COOKEVILLE CITY COUNCIL
REGULAR MEETING
APRIL 4, 2013
5:30 P.M.

The Council of the City of Cookeville met in regular session on Thursday, April 4, 2013, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. Vice-Mayor Epps called for a moment of silent prayer, and led the audience in the Pledge of Allegiance. Vice-Mayor Epps then called the meeting to order and asked the Clerk to call the roll. Present and answering roll call were:

Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Mayor Matt Swallows

Also present: Jim Shipley, City Manager; Cathy McClain, City Clerk and Dan Rader IV, serving as City Attorney.

CONSIDER APPROVAL OF AGENDA AS PRESENTED

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the agenda as submitted. Upon call for a vote, the following voted aye:

Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Mayor Matt Swallows

The City Clerk announced that the motion carried.

OLD BUSINESS:

CONSIDER APPROVAL OF MINUTES OF COUNCIL MEETING HELD ON MARCH 21, 2013

Councilman Anderson made a motion to dispense with the reading of the minutes and approve said minutes as submitted. The motion was seconded by Councilman Woodford. Upon call for a vote, the following voted aye:

Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Mayor Matt Swallows

The City Clerk announced that the motion carried.

CONSENT AGENDA:

SET A DATE (5-2-13) FOR A PUBLIC HEARING ON ORDINANCE #O13-04-06, AMENDMENTS TO THE ZONING CODE RELATING TO BUS SHELTERS AND BUS STOPS

COOKEVILLE CITY COUNCIL
MINUTES
APRIL 4, 2013

SET A DATE (5-2-13) FOR A PUBLIC HEARING ON ORDINANCE #O13-04-07, REZONING 225 KENWAY STREET FROM RS10 (SINGLE-FAMILY RESIDENTIAL) TO CL (LOCAL COMMERCIAL)

SET A DATE (5-2-13) FOR A PUBLIC HEARING ON ORDINANCE #O13-04-08, RAO (REDEVELOPMENT AREA OVERLAY DISTRICT) ZONING FOR 319 WEST 7TH STREET

CONSIDER AWARDING BID FOR PORTABLE RADIOS – POLICE & FIRE DEPTS.

CITY OF COOKEVILLE
BID TABULATION SCHEDULE

DATE OF BID OPENING:	April 1, 2013
BIDS OPENED BY:	Major Evans, USD Commander
BIDS WITNESSED BY:	C. McClain, City Clerk; T. McNett, USD Asst.; M. Rittenberry, Wireless Communications
DEPARTMENT:	Police – Fire

BIDDERS / ITEM	AirWave	Wireless Solutions	Continental Wireless, Inc.
Mobile Radio Remote Mount Adapter Kit	$75.95	$85.00	$73.80 x 26 = $1,918.80
Mobile Radio Remote Mount 3 Meter Cable Kit	$44.95	$50.00	$43.65 x 26 = $1,134.90
Mobile Radio Remote Mount Power Cable	$26.95	$30.00	$25.65 x 26 = $666.90
UHF Portable Radio	$474.25 (w/$100 dealer trade-in) x 40 = $18,970.00	683.00	609.75
Portable Radio Microphone	$64.95	$74.50 $59.00 (alternative not comparable)	$63.45 x 105 = $6,662.25
Portable Radio Battery	$59.95	$70.00	$56.25 x 30 = $1,687.50
Portable Radio Vehicle Charger	$279.95	$325.00	$267.75 x 4 = $1,071.00
Portable Radio Multi-Unit Charger	$349.95	$425.00	$339.85 x 4 = $1,359.40

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM: AirWave for Portable Radios, and Continental Wireless for remaining items.

BE AWARDED FOR THE FOLLOWING REASON: Lowest bid meeting specifications.

RECOMMENDED: DEPARTMENT HEAD

BUDGET AVAILABILITY: FINANCE DIRECTOR

APPROVAL: CITY MANAGER

	TOTAL	Police CPD	Fire Bruce
UHF Radios	40	40	0
Remote heads	26	20	6
Remote Cable	26	20	6
Remote Pwr Cable	26	20	6
VHF Shoulder Mics	105	82	23
Car Charger	4		4
Battery	30		30
Multi Charger	4		4

CONSIDER AWARDING BID FOR UNIFORMS – PUBLIC WORKS DEPARTMENT

CITY OF COOKEVILLE
BID TABULATION RECORD
UNIFORMS

DEPARTMENT: Public Works
BIDS OPENED BY: Greg Brown
WITNESSED BY: Debbie Swallows

DATE OF BID OPENING: March 19, 2013
TIME OF BID OPENING: 10:00 am

	WEEKLY RENTAL					PURCHASE
	POLY/COTTON	POLY/COTTON	POLY/COTTON	100% COTTON	POLY/COTTON	MOISTURE WICK
BIDDER	NO LAUNDRY SHIRTS 5/SS - 5/LS 5/PANTS 1 JACKET	WITH LAUNDRY SHIRTS 11/SS - 11/LS 11/PANTS 2 JACKETS	WITH LAUNDRY SHIRTS 11/SS - 11/LS 11/PANTS - 11/COVERALLS 2 JACKETS	NO LAUNDRY SHIRTS 5/SS - 5/LS 5/PANTS 1 JACKET	NO LAUNDRY SHORTS 5 PAIR	T-SHIRTS
UNIFIRST	$3.53	$7.68	$10.89	$3.87	$1.15	$11.00/EA

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM: UNIFIRST

BE AWARDED FOR THE FOLLOWING REA: ONLY BIDDER - GOOD BID

RECOMMENDED: DEPT. DIRECTOR

BUDGET AVAILABILITY: FINANCE DIR

APPROVAL: CITY MANAGER

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the consent agenda items as submitted. Upon call for a vote, the following voted aye:

Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Mayor Matt Swallows

The City Clerk announced that the motion carried.

NEW BUSINESS:

CONSIDER REAPPOINTMENT TO THE COOKEVILLE HISTORIC ZONING COMMISSION

MEMORANDUM

TO: CITY COUNCIL MEMBERS

FROM: JAMES MILLS, PLANNING DIRECTOR

DATE: MARCH 27, 2013

SUBJECT: HISTORIC ZONING COMMISSION APPOINTMENT

The current term of Mrs. Alma Anderson on the Historic Zoning Commission will expire in April 2013. Mrs. Anderson fills the community in general position on the Commission. Members of the Historic Zoning Commission serve five-year terms and are appointed by the Mayor with confirmation by a majority vote of the City Council.

Mrs. Anderson has been contacted and has agreed to continue to serve if reappointed. The Planning Department recommends for her reappointment.

If you have any questions or need further information please contact me at your convenience.

Councilman Woodford made a motion, seconded by Councilman Albrecht, to reappoint Alma Anderson to the Cookeville Historic Zoning Commission. Upon call for a vote, the following voted aye:

Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Mayor Matt Swallows

The City Clerk announced that the motion carried.

CONSIDER APPOINTMENTS TO THE ARCHITECTURAL DESIGN REVIEW BOARD

MEMORANDUM

TO: CITY COUNCIL MEMBERS

FROM: JAMES MILLS, PLANNING DIRECTOR

DATE: MARCH 27, 2013

SUBJECT: ARCHITECTURAL DESIGN REVIEW BOARD APPOINTMENTS

As you may know, the Architectural Design Review Board (ADRB) consists of five (5) members, including two (2) representatives from the Planning Commission and three (3) citizens at large, one (1) of which should be a registered architect or landscape architect. All should be residents of Cookeville. The term of membership is three (3) years except for the representatives of the Planning Commission whose terms run concurrently with their membership on the Planning Commission.

Due to the resignation of Mr. Aaron Bernhardt as one of the Planning Commission representatives, the appointment of a replacement is necessary. Ms. Kay Starkweather, who currently serves on the ADRB in a citizen at large position, was appointed to the Planning Commission to replace Mr. Bernhardt. The Planning Department recommends for the appointment of Ms. Starkweather on the ADRB as a representative of the Planning Commission replacing Mr. Bernhardt.

By moving Ms. Starkweather to one of the Planning Commission representative slots, her position as a citizen at large member on the Board becomes open. Ms. Jennifer Williams has been contacted and has agreed to serve on the ADRB if appointed and the Planning Department recommends for her appointment.

If you have any questions or need further information please contact me at your convenience.

Councilman Anderson made a motion, seconded by Councilman Woodford, to appoint Kay Starkweather & Jennifer Williams to the Architectural Design Review Board as recommended. Upon call for a vote, the following voted aye:

Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Mayor Matt Swallows

The City Clerk announced that the motion carried.

CONSIDER DECLARING AS SURPLUS CITY OWNED PROPERTY AT 215 WEST SEVENTH STREET

Tennessee Technological University
Facilities and Business Services
Box 5041 • Cookeville, TN 38505-0001
931-372-3227 • Fax: 931-372-3727

February 8, 2013

Mr. Jim Shipley, Manager
City of Cookeville
45 East Broad Street
Cookeville TN 38501

RE: **Request to Acquire City Owned Property at 215 West Seventh Street**

Mr. Shipley,

University officials estimate the construction of our new Laboratory Science Building could begin as soon as the summer of 2015. The facility will be constructed in the large commuter lot north of the Capitol Quad residence halls. This will result in a potential loss of over 500 parking spaces.

In order to offset the parking loss, and in an effort to create more perimeter parking for the campus, the University is attempting to acquire all properties southwest of the main campus which are north of West Seventh Street and east of North Willow Avenue. These properties, in the University's 2010 Master Plan, are identified as Area One of the Campus Acquisition Plan (see enclosed map).

As discussed in our meeting this past Wednesday, the University would like to acquire the vacant lot which is owned by the City of Cookeville and located at 215 West Seventh Street. If the city is in agreement, the University would like to begin the acquisition process as soon as possible. Please contact me if you need additional information, or if I may provide further assistance regarding this request.

I look forward to hearing from you soon.

Best Regards,

Jim Cobb
Interim Director of Projects
Tennessee Tech University

Councilman Anderson made a motion, seconded by Councilman Woodford, to declare as surplus city owned property at 215 West Seventh Street.

Councilman Anderson made a motion, seconded by Councilman Albrecht, to amend the motion to set the selling price at $25,000.00 plus closing costs. Upon call for a vote on the amendment to the motion, the following voted aye:

Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Mayor Matt Swallows

The City Clerk announced that the amendment to the motion carried.

Upon call for a vote on the motion as amended, the following voted aye:

Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Mayor Matt Swallows

The City Clerk announced that the amended motion carried.

CONSIDER AUTHORIZING THE WATER DEPARTMENT TO INCUR ADDITIONAL COSTS ON THE CONTRACT FOR THE UPGRADE AND EXPANSION OF THE WATER PLANT WITH CITY MANAGER APPROVAL

WATER TREATMENT PLANT CONST. PROJECT

(contract completion date 4-12-13)
(realistic completion date 6-15-13)

- There may be small changes that need to be addressed in a short amount of time.
- Council meets two times per month and some changes may need to be addressed in a timely manner so as not to delay the contractor.
- Request that City Council authorize our department, with City Manager approval, to make needed changes up to $30,000.

CITY OF COOKEVILLE, TENNESSEE

WATER TREATMENT PLANT UPGRADE AND EXPANSION
SUMMARY OF PROPOSALS (APRIL 1, 2013)

Original Contract Price	$6,951,000.00
Proposals 1-18: Change Order One (1)	44,319.00
Revised Contract Price	$6,995,319.00
Original Completion Date	March 15, 2013
Revised Completion Date	April 12, 2013

Proposal No.	Description	Increase	Decrease
19	Revise Sample Tap and Line		**
20	Additional Clearwell Cleaning	**	?
21	Alternate Material for Shower Door (Approved)	$238.00±	YES
22	Clarifier Motors and Gear Reducers	4,402.00 2 days	YES
23	Electrical Rooms Door Hardware	**	YES
24	Signage & Lighting Revisions	**	?
25	Front Fence Additions	2,798.00 2 days	?
26	Rear Fence Additions	6,600.00 4 days	No
27	Revise Venturi Connection	5,778.00 4 days	YES
28	EIFS Issue	1,118.00 2 days	YES
29	Delete Retaining Wall/Concrete Slope		** ?
30	Bac-T Office Chase Doors	**	YES
31	Emergency Shower Tile	**	?
	POTENTIAL CURRENT SUBTOTALS	$15,156.00 14 days	
	POTENTIAL CURRENT TOTAL	$15,156.00 14 days	

** Indicates Potential Increase or Decrease for Item

$8,556.00

Councilman Anderson made a motion, seconded by Councilman Woodford, to authorize the additional cost up to $30,000.00, with the City Manager's approval, for the upgrade/expansion of the Water Plant as requested. Upon call for a vote, the following voted aye:

Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Mayor Matt Swallows

The City Clerk announced that the motion carried.

COOKEVILLE CITY COUNCIL
MINUTES
APRIL 4, 2013

HEARING FROM OFFICERS, COUNCILMEN AND CITY MANAGER:

RECEIVE THE CITY'S FINANCIALS FOR 7-1-12 THROUGH 2-28-13

Mike Davidson, Finance Director, gave a detailed report of the city's financials for 7-1-12 through 2-28-13.

HEARING OF CITIZENS AND/OR DELEGATIONS:

Councilman Anderson reminded everyone of the "Dogapalooza" at the Dogwood Park on Saturday, April 6, 2013 from 1:00 p.m. until 4:00 p.m.

There being no further business to discuss, Councilman Woodford made a motion, seconded by Councilman Albrecht, to adjourn the meeting at 6:02 p.m. Upon call for a vote, the following voted aye:

Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Mayor Matt Swallows

The City Clerk announced that the motion carried.

_____
Larry Epps, Vice-Mayor

ATTEST:

_____
Cathy McClain, City Clerk