stated that his department had been working with this property for over two (2) years and his recommendation is to demolish the structure and remove the debris from the property.

Vice Mayor Hayes made motion to issue a show cause hearing for October 4th; Councilman Overton seconded. Motion carried with 6 ayes and 0 nays.

Councilman Alexander asked if these buildings could be used as training practices for our fire department.

Fire Chief Victor Williams stated it depends on the condition of the structure and the safety of the building for use as a training exercise for his department.

**Other Business**

Mayor Brown called for other business.

- Councilman Alexander asked Building Official Chuck Stuart about a house on the corner of Union Park/Pardue. Mr. Stuart said he had a list of other structures to bring to council. Mr. Stuart stated he was in the process of rewriting the dangerous building ordinance.
- City Recorder Connie Kittrell presented Broadway Discount Liquors Certificate of Compliance. Ms. Kittrell stated this location is in compliance.

Councilman Overton made motion to approve; Councilman Camp seconded. Motion carried with 6 ayes and 0 nays.

**Public Recognition on Non-Agenda Related Items**

Mayor Brown called for public recognition on non-agenda related items.

With no one wishing to speak Mayor closed public recognition on non-agenda related items.

- Fire Chief Victor Williams invited Council to the Graduation Ceremony of the new recruits this Friday at 5:00 P.M. at Fire Headquarters.
- Building Official Chuck Stuart stated he would not be ready for electrical inspections in 30 day notice. He added that he still has people to place and provide required training.

**Adjourn**

Councilman Overton made motion to adjourn; Councilwoman Brackenbury seconded. Motion carried with 6 ayes and 0 nays.

Mayor Brown adjourned the meeting at 6:27 P.M.

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Mayor Paige Brown

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City Recorder Connie Kittrell

Council Minutes  
September 20, 2016

**DANGEROUS BUILDING COMPLAINT**  
**AND SHOW CAUSE NOTICE**

TO: JAMES ROBB  
700 ZIEGLERS FORT ROAD  
GALLATIN TENNESSEE 37066

AND ALL OTHER INTERESTED PARTIES

RE: 438 CHURCH STREET  
GALLATIN, TENNESSEE  
TAX MAP: 113O-L-015.00

PURSUANT to Gallatin Municipal Code, Chapter 5, Article IX, Section 5-241, et seq., Dangerous Buildings, The Building Official for the City of Gallatin has deemed the structure listed above to constitute a dangerous building. Following an investigation, the Building Official has deemed the structure at the address listed above to be unfit for human occupation or use.

Accordingly, you are hereby summoned to appear for a hearing before the Gallatin City Council, on **TUESDAY, OCTOBER 4, 2016 at 6:00 P.M., C.D.T.**, Gallatin City Hall, Gallatin, Tennessee, Council Chambers, for the purpose of showing cause why the building and structures located at the above address should not be vacated due to the dangerous building conditions pursuant to Gallatin Municipal Code § 5-241(10) and Tenn. Code Ann. § 13-21-101, et seq.

You have the right to file an answer to this Complaint and present evidence and testimony and be represented by an attorney if you so choose. The rules of evidence prevailing in courts of law and equity shall not be controlling in the hearing before the City Council.

The Building Official will be present to state his determination and present facts that the building listed above constitutes a dangerous building unfit for human occupation or use.

Failure to appear to dispute this Complaint will result in a finding of dangerous building and an order for vacation, repair or demolition of the building by default.

Direct all inquiries to Donnie Sullivan at the Gallatin Codes Department at 615-451-5968.

Dated: September 21, 2016.

  
SUSAN HIGH-McAULEY  
CITY ATTORNEY FOR THE  
CITY OF GALLATIN, TENNESSEE

CERTIFIED NEXT DAY MAIL – September 21, 2016.  
REGULAR MAIL – September 21, 2016.

7007 1490 0002 9001 6178

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OFFICIAL USE

Postage	\$
Certified Fee	
Return Receipt Fee (Endorsement Required)	
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$



9-20-14

Send To	JAMES ROBB
Street or PO	700 ZIEGLERS FORT ROAD
City, ST	GALLATIN TN 37066
PS Form	Instructions



### Dangerous Building Inspection Form

Address: 438 Church St.

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> Unsafe                             | Wall Framing - <i>Block wall</i>                          | Doors & Frames   |
| <input checked="" type="checkbox"/> Unsecured                          | <input type="checkbox"/> Broken/Missing/Burned            | <input checked="" type="checkbox"/> Broken/Missing/Burned  |
| <input checked="" type="checkbox"/> Unsanitary                         | <input type="checkbox"/> Water Damaged                    | <input checked="" type="checkbox"/> Water Damaged          |
| <input type="checkbox"/> Graffiti                                      | Roof Rafters  | Stairs & Landings  |
| <input checked="" type="checkbox"/> Cracked/Peeling Paint              | <input checked="" type="checkbox"/> Broken/Missing/Burned | <input type="checkbox"/> Broken/Missing/Burned             |
| <input type="checkbox"/> Cracked/Peeling Plaster                       | <input checked="" type="checkbox"/> Water Damaged         | <input type="checkbox"/> Water Damaged                     |
| <input type="checkbox"/> Insufficient Grading                          | Roof Decking  | Decks & Porches  |
| <input checked="" type="checkbox"/> Insufficient Egress                | <input checked="" type="checkbox"/> Broken/Missing/Burned | <input checked="" type="checkbox"/> Broken/Missing/Burned  |
| <input type="checkbox"/> Insufficient Storm-water Drainage             | <input checked="" type="checkbox"/> Water Damaged         | <input checked="" type="checkbox"/> Water Damaged          |
| <input checked="" type="checkbox"/> Deteriorating Accessory Structures | Roof Shingles   | Handrails & Guardrails                                     |
| <input type="checkbox"/> Stagnant Swimming Pool/Hot-Tub                | <input checked="" type="checkbox"/> Broken/Missing/Burned | <input type="checkbox"/> Broken/Missing/Burned             |
| <input checked="" type="checkbox"/> No Address                         | <input checked="" type="checkbox"/> Water Damaged         | <input type="checkbox"/> Water Damaged                     |
| <input type="checkbox"/> Garbage Accumulation                          | Foundation Walls  | Insulation & Sheetrock                                     |
| <input checked="" type="checkbox"/> Rubbish Accumulation               | <input type="checkbox"/> Broken/Missing/Burned            | <input checked="" type="checkbox"/> Broken/Missing/Burned  |
| <input checked="" type="checkbox"/> Rodent Harborage/Infestation       | <input type="checkbox"/> Holes/Chips/Cracks               | <input checked="" type="checkbox"/> Water Damaged          |
| <input checked="" type="checkbox"/> Mosquito Harborage/Infestation     | Slab  | Eaves & Overhangs  |
| Floor Joist  | <input type="checkbox"/> Broken/Missing/Burned            | <input checked="" type="checkbox"/> Broken/ Missing/Burned |
| <input type="checkbox"/> Broken/Missing/Burned                         | <input checked="" type="checkbox"/> Holes/Chips/Cracks    | <input checked="" type="checkbox"/> Water Damaged          |
| <input type="checkbox"/> Water Damaged                                 | Brick   | Soffits  |
| <input checked="" type="checkbox"/> Ceiling Joist                      | <input checked="" type="checkbox"/> Broken/Missing/Burned | <input checked="" type="checkbox"/> Broken/Missing/Burned  |
| <input checked="" type="checkbox"/> Broken/Missing/Burned              | <input checked="" type="checkbox"/> Holes/Chips/Cracks    | <input checked="" type="checkbox"/> Water Damaged          |
| <input checked="" type="checkbox"/> Water Damaged                      | Siding  | Appliances   |
|  | <input checked="" type="checkbox"/> Broken/Missing/Burned | <input type="checkbox"/> Broken/Missing/Burned             |
|  | <input checked="" type="checkbox"/> Holes/Chips/Cracks    | <input type="checkbox"/> Water Damaged                     |
|  | Window, Sill & Screens                                    | Chimney & Flue   |
|  | <input checked="" type="checkbox"/> Broken/Missing/Burned | <input checked="" type="checkbox"/> Broken/Missing/Burned  |
|  | <input checked="" type="checkbox"/> Water Damaged         | <input checked="" type="checkbox"/> Water Damaged          |

Recommendation:  Repair  Vacate & Repair  Vacate & Demolish  Demolish

Official: [Signature]

Date: 4-13-16

- ~~Mechanical~~
- Broken/Missing/Burned
  - Water Damaged/Holes/Cracks
  - Ductwork
  - Furnaces
  - Vents
  - Exhaust Fans
  - Condensing Units
  - Thermostats
  - Insulation
  - Flashing

- ~~Plumbing~~
- Broken/Missing/Burned
  - Water damaged/Holes/Cracks
  - Showers
  - Tubs
  - Sinks
  - Toilets
  - Water-lines
  - Sewer-lines
  - Valves
  - Meters
  - Vents
  - Flashing

- ~~Gas~~
- Broken/Missing/Burned
  - Water Damaged/Holes/Cracks
  - Gas-lines
  - Joints
  - Unions
  - Valves
  - Shutoffs
  - Meters
  - Regulators
  - Supports
  - Strapping

- ~~Electrical~~
- Broken/Missing/Burned
  - Water Damaged/Holes/Cracks
  - Meter Base
  - Panels
  - Breakers
  - Wires
  - Switches
  - Outlets
  - Weather Head
  - Lights
  - Meter

Comments

*House is vacant, open and burned in spots.*

*Checked with City Records office,*

Sec. 5-245. - Duties of city council.

The city council shall:

- (1) Upon receipt of a report of the building inspector as provided in section 5-244(6), give written notice to the owner, occupant, mortgagee, lessee, agent, and all other persons having an interest in such building as shown by the land records of the recorder of deeds of the county and/or the tax records in the tax assessor's office of the city, to appear before the council on the date specified in the notice to show cause why the building or structure reported to be a dangerous building should not be repaired, vacated, or demolished in accordance with the statement of particulars set forth in the building inspector's notice provided for by section 5-244(5).
- (2) Hold a hearing and hear such testimony as the building inspector or the owner, occupant, mortgagee, lessee, or any other person having an interest in said building, as shown by the land records of the recorder of deeds of the county or the tax records of the tax assessor of the city, shall offer relative to the dangerous building.
- (3) Make written findings of fact from the testimony offered pursuant to subsection (2) above as to whether or not the building in question is a dangerous building within the terms of section 5-241.
- (4) Issue an order, based upon findings of fact made pursuant to subsection (3) above, commanding the owner, occupant, mortgagee, lessee, agent, and all other persons having an interest in such building as shown by the land records of the recorder of deeds of the county, and/or the tax records in the tax assessor's office of the city, to repair, vacate, or demolish any building found to be a dangerous building within the terms of this article and provided that any person so notified shall have the privilege of either vacating or repairing such dangerous building, or any person having any interest in such building may demolish said dangerous building at his own risk to prevent the acquiring of a lien against the land upon which said dangerous building stands.
- (5) If the owner, occupant, mortgagee, or lessee fails to comply with the order provided for in subsection (4) above within a time period designated by the council, the city council may cause such building or structure to be repaired, vacated, or demolished, as the facts may warrant, under the standards provided for in section 5-242, and may with the assistance of the city attorney cause the costs of such repair, vacation, or demolition to be charged against the land on which the building existed as a municipal lien or cause such costs to be added to the tax duplicate as an assessment, or to be levied as a special tax against the land upon which the building stands or did stand, or to be recovered in an action or a suit at law against the owner; provided, that in cases where such procedure is desirable and any delay thereby caused will not be dangerous to the health, morals, safety, or general welfare of the people of this city, the city council shall notify the city attorney to take legal action to force the owner to make all necessary repairs or demolish the building.
- (6) Report to the city attorney the names of all persons not complying with the order provided for in subsection (4) above.

(Ord. No. O0405-022, 6-1-04)



438 Church St.



4-13-16



438 Church St.



4-13-16



Property Search   Property Details   Maps   ^

**Property**

**For more information**

[Sumner County Homepage](#)

[Sumner County Property Assessment Data](#)

**Services**

**Property Address**

CHURCH STREET NORTH

**Parcel ID**

1130 L 015.00 000

**Owner Name**

ROBB JAMES

**Use Description**

Exempt

**Assessed Value**

\$0.00

**Assessment Details**

[Click Here](#)

**Fire District**

GLTN-STA.3

**Police District**

GLTN-Z4

**Rescue District**

SEMS-Z1

**Schools**

438



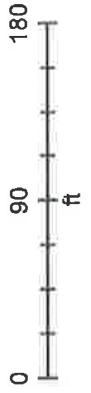
438 Church Street North



**SUMNER COUNTY, TENNESSEE**

DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL OWNERSHIP.

MAP DATE: April 13, 2016





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City of Gallatin  
Building Department  
132 West Main Street  
Gallatin, TN 37066  
(615) 451-5968

January 11, 2016

James Robb  
700 Zieglers Fort Road  
Gallatin, TN 37066

RE: 438 Church Street

Dear Mr. Robb,

I would like to thank you for choosing to own property in the City of Gallatin. We are continually vigilant in ensuring that property is maintained in a safe and healthy manner for all citizens.

This structure has been deemed dangerous for human occupancy, based on the standards set forth in the Gallatin Municipal Code, Section 5-241. The owner/occupant must vacate the building immediately. The structure must remain vacant until the necessary repairs have been made. If repairs cannot be made, demolition is required.

Please contact our office to help us make determinations and to notify us of your intentions regarding your property.

Date by which repairs/demolition must be made: 3/10/2016

Respectfully,

Chuck Stuart  
Certified Building Official

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

James Robb  
700 Zeiglers Fort  
Gallatin, TN 37066

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature

X *[Signature]*  Agent  Addressee

B. Received by (Printed Name)

*[Signature]*  Agent  Addressee

D. Is delivery address different from item 1?  Yes  No  
If YES, enter delivery address below:



3. Service Type

- Certified Mail®
- Registered
- Insured Mail
- Priority Mail Express™
- Return Receipt for Merchandise
- Collect on Delivery

4. Restricted Delivery? (Extra Fee)  Yes

2. Article Number

(Transfer from service label)

7007 1490 0002 9001 4822

PS Form 3811, July 2013

Domestic Return Receipt

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

SEPTEMBER 13, 2016

**DEPARTMENT:**    **Building Codes**

**AGENDA #**

**SUBJECT:**

Dangerous Building - 438 Church Street - 113O-L-015.00 - James Robb, owner.

**SUMMARY:**

House has been burned and is neither habitable nor repairable.

**RECOMMENDATION:**

House should be demolished.

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

Approved      X    
Rejected            
Deferred          

**Notes:**

**DANGEROUS BUILDING COMPLAINT**  
**AND SHOW CAUSE NOTICE**

TO: JAMES ROBB  
700 ZEIGLERS FORT ROAD  
GALLATIN TENNESSEE 37066

AND ALL OTHER INTERESTED PARTIES

RE: 440 CHURCH STREET  
GALLATIN, TENNESSEE  
TAX MAP: 113O-L-014.00

PURSUANT to Gallatin Municipal Code, Chapter 5, Article IX, Section 5-241, et seq., Dangerous Buildings, The Building Official for the City of Gallatin has deemed the structure listed above to constitute a dangerous building. Following an investigation, the Building Official has deemed the structure at the address listed above to be unfit for human occupation or use.

Accordingly, you are hereby summoned to appear for a hearing before the Gallatin City Council, on **TUESDAY, OCTOBER 4, 2016 at 6:00 P.M., C.D.T.**, Gallatin City Hall, Gallatin, Tennessee, Council Chambers, for the purpose of showing cause why the building and structures located at the above address should not be vacated due to the dangerous building conditions pursuant to Gallatin Municipal Code § 5-241(10) and Tenn. Code Ann. § 13-21-101, et seq.

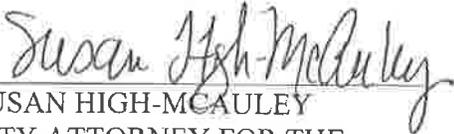
You have the right to file an answer to this Complaint and present evidence and testimony and be represented by an attorney if you so choose. The rules of evidence prevailing in courts of law and equity shall not be controlling in the hearing before the City Council.

The Building Official will be present to state his determination and present facts that the building listed above constitutes a dangerous building unfit for human occupation or use.

Failure to appear to dispute this Complaint will result in a finding of dangerous building and an order for vacation, repair or demolition of the building by default.

Direct all inquiries to Donnie Sullivan at the Gallatin Codes Department at 615-451-5968.

Dated: September 21, 2016.

  
SUSAN HIGH-MCAULEY  
CITY ATTORNEY FOR THE  
CITY OF GALLATIN, TENNESSEE

CERTIFIED NEXT DAY MAIL – September 21, 2016.  
REGULAR MAIL – September 21, 2016.

7007 1490 0002 9001 6185

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Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$	

Sent To: \_\_\_\_\_  
 Street or PO: \_\_\_\_\_  
 City, St: \_\_\_\_\_  
 PS Form \_\_\_\_\_

**JAMES ROBB** 9-20-16  
**700 ZIEGLERS FORT ROAD**  
**GALLATIN TN 37066**

Post Office \_\_\_\_\_



City of Gallatin, Tennessee

Building Codes Department

### Dangerous Building Inspection Form

Address: 440 Church St.

- Unsafe
- Unsecured
- Unsanitary

- Wall Framing
- Broken/Missing/Burned
- Water Damaged

- Doors & Frames
- Broken/Missing/Burned
- Water Damaged

- Graffiti
- Cracked/Peeling Paint
- Cracked/Peeling Plaster

- Roof Rafters
- Broken/Missing/Burned
- Water Damaged

- Stairs & Landings
- Broken/Missing/Burned
- Water Damaged

- Insufficient Grading
- Insufficient Egress
- Insufficient Storm-water Drainage

- Roof Decking
- Broken/Missing/Burned
- Water Damaged

- Decks & Porches
- Broken/Missing/Burned
- Water Damaged

- Deteriorating Accessory Structures
- Stagnant Swimming Pool/Hot-Tub

- Roof Shingles
- Broken/Missing/Burned
- Water Damaged

- Handrails & Guardrails
- Broken/Missing/Burned
- Water Damaged

- No Address
- Garbage Accumulation
- Rubbish Accumulation

- Foundation Walls
- Broken/Missing/Burned
- Holes/Chips/Cracks

- Insulation & Sheetrock
- Broken/Missing/Burned
- Water Damaged

- Rodent Harborage/Infestation
- Mosquito Harborage/Infestation

- Slab
- Broken/Missing/Burned
- Holes/Chips/Cracks

- Eaves & Overhangs
- Broken/ Missing/Burned
- Water Damaged

- Floor Joist
- Broken/Missing/Burned
- Water Damaged

- Brick
- Broken/Missing/Burned
- Holes/Chips/Cracks

- Soffits
- Broken/Missing/Burned
- Water Damaged

- Ceiling Joist
- Broken/Missing/Burned
- Water Damaged

- Siding
- Broken/Missing/Burned
- Holes/Chips/Cracks

- Appliances
- Broken/Missing/Burned
- Water Damaged

- Window, Sill & Screens
- Broken/Missing/Burned
- Water Damaged

- Chimney & Flue
- Broken/Missing/Burned
- Water Damaged

Recommendation:  Repair  Vacate & Repair  Vacate & Demolish  Demolish

Official: *[Signature]*

Date: 4-13-16

- ~~Meehanical~~ - *All*
- ~~Broken/Missing/Burned~~
  - ~~Water Damaged/Holes/Cracks~~
  - Ductwork
  - Furnaces
  - Vents
  - Exhaust Fans
  - Condensing Units
  - Thermostats
  - Insulation
  - Flashing

- ~~Plumbing~~ - *All*
- ~~Broken/Missing/Burned~~
  - ~~Water damaged/Holes/Cracks~~
  - Showers
  - Tubs
  - Sinks
  - Toilets
  - Water-lines
  - Sewer-lines
  - Valves
  - Meters
  - Vents
  - Flashing

- ~~Gas~~ - *All*
- ~~Broken/Missing/Burned~~
  - ~~Water Damaged/Holes/Cracks~~
  - Gas-lines
  - Joints
  - Unions
  - Valves
  - Shutoffs
  - Meters
  - Regulators
  - Supports
  - Strapping

- ~~Electrical~~ - *All*
- ~~Broken/Missing/Burned~~
  - ~~Water Damaged/Holes/Cracks~~
  - Meter Base
  - Panels
  - Breakers
  - Wires
  - Switches
  - Outlets
  - Weather Head
  - Lights
  - Meter

Comments

*Burned out house.*

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Sec. 5-245. - Duties of city council.

The city council shall:

- (1) Upon receipt of a report of the building inspector as provided for in section 5-244(6), give written notice to the owner, occupant, mortgagee, lessee, agent, and all other persons having an interest in such building as shown by the land records of the recorder of deeds of the county and/or the tax records in the tax assessor's office of the city, to appear before the council on the date specified in the notice to show cause why the building or structure reported to be a dangerous building should not be repaired, vacated, or demolished in accordance with the statement of particulars set forth in the building inspector's notice provided for by section 5-244(5).
- (2) Hold a hearing and hear such testimony as the building inspector or the owner, occupant, mortgagee, lessee, or any other person having an interest in said building, as shown by the land records of the recorder of deeds of the county or the tax records of the tax assessor of the city, shall offer relative to the dangerous building.
- (3) Make written findings of fact from the testimony offered pursuant to subsection (2) above as to whether or not the building in question is a dangerous building within the terms of section 5-241.
- (4) Issue an order, based upon findings of fact made pursuant to subsection (3) above, commanding the owner, occupant, mortgagee, lessee, agent, and all other persons having an interest in such building as shown by the land records of the recorder of deeds of the county, and/or the tax records in the tax assessor's office of the city, to repair, vacate, or demolish any building found to be a dangerous building within the terms of this article and provided that any person so notified shall have the privilege of either vacating or repairing such dangerous building, or any person having any interest in such building may demolish said dangerous building at his own risk to prevent the acquiring of a lien against the land upon which said dangerous building stands.
- (5) If the owner, occupant, mortgagee, or lessee fails to comply with the order provided for in subsection (4) above within a time period designated by the council, the city council may cause such building or structure to be repaired, vacated, or demolished, as the facts may warrant, under the standards provided for in section 5-242, and may with the assistance of the city attorney cause the costs of such repair, vacation, or demolition to be charged against the land on which the building existed as a municipal lien or cause such costs to be added to the tax duplicate as an assessment, or to be levied as a special tax against the land upon which the building stands or did stand, or to be recovered in an action or a suit at law against the owner; provided, that in cases where such procedure is desirable and any delay thereby caused will not be dangerous to the health, morals, safety, or general welfare of the people of this city, the city council shall notify the city attorney to take legal action to force the owner to make all necessary repairs or demolish the building.
- (6) Report to the city attorney the names of all persons not complying with the order provided for in subsection (4) above.

(Ord. No. O0405-022, 6-1-04)



440 Church St.



4-13-16



4-13-16

440 Church St.





# WebPro

- HOME
- SEARCH
- SUMMARY
- INTERIOR
- EXTERIOR
- SALES
- MAPS
- ABOUT

| Printable Record Card | Previous Assessment | Condo Info | Sales | Zoning | Comments |

Card 1 of 1

Location **440 CHURCH STREET** Property Account Number Parcel ID **1130 L 014.00 000** Old Parcel ID --

### Current Property Mailing Address

Owner **ROBB JAMES** City **GALLATIN**  
 Address **700 ZIEGLERS FORT ROAD** State **TN**  
 Zip **37066** Zoning

### Current Property Sales Information

Sale Date **3/15/1988** Legal Reference **9-226**  
 Sale Price **0** Grantor(Seller)

### Current Property Assessment

Year **2016** Card 1 Value  
 Land Area **0.000** acres Building Value **0**  
 Xtra Features Value **0**  
 Land Value **18,800**  
 Total Value **18,800**

### Narrative Description

This property contains **0.000** acres of land mainly classified as **N/A** with **a(n) N/A** style building, built about , having **N/A** exterior and **N/A** roof cover, with **0** unit(s), **0** total room(s), **0** total bedroom(s), **0** total half bath(s), **0** total 3/4 bath(s).

### Legal Description

### Property Images

Click To Enlarge



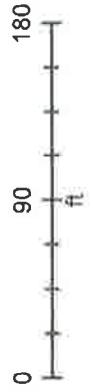
# 440 Church Street



## SUMNER COUNTY, TENNESSEE

DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL OWNERSHIP

MAP DATE: April 13, 2016



CITY OF GALLATIN TAX RECEIPT

YR PIN ACCT 193 SIZE DESCRIPTION  
 15 1130-L-01400000126B LOT 440 CHURCH STREET

	ASSESSED VALUE	TAXES DUE	DESCRIPTION	RATE	TAX
REAL	18,800		TAX ANNUAL BIL	.990	47.00
PERSONAL	0				
SUB TOTAL	18,800				
EXMPT/DEFR	0				
TOTAL	18,800	47.00			

ROBB JAMES  
 700 ZIEGLERS FORT ROAD  
 GALLATIN, TN 37066

PREV CREDITS	.00
PREV CHARGES	.00
DISCOUNT	.00
PRINCIPAL DUE	47.00
INTEREST	.00
TOTAL DUE	47.00
PRINCIPAL PAID	47.00
INTEREST PAID	.00
BALANCE DUE	.00

CITY OF GALLATIN  
 CONNIE KITTRELL  
 CITY RECORDER

CHECK  
 PAID BY ROBB JAMES

AS OF 02/22/2016

CITY OF GALLATIN TAX RECEIPT

YR PIN ACCT 193 SIZE DESCRIPTION  
 15 1130-L-01400000126B LOT 440 CHURCH STREET

	ASSESSED VALUE	TAXES DUE	DESCRIPTION	RATE	TAX
REAL TOTAL	18,800		TAX ANNUAL BIL	.990	47.00
PERSONAL	0				
SUB TOTAL	18,800				
EXMPT/DEFR	0				
TOTAL	18,800	47.00			

ROBB JAMES  
 700 ZIEGLERS FORT ROAD  
 GALLATIN, TN 37066

PREV CREDITS	.00
PREV CHARGES	.00
DISCOUNT	.00
PRINCIPAL DUE	47.00
INTEREST	.00
TOTAL DUE	47.00
PRINCIPAL PAID	47.00
INTEREST PAID	.00
BALANCE DUE	.00

CITY OF GALLATIN  
 CONNIE KITTRELL  
 CITY RECORDER

CHECK  
 PAID BY ROBB JAMES

AS OF 02/22/2016



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City of Gallatin  
Building Department  
132 West Main Street  
Gallatin, TN 37066  
(615) 451-5968

January 11, 2016

James Robb  
700 Zieglers Fort Road  
Gallatin, TN 37066

RE: 438 Church Street

Dear Mr. Robb,

I would like to thank you for choosing to own property in the City of Gallatin. We are continually vigilant in ensuring that property is maintained in a safe and healthy manner for all citizens.

This structure has been deemed dangerous for human occupancy, based on the standards set forth in the Gallatin Municipal Code, Section 5-241. The owner/occupant must vacate the building immediately. The structure must remain vacant until the necessary repairs have been made. If repairs cannot be made, demolition is required.

Please contact our office to help us make determinations and to notify us of your intentions regarding your property.

Date by which repairs/demolition must be made: 3/10/2016

Respectfully,

Chuck Stuart  
Certified Building Official

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

James Robb  
700 Zeiglers Fort Rd.  
Gallatin, In 37066

2. Article Number

(Transfer from service label)

PS Form 3811, July 2013

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature

Agent  
 Addressee  
B. Received by (Printed Name) James Robb Date of Delivery 07/12/2013

D. Is delivery address different from item 1?  Yes  No  
If YES, enter delivery address below:



3. Service Type

- Certified Mail®
- Registered
- Insured Mail
- Priority Mail Express™
- Return Receipt for Merchandise
- Collect on Delivery

4. Restricted Delivery? (Extra Fee)  Yes  No

7007 1490 0002 9001 4822

Domestic Return Receipt

**U.S. Postal Service  
CERTIFIED MAIL<sup>TM</sup> RECEIPT  
(Domestic Mail Only; No Insurance Coverage Provided)**

For delivery information visit our website at [www.usps.com](http://www.usps.com)

GALLATIN TN 37066 SPECIAL USE

Postage	\$	33.45
Certified Fee		\$2.80
Return Receipt Fee (Endorsement Required)		\$8.00
Restricted Delivery Fee (Endorsement Required)		N/A
Total Postage & Fees		\$6.735
		\$6.74



Sent to

James Robb  
700 Zeiglers Fort Rd.  
Gallatin, In 37066

PS Form 3800, August 2006

Set Reverse for Instructions

UNITED STATES POSTAL SERVICE

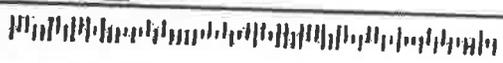


First-Class Mail  
Postage & Fees Paid  
USPS  
Permit No. G-10

• Sender: Please print your name, address, and ZIP+4® in this box•

*codes*  
OFFICE OF CITY PLANNING  
132 West Main St  
Gallatin, Tennessee 37060-0014

*Attn: Donnie*



**Certified Mail Provides:**

*Codes Dept.  
Attn: Donnie*

- A mailing receipt
- A unique identifier for your mailpiece
- A record of delivery kept by the Postal Service for two years

**Important Reminders:**

- Certified Mail may ONLY be combined with First-Class Mail® or Priority Mail®.
- Certified Mail is *not* available for any class of international mail.
- NO INSURANCE COVERAGE IS PROVIDED with Certified Mail. For valuables, please consider Insured or Registered Mail.
- For an additional fee, a Return Receipt may be requested to provide proof of delivery. To obtain Return Receipt service, please complete and attach a Return Receipt (PS Form 3811) to the article and add applicable postage to cover the fee. Endorse mailpiece "Return Receipt Requested". To receive a fee waiver for a duplicate return receipt, a USPS® postmark on your Certified Mail receipt is required.
- For an additional fee, delivery may be restricted to the addressee or addressee's authorized agent. Advise the clerk or mark the mailpiece with the endorsement "Restricted Delivery".
- If a postmark on the Certified Mail receipt is desired, please present the article at the post office for postmarking. If a postmark on the Certified Mail receipt is not needed, detach and affix label with postage and mail.

**IMPORTANT: Save this receipt and present it when making an inquiry.**  
PS Form 3800, August 2006 (Reverse) PSN 7530-02-000-9047

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

SEPTEMBER 13, 2016

**DEPARTMENT:**    **Building Codes**

**AGENDA #**

---

**SUBJECT:**

Dangerous Building - 440 Church Street - 113O-L-014.00 - James Robb, Owner

**SUMMARY:**

House has been burned and is neither habitable nor repairable.

**RECOMMENDATION:**

House should be demolished.

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

---

Approved      X    
Rejected            
Deferred          

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**Notes:**

**DANGEROUS BUILDING COMPLAINT**  
**AND SHOW CAUSE NOTICE**

TO: LEONARD CHALLENGER  
1029 ROBERTSON ROAD  
GALLATIN TENNESSEE 37066

AND ALL OTHER INTERESTED PARTIES

RE: 620 TULIP CIRCLE  
GALLATIN, TENNESSEE  
TAX MAP: 112P-A-026.00

PURSUANT to Gallatin Municipal Code, Chapter 5, Article IX, Section 5-241, et seq., Dangerous Buildings, The Building Official for the City of Gallatin has deemed the structure listed above to constitute a dangerous building. Following an investigation, the Building Official has deemed the structure at the address listed above to be unfit for human occupation or use.

Accordingly, you are hereby summoned to appear for a hearing before the Gallatin City Council, on **TUESDAY, OCTOBER 4, 2016 at 6:00 P.M., C.D.T.**, Gallatin City Hall, Gallatin, Tennessee, Council Chambers, for the purpose of showing cause why the building and structures located at the above address should not be vacated due to the dangerous building conditions pursuant to Gallatin Municipal Code § 5-241(10) and Tenn. Code Ann. § 13-21-101, et seq.

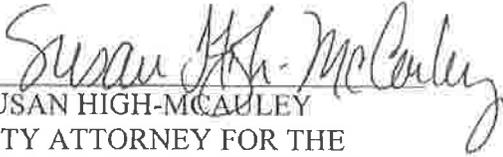
You have the right to file an answer to this Complaint and present evidence and testimony and be represented by an attorney if you so choose. The rules of evidence prevailing in courts of law and equity shall not be controlling in the hearing before the City Council.

The Building Official will be present to state his determination and present facts that the building listed above constitutes a dangerous building unfit for human occupation or use.

Failure to appear to dispute this Complaint will result in a finding of dangerous building and an order for vacation, repair or demolition of the building by default.

Direct all inquiries to Donnie Sullivan at the Gallatin Codes Department at 615-451-5968.

Dated: September 21, 2016.

  
SUSAN HIGH-MCAULEY  
CITY ATTORNEY FOR THE  
CITY OF GALLATIN, TENNESSEE

CERTIFIED NEXT DAY MAIL – September 21, 2016  
REGULAR MAIL – September 21, 2016.

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

LEONARD CHALLENGER  
1029 ROBERTSON ROAD  
GALLATIN TN 37066



9590 9402 2068 6132 0013 55

2. Article Number (transfer from service label)  
7007 1490 0002 9001 6161

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature   Agent  
 Addressee

B. Received by (Printed Name) Ashlyn Challenger C. Date of Delivery 9-23-15

D. Is delivery address different from item 1?  Yes  
If YES, enter delivery address below:  No

3. Service Type
- Adult Signature
  - Adult Signature Restricted Delivery
  - Certified Mail®
  - Certified Mail Restricted Delivery
  - Collect on Delivery
  - Collect on Delivery Restricted Delivery
  - Insured Mail
  - Insured Mail Restricted Delivery (over \$500)
  - Priority Mail Express®
  - Registered Mail™
  - Registered Mail Restricted Delivery
  - Return Receipt for Merchandise
  - Signature Confirmation™
  - Signature Confirmation Restricted Delivery



City of Gallatin, Tennessee

Building Codes Department

### Dangerous Building Inspection Form

Address: 620 Tulip Cir.

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Unsafe                                    | Wall Framing  | Doors & Frames  |
| <input checked="" type="checkbox"/> Unsecured                      | <input type="checkbox"/> Broken/Missing/Burned            | <input type="checkbox"/> Broken/Missing/Burned            |
| <input type="checkbox"/> Unsanitary                                | <input type="checkbox"/> Water Damaged                    | <input type="checkbox"/> Water Damaged                    |
| <input type="checkbox"/> Graffiti                                  | Roof Rafters  | Stairs & Landings   |
| <input type="checkbox"/> Cracked/Peeling Paint                     | <input type="checkbox"/> Broken/Missing/Burned            | <input type="checkbox"/> Broken/Missing/Burned            |
| <input type="checkbox"/> Cracked/Peeling Plaster                   | <input type="checkbox"/> Water Damaged                    | <input type="checkbox"/> Water Damaged                    |
| <input type="checkbox"/> Insufficient Grading                      | Roof Decking  | Decks & Porches   |
| <input type="checkbox"/> Insufficient Egress                       | <input type="checkbox"/> Broken/Missing/Burned            | <input checked="" type="checkbox"/> Broken/Missing/Burned |
| <input type="checkbox"/> Insufficient Storm-water Drainage         | <input type="checkbox"/> Water Damaged                    | <input checked="" type="checkbox"/> Water Damaged         |
| <input type="checkbox"/> Deteriorating Accessory Structures        | Roof Shingles   | Handrails & Guardrails                                    |
| <input type="checkbox"/> Stagnant Swimming Pool/Hot-Tub            | <input type="checkbox"/> Broken/Missing/Burned            | <input type="checkbox"/> Broken/Missing/Burned            |
| <input type="checkbox"/> No Address                                | <input type="checkbox"/> Water Damaged                    | <input type="checkbox"/> Water Damaged                    |
| <input type="checkbox"/> Garbage Accumulation                      | Foundation Walls  | Insulation & Sheetrock                                    |
| <input type="checkbox"/> Rubbish Accumulation                      | <input type="checkbox"/> Broken/Missing/Burned            | <input type="checkbox"/> Broken/Missing/Burned            |
| <input checked="" type="checkbox"/> Rodent Harborage/Infestation   | <input type="checkbox"/> Holes/Chips/Cracks               | <input type="checkbox"/> Water Damaged                    |
| <input checked="" type="checkbox"/> Mosquito Harborage/Infestation | Slab  | Eaves & Overhangs   |
| Floor Joist  | <input type="checkbox"/> Broken/Missing/Burned            | <input type="checkbox"/> Broken/ Missing/Burned           |
| <input type="checkbox"/> Broken/Missing/Burned                     | <input type="checkbox"/> Holes/Chips/Cracks               | <input type="checkbox"/> Water Damaged                    |
| <input type="checkbox"/> Water Damaged                             | Brick   | Soffits   |
| Ceiling Joist  | <input type="checkbox"/> Broken/Missing/Burned            | <input type="checkbox"/> Broken/Missing/Burned            |
| <input type="checkbox"/> Broken/Missing/Burned                     | <input type="checkbox"/> Holes/Chips/Cracks               | <input type="checkbox"/> Water Damaged                    |
| <input type="checkbox"/> Water Damaged                             | Siding  | Appliances  |
|  | <input type="checkbox"/> Broken/Missing/Burned            | <input type="checkbox"/> Broken/Missing/Burned            |
|  | <input type="checkbox"/> Holes/Chips/Cracks               | <input type="checkbox"/> Water Damaged                    |
|  | Window, Sill & Screens                                    | Chimney & Flue  |
|  | <input checked="" type="checkbox"/> Broken/Missing/Burned | <input type="checkbox"/> Broken/Missing/Burned            |
|  | <input type="checkbox"/> Water Damaged                    | <input type="checkbox"/> Water Damaged                    |

Recommendation:  Repair    Vacate & Repair    Vacate & Demolish    Demolish

Official: *John Sullivan*

Date: 4-20-16

Mechanical

- Broken/Missing/Burned
- Water Damaged/Holes/Cracks
- Ductwork
- Furnaces
- Vents
- Exhaust Fans
- Condensing Units
- Thermostats
- Insulation
- Flashing

Plumbing

- Broken/Missing/Burned
- Water damaged/Holes/Cracks
- Showers
- Tubs
- Sinks
- Toilets
- Water-lines
- Sewer-lines
- Valves
- Meters
- Vents
- Flashing

Gas

- Broken/Missing/Burned
- Water Damaged/Holes/Cracks
- Gas-lines
- Joints
- Unions
- Valves
- Shutoffs
- Meters
- Regulators
- Supports
- Strapping

Electrical

- Broken/Missing/Burned
- Water Damaged/Holes/Cracks
- Meter Base
- Panels
- Breakers
- Wires
- Switches
- Outlets
- Weather Head
- Lights
- Meter

Comments

*This house is unsecured. A remodel was started on this house and then abandoned. This house is repairable at this time.*

Sec. 5-245. - Duties of city council.

The city council shall:

- (1) Upon receipt of a report of the building inspector as provided in section 5-244(6), give written notice to the owner, occupant, mortgagee, lessee, agent, and all other persons having an interest in such building as shown by the land records of the recorder of deeds of the county and/or the tax records in the tax assessor's office of the city, to appear before the council on the date specified in the notice to show cause why the building or structure reported to be a dangerous building should not be repaired, vacated, or demolished in accordance with the statement of particulars set forth in the building inspector's notice provided for by section 5-244(5).
- (2) Hold a hearing and hear such testimony as the building inspector or the owner, occupant, mortgagee, lessee, or any other person having an interest in said building, as shown by the land records of the recorder of deeds of the county or the tax records of the tax assessor of the city, shall offer relative to the dangerous building.
- (3) Make written findings of fact from the testimony offered pursuant to subsection (2) above as to whether or not the building in question is a dangerous building within the terms of section 5-241.
- (4) Issue an order, based upon findings of fact made pursuant to subsection (3) above, commanding the owner, occupant, mortgagee, lessee, agent, and all other persons having an interest in such building as shown by the land records of the recorder of deeds of the county, and/or the tax records in the tax assessor's office of the city, to repair, vacate, or demolish any building found to be a dangerous building within the terms of this article and provided that any person so notified shall have the privilege of either vacating or repairing such dangerous building, or any person having any interest in such building may demolish said dangerous building at his own risk to prevent the acquiring of a lien against the land upon which said dangerous building stands.
- (5) If the owner, occupant, mortgagee, or lessee fails to comply with the order provided for in subsection (4) above within a time period designated by the council, the city council may cause such building or structure to be repaired, vacated, or demolished, as the facts may warrant, under the standards provided for in section 5-242, and may with the assistance of the city attorney cause the costs of such repair, vacation, or demolition to be charged against the land on which the building existed as a municipal lien or cause such costs to be added to the tax duplicate as an assessment, or to be levied as a special tax against the land upon which the building stands or did stand, or to be recovered in an action or a suit at law against the owner; provided, that in cases where such procedure is desirable and any delay thereby caused will not be dangerous to the health, morals, safety, or general welfare of the people of this city, the city council shall notify the city attorney to take legal action to force the owner to make all necessary repairs or demolish the building.
- (6) Report to the city attorney the names of all persons not complying with the order provided for in subsection (4) above.

(Ord. No. O0405-022, 6-1-04)



620 Tulip Cir.



4-20-16





620

Tulip Cir.



4-20-16



620 Tulip Cir.



4-20-16



WebPro

- HOME
- SEARCH
- SUMMARY
- INTERIOR
- EXTERIOR
- SALES
- MAPS
- ABOUT

Printable Record Card | Previous Assessment | Condo Info | Sales | Zoning | Comments |

Card 1 of 2 Next Card ^ Last Card v

Location **620 TULIP CIRCLE** Parcel ID **112P A 026.00 000**

Property Account Number **GREEN ACRES NO 2 TRACT 1-2**

Old Parcel ID --

**Current Property Mailing Address**

Owner **CHALLENGER LEONARD** City **GALLATIN**  
 Address **620 TULIP CIRCLE** State **TN**  
Zip **37066**  
Zoning

**Current Property Sales Information**

Sale Date **5/20/2013** Legal Reference **3786-40**  
 Sale Price **70,000** Grantor(Seller) **M&T BANK,**

**Current Property Assessment**

	<b>Card 1 Value</b>	<b>Total Parcel Value</b>
Year 2016	Building Value <b>77,500</b>	Building Value <b>119,000</b>
	Xtra Features Value <b>3,600</b>	Xtra Features Value <b>6,200</b>
Land Area <b>1.300</b> acres	Land Value <b>41,400</b>	Land Value <b>41,400</b>
	Total Value <b>122,500</b>	Total Value <b>166,600</b>

**Narrative Description**

This property contains 1.300 acres of land mainly classified as Residential with a(n) **SINGLE FAMIL** style building, built about 1962 , having **COMMON BRICK** exterior and **COMPOSITION** roof cover, with 1 unit(s), 0 total room(s), 0 total bedroom(s), 0 total bath(s), 0 total half bath(s).

**Legal Description**

Plat: 1 Page: 145 Block: Lot: Subd: **GREEN ACRES NO 2 TRACT 1-2**

**Property Images**

Click To Enlarge

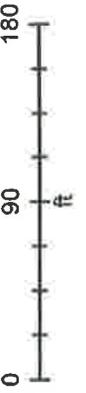
620 Tulip Cir.



**SUMNER COUNTY, TENNESSEE**

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MAP DATE: May 16, 2016



# City of Gallatin



## Real Estate Tax Statement

Parcel: 112P-1A-026.00/000/112/P

Location: 620 TULIP CIRCLE

Current Owner:  
 CHALLENGER LEONARD  
 620 TULIP CIRCLE  
 GALLATIN TN 37066

Current Status:  
 Acres: 1.300  
 Land Valuation: 41,400  
 Building Valuation: 125,200  
 Exemptions: 0  
 Taxable Valuation: 166,600

Legal Description:  
 620 TULIP CIRCLE  
 Plat: 1 Page: 145 Block: Lot: Subd: G

Deed Date: Book/Page: / Interest Date: 05/16/2016

Year	Type	Bill				
2015	RE-R	2193				
Inst	Charge	Billed	Principal Due	Interest Due	Total Due	
1	ANNUAL BIL	412.00	412.00	18.54	430.54	
	ADMINFEES	200.00	200.00	9.00	209.00	
	SPRE	304.81	304.81	13.72	318.53	
		916.81	916.81	41.26	958.07	
<b>Year Totals</b>		<b>916.81</b>	<b>916.81</b>	<b>41.26</b>	<b>958.07</b>	

Year	Type	Bill				
2014	RE-R	2136				
Inst	Charge	Billed	Principal Due	Interest Due	Total Due	
1	ANNUAL BIL	412.00	412.00	92.70	504.70	
	SPRE	1,403.96	1,403.96	315.89	1,719.85	
		1,815.96	1,815.96	408.59	2,224.55	
<b>Year Totals</b>		<b>1,815.96</b>	<b>1,815.96</b>	<b>408.59</b>	<b>2,224.55</b>	

<b>Grand Totals</b>		<b>2,732.77</b>	<b>2,732.77</b>	<b>449.85</b>	<b>3,182.62</b>	
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\*\* End of Report - Generated by Marcella Weese \*\*



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City of Gallatin  
Building Department  
132 West Main Street  
Gallatin, TN 37066  
(615) 451-5968

January 7, 2016

Leonard Challenger  
1029 Robertson Road  
Gallatin, TN 37066

RE: 620 Tulip Circle

Dear Mr. Challenger,

I would like to thank you for choosing to own property in the City of Gallatin. We are continually vigilant in ensuring that property is maintained in a safe and healthy manner for all citizens.

This structure has been deemed dangerous for human occupancy, based on the standards set forth in the Gallatin Municipal Code, Section 5-241. The owner/occupant must vacate the building immediately. The structure must remain vacant until the necessary repairs have been made. If repairs cannot be made, demolition is required.

Please contact our office to help us make determinations and to notify us of your intentions regarding your property.

Date by which repairs/demolition must be made: 3/7/2016

Respectfully,

Chuck Stuart  
Certified Building Official

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Leonard Challenger  
1029 Robertsun Rd.  
Gallatin, In 37066

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature  Agent  
 Addressee

B. Received by (Printed Name) C. Date of Delivery  
 LEONARD CHALLENGER 7-14-16

D. Is delivery address different from item 1?  Yes  
 If YES, enter delivery address below:  No



3. Service Type  
 Certified Mail®  Priority Mail Express™  
 Registered  Return Receipt for Merchandise  
 Insured Mail  Collect on Delivery

4. Restricted Delivery? (Extra Fee)  Yes

2. Article Number  
 (Transfer from service label)  
 PS Form 3811, July 2013

7007 1490 0002 9001 4815

Domestic Return Receipt



*City of Gallatin, Tennessee*

*Building Codes Department*

---

September 8, 2016

Per Chuck Stuart, Building Official, City of Gallatin:

After the letter was sent to Leonard Challenger of 620 Tulip Circle, about repairing the house or demolishing it, Chuck stated Mr. Challenger verbally told him he would pull the proper permits and repair the house. To this date permits have not been pulled and the property taxes are 2 years behind.



Donnie Sullivan

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

SEPTEMBER 13, 2016

**DEPARTMENT:** Building Codes

**AGENDA #**

**SUBJECT:**

Dangerous Building - 620 Tulip Circle - 112P-A-026.00 - Leonard Challenger, owner

**SUMMARY:**

This house is unsecured. A remodel was started and then abandoned. House is not inhabitable as is.

**RECOMMENDATION:**

The house should be demolished.

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

Approved   X    
Rejected         
Deferred       

**Notes:**

ORDINANCE APPROPRIATING FUNDS FOR  
2015/2016 CARRYOVER CAPITAL PROJECTS

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$1,151,656 is hereby appropriated from the general fund unassigned fund balance for the following carryover projects that were incomplete at the end of FY2016:

11041670-923, Paving Rehab, \$311,120

11041670-931, College Street Drainage, \$102,802

110-33490-126, Sidewalk Grant (revenue account), (\$560,000)

11041670-931-126, Sidewalk Grant, \$560,000

11041670-931-150, St Blaise Underpass Signal, \$25,000

11041670-931-151, SR-174 & Belvedere Dr Turn Lane, \$25,000

11041670-931-152, Airport Rd and Coles Ferry Rd Intersection, \$75,000

11041670-931-153, Airport Rd Turn Lane at Gateway Dr, \$115,000

11041670-931-37, Driver's Lane Relocation, \$91,752

11041670-934-41, Town Creek Restoration, \$100,000

11041670-934-42, Regional Detention Studies/Construction, \$100,000

11041670-931-6, Intersection Improvements, \$160,562

11043120-939, Downtown Signage, \$2,463

11043120-942-29, Plow and Spreader, \$3,001

11044420-939-35, Parking Lot Repairs, \$24,956

11044720-939, Rip Rap at Lock 4 Park, \$15,000, and

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$31,175 is hereby appropriated from the environmental services fund unassigned fund balance to account 12543230-941, Transportation Equipment, and

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$651,546 is hereby appropriated from the water/sewer fund unassigned fund balance for the following carryover projects that were incomplete at the end of FY2016:

41352114-941, Transportation Equipment, \$14,241

41352211-972, Engineer Design Annexation Areas, \$88,473

41352212-934-26, Sewer Rehab Contract "212", \$363,457

41352114-934-146, Fire Hydrant Painting, \$28,998

41352212-934-168, Sanitary Sewer Flow Monitoring, \$91,377

41352211-942, Trailer Mounted Sewer Jetter, \$65,000

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$692,397 is hereby appropriated from the gas fund unassigned fund balance to account 41552414-934-113, Contract "214" Annual Gas Line Constriction, 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: September 20, 2016.

PASSED SECOND READING: \_\_\_\_\_.

\_\_\_\_\_  
MAYOR PAIGE BROWN

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
CONNIE KITTRELL  
CITY RECORDER

\_\_\_\_\_  
SUSAN HIGH-MCAULEY  
CITY ATTORNEY

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

9/13/2016

**DEPARTMENT:** Finance

**AGENDA #**

**SUBJECT:**

Ordinance appropriating carry-over projects from 2016

**SUMMARY:**

Ordinance to appropriate carry-over projects from 2016 that were incomplete at year end.

**RECOMMENDATION:**

approve

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

Approved   
Rejected   
Deferred

**Notes:**

ORDINANCE AWARDDING BID AND AUTHORIZING FUNDS IN THE TOTAL AMOUNT OF \$ 720,000.00 FROM NATURAL GAS RESERVES FOR LONG HOLLOW PIKE GAS LINE EXTENSIONS, CONTRACT "316", 2016

**BE IT ORDAINED, BY THE CITY OF GALLATIN, TENNESSEE,** that the bid for Long Hollow Pike gas line extensions, pursuant to the plans and specifications under contract "316", 2016 submitted by Martin Contracting, Inc. in the amount of \$617,771.00 is hereby accepted and awarded.

**BE IT FURTHER ORDAINED, BY THE CITY OF GALLATIN, TENNESSEE,** that funds in the amount of \$720,000.00 for said gas line extensions are appropriated from Natural Gas 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 gas line extensions.

**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: September 20, 2016.

PASSED SECOND READING: \_\_\_\_\_, 2016.

\_\_\_\_\_  
MAYOR PAIGE BROWN

ATTEST:

\_\_\_\_\_  
CONNIE KITTRELL  
CITY RECORDER

APPROVED AS TO FORM:

\_\_\_\_\_  
SUSAN HIGH-MCCAULEY  
CITY ATTORNEY

BID PARTICULARS				JAMES C. BAILEY & COMPANY				
CITY OF GALLATIN				Consulting Engineers				
CONTRACT 316 - LONG HOLLOW PIKE GAS MAIN EXTENSION				7515 Hwy. 70 Sw. Spc. 108				
BID DATE: 06/30/2016				Nashville, TN 37214				
JCH PROJECT NO: 15143				JAMES C. BAILEY & COMPANY				
BIDDER AND ADDRESS				BID BOND	BID BOND	BID BOND	BID BOND	
				MATHEW CONSTRUCTING	JAMES S. BUSH CONSTRUCTION, INC	TJ CONSTRUCTION	NORRIS BROTHERS EXCAVATING	
				2101 Long Road	775 BUSH AVE	171 County Road 333	1007 Rodgers Road	
				Madison, TN 37043	Chickasaw, TN 37610	Florence, AL 36634	Crossville, TN 38572	
ITEM	QTY	UNIT DESCRIPTION	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	7.00	LF FURNISH & INSTALL 6" STEEL GAS LINE (MAOP = 125 PSI, W.T. = 0.188")	49.75	375,325.00	58.00	427,800.00	56.29	403,719.00
2	360	LF FURNISH & INSTALL 6" STEEL GAS LINE (W.T. = 0.188") POWERCRETE COATED	116.50	41,940.00	113.00	40,680.00	101.29	36,466.20
3	59	LF FURNISH & INSTALL 4" STEEL GAS LINE (MAOP = 125 PSI, W.T. = 0.154")	123.05	7,256.95	94.90	5,594.10	89.30	5,268.70
4	420	LF FURNISH & INSTALL 2" STEEL GAS LINE (MAOP = 125 PSI, W.T. = 0.154")	34.05	14,302.50	33.00	13,860.00	30.61	12,858.20
5	150	LF FURNISH & INSTALL 2" STEEL GAS LINE (W.T. = 0.154") POWERCRETE COATED	70.50	10,575.00	72.00	10,800.00	65.49	9,823.50
6	1	EA FURNISH & INSTALL 9" GEAR OPERATED GAS VALVE (ANSI 150)	18,110.00	18,110.00	4,971.00	4,971.00	6,736.00	6,736.00
7	1	EA FURNISH & INSTALL 4" GEAR OPERATED GAS VALVE (ANSI 150)	4,316.00	4,316.00	2,284.00	2,284.00	4,316.00	4,316.00
8	2	EA FURNISH & INSTALL 2" GEAR OPERATED GAS VALVE (ANSI 150)	4,119.00	8,238.00	1,294.00	2,588.00	4,119.00	8,238.00
9	1	EA FURNISH & INSTALL 4" X 4" HOT TAP	6,575.00	6,575.00	3,899.00	3,899.00	6,575.00	6,575.00
10	1	EA FURNISH & INSTALL 2" X 2" HOT TAP	3,075.00	3,075.00	3,503.00	3,503.00	2,841.00	2,841.00
11	1	EA FURNISH & INSTALL 6" LINE STOP	9,680.00	9,680.00	3,700.00	3,700.00	9,226.00	9,226.00
12	1	EA FURNISH & INSTALL 8" LINE STOP	2,225.00	2,225.00	1,600.00	1,600.00	2,225.00	2,225.00
13	1	EA REMOVE CAP AND CONNECT TO EXISTING 6" GAS MAIN	1,817.00	1,817.00	1,800.00	1,800.00	1,800.00	1,800.00
14	56	SY FURNISH & INSTALL PAVEMENT REPLACEMENT	64.25	3,598.00	110.00	6,160.00	59.00	3,304.00
15	250	DN FURNISH & INSTALL CALSS "A" CONCRETE FOR DRIVEWAY REPAIR	25.28	6,320.00	23.40	5,850.00	28.25	7,062.50
16	20	SY FURNISH & INSTALL CLASS "A" CONCRETE FOR DRIVEWAY REPAIR	24.00	480.00	200.00	4,000.00	64.00	1,280.00
17	10	CY FURNISH & INSTALL CLASS "B" CONCRETE	142.50	1,425.00	100.00	1,000.00	70.00	700.00
18	20	CY FURNISH & INSTALL DRIVEWAY REPLACEMENT AS NOTED	61.00	1,220.00	70.00	1,400.00	200.00	4,000.00
19	9.800	LF MAIN LINE CLEAN-UP	4.00	39,200.00	4.00	39,200.00	4.00	39,200.00
<b>TOTAL BIDD</b>				<b>617,971.00</b>		<b>765,933.00</b>		<b>654,976.20</b>

I, Matthew R. Tucker, P.E. certify that the above Bid Tabulation reflects the actual Bids submitted with errors corrected for Contract 316 - Long Hollow Pike Gas Main Extension



**CITY OF GALLATIN  
SUMNER COUNTY, TN**

**CONSTRUCTION CONTRACT 316  
LONG HOLLOW PIKE GAS MAIN EXTENSION**

**PROJECT BUDGET FOR GAS MAIN EXTENSION**

ITEM	COST
CONSTRUCTION	\$ 617,771.00
ENGINEERING DESIGN	43,500.00
CONSTRUCTION INSPECTION	25,000.00
PROJECT CONTINGENCY @ 5.00%	33,729.00
<b>TOTAL ESTIMATED PROJECT COST</b>	<b>\$ 720,000.00</b>

**JAMES C. HAILEY & COMPANY**

*Consulting Engineers*

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

JAMES C. HAILEY, P.E.

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

September 6, 2016

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

**RE: Contract 316  
Long Hollow Pike  
Gas Main Extension**

Dear Mr. Gregory:

On August 30, 2016, bids were received for the above-referenced project. A tabulation of bids is attached displaying the bids for each contractor for Contract 316.

All bids were sealed with proper documentation, and no irregularities were apparent at the bid opening. Also, the lowest and best bid is within the estimated project budget. Enclosed is a project construction Budget. Based on our evaluation, we recommend that the City of Gallatin award the **Contract 316** – to **Martin Contracting, Inc.** in the amount of **\$617,771.00**.

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

Sincerely,

**JAMES C. HAILEY & COMPANY**  
Consulting Engineers



Matthew R. Tucker

Enclosures

**NOTICE OF AWARD**

TO: MARTIN CONTRACTING, INC.  
2371 IRVINE ROAD  
RICHMOND, KY 40475

**PROJECT DESCRIPTION: CONTRACT 316 – LONG HOLLOW PIKE GAS MAIN EXTENSION**

The **OWNER** has considered the **BID** submitted by you for the above-described **WORK** in response to its Advertisement to Bid dated August 2016, 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 \_\_\_\_\_, 2016.

\_\_\_\_\_  
City of Gallatin  
**OWNER**  
BY \_\_\_\_\_  
Title Mayor

**ACCEPTANCE OF NOTICE**

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

By \_\_\_\_\_

this the \_\_\_\_ day of \_\_\_\_\_, 2016

By \_\_\_\_\_

Title \_\_\_\_\_

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

September 13, 2016

**DEPARTMENT: Utilities**

**AGENDA # 8**

---

**SUBJECT:**

Ordinance #O1609-50 Long Hollow Pike gas line extensions. Authorizing funds in the total amount of \$720,000.00 from Natural Gas Reserves for gas line extensions on Long Hollow Pike and award to low bidder, Martin Contracting, Inc., Contract "316" in the amount of \$617,771.00.

**SUMMARY:**

6" gas line extension on Long Hollow Pike from St. Blaise Road to Big Station Camp Creek Road.

**RECOMMENDATION:**

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

---

Approved   
Rejected   
Deferred

---

**Notes:**

ORDINANCE APPROPRIATING FUNDS RECEIVED FROM INSURANCE CLAIMS  
FOR DAMAGE TO TRAFFIC SIGNALS

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$6,465.08 is hereby appropriated from the unassigned fund balance to account number 11041670-320, Operating Supplies, for damages to traffic signals.

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 PAIGE BROWN

ATTEST:

---

CONNIE KITTRELL  
CITY RECORDER

APPROVED AS TO FORM:

---

SUSAN HIGH-MCAULEY  
CITY ATTORNEY

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

September 27, 2016

**DEPARTMENT:   Engineering**

**AGENDA # 1**

**SUBJECT:**

Ordinance Appropriating Funds Received from Insurance Claims for Damage to Traffic Signals

**SUMMARY:**

The Engineering Division is requesting to appropriate money that was received last budget year from insurance claims from damage to traffic signals.

**RECOMMENDATION:**

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

Approved   
Rejected   
Deferred

**Notes:**

ORDINANCE APPROPRIATING FUNDS FOR THE LEISURE SERVICES DEPARTMENT  
FROM CLEARVIEW BASKETBALL COURT REPAIRS FUND  
TO MUNICIPAL PARK BASKETBALL COURT REPAIRS FUND

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$26,376.78 is hereby appropriated from the Clearview Basketball Court Repairs Fund, account # 31344410-923-85, to the Municipal Park Basketball Court Repairs Fund, account # 31344410-923-183.

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: \_\_\_\_\_, 2016

PASSED SECOND READING: \_\_\_\_\_, 2016

\_\_\_\_\_  
MAYOR PAIGE BROWN

ATTEST:

\_\_\_\_\_  
CONNIE KITTRELL  
CITY RECORDER

APPROVED AS TO FORM:

\_\_\_\_\_  
SUSAN HIGH-MCAULEY  
CITY ATTORNEY

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

09/27/2016

**DEPARTMENT: LSV**

**AGENDA #**

**SUBJECT:**

Transfer of funds from Clearview Park basketball Renovations to Municipal Park Basketball Renovations

**SUMMARY:**

Transfer of \$26, 376.78 from Clearview Basketball renovations to Municipal Park basketball renovations

**RECOMMENDATION:**

Approval

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

Approved   
Rejected   
Deferred

**Notes:**

ORDINANCE APPROPRIATING \$182,593 FOR THE VOLUNTARY BUY OUT PROGRAM FOR  
THE CITY OF GALLATIN

**WHEREAS**, The City of Gallatin City Council authorized the Mayor to offer a voluntary buyout incentive program to help reorganize and streamline operations; and

**WHEREAS**, the City has an outstanding and dedicated workforce with many tenured employees; and

**WHEREAS**, the Voluntary Buyout Program (VBP) was designed to provide eligible employees who voluntarily elect to separate employment with severance pay and benefits.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE**, that the sum of up to \$178,213 is appropriated from the unassigned balance of the general fund for the execution of the Voluntary Buyout Program.

**BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE**, that the sum of up to \$4,380 is appropriated from the unassigned balance of the water/sewer fund for the execution of the Voluntary Buyout Program.

**BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE**, that funds will be appropriated to the following accounts:

11042110-111, Police Salaries, \$57,254  
11042110-141, FICA, \$4,380  
11042110-143, Retirement, \$5,153  
11042110-111, Recorder Salaries, \$66,508  
11042110-141, FICA, \$5,088  
11042110-143, Retirement, \$5,986  
11042110-111, Sewer Salaries, \$32,768  
11042110-141, FICA, \$2,507  
11042110-143, Retirement, \$2,949

**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:

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MAYOR PAIGE BROWN



**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

September 27, 2016

**DEPARTMENT: Human Resources**

**AGENDA #**

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**SUBJECT:**

Voluntary Buyout Program

**SUMMARY:**

The Council authorized the City of Gallatin to offer a voluntary buyout incentive program (Voluntary Buyout Program (VBP)) to our employees. The VBP presented a unique opportunity for employees who think it is the right time for them to leave employment to pursue other opportunities or continue their education or training. The VBP was designed to provide eligible employees who voluntarily elect to separate employment with severance and severance benefits. Participation in this program was completely voluntary, and employees considered the program carefully before making any decisions to participate.

The deadline for employees to elect to participate in the program is Monday, Sept. 26<sup>th</sup>. Once the deadline is passed, a funding request amount will be known. There are currently 4 employees who have elected to participate in the program.

**RECOMMENDATION:**

Approve to appropriate funds for the Voluntary Buyout Program (VBP).

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

---

Approved   
Rejected   
Deferred

---

**Notes:**

ORDINANCE APPROPRIATING \$150,914 FOR EXPENSES RELATED TO  
ELECTRICAL INSPECTIONS

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$150,914 is hereby appropriated from account 110-32610, Building Permits revenue to the following accounts for expenses related to the City Building Department beginning electrical inspections:

- 11041990-111, Salaries, \$86,950
- 11041990-141, FICA, \$4,236
- 11041990-142, Hospital and Health Insurance, \$29,475
- 11041990-143, Retirement, \$611
- 11041990-145, Group Life Insurance, \$207
- 11041990-149, Disability Insurance, \$453
- 11041990-233, Periodicals, \$800
- 11041990-319, Office Supplies, \$800
- 11041990-941, Transportation Equipment, \$27,382; 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 PAIGE BROWN



**RESOLUTION NO. R1610-52**

**RESOLUTION IMPLEMENTING JOB TITLE AND APPROPRIATE PAY GRADE  
FOR BUILDING AND ELECTRICAL CODES OFFICIAL AND CODES  
INSPECTOR IV INTO THE PERSONNEL CLASSIFICATION SYSTEM**

**BE IT RESOLVED BY THE CITY OF GALLATIN, TENNESSEE**, the job title and attached job description for Building and Electrical Codes Official, Pay Grade GBB is hereby approved and ordered implemented into the City of Gallatin's Personnel Classification System.

**BE IT FURTHER RESOLVED BY THE CITY OF GALLATIN, TENNESSEE**, the job title for Codes Inspector IV, Pay Grade GT is hereby approved and ordered implemented into the City of Gallatin's Personnel Classification System.

**BE IT FURTHER RESOLVED BY THE CITY OF GALLATIN, TENNESSEE**, that this resolution shall take effect from and after the date of final passage, the public welfare requiring such.

IT IS SO ORDERED.

PRESENT AND VOTING

AYE:

NAY:

DATED:

\_\_\_\_\_  
MAYOR PAIGE BROWN

ATTEST:

\_\_\_\_\_  
CONNIE KITTRELL  
CITY RECORDER

APPROVED AS TO FORM:

\_\_\_\_\_  
SUSAN HIGH-MCAULEY  
CITY ATTORNEY

**TITLE:** Building and Electrical Codes Official  
**PG:** GBB  
**DEPARTMENT:** Codes  
**REPORTS TO:** Mayor and City Council  
**REVISION DATE:** SEPTEMBER 2016

**PURPOSE OF POSITION:**

The purpose of this position is to perform administration and supervision of the Codes Department. This position oversees the Codes Department and all function within.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

1. Performs duties as outlined in Duties of Building Official and Electrical Official identified in the City of Gallatin Code of Ordinances.
2. Acts as the intermediate appeal step/intermediate interpreter for building codes, electrical codes, and adopted standards when disagreements, requests for exceptions, or questions of interpretation arise between customers and inspections staff.
3. Supervises and provides direct oversight over the Assistant Building Official, Plans Examiner, Codes Enforcement Inspectors, and Permit Technicians. Performs performance evaluations.
4. Drafts division budget and monitors expenditures and purchases in accordance with city policy.
5. Conducts interviews, makes hiring and firing and other personnel related decisions, advises, makes disciplinary recommendations, drafts performance appraisals, schedules, and motivates subordinate employees.
6. Makes reports to, attends meetings of, and assists in orienting new members of the Construction Board of Adjustment and Appeals.
7. Provides managerial and technical guidance to subordinate staff.
8. Reviews plan and specifications for conformance with code requirements.
9. Provides information and answers questions regarding building and codes requirements.
10. Performs field inspections and re-inspections of residential, commercial, industrial and public facilities for compliance with building, plumbing and mechanical codes on an occasional basis.
11. Receives and resolves complaints in regard to defective construction and handles enforcement issues.
12. Inspects existing buildings for hazardous conditions, structural failures or improper uses.
13. Serves as a resource to City Officials on the safety of city owned buildings.
14. Receives applications, issues and logs construction permits and maintains appropriate records thereof.
15. Interprets various codes and ordinances, recommends changes as appropriate.
16. Where construction is not in compliance with regulations as to methods and/or materials, works with the builder to bring the construction into compliance, and issues or approves warnings and stop-work orders as necessary.
17. May testify in court on code violation cases or represent the division at community meetings or city council meetings or budget hearings.
18. Makes reports and keeps records regarding inspections.
19. Works closely with other department heads.
20. Stays abreast of changes in model building codes.
21. Attends staff meetings for professional services.
22. Performs other duties as assigned.

**MINIMUM QUALIFICATIONS:**

Must possess all qualifications of "Building Official" and "Electrical Official" as outlined in the International Building Code published by the International Code Congress and meet State of Tennessee requirements.

Bachelor's degree. Must have a minimum of ten years of recent work experience as an architect, engineer, inspector, contractor, or superintendent of construction, or any combination of these, five years of which shall have been in responsible charge of work.

Certification as a Building Official and Electrical Official through a recognized certification program within eighteen months of appointment to the position.

Must have valid Driver's License. Must hold certification as a Building Inspector, Plumbing Inspector, Mechanical Inspector and as an Electrical Code Official.

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Thorough knowledge of all types of building and electrical construction materials and methods and stages of construction when possible violations and defects may be most easily observed and corrected.
- Thorough knowledge with State and City building and related codes laws and ordinances.
- Ability to detect poor workmanship, inferior materials, and hazards of collapse.
- Ability to read and interpret plans and specifications accurately and to compare them with construction in progress.
- Ability to contact building owners, contractors, architects and the public and affect satisfactory working relationships.
- Firmness and tact in enforcing building and electrical ordinances and codes.
- Ability to explain technical requirements in non-technical terms to persons of varying backgrounds.
- Ability to represent the city in presentations and negotiations
- Ability to facilitate group processes, implement effective problem solving solutions, and build consensus among competing interests.
- Ability to supervise subordinate staff.
- Ability to establish and maintain effective and professional working relationships with vendors, finance staff, other department heads and governmental officials.
- General knowledge of current office practices and procedures and knowledge of the operation of standard office equipment and software.
- Ability to prepare and maintain accurate and concise records and reports.
- Ability to understand and effectively carry out verbal and written instructions.
- Ability to communicate effectively with other members of the staff, supervisor, and the public.
- Ability to communicate in both written and verbal form.
- Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.
- Ability to define problems and deal with a variety of situations.
- Ability to think quickly, maintain self-control, and adapt to stressful situations.
- Ability to maintain discretion regarding business-related files, reports and conversations, within the provision of open records law and other applicable State and Federal Statutes and Regulations.
- Organizational and time management skills needed to meet deadlines.
- Must have ability to work accurately with attention to detail.
- Ability to maintain confidentiality.
- Ability to work the allocated hours of the position, including evening meetings.

**PHYSICAL REQUIREMENTS**

This is medium work requiring the exertion of up to 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 pounds of force constantly to move objects; work sometimes requires climbing, balancing, reaching, fingering, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual

acuity is required for preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions.

#### **WORK ENVIRONMENT**

Works in an office setting, in generally comfortable conditions. When at a job site, the employee is subject to outside environmental conditions including extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, dust/dirt, grease/oils, paint fumes, moving parts of machinery and extreme weather conditions both hot and cold.

*In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

September 27, 2016

**DEPARTMENT:** Human Resources

**AGENDA #**

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**SUBJECT:**

Resolution implementing job title, job description and appropriating pay grade for Building and Electrical Codes Official and implementing job title and appropriating pay grade for Codes Inspector IV into the Personnel Classification System

**SUMMARY:**

Per Ordinance O1608-47, Council approved upgrading the status of the Building Official to include Electrical Code Official. Council also approved adding a full-time electrical inspector (Codes Inspector IV). Dr. McGrath has reviewed and approved the placement of the department head position within our classification system.

**RECOMMENDATION:**

Approve

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

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Approved   
Rejected   
Deferred

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**Notes:**