



**City of Columbia City Council  
Study Session Agenda  
January 4, 2024 - 5:30 PM**

**City Hall Council Chambers  
700 North Garden Street  
Columbia, TN 38401  
Phone: 931-560-1510**

**Chaz Molder, Mayor  
Randy McBroom, Vice Mayor  
Council Member DaVena Hardison, Ward 1  
Council Member Debbie Wiles, Ed. D., Ward 2  
Council Member Anthony Greene, Ward 3  
Council Member Kenny Marshall, Ward 4  
Council Member Danny Coleman, Ward 5**

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**Tony Massey, City Manager  
C. Tim Tisher, City Attorney  
Thad H. Jablonski, City Recorder  
Liz Bermudez, Recording Secretary**

**The City Council of the City of Columbia welcomes your presence and participation at this meeting. If you wish to address Council regarding any item on the Agenda, please sign the sign-up sheet and indicate which agenda item you would like to comment on. You will have the opportunity to comment on an item when it comes up on the Agenda and before Council votes on the item. Once recognized, you may then come to the podium and state your name and address. Anyone requesting accommodations due to disabilities should contact the ADA Coordinator, Wanda McClain, at 931-560-1570 prior to the meeting.**

## PUBLIC HEARINGS

### **1. PUBLIC HEARING ON ORDINANCE NO. 4485 (AS AMENDED) - AN ORDINANCE TO AMEND THE FISCAL YEAR 2023-2024 BUDGET ORDINANCE NO. 4464, AS AMENDED, PROVIDING FOR REVISIONS TO THE GENERAL AND CAPITAL PROJECTS FUNDS - FINANCE.**

**RECOMMENDATION:** Conduct the Public Hearing.

**INFORMATION:** This public hearing is related to item 10.1 on the agenda. The proposed ordinance is the second amendment of the FY 2024 Appropriation Ordinance and revises the General and Capital Projects Funds.

Supporting documentation for the amendment is included within the agenda packet and the required Notice of Public Hearing was published in *The Daily Herald* on November 26, 2023.

This amendment increases the City's total budget for FY 2024 by \$2,892,285 from \$100,929,732 to \$103,822,017.

**ATTACHMENTS:** Staff Report Ordinance No. 4485, Ordinance No. 4485, Ordinance No. 4485 Supporting Documents, Ordinance No. 4485 - Summary.

### **2. PUBLIC HEARING ON ORDINANCE NO. 4487 - AN ORDINANCE TO AMEND ORDINANCE NO. 4176 AS AMENDED BY ORDINANCE NO. 4390, TO AMEND THE CONNECT COLUMBIA PLAN REGARDING THE FRAMEWORK, LAND USE, PARKS AND GREENWAYS, TRANSPORTATION AND ACCESS MANAGEMENT PLANS FOR THE CITY OF COLUMBIA, TENNESSEE - DEVELOPMENT SERVICES DEPARTMENT.**

**RECOMMENDATION:** Conduct the Public Hearing.

**INFORMATION:** With changes and time, amendments to Connect Columbia, the comprehensive plan, are needed. In 2023, Staff assembled a Steering Committee and conducted public outreach opportunities, seeking guidance from leaders and stakeholders for the purpose of presenting the attached update. The Planning Commission reviewed this request at the November 8, 2023 meeting with a

recommendation of approval by a vote of six to zero. The required notice of Public Hearing was advertised December 7, 2023 in *The Daily Herald*.

**ATTACHMENTS:** Staff Report Public Hearing Ordinance No 4487, Ordinance No. 4487

- 1 CALL TO ORDER/ROLL CALL.**
- 2 INVOCATION BY JASON CADDY, COLUMBIA GRACE CHURCH OF THE NAZARENE.**
- 3 PLEDGE OF ALLEGIANCE.**
- 4 APPROVAL OF AGENDA.**
- 5 PRESENTATIONS.**
- 6 ORGANIZATIONAL BUSINESS.**

**6.1. APPROVE THE MINUTES OF THE DECEMBER 14, 2023, REGULAR CITY COUNCIL MEETING - CITY MANAGER'S OFFICE.**

**RECOMMENDATION:** Approve.

**ATTACHMENTS:** December 14, 2023 City Council Meeting Minutes

**6.2. PRESENTATION OF RETIREMENT PLAQUE BY MAYOR MOLDER TO SHARON HOWELL, ACCOUNTING TECHNICIAN II, CITY RECORDER - HUMAN RESOURCES.**

**RECOMMENDATION:** Approve.

**INFORMATION:** Sharon Howell has been an employee of the City of Columbia for 27 years. Her effective retirement date was December 15, 2023, with pension payments to begin on January 1, 2024.

**ATTACHMENTS:** Staff Report Sharon Howell

**6.3. APPROVE THE RETIREMENT BENEFITS FOR CLIFFORD JONES, SANITATION OPERATOR 2, PUBLIC WORKS DEPARTMENT - HUMAN RESOURCES.**

**RECOMMENDATION:** Approve.

**INFORMATION:** Clifford Jones has been an employee of the City of Columbia for 19 years. His effective retirement date is January 13, 2024 with pension payments to begin on February 1, 2024.

**ATTACHMENTS:** Staff Report Clifford Jones

**7 CONSENT AGENDA**

**7.1. APPROVE DISBURSEMENTS FOR THE MONTH OF NOVEMBER 2023 IN THE AMOUNT OF \$4,966,065.43 - FINANCE.**

**RECOMMENDATION:** Approve.

**ATTACHMENTS:** November 2023 Disbursements

**7.2. APPROVE AND AUTHORIZE THE DISPOSAL OF SURPLUS EQUIPMENT - FINANCE.**

**RECOMMENDATION:** Approve and authorize the disposal of surplus equipment as listed on the attachment per policy as defined within the City of Columbia Purchasing Manual.

**INFORMATION:** Various items have been identified by the department as surplus. An attempt will be made to sell all items at public auction. The value of those not sold will be reassessed and disposed of as prescribed by City policy.

**ATTACHMENTS:**

**7.3. APPROVE A REIMBURSEMENT IN THE AMOUNT OF \$92,700 TO CHARLES RAINES AND JD EATHERLY FOR HONEY FARMS SUBDIVISION, PHASE 2, SECTION 10A - DEVELOPMENT SERVICES DEPARTMENT.**

**RECOMMENDATION:** Approve.

**INFORMATION:** On January 17, 2020 a surety guarantee in the amount of \$103,000 was deposited from Charles Raines and JD Eatherly for Honey Farms Subdivision, Phase 2, Section 10A. The Engineering Division has made inspections and recommends preliminary acceptance and approval of releasing 90% of the surety guarantee. A balance of \$10,300 will remain with the City for a maintenance period of 12 months and until Final Acceptance.

Release Surety in the amount of \$92,700 and disburse as follows:  
\$46,350 – Charles Raines – P.O. Box 1715, Spring Hill, TN 37174  
\$46,350 – Estate of JD Eatherly, Sandra Cantrell, Executor, 1720 West End Ave., Suite 600, Nashville, TN 37203

**ATTACHMENTS:** Staff Report Honey Farms Reimbursement, Honey Farm Ph 2 Sec10 Surety, HoneyFarm Ph2Sec10 Prelim Acceptance, Prelim Acceptance Request - 2.10 HF, HF 2.10A

**7.4. APPROVE AND AUTHORIZE THE MAYOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN MAURY REGIONAL HEALTH AND THE CITY OF COLUMBIA TO ENSURE ORGANIZED, PROMPT AND EFFICIENT EMERGENCY MEDICAL RESPONSE WITHIN THE CORPORATE LIMITS OF THE CITY OF COLUMBIA, TENNESSEE - FIRE & RESCUE.**

**RECOMMENDATION:** Approve.

**INFORMATION:** Columbia Fire & Rescue requests City Council to review the attached Memorandum of Understanding between Maury Regional Health (EMS) and the City of Columbia (Fire & Rescue).

This Memorandum of Understanding will be entered into by and between two departments to ensure an organized, prompt and efficient emergency medical response within the corporate limits of the City of Columbia, Tennessee.

The departments desire to assure a rapid response and quality care for persons in need of emergency medical assistance within the corporate limits of the City of Columbia, Tennessee.

**ATTACHMENTS:** Staff Report MOU, Memorandum of Understanding

**7.5. APPROVE AND AUTHORIZE THE MAYOR TO EXECUTE A 5 (FIVE) YEAR LEASE AGREEMENT BETWEEN BIBLE BROADCASTING NETWORK (BBN) AND THE CITY OF COLUMBIA ALLOWING THE INSTALLATION AND OPERATION OF EQUIPMENT TO RECEIVE AND TRANSMIT SIGNALS ON THE TOWER LOCATED AT 501 RESERVOIR HILL ROAD - FIRE & RESCUE.**

**RECOMMENDATION:** Approve.

**INFORMATION:** Bible Broadcasting Network (BBN) has requested to utilize space on the City of Columbia Tower located at 501 Reservoir Hill Road. The Tower Space Lease Agreement discusses the installation and operation of equipment used to transmit and receive signals.

This agreement is for a term of 5 (five) years at a cost of \$325 (three hundred twenty-five dollars) per month with an annual escalator rate increase of 2% (two percent). This is an existing space previously leased to WMCP Radio. Due to BBN purchasing the radio station, a new lease is required.

**ATTACHMENTS:** Staff Report BBN Lease, BBN Tower Site Lease Agreement

**7.6. RATIFY AND APPROVE THE EMERGENCY PROCUREMENT OF TEMPORARY HOUSING FOR FIRE STATION NO. 1 REMODEL IN THE AMOUNT OF \$81,548.31 - FIRE & RESCUE.**

**RECOMMENDATION:** Approve.

**INFORMATION:** The City of Columbia advertised an Invitation to Bid for Temporary Housing for fire personnel for the Fire Station No. 1 remodel, receiving no bids.

Columbia Fire & Rescue has negotiated a purchase from a local business and requests City Council's approval to pursue the emergency procurement which will allow prompt delivery and set up

without delaying the start of renovations to Fire Station No. 1.

This temporary house will have 3 bedrooms which will provide separate sleeping arrangements for male and female firefighters, ensuring privacy and accommodation. It will also provide the ability to maintain effective emergency response capabilities.

**CERTIFICATION:** The Chief Financial Officer Certifies that \$81,549 is proposed to be budgeted in the Ordinance No. 4485, as amended, an appropriation ordinance #2 - FY2024.

**ATTACHMENTS:** Staff Report Temporary Housing, Clayton Homes Quote

**7.7. APPROVE BID AWARD AND AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT WITH KCS BUILDING GROUP FOR PUBLIC WORKS FACILITY IMPROVEMENTS IN THE AMOUNT OF \$884,055 - PUBLIC WORKS DEPARTMENT.**

**RECOMMENDATION:** Approve.

**INFORMATION:** Public Works is seeking to make improvements and additions to the Public Works facility by adding three (3) metal building structures to the existing building. These structures will provide additional work space, storage, protection for equipment and protection from weather for our employees.

The City requested bids for three (3) exterior covered pre-engineered metal building structures, which will be directly attached to the existing Public Works building. Details of that tabulation are included in the attachment. It was determined that KCS Building Group was the lowest responsive bidder and is therefore recommended for bid award. Painting steel was omitted on the bid and a price increase on steel in the amount of 5% has been added to the original bid, changing the project cost from \$849,000 to \$884,055. This amount remains the lowest bid.

**CERTIFICATION:** The Chief Financial Officer certifies that \$884,055 is budgeted and unencumbered in Streets-General - Buildings.

**ATTACHMENTS:** Staff Report for KCS bid award and contract, ITB - Public Works Facility, Bid Tab Public Works Facility, KCS contract, steel price increase

## **8 ADMINISTRATION.**

## **9 RESOLUTIONS.**

### **9.1. RESOLUTION NO. 24-01 – A RESOLUTION TO ACCEPT THE STREETS AND DRAINAGE IMPROVEMENTS IN HONEY FARMS SUBDIVISION, PHASE 2, SECTION 8 FOR OWNERSHIP AND MAINTENANCE. - DEVELOPMENT SERVICES DEPARTMENT.**

**RECOMMENDATION:** Approve Resolution No. 24-01.

**INFORMATION:** This Resolution refers to acceptance of streets and drainage improvements in Honey Farms Subdivision, Phase 2, Section 8, for ownership and maintenance in the City of Columbia. The Engineering Division has made inspections and recommends acceptance of the streets and drainage improvements.

Release the remainder of the Surety Guarantee in the amount of \$14,500 to be disbursed as follows:

\$7,500 – Charles Raines – P.O. Box 1715, Spring Hill, TN 37174

\$7,500 – Estate of JD Eatherly, Sandra Cantrell, Executor, 1720 West End Ave., Suite 600, Nashville, TN 37203

**ATTACHMENTS:** Staff Report Resolution No. 24-01, Resolution No. 24-01, Final Acceptance Request - 2.8 HF, HF 2.8

### **9.2. RESOLUTION NO. 24-02 - TAX CORRECTIONS - CITY RECORDER'S OFFICE.**

**RECOMMENDATION:** Approve Resolution No. 24-02.

**INFORMATION:** The City Recorder is presenting tax corrections through 12/19/2023 for Council Consideration as submitted by Mr. Bobby Danels, Maury County Tax Assessor.

**ATTACHMENTS:** Staff Report Resolution No. 24-02, Resolution No. 24-02, Resolution No. 24-02 Exhibit A

**9.3. RESOLUTION NO. 24-03 - A RESOLUTION TO RATIFY AUTHORIZATION OF THE CITY OF COLUMBIA TO APPLY FOR THE STATE OF TENNESSEE HISTORICAL COMMISSION FEDERAL HISTORIC PRESERVATION FUND IN THE AMOUNT NOT TO EXCEED \$27,000 - DEVELOPMENT SERVICES DEPARTMENT.**

**RECOMMENDATION:** Approve Resolution No. 24-03.

**INFORMATION:** A Resolution to add additional funds to previous Resolution 21-108. The State of Tennessee Historical Commission has offered an additional \$17,000 in grant funds for the historic structure survey project reviewed in 2021. The new funding will bring the project to a total of \$45,000 available with the city match being \$18,000.

**ATTACHMENTS:** Staff Report Resolution No. 24-03, Resolution No. 24-03, Resolution No. 24-03 Government Grant Contract

**10 ORDINANCES.**

**10.1.2ND CONSIDERATION OF ORDINANCE NO. 4485 (AS AMENDED) – AN ORDINANCE TO AMEND THE FISCAL YEAR 2023-2024 BUDGET ORDINANCE NO. 4464 PROVIDING FOR REVISIONS TO THE GENERAL AND CAPITAL PROJECTS FUNDS - FINANCE.**

**RECOMMENDATION:** Approve Ordinance No. 4485 on second consideration.

**INFORMATION:** The proposed ordinance is the second amendment to the FY 2024 Appropriation Ordinance, impacting the Capital Projects and several departments within the General Fund.

Within this budget amendment, the following items are included:

- Replenish General City Admin – Reserves for the transfer to Capital Projects Fund (\$149,122),
- Budget funds in Police for 2024 THSO Grant totaling \$20,000,
- Budget funds in Parks to establish a budget for Mid-State Classic (\$45,000),

- Budget \$200,000 for the 2024 Tourism Enhancement Grant funds for blue-way access on the Duck River and \$49,122 for engineering for Parking Garage Design from the prior fiscal year,
- Budget additional project balances of \$225,494 (South Garden Streetscape final change order), \$81,549 (firefighter temporary modular housing) and \$882,000 (Fire Station No. 1 renovations) in Capital Projects along with the budgeted amount to General Fund to be transferred to the Capital Projects Fund,
- Budget \$45,000 in General City Admin for the Historic Preservation Grant,
- Budget funds for donation from Muletown Bearded Axe of \$1,000 in Police,
- Budget funds for donation from Muletown Bearded Axe of \$1,005, \$2,000 in donations for supplies and \$1,950 in Fire Academy training fees in Fire.

A detailed schedule of items included within this budget amendment is attached. This amendment increases the City's total budget for FY 2024 by \$2,892,285 to \$103,822,017.

**ATTACHMENTS:** Staff Report Ordinance No. 4485, Ordinance No. 4485, Ordinance No. 4485 Supporting Documents, Ordinance No. 4485 - Summary.

## **10.2.2ND CONSIDERATION OF ORDINANCE NO. 4488 – AN ORDINANCE PROVIDING FOR THE COLLECTION OF 2022 DELINQUENT PROPERTY TAXES - CITY RECORDER'S OFFICE.**

**RECOMMENDATION:** Approve Ordinance No. 4488 on second consideration.

**INFORMATION:** Per the Municipal Code, and in accordance with past City policy, the City Council annually considers an ordinance to provide for the collection of delinquent property taxes. Following adoption of the ordinance, the City Recorder provides the County Attorney with a certified list of delinquent 2022 property

taxes. Upon receipt of said list, the County Attorney initiates the appropriate process to file suit in the Chancery Court of Maury County for the collection of the delinquent property taxes.

**ATTACHMENTS:** Staff Report Ordinance No. 4488, Ordinance No. 4488.

**10.3.2ND CONSIDERATION OF ORDINANCE NO. 4489 – AN ORDINANCE PROVIDING FOR THE COLLECTION OF 2020, 2021 AND 2022 DELINQUENT PERSONAL PROPERTY TAXES - CITY RECORDER'S OFFICE.**

**RECOMMENDATION:** Approve Ordinance No. 4489 on second consideration.

**INFORMATION:** Per the Municipal Code, and in accordance with past City policy, the City Council annually considers an ordinance to provide for the collection of delinquent personal property taxes. Following adoption of the ordinance, the City Recorder may provide the County Attorney with a certified list of delinquent 2020, 2021 and 2022 personal property taxes. Upon receipt of said list, the County Attorney initiates the appropriate process to file suit in the Chancery Court of Maury County for the collection of the delinquent personal property taxes.

**ATTACHMENTS:** Staff Report Ordinance No. 4489, Ordinance No. 4489.

**10.4.2ND CONSIDERATION OF ORDINANCE NO. 4490 – AN ORDINANCE PROVIDING FOR THE COLLECTION OF 2022 DELINQUENT SPECIAL ASSESSMENTS - CITY RECORDER'S OFFICE.**

**RECOMMENDATION:** Approve Ordinance No. 4490 on second consideration.

**INFORMATION:** Per the Municipal Code, and in accordance with past City policy, the City Council annually considers an ordinance to provide for the collection of delinquent special assessments. Following adoption of the ordinance, the City Recorder provides the County Attorney with a certified list of

delinquent 2022 special assessments. Upon receipt of said list, the County Attorney initiates the appropriate process to file suit in the Chancery Court of Maury County for the collection of the delinquent special assessments.

**ATTACHMENTS:** Staff Report Ordinance No. 4490, Ordinance No. 4490.

**10.5.1ST CONSIDERATION ON ORDINANCE NO. 4487 - AN ORDINANCE TO AMEND ORDINANCE NO. 4176 AS AMENDED BY ORDINANCE NO. 4390, TO AMEND THE CONNECT COLUMBIA PLAN REGARDING THE FRAMEWORK, LAND USE, PARKS AND GREENWAYS, TRANSPORTATION AND ACCESS MANAGEMENT PLANS FOR THE CITY OF COLUMBIA, TENNESSEE - DEVELOPMENT SERVICES DEPARTMENT.**

**RECOMMENDATION:** Approve Ordinance No. 4487 on first consideration.

**INFORMATION:** With changes and time, amendments to Connect Columbia, the comprehensive plan, are needed. In 2023, Staff assembled a Steering Committee and conducted public outreach opportunities, seeking guidance from leaders and stakeholders for the purpose of presenting the attached update. The Planning Commission reviewed this request at the November 8, 2023 meeting with a recommendation of approval by a vote of six to zero.

**ATTACHMENTS:** Staff Report Ordinance No. 4487, Ordinance No. 4487, Ordinance No. 4487 - Exhibit "A" Overall, Ordinance No. 4487 - Exhibit "A" Appendix One\_2018\_Parks and Greenways Plan , Ordinance No. 4487 - Exhibit "A" Appendix Two\_2022 Access Management, Future Land Use Map (FLUM)\_11-8-2023, FLUM to Zoning Matrix 11-8-2023, Areas\_of\_Change\_11-8-2023, SpecialAreas\_11-8-2023, Staff Presentation Notes 11-8-2023, Transportation Map1, Transportation Map2, Transportation Map3, Transportation Map4, Transportation Map5

**10.6.1ST CONSIDERATION ON ORDINANCE NO. 4491 - AN ORDINANCE TO AMEND ORDINANCE NO. 4400, THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA,**

**TENNESSEE BY REZONING TAX MAP 101 PARCEL 39.00, LOCATED AT 6218 CAYCE LANE, FROM CD-2 (RURAL CHARACTER DISTRICT) TO CD-3L (NEIGHBORHOOD LARGE LOT CHARACTER DISTRICT) - WARD 2 - DEVELOPMENT SERVICES DEPARTMENT.**

**RECOMMENDATION:** Approve Ordinance No. 4491 on first consideration and establish February 8, 2024 as the date of Public Hearing.

**INFORMATION:** The applicant is requesting to rezone the 30 acre tract for future development of a residential neighborhood with the concept plan reflecting 61 lots. The Planning Commission reviewed this request at the December 13, 2023 meeting and recommended approval by a vote of four to zero with two abstentions.

**ATTACHMENTS:** Staff Report Ordinance No. 4491, Ordinance No. 4491, Ordinance No. 4491-ExhA, Ordinance No. 4491-ExhB, Concept Plan, Staff Report

**11 PUBLIC COMMENT.**

**12 OTHER BUSINESS.**

**13 EXECUTIVE SESSION.**

**14 ADJOURNMENT.**

**15 UPCOMING EVENTS.**