1930 South Germantown Road ● Germantown, Tennessee 38138-2815 Phone (901)757-7200 Fax (901)757-7292 www.germantown-tn.gov

Board of Mayor and Aldermen Meeting

Monday, May 9, 2016 – 6:00 p.m. Council Chambers – Municipal Building

- 1. Call To Order
- 2. Invocation
- 3. Pledge of Allegiance
- 4. Approval of Agenda
- 5. Approval of Minutes
- 6. Proclamation

Public Works Week

7. Special Recognition

Houston High School Cyber Hackers Club

- 8. Alderman Liaison Reports
- 9. Citizens to be Heard

10. CONSENT

- a. Purchase Cement Treated Base Mix
- b. Grant Contract The Big Read
- c. Germantown Education Foundation Fill the Fountain
- 11. Ordinance 2016-2 Budget Ordinance First Reading, Set Public Hearing
- 12. Ordinance 2016-3 Year-End Budget Adjustments First Reading, Set Public Hearing
- 13. Ordinance 2016-4 Real & Personalty Property Tax First Reading, Set Public Hearing
- 14. Ordinance 2016-5 GMSD Year-End Budget Adjustments First Reading, Set Public Hearing
- 15. Acceptance of DRA Grant Funds for EPIcenter Germantown
- 16. Construction Contract Repairs to Cameron Brown Channel Stabilization and Grove Park Retention Pond

BEER BOARD

- 17. Public Hearing Beer Permit Off Premise Fresh Market
- 18. Temporary Beer Permit Wings Art and Healing Fundraiser
- 19. Temporary Beer Permit Germantown Education Foundation Big Orange Club
- 20. Temporary Beer Permit Germantown Education Foundation GMSD



REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator $\beta 5
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SUBJECT:

Set Agenda

INTRODUCTION:

The agenda must be set before the meeting. The Board must agree on the contents of the agenda and make changes to the agenda before the meeting begins.

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve the agenda (as amended).

BOARD ACTION:

MOTION BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

Approval of Minutes

INTRODUCTION:

The purpose of this agenda item is to approve the minutes of the Board of Mayor and Aldermen Meeting held April 25, 2016.

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve the minutes of the Board of Mayor and Aldermen Meeting held April 25, 2016.

BOARD ACTION: MOTION BY: SECONDED BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO	nano mai a mandri de cara
YES	Yes	Yes	Yes	Yes	Yes	Yes	
NO	No	No	No	No	No	No	
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain	



REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

Proclamation - Public Works Week

INTRODUCTION:

National Public Works Week is May 15 – May 21, 2016.

BACKGROUND:

To honor the profession of Public Works and the City of Germantown's Public Works Department which provides basic quality of life services including: Animal Control, Street/Drainage and Sign Maintenance, Grounds Maintenance, Potable Water Production and Distribution and Sanitary Sewer Collection.

FORWARD 2030:

City Services and Finance – Strategic Objective # 2 – The City believes that stewardship of City assets is essential to deliver high quality services to its customers consistently, as well as effectively.

ATTACHMENT:

Proclamation

Prepared by: Bo Mills

Bo Mills, Public Works Director

Reviewed by: Bo Mills

Bo Mills, Public Works Director



REPORT TO:

THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

Special Recognition - Houston High School Cyber Hackers Club

Cyber Patriots are an ethical computer hackers club, focused on training tomorrow's technology leaders in securing computer networks. The Cyber Patriots along with the club sponsor and Houston High School Computer Science teacher Leslie Brommer, recently won awards for their outstanding work at the state competition. The **Cyber Scrubs team**, including: team captain Vijay Rajagopal, James Lindsay, Michael Jones, John Pi, Alejandro Scroggs, and Daniel Sylwestrowicz took second place.

Team **Safe Computer**, including: team captain Tim Liang, Rahul Ajmera, Taabish Kathawala, Jacob Pierce, Nikolas Preza and William Robertson, was awarded third place.

The Cyber Patriot program was conceived by the Air Force Association (AFA) to inspire students toward careers in cybersecurity or other science, technology, engineering, and mathematics (STEM) disciplines critical to our nation's future.

PREPARED BY: Kristi Ransom

Kristi Ransom, Marketing and Communications Manager



REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

Bulk Purchase - Cement Treated Base Mix

INTRODUCTION:

The purpose of this agenda item is to request the Board's authorization to purchase 2,500 tons of cement treated base mix in the amount of \$58,900.00 from Metro Materials, Inc. and 1,000 tons from APAC-TN in the amount of \$26,500.00 for a total amount of \$85,400.00.

BACKGROUND:

Cement treated base mix is used primarily for street maintenance repairs, utility cuts and storm water maintenance projects. Public Works crews pick up the amount required each day as needed at the vendor's distribution plant for immediate application.

DISCUSSION:

On April 12, 2016, three qualified bids were received and Metro Materials, Inc was the low bid, followed by APAC-TN and Standard Construction Co., Inc. (Please see analysis sheet). The bulk of the contract was awarded to Metro Materials and APAC-TN was chosen as an alternative source for materials in the event that one of the plants is shut down for maintenance. The city has purchased cement treated base mix from both vendors in the past with positive results.

FORWARD 2030:

City Services and Finance – Strategic Objective # 2 – The City believes that stewardship of City assets is essential to deliver high quality services to its customers consistently, as well as effectively.

BUDGET AND STAFFING IMPACT:

SOURCE OF FUNDING:

Fund	Line Item No.	Dept.	Line Item Description	Budget Balance	Recommended Expenditures
State Stree	t 011-3210-436.26-80	Public	City Street	\$85,400.00	\$85,400.00
Aid		Works	Maintenance		, ,

Bobby Carter, Superintendent of Streets, will schedule the daily pick up of materials and distribution by street crews as required.

Bulk Purchase – Cement Treated Base Mix May 9, 2016 Page 2

ATTACHMENTS:

Bid Analysis

Prepared by: Bruce Tillman

Bruce Tillman, Asst. Director of Public Works

Reviewed by: Bo Mills

Bo Mills, Public Works Director

Reviewed by: Lisa A. Piefer

Lisa A. Piefer, Procurement Director

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve the purchase of 2,500 tons of cement treated base mix in the amount of \$58,900.00 from Metro Materials, Inc. and 1,000 tons from APAC-TN in the amount of \$26,500.00 for a total amount of \$85,400.00.

BOARD ACTION:

MOTION BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO	
YES	Yes	Yes	Yes	Yes	Yes	Yes	Contact to the service assists to
NO	No	No	No	No	No	No	
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain	



REPORT TO:

THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

Grant Contract - The Big Read

INTRODUCTION:

The purpose of this agenda item is to authorize the Mayor to execute a contract with Arts Midwest on behalf of the National Endowment for the Arts to accept grant funds related to The Big Read 2016 totaling \$10,500.

BACKGROUND:

The City of Germantown is a 2016 recipient of a grant of \$10,500 to host The Big Read. A program of the National Endowment for the Arts, The Big Read broadens understanding of our world, our communities and ourselves through the joy of sharing a good book. Managed by Arts Midwest, this initiative offers grants to support innovative community reading programs designed around a single book. The City is one approximately 75 nonprofit organizations to receive a grant to host a Big Read project between September 2016 and June 2017. The Big Read in Germantown will focus on "Tom Sawyer" by Mark Twain.

DISCUSSION:

Grant Manager Alexa Robinson worked to secure the City's second Big Read grant in as many years. Again this year, Germantown's Big Read will be the product of creative collaboration among the City, Parks and Recreation, Germantown Community Library, Germantown Community Theatre, Germantown Performing Arts Center and Germantown Municipal PTA.

The grant requires at one to one match in spending. The proposed FY17 budget includes \$2,500 in civic support to help achieve the match. Additional required funding will be achieved through sponsorships and by repurposing existing events, such as Pops in the Park, to align with the Tom Sawyer theme.

GERMANTOWN FORWARD 2030:

Germantown's Big Read grant supports lifelong learning in the community while the grant dollars help augment the City's budget.

ATTACHMENTS: The Big Read 2016 contract

Prepared by: Stacey Ewell
Stacey Ewell, Assistant to the City Administrator

Reviewed by: Alexa Robinson
Alexa Robinson, Grant Manager

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To authorize the Mayor to execute a contract with Arts Midwest to accept grant funds related to The Big Read 2016 totaling \$10,500.

BOARD ACTION:

MOTION BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO	
YES	Yes	Yes	Yes	Yes	Yes	Yes	
NO	No	No	No	No	No	No	
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain	



REPORT TO:

THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

Germantown Education Foundation - Fill the Fountain

INTRODUCTION:

The purpose of this agenda item is to authorize the remittance of money collected from citizens and others in the amount of \$4,322.00 to the Germantown Education Foundation.

BACKGROUND:

The Germantown Education Foundation was established in 2006 and is an independent, 501(c)3, not-for-profit corporation that raises funds to directly support the public education of children in Germantown. The mission of the Germantown Education Foundation is to mobilize community resources to support and benefit schools and educational programs in the City of Germantown.

DISCUSSION:

The Board of Mayor and Aldermen at a retreat in 2014 established as one of their objective to offer citizens of the City of Germantown the opportunity to participate in the ability to donate funds to the Germantown Education Foundation through their monthly water bill. The program established has been named "Fill the Fountain of Knowledge." Currently, there are 194 reoccurring donors and 99 one time donors for the past quarter to the program. This is the third presentation and request to the Board of Mayor and Aldermen to remit funds collected on behalf of the Germantown Education Foundation through the Fill the Fountain Campaign. This program has no budgetary impact on the City as the money is collected from citizens through their monthly utility bill. Records are being maintained of the individuals who have authorized the City to add the amounts to their utility bill.

GERMANTOWN FORWARD 2030:

The approval of this collection of funds to be transferred to the Germantown Education Foundation brings the City one step closer to achieving its goal of providing a world class education system within our community.

BUDGET AND STAFFING IMPACT:

There is not a budget or staffing impact to the distribution of these funds.

Prepared by: Linda A. Rathje

Linda A. Rathje, Accounting Manager

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To authorize the transfer of funds collected by the City from residents and others to the Germantown Education Foundation in the amount of \$4,322.00

BOARD ACTION:

MOTION BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 09, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

ORDINANCE 2016-2 Ordinance to Adopt the FY2017 Budget – First Reading

INTRODUCTION:

The Board of Mayor and Aldermen is asked to consider on first reading the FY17 Proposed Budget and set Monday, June 13, 2016 for the second reading and public hearing. The Board's review and annual adoption of the budget is the single most important action taken by the Board every year.

BACKGROUND:

The FY17 Proposed Budget before the Board takes into consideration the Policy Agenda developed by the Board. The Financial Advisory Commission (FAC) has held several meetings with the staff to review each component of the budget including the financial policies, the entire General Fund, the Enterprise Funds, the Special Revenue Funds and the Capital Improvements Program (CIP). In addition, the Personnel Advisory Commission (PAC) met several times during the budget development to consider the City's classification and compensation structure as well as employee benefits overall. The PAC's recommendation of a 3% merit adjustment is incorporated in the FY17 Proposed budget. The FAC has reviewed and approved the budget and now it is being presented for adoption to the Board of Mayor and Aldermen.

DISCUSSION:

The budget for all funds for FY17 totals \$130,383,002. The General Fund Operating Budget total is \$49,873,938, the Enterprise Funds total \$18,166,743 Special Revenue Funds total \$50,441,143, Internal Service Funds total \$53,000 and Capital Improvements Programs total \$11,848,178. During the Public Hearing, the FAC Chairman will present the Commission's recommendation regarding the Proposed Budget.

GERMANTOWN FORWARD 2030:

This agenda item supports the Strategic Objective 1 of maintaining adequate funding levels to support existing services and future anticipated service requirements. The FY17 Budget will secure adequate resources to support defined services and service levels, provide for financial reserves consistent with the City's Financial Policies and ensure the City's financial stability for the next fiscal year as well as through the planned period. The Budget defines service and service levels, outlines the costs of delivering the services and provides an ongoing evaluation of services delivery through detailed performance measurement.

ATTACHMENTS:

Ordinance 2016-2

Board of Mayor and Aldermen ORDINANCE 2016-2 An Ordinance to Adopt the FY2017 Budget – First Reading May 09, 2016 Page 2

Prepared by: Sherry Rowell Reviewed by: Adrienne Royals

Sherry Rowell, Sr. Budget & Performance Analyst

Adrienne Royals, Sr. Budget & Performance Analyst

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve on first reading Ordinance No 2016-2 establishing the FY17 Proposed Budget and set Monday, June 13, 2016 for the second reading and public hearing.

BOARD ACTION: MOTION BY: SECONDED BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 09, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

Ordinance No. 2016-3 Year-End Budget Adjustments - First Reading

INTRODUCTION:

The purpose of this agenda item is to approve Ordinance No. 2016-3 on first reading and set June 13 2016 for the second reading and public hearing. At the end of the fiscal year, a number of year-end budget adjustments are required to be made in order to avoid budget and fund overruns in the various funds.

BACKGROUND:

All of the expenditures being funded by the attached budget adjustments were approved under the City's purchasing policies and adhere to generally accepted accounting principle guidelines.

DISCUSSION:

Typically at year-end, a number of budget adjustments are made to the various City funds, which realign operating expenses/expenditure accounts with actual activity. They recognize various overruns, underruns, project acceleration and deferrals that have already received the Board of Mayor and Aldermen's approval.

GERMANTOWN FORWARD 2030:

This agenda item supports the Strategic Objective 1 of maintaining adequate funding levels to support existing services and future anticipated service requirements.

ATTACHMENTS

- BA 16-56 Move bond proceeds to GMSD transfer line
- BA 16-66 To transfer funds in the CIP and use fund balance for GAC renovation project

<u>Prepared by: Adrienne Royals</u>

Adrienne Royals, Sr. Budget & Performance Analyst

Sherry Rowell, Sr. Budget & Performance Analyst

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve Ordinance No. 2016-3 for year-end budget adjustments on first reading and set Monday June 13, 2016 for second reading and public hearing.

BOARD ACTION:	MOTION BY:	SECONDED BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO	
YES	Yes	Yes	Yes	Yes	Yes	Yes	
NO	No	No	No	No	No	No	
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain	



REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 09, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

ORDINANCE NO. 2016-4 REAL & PERSONALTY PROPERTY TAX

INTRODUCTION:

Concurrent with the adoption of the FY17 Budget, the Board of Mayor and Aldermen are asked to adopt the FY17 property tax rate and set Monday, June 13, 2016 for the second reading and public hearing.

BACKGROUND:

The recommended property tax rate on first reading for the FY17 budget is \$1.93 per \$100.00 of assessed valuation.

DISCUSSION:

The recommended property tax rate of \$1.93 per \$100.00 of assessed valuation will generate approximately \$29.4 million in property tax and represents 58.0% of the FY17 General Fund revenues. After careful review of the proposed FY17 budget and the commitment to providing adequate resources to support defined service levels and provide financial resources that are consistent with City financial policies, a tax increase is not recommended in the FY17 budget.

GERMANTOWN FORWARD 2030:

This agenda item supports the Strategic Objective 1 of maintain adequate funding levels to support existing services and future anticipated service requires.

BUDGET AND STAFFING IMPACT:

BOARD ACTION:

A property tax rate of \$1.93 per \$100.00 of assessed valuation is currently incorporated in the FY17 budget ordinance.

<u>Prepared by: Adrienne Royals Reviewed by: Sherry Rowell</u>
Adrienne Royals, Sr. Budget & Performance Analyst
Sherry Rowell, Sr. Budget & Performance Analyst

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

MOTION BY:

To approve Ordinance No. 2016-4 on first reading, and set Monday, June 13, 2016 for the second reading and public hearing.

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

ORDINANCE NO. 2016-5 Germantown Municipal School District Year End Budget

Adjustments - FIRST READING

INTRODUCTION:

The purpose of this agenda item is to approve Ordinance No. 2016-5 on first reading. At the end of the fiscal year, a number of year-end budget adjustments are required to be made in order to avoid budget and fund overruns in the various funds for the Germantown Municipal School District.

BACKGROUND:

The Germantown Municipal School District yearly budget adjustments have been approved by the Germantown Municipal School Board. However, the Germantown Municipal School District is a Special Revenue Fund of the City of Germantown and will appear in the Comprehensive Annual Financial Report (CAFR) as of June 30, 2016. Therefore, the City of Germantown Board of Mayor and Alderman must approve any yearly budget adjustments. Any adjustments made are following the State of Tennessee Guidelines for school districts and adhere to generally accepted accounting principles guidelines.

DISCUSSION:

This is the second year of operations for the GMSD and will require a number of yearly budget adjustments. These adjustments will recognize various overruns, underruns, project accelerations and deferrals that have been approved by the GMSD Board. These are being brought to your attention to gain approval.

Accounting transactions may cross separate funds and consequently require approval by ordinance.

GERMANTOWN FORWARD 2030:

This agenda supports the goals of Germantown Forward 2030 for Financial Sustainability. The action of this agenda item provides for the adequate resources to defined services and service levels. It allows for the actual cost of delivering School services to be defined and allocated

Board of Mayor and Aldermen
ORDINANCE NO. 2016-5 Germantown Municipal School District Year End Budget Adjustments
May 9, 2016
Page 2

ATTACHMENTS

Attached are the budget documents signed by the GMSD Board Chair and GMSD Superintendent

Prepared by:Linda A. RathjeReviewed by:Adrienne RoyalsLinda A. Rathje, Accounting ManagerAdrienne Royals, Budget & Performance Advisor

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

BOARD ACTION: MOTION BY:

To approve Ordinance No. 2016-5 for Germantown Municipal School District year-end budget adjustments on first reading and set Monday, June 13, 2016 for second reading and public hearing.

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

ACCEPTANCE OF DRA GRANT FUNDS FOR EPICENTER GERMANTOWN

INTRODUCTION:

The purpose of this agenda item is to approve an agreement for the reimbursement of funds and provision of certain services related to the EPIcenter Germantown initiative and acknowledge the roles of the City and its partner, Memphis Bioworks Foundation/EPIcenter, "Bioworks".

BACKGROUND:

The funding support provided by the BMA for the 2016 fiscal year has facilitated the start up and opening of the physical location for the entrepreneurship incubator so that EPIcenter Germantown could begin to attract/assist entrepreneurs in our area.

DISCUSSION:

The previously mentioned funding provided in the FY16 budget has been used to start up and provide basic services to EPIcenter Germantown, including monthly rent, monthly cleaning service, office supplies, internet services, and security system and monitoring. The City has heretofore provided such reimbursements and services to Bioworks commencing with the opening of its operations in Germantown. The agreement has been drafted by the City Attorney to memorialize the parties' agreements regarding such funding.

FORWARD 2030:

The work of EPIcenter Germantown supports the strategic objective of Germantown Forward 2030 of implementing economic development practices that support economic sustainability.

ATTACHMENTS:

Agreement and Signature Page

Prepared by: Cameron Ross

Cameron Ross, Economic & Community Development Director

Reviewed by: Lisa A. Piefer

Lisa A. Piefer, Procurement Director

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve an agreement between the City and Bioworks for the reimbursement of funds for expenses incurred as part of the EPIcenter Germantown initiative.

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MOTION BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 09, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

CONSTRUCTION CONTRACT - REPAIRS TO CAMERON BROWN CHANNEL STABILIZATION

AND GROVE PARK RETENTION POND LEVEE STABILIZATION

INTRODUCTION:

The purpose of this agenda item is to consider approval of a construction contract with Enscor, LLC in the amount of \$245,118.50 for repairs to Cameron Brown Channel Stabilization and Grove Park Retention Pond Levee Stabilization.

BACKGROUND:

Cameron Brown-Park is a 55-acre park located at 8626 Farmington Boulevard. The Park contains five lighted baseball/softball fields, one lighted combination football/soccer field, a batting cage, two lighted tennis courts, 1.5 miles of paved hiking trails, a large pavilion, a three-acre lake, two playgrounds, 32 picnic sites with tables, grills and trash receptacles, electronic scoreboards, concession buildings, restrooms and water fountains. This park has been a staple in Germantown for several years, with an existing natural drainage channel serving the baseball fields north of the existing restroom facility. The existing natural drainage channel is fed by the drainage pipe headwall discharging from the Park's lake to the south. The natural channel downstream of this headwall is experiencing bank erosion along both the east and west channel banks. The existing channel banks have erosion rills that are encroaching towards the baseball fields on both sides of the channel. On the east side the erosion has encroached within 2 feet of the outfield perimeter fence. See attached photo.

Grove Park is a thirteen (13) acre park within the Grove Park subdivision that contains an eight (8) acre lake and trails. This is a public park facility owned by the City. The outfall structure of Grove Park Lake is located in the northwest corner of the lake. This outfall structure discharges near the top of the existing lake levee, upstream from the confluence with the Wolf River. The levee in the vicinity of the existing outfall structure is failing and is in need of repairs. See attached photo.

DISCUSSION:

Design and construction drawings/document preparation was completed in March of 2016 and the project was subsequently advertised for construction. A mandatory pre-bid meeting was held on April 07, 2016 in which Six (6) interested contractors attended. Five (5) qualified bids were received on April 19, 2016 with Enscor, LLC providing the lowest acceptable bid at \$245,118.50.00. Enscor, LLC has provided construction services for the City on past projects such as the McVay Road Replacement Culvert project and Farm Park Sewer Extension with excellent results. Anticipated start date will be July 2016 with an estimated completion of May 2017.

Staff respectfully requests approval of this construction contract.

Construction Contract – Repairs to Cameron Brown Channel Stabilization and Grove Park Retention Pond Levee Stabilization May 09, 2016 Page 2

BUDGET AND STAFFING IMPACT:

Source of Funding:

Fund	Line Item No.	Dept.	Line Item Description	Budget Balance	Recommended Expenditure
CIP	039-0000-400.91-10 DR1501 Cameron Brow	Drainage n	Land Imp.	\$200,000.00	\$147,600.00
CIP	039-0000-400.91-10 DR1502 Grove Park	Drainage	Land Imp.	\$200,000.00	\$ 97,518.50

The City's Stormwater Engineer, Mr. Tim Bierdz, will serve as Project Manager during construction.

FORWARD 2030:

This project supports the Forward 2030 objectives of well maintained infrastructure to prevent property damage from flooding.

ATTACHMENTS:

Location map(s) Bid analysis.

PREPARED BY: Tim Bierdz

Tim Bierdz, Stormwater Engineer

REVIEWED BY: Tim Gwaltney

Tim Gwaltney, City Engineer

REVIEWED BY: Butch Eder

Butch Eder, CIP Manager

REVIEWED BY: Cameron Ross

Cameron Ross, Economic and Community Development Director

REVIEWED BY: Lisa A. Piefer

Lisa A. Piefer, Procurement Director

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To authorize the Mayor to enter into a construction contract with Enscor, LLC in the amount of \$245,118.50 for construction of repairs to Cameron Brown Channel Stabilization and Grove Park Retention Pond Levee Stabilization projects.

BOARD ACTION:	MOTION BY:	SECONDED BY:
VOTE/TOTAL BAR	ZIZZA GIBSON K	KLEVAN OWENS JANDA PALAZZOLO

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain
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REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

PUBLIC HEARING - BEER PERMIT APPLICATION - Fresh Market - 9375 Poplar.

INTRODUCTION:

The Board will be sitting as the Beer Board.

The City has received a request from Scott Francis Duggan, Manager, for a permit to sell beer for off-premise consumption at Fresh Market, located at 9375 Poplar.

BACKGROUND:

A copy of the permit application is attached along with a copy of the police department's record check of Scott Francis Duggan, manager of the Fresh Market. According to the police report, nothing has been found to discredit the applicant.

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve (deny) the request from Scott Francis Duggan, Manager of Fresh Market, for a permit to sell beer for off-premise consumption at Fresh Market, located at 9375 Poplar.

BOARD ACTION: MOTION BY: SECONDED BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator くうご

SUBJECT:

REQUEST FOR APPROVAL OF A TEMPORARY BEER PERMIT FOR THE 2016 WINGS ART

AND HEALING FUNDRAISER AT THE WEST CANCER CENTER

INTRODUCTION:

The purpose of this agenda item is to request approval of a temporary beer permit, pursuant to Section 3-81, subsection (g) of the City of Germantown Code of Ordinances, for the 2016 Wings Art and Healing fundraiser at the West Cancer Center located at 7945 Wolf River Blvd. on Saturday, May 21, 2016.

DISCUSSION:

This fundraiser is a celebration of the art, and the artists who created the pieces, that grace the walls of the new West Cancer Center building in Germantown. These pieces are enjoyed daily by the patients and their families waiting for their appointments and provide a calm and healing space. Guests will have the opportunity to sponsor one or more of the pieces that are on permanent display. The funds raised at this event will benefit The University of Tennessee/West Institute for Cancer Research, a 501c3 non-profit that supports discovery, innovation and advancement in the field of adult cancer research and patient education, care and support.

Wine and beer will be sold as part of the event ticket price.

ATTACHMENT

Police Department Record Check Permit Request

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve at temporary beer permit allowing the sale of beer at the 2016 Wings Art and Healing fundraiser at the West Cancer Center located at 7945 Wolf River Blvd. on Saturday, May 21, 2016, during the hours of 6 p.m. to 9 p.m.

BOARD ACTION:	MOTION BY:	SECONDED BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO	
YES	Yes	Yes	Yes	Yes	Yes	Yes	PLEATERN REPORTS FOR EXPERIEN
NO	No	No	No	No	No	No	
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain	



REPORT TO:

THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

REQUEST FOR APPROVAL OF A TEMPORARY BEER PERMIT FOR GERMANTOWN

EDUCATION FOUNDATION

INTRODUCTION:

The purpose of this agenda item is to request approval of a temporary beer permit, pursuant to Section 3-81, subsection (g) of the City of Germantown Code of Ordinances, for the Big Orange Club of Memphis fundraiser on May 11, 2016, at the Great Hall & Conference Center.

DISCUSSION:

The fund raiser is part of a grassroots effort to start local programming for the University of Tennessee alumni. The Big Orange Club will keep fans updated on UT Alumni events as well as organize local happy hours and watch parties for networking.

The Germantown Education Foundation will be the recipient of the funds raised.

ATTACHMENTS:

Police Department Record Check Permit Request

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve a temporary beer permit allowing the sale of beer at the Germantown Education Foundation fundraiser at the Great Hall & Conference Center on May 11, 2016, during the hours of 5 p.m. to 9 p.m.

В	O	Α	R	D	Α	C.	TI	O	N	:

MOTION BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE:

May 9, 2016

FROM:

Patrick J. Lawton, City Administrator

SUBJECT:

REQUEST FOR APPROVAL OF A TEMPORARY BEER PERMIT FOR GERMANTOWN

EDUCATION FOUNDATION

INTRODUCTION:

The purpose of this agenda item is to request approval of a temporary beer permit, pursuant to Section 3-81, subsection (g) of the City of Germantown Code of Ordinances, for the Germantown Education Foundation (GEF) fundraiser at the Great Hall & Conference Center.

DISCUSSION:

The fundraiser is part of a joint effort between the GEF and Germantown Municipal School District (GMSD) by hosting an end of the year "Bring Back the Joy" party for all GMSD employees and GEF Board members. This is a free event with a cash bar.

The Germantown Education Foundation will be the recipient of the funds raised.

ATTACHMENTS:

Police Department Record Check Permit Request

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve a temporary beer permit allowing the sale of beer for the Germantown Education Foundation at the Bring Back the Joy fundraiser at the Great Hall & Conference Center, on May 23, 2016 from the hours of 6 p.m. to 10 p.m.

BOARD ACTION:

MOTION BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain