



JUSTIN HANSON
Mayor

TINA DUNN
Recorder-Treasurer

City of Covington

POST OFFICE BOX 768
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Telephone (901) 476-9613 Fax (901) 476-6699

THE MEETING OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF COVINGTON, TENNESSEE ON SEPTEMBER 24, 2019 at 5:30 p.m.

1. Meeting to be called to order by Mayor Justin Hanson.
2. Invocation to be given by Alderwoman Minnie Bommer.
3. Pledge of Allegiance to the Flag to be led by Alderwoman Johnetta Yarbrough.
4. Minutes of the Preceding Meeting to be approved.
5. Report from Committees:
 - Minutes of the General Welfare – Public Relations Committee Meeting
 - Minutes of the Finance & Administration Committee Meeting
6. Additions to the Agenda.
7. Welcome to visitors and grievances from citizens.
8. Report from Mayor Justin Hanson:
 - Resolution – SDG Grant
 - Resolution – AMI Finance Agreement
 - Resolution – USDA Facility Grant
 - Request – CHS Homecoming Parade
 - Updates
9. Report from Recorder-Treasurer Tina Dunn:
 - Sales Tax Report
10. Report from City Attorney Rachel Witherington:
11. Old Business:

12. New Business:

- Bills Over/Under \$1,000.00 ready for Board Approval

The Board of Mayor and Aldermen met at City of Covington on September 10, 2019 at 5:30 p.m. with the following members present: Mayor Justin Hanson, Aldermen: Danny Wallace, Johnetta Yarbrough, Jeff Morris, C H Sullivan, Minnie Bommer, and Keith Phelps. Also present were Police Chief Larry Lindsey, Fire Chief Richard Griggs, Public Works Director David Gray, Personnel Director Tiny Rose, Parks and Recreation Director Joe Mack, City Attorney Rachel Witherington and Recorder-Treasurer Tina Dunn.

Meeting was called to order by Mayor Justin Hanson.

Invocation was given by Alderman Jeff Morris.

Pledge of Allegiance to the Flag was led by Alderman Keith Phelps.

Motion was made by Alderman Jeff Morris and seconded by Alderwoman Johnetta Yarbrough that the Minutes of the Preceding Meeting be approved as distributed to the Board (See Attached). Motion passed.

Motion was made by Alderman C H Sullivan and seconded by Alderman Keith Phelps that the Minutes of the Covington Municipal Regional Planning Commission be received (See Attached). Motion passed.

Motion was made by Alderman Keith Phelps and seconded by Alderman Danny Wallace that the Minutes of the General Welfare -- Public Safety Committee Meeting be approved (See Attached). Motion passed.

Motion was made by Alderman Jeff Morris and seconded by Alderman C H Sullivan that the Minutes of the Public Works Committee Meeting be approved (See Attached). Motion passed.

Mayor Justin Hanson presented the bid tabulations for the CDBG FY 2018 Sewer Rehabilitation for approval (See Attached).

Motion was made by Alderman C H Sullivan and seconded by Alderman Jeff Morris to approve the bid from White Construction and Associates, Inc. of Byhalia, MS in the amount of \$118,281.00 for the CDBG FY 2018 Sewer Rehabilitation. Motion passed.

Mayor Justin Hanson recommended the reappointment of Hattye Yarbrough to the Covington Housing Authority Board of Directors.

Motion was made by Alderman Jeff Morris and seconded by Alderman C H Sullivan to approve the reappointment of Hattye Yarbrough to the Covington Housing Authority Board of Directors. Motion passed.

City Attorney Rachel Witherington requested the discussion of the Moratorium Discussion be moved to the Finance and Administration Committee Meeting on September 17, 2019.

Public Hearing for Ordinance 1719 (Municipal Zoning Floodplain) for third and final reading was called to order. There being no public comments, the public hearing was closed (See Attached).

Motion was made by Alderman Keith Phelps and seconded by Alderman C H Sullivan to approve Ordinance 1719 (Municipal Zoning Floodplain) on third and final reading.

Voting Aye: Wallace, Phelps, Yarbrough, Bommer, Morris, & Sullivan

Voting Nay: None

Motion passed.

Mayor Justin Hanson presented the Resolution to rescind the Street Naming Policy (See Attached).

Motion was made by Alderman C H Sullivan and seconded by Alderman Keith Phelps to approve the Resolution to rescind the Street Naming Policy.

Motion was amended by Alderman Keith Phelps and seconded by Alderman C H Sullivan to amend the Resolution to rescind the Commemorative Street Naming Policy.

Amended Motion passed with nay vote by Alderwoman Bommer.

The following bills over/under \$1000.00 were presented to the Board for approval:

BNY Mellon	Biomass	Interest Pymt on Bond	\$ 3,986.06
ADAPCO	Street	Animal Control	\$ 1,661.30
BancorpSouth	Various Depts	Purchase/Travel	\$ 4,348.50
Barge Waggoner Sumner	Airport	LED Lighting Project	\$ 3,391.76
Brenntag Mid-South	WWTP	Chemicals	\$ 2,854.00
Richard Griggs	Fire	Tuition Reimburse	\$ 1,215.00
Crittco Cable & Fiber, Inc.	Water&Gas	Construction in Progress	\$ 6,000.00
G & C Supply	Water	Inventory Material	\$ 2,989.60
Hub City Tire	Police	Tires	\$ 1,329.52
Lessie Fisher	Codes	Travel	\$ 77.08
Mid-South Suppliers, LLC	Street	Sand	\$ 3,841.52
Mr. BBQ Catering	Museum	Catering	\$ 1,050.00
Public Entity Partners	Various Depts	Insurance	\$ 162,659.00
Republic Services	Sanitation	Waste Collection	\$ 156,871.76
Russ Jones	Park & Rec	Baseball/Softball Field Maint	\$ 1,428.00
Sanford Geary Electric	Park & Rec	Repair & Maint	\$ 2,143.00
Sean "Kit" Burrow	Fire	Travel	\$ 54.00
Shelby Electric Co	Airport	LED Lighting Project	\$ 176,567.86
Simonton's	Park & Rec	Repair & Maint	\$ 2,500.00
Smith & Loveless	Park & Rec	Repair & Maint	\$ 1,257.93
The Bancorp	Solid Waste	Final Lease Payment	\$ 5,587.67
Tipton County GIS	General	Services 2019-2020	\$ 5,500.00
Titan Aviation Fuels	Airport	Fuel Inventory	\$ 38,634.18

The General Welfare – Public Relations Committee met at City Hall on September 10, 2019 at 4:00 p.m. with the following members present: Chairman Alderwoman Minnie Bommer, Alderman Keith Phelps, and Alderman C H Sullivan. Also present were Alderman Danny Wallace, Alderman Jeff Morris, Alderwoman Johnetta Yarbrough, Parks and Recreation Director Joseph Mack, Airport Manager Robin Anderson, State Department of Tourist Development, Lauren Fletcher, Police Chief Larry Lindsey, Museum Director Barrie Foster, and Assistant to the Mayor Rebecca Ray.

Chairman Alderwoman Minnie Bommer called meeting to order.

Rob Sherrill, Tourism Development, followed up on the Isaac Hayes Marker. The CEDC does not have a preference on location. Mr. Sherrill would like to do more research on another panel for BB King. Alderwoman Bommer would like to place the marker on North Main Street but any location as long as it serves to revitalize the area. Alderman Phelps asked that we put the marker in the park and research any additional markers to go on North Main Street.

Motion was made by Alderman Keith Phelps and seconded by Alderman C H Sullivan to place the Isaac Hayes Marker in the park. Motion passed.

Park & Recreation Director Joe Mack gave an update on the rehab at Covington Sports Complex. The Covington Girls Softball has agreed to donate funds (\$2,500.00) to rehab the fields. This donation from Girls Softball and \$2,500.00 from the Playgrounds fund will cover the entire cost of changing four fields from dirt to clay/infield mix. Fall sports have begun. A coach's incentive program will start due to coaching shortage. There have been no valid complaints or disciplinary action. The class schedule for fall, 2019 was presented. The Park and Recreation department will be partnering with Deb Walker offering six weeks of different dance classes. Master Chief Mack's Boot Camp will meet every Thursday in October. The Boo Bash in Cobb Parr Park will be on Thursday, October 31, 2019.

Motion was made by Alderman C H Sullivan and seconded by Alderman Keith Phelps to accept the report from Parks & Recreation Director Joe Mack. Motion passed.

Museum Director Barrie Foster gave an update on upcoming events. The Veteran of the Month for September, 2019 is Willie Dyson. The Lyons Brothers Reception and Navy Day were successful. The gardening series will be every Saturday in October.

Motion was made by Alderman C H Sullivan and seconded by Alderman Keith Phelps to accept the report from Museum Director Barrie Foster. Motion passed.

Airport Director Robin Anderson reported fuel sales for August totaled 6,542 gallons. The LED Lighting System Project is two weeks from completion. An update on the tree removal project was given. The lowest bid came in at \$7,800.00. The state says we can use grant funds to compensate this expense. Alderwoman Bommer suggested making a reasonable offer to Ms. Taylor.

Motion was made by Alderman C H Sullivan and seconded by Alderman Keith Phelps to accept the report from Airport Manager Robin Anderson. Motion passed.

There being no further business, the meeting adjourned at 5:40 p.m.

Committee Meeting for month of august 2019

Project Update's

1. Fuel Total
 - . 6542 (August sales)
2. LED lighting project update
3. Tree Removal (Taylor Property)

AV 1539
 JET 5003
 Total 6542
 Aug 2019

Annual Sales Profile

Covington Airport

Summary

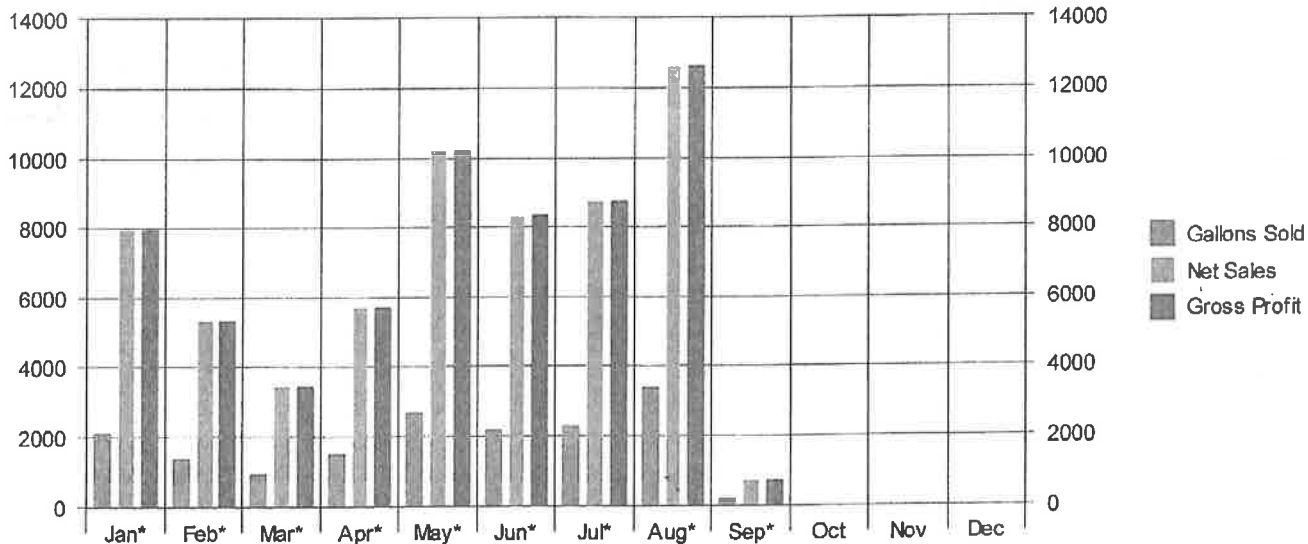
	May*	Jun*	Jul*	Aug*	Sep*	Oct	Nov	Dec	Y.T.D*
	431,875.100	(434,569.100)	(436,761.600)	(439,052.800)	(442,434.300)	(442,627.500)	442,627.500	(442,627.500)	
	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
	2,694.050	2,192.430	2,291.210	3,381.530	193.170	0.000	0.000	0.000	16,654.600
	134,569.100	(436,761.600)	(439,052.800)	(442,434.300)	(442,627.500)	(442,627.500)	442,627.500	(442,627.500)	

Complete Summary

	Jan*	Feb*	Mar*	Apr*	May*	Jun*	Jul*	Aug*	Sep*	Oct	Nov	Dec	Y.T.D*
Net Sales	7,938.760	5,326.630	3,481.780	5,706.030	10,184.460	8,335.290	8,726.020	12,606.370	714.890	0.000	0.000	0.000	63,020.230
Cost of Goods	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Gross Profit	7,938.760	5,326.630	3,481.780	5,706.030	10,184.460	8,335.290	8,726.020	12,606.370	714.890	0.000	0.000	0.000	63,020.230

Monthly Statistics — Complete Summary

	Jan*	Feb*	Mar*	Apr*	May*	Jun*	Jul*	Aug*	Sep*	Oct	Nov	Dec	Y.T.D*
Avg Sale \$	149.788	123.875	79.131	101.893	125.734	102.905	124.657	153.736	102.127	0.000	0.000	0.000	118.205
Avg Sale Vol	39.487	32.698	20.683	26.667	33.260	27.067	32.732	41.238	27.596	0.000	0.000	0.000	31.270
Avg PPU Vol	3.793	3.788	3.826	3.821	3.780	3.802	3.808	3.728	3.701	0.000	0.000	0.000	3.783
Avg CPU Vol	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Avg Margin/Unit	3.793	3.788	3.826	3.821	3.780	3.802	3.808	3.728	3.701	0.000	0.000	0.000	3.783
Avg Margin/Sale	149.788	123.875	79.131	101.893	125.734	102.905	124.657	153.736	102.127	0.000	0.000	0.000	118.205
% of Vol YTD	12.566	8.442	5.464	8.967	16.176	13.164	13.757	20.304	1.160	0.000	0.000	0.000	100.000
% of Profit YTD	12.597	8.452	5.525	9.054	16.161	13.226	13.846	20.004	1.134	0.000	0.000	0.000	100.000
# of Sales	53.000	43.000	44.000	56.000	81.000	81.000	70.000	82.000	7.000	0.000	0.000	0.000	517.000



* INVALID DATA. Fuel sold exceeds fuel purchased.

Progress Meeting Notes

Date of Meeting: 8/27/2019
Project: LED Lighting System
Subject: **Progress Meeting**
Meeting Location: Covington Municipal Airport
Barge Project No.: 3193514

PARTICIPANTS: See Attached

Copy to: Participants, Jim Currey, John Greaud

ITEMS DISCUSSED:

1. **Safety Moment** –
 - a. The work is on an active airfield, no work should occur on the operational areas without prior notice and proper escort
 - b. All vehicles on operational surfaces must have rotating or flashing lights or be escorted by a vehicle with rotating or flashing lights
 - c. Ray to use Unicom radio provided by the Airport to monitor 123.00 and communicate to contractor crew with additional radios provided by Shelby Electric
 - d. Shelby Electric must provide continuous cleanup of debris and Foreign Object Debris (FOD) control. It was discussed that this will become even more critical during the RW phase
 - e. Barricade flashing lights shall be maintained by the Contractor
 - f. All closures must be planned and coordinated with the airport and the RPR. A prior notification of a minimum of 48 hours must be given for runway closure.
 - g. Equipment parked overnight must be outside the runway and taxiway OFAs (object free areas).
 - h. Robin requested that demoed material including fixtures be removed as work progresses. Noted that the debris poses a safety hazard

2. **Contract Time** – Contract Time is 90 Calendar Days (75 original with Additive Alternate 1 + 15 supplemental agreement). NTP was given for 5/20/2019. Work started for 2 days and then was paused waiting on delivery of remaining material. Work restarted on June 3rd. Today is day **88**. Additional personnel have been added

3. **Project Communication** – Barge Resident Project Representative (RPR), Curtis Underhill / (901) 239-4292. Shelby Electric's Foreman, Ray Overbey / (901) 212-6845

4. **Work Completed / Underway** –
 - a. TW lights, 5k and counterpoise lines are in place and have been lit. TW circuit has been energized including Helipad.
 - i. Megger testing has not been performed
 - b. PAPI fixtures installed, wire pulled, junction can, and (2) tops needed
 - i. contact information for Tom Nichols of RSI (901) 568-0871
 - c. Sign Base Pads – 3 of 10 bases are in place for hold bar and runway signage
 - d. Helipad fixtures in place and connected
 - e. New windsock and foundation installed. Waiting on transformer install
 - f. New base plates for existing cans are expected to arrive next week
 - g. RW light circuit inside trenching has begun

5. **Planned Work** –
 - a. RW light circuit outer run will be installed by plow trench
 - b. Discussion of using exiting circuits for return to electrical vault – Brian Hale indicated that if existing cables were installed within the last 8 years this would be acceptable but would confirm
 - c. It was emphasized to provide clear labeling of wiring within junction can
 - d. Plan for additional fill and sod for hold bar sign bases

6. **Construction Schedule** – An updated construction schedule was requested

7. **Current Submittals** – None pending

8. **Change Items Tracking**
 - a. CO #1 – base plates for existing light fixtures to be submitted to TDOT
 - b. CO #2 – adjust PAPI circuit trench quantity and unit price was discussed

9. **Current Requests for Information** – None

10. **Payment Application Status**
 - a. Revised Pay App #1 has been approved by TDOT- Finance
 - b. Pay App #2 has been received by Shelby Electric.

11. **Onsite Construction Meetings** – Anticipate next progress meeting in 2-3 weeks as needed

AGENDA

- Covington Sports Complex Rehab
- Fall Sports
- Coaches Incentives
- Fall Fitness Class Schedule
- Boo Bash
- Tipton County Museum



COVINGTON SPORTS COMPLEX FIELDS REHAB

Opportunity to use donated funds from Covington Girls Softball Association and Parks and Recreation Funds to rehabilitate (4) softball fields after the fall softball and baseball seasons.

Multi field discount of \$5940*

- ❖ Cost Savings over 70% to the city
- ❖ Change 4 fields from dirt to clay/infield mix (conditioner)
- ❖ Up to \$2500 donation from CGS and \$2500 from CPR
Playground funds will cover entire cost.

* Normal cost \$2300 per field 4 fields = \$9200





COVINGTON
YOUTH
SPORTS

212 Kids
Fall Sports



58 Boys

70 Co-ed

NO DRAFT
No All-Stars



NO REQUEST

84 Girls

***No Boundary Map**

Just Play & Have Fun!!!

Games begin week of Sept 9th or 16th & end week of Oct 21st



COACHES INCENTIVES PROGRAM



POINTS BASED PROGRAM THAT LEADS TO FREE REGISTRATION OR PARKS AND RECREATION GIFT CERTIFICATE (100 Point Goal)

How do I accumulate points?

- ❖ Coaching Certifications (NAYS, USA Football, etc) = 25
- ❖ Concussion Awareness Course Completion = 25
- ❖ Attend Coaches Meetings = 50
- ❖ No valid Complaints or disciplinary action = 25
- ❖ Returning Coach = 25
- ❖ CPR/AED Training = 25

• The need for qualified coaches is at a all time high.

• Points can not begin to be accumulated until the background check is complete



MONDAY CLASS SCHEDULE FALL 2019

THURSDAY

5-6 AM eXcelerate w/Dee
 5-7AM Master Swim (W)
 8:30 – 9:30 AM Cardio Mix w/Pam
 10-11 AM Water Aerobics (W)
 5:30 – 6:15 PM Pound w/Maddie
 6-7 PM Water Aerobics (W)
 7-8 PM Master Swim (W)
 6:30 – 7:15 PM TRX w/Kristin
 7:15 – 8 PM Zumba w/Carla

TUESDAY

WEDNESDAY

5-6 AM Yoga w/Jennifer
 5-7 AM – Master Swim (W)
 7-8 AM Water Aerobics (W)
 8:30 – 9:30 AM Yoga w/ Jennifer
 5-6 PM Restorative Waves w/LeAnn
 5-6PM Zumba w/Karina
 6-7 PM Water Aerobics
 6-7 PM eXcelerate w/Dee
 7-8 PM Yoga w/ Jennifer
 7-8 PM Master Swim (W)

5-6 AM eXcelerate w/Dee
 5-7 AM Master Swim (W)
 8:30 – 9:30 AM Cardio Mix w/Pam
 10-11AM Aqua Explosion w/LeAnn
 5:30 – 6:15 PM Pound Fitness w/Maddie
 6:30 – 7:15 PM TRX w/Kristin
 7:15 – 8 PM Zumba w/ Carla

5-6 AM Yoga w/Jennifer
 5-7 AM Master Swim (W)
 7:00 – 8:00 AM Water Aerobics (W)
 8:30 – 9:30 AM Yoga w/Jennifer
 5-6 PM Aqua Yoga w/LeAnn
 5-6 PM Zumba w/Karina
 6-7 PM Aqua Explosion w/LeAnn (W)
 6-7 PM eXcelerate w/Dee
 7-8 PM Yoga w/Jennifer
 7-8 PM Master Swim (W)



FRIDAY

5-6 AM eXcelerate w/Dee
 5-7 AM Master Swim (W)
 8:30 – 9:30 AM Cardio Mix w/Pam
 10-11 AM Water Aerobics

SATURDAY

9-10 AM Aqua Explosion w/LeAnn

SUNDAY

No Classes



(W) – Water Class

6 wks of Tap



Start Slow
Covington
SPORTS PLEX
Finish Strong

DEB WALKER PRESENTS

6 wks of Contemporary



6 wks of cheer



6 wks of Hip Hop



6 wks of Ballet





Beginning September 7th

6 week classes – Ages 7-14 years old will

meet at 12 on Saturdays and will begin with Hip hop

15 + adults meet at 12:45 pm and will begin with line dancing.

Covington Sportsplex

For more information contact

debwalker@tipton-covington.com

901-494-2395

6 wks of hip hop

6 wks of tap

6 wks of Ballet

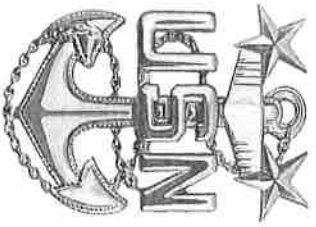
6 wks of contemporary

6 wks of Cheer

Non-members \$15 per class

Members \$10 per class

Start Slow
Covington 
SPORTSPLEX
Finish Strong



Start Slow
COURTESY OF
SPORTSPLEX
Finish Strong



healthier
tennessee

BACK BY
POPULAR
DEMAND

Thursday
Nights

@6PM

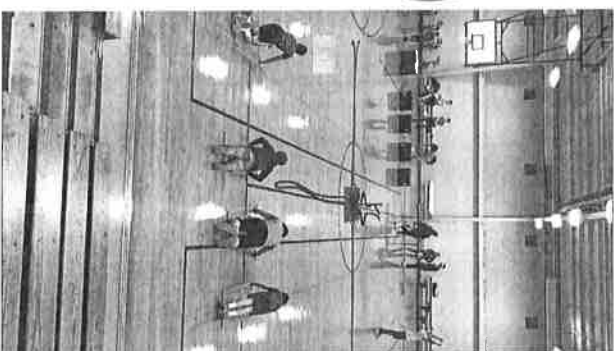


FREE

MASTER CHIEF MACK'S BOOT CAMP

October 3, 10, 17, 24, 31

Cobb-Parr Park



31st

Fun for the entire Family
Stick around for the BOO Bash in the Park after class

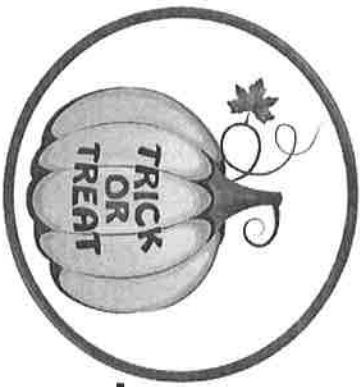


BOO Bash in Cobb-Park Park

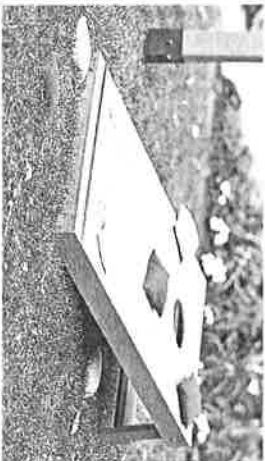
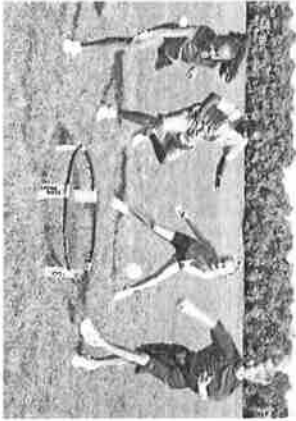
Thursday October 31st

7PM-8:30PM

Trunk Decorating Contest



Games

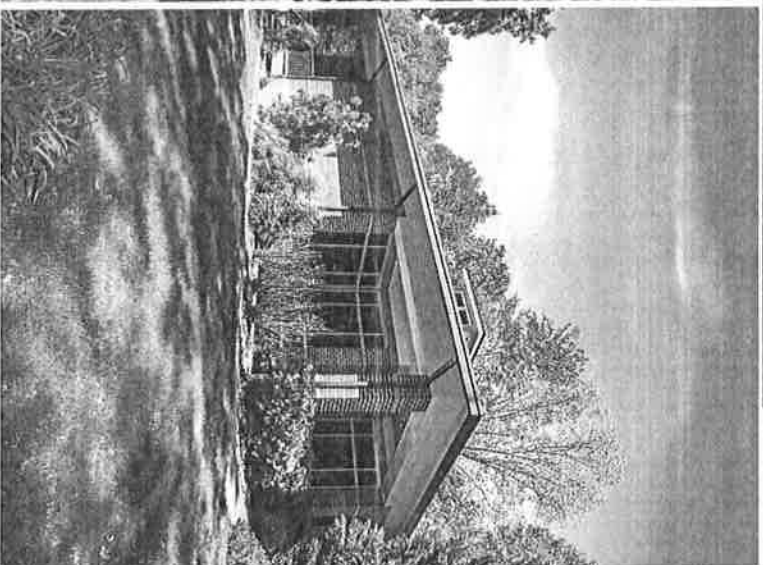
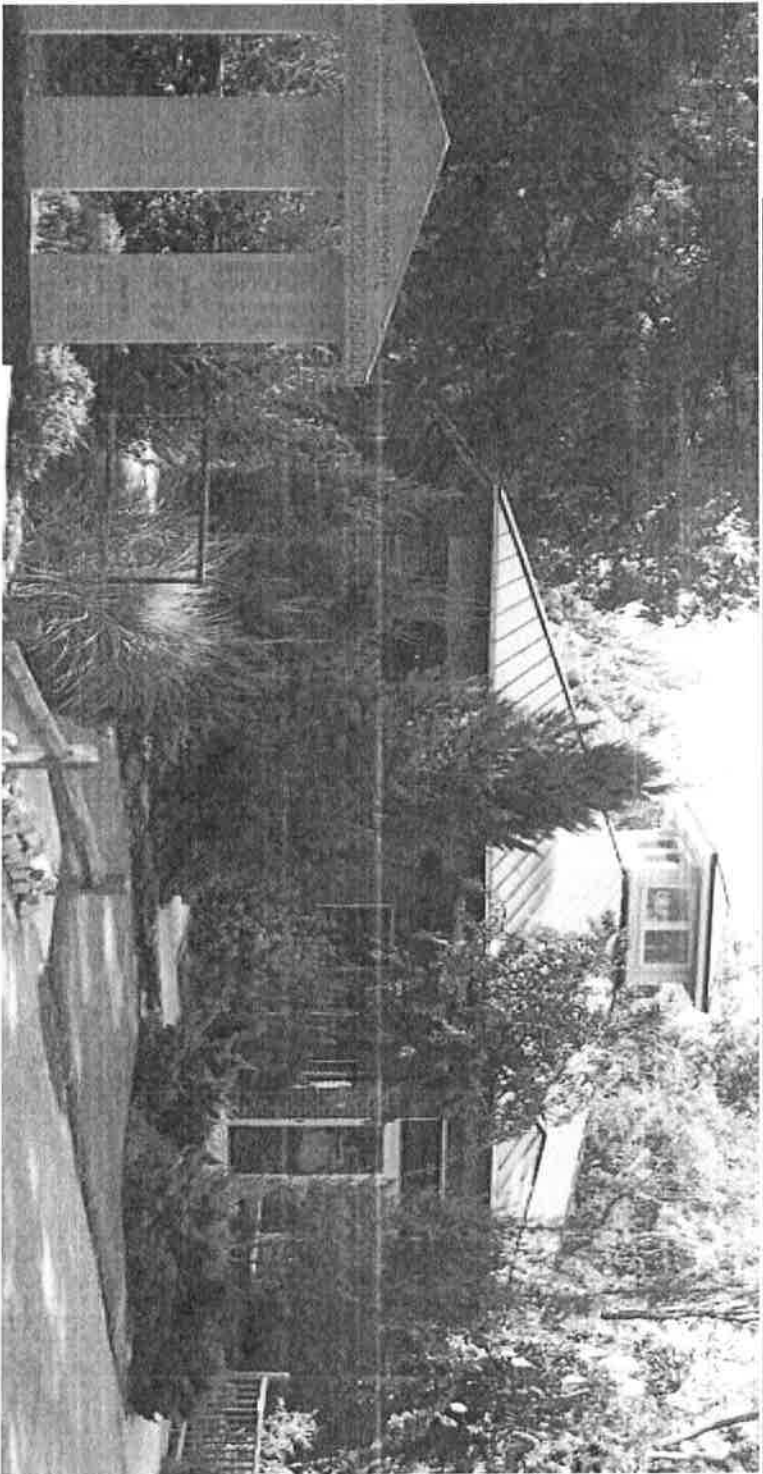


FREE POPCORN





Tipton County Museum





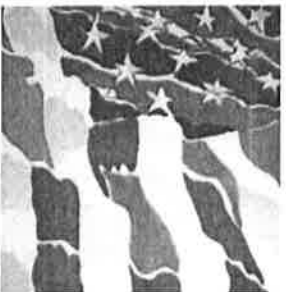
Tipton County Museum

Veteran of the Month:

September 2019

Willie Dyson

His reception is Tuesday, September 10, 2019 at 6:30 p.m.



A Special Thanks to Our Program Sponsors:

Veterans of Foreign Wars Post 4840

Disabled American Veterans Auxiliary Unit 116

Woodmen Life, Neil Bringle



TIPTON COUNTY
MUSEUM

Tipton County Museum Presents
Simply Watercolor
With Barrie Foster

Watercolor is the only transparent art medium, making it one of the most beloved art forms today! Museum Director & professional artist Barrie Foster will lead you in creating beautiful paintings in watercolor this four week session. No previous art experience required. Pre registration is required.

When: Wednesday Mornings, 9:30 to 11:30
Sept. 11, 18, 25, & October 2, 2019

Where: Tipton County Museum
751 Bert Johnston Ave., Covington, TN 38019

Fee: \$60 Museum Members, \$80 General Public



The Tipton County Museum
751 Bert Johnston Avenue
Covington, TN 38019
(901) 476-0242



TIPTON COUNTY
MUSEUM
751 BERT JOHNSTON AVE.
COVINGTON, TN 38019

The Tipton County Museum Presents

Learn to Paint In Oils & Acrylics

With Barbara Flowers McBride

Renowned artist Barbara McBride is returning to teaching oil and acrylic painting on Friday mornings at the Tipton County Museum. Barb will show how easy it is to get started painting today. No previous art experience or talent required! Please call (901) 476-0242 for a supply list & registration.

When: September 6, 13, 20, & 27, 2019. 9:30—11:30 a.m.

Where: Tipton County Museum, 751 Bert Johnston Ave., Covington, TN

Fee: \$60 Members, \$80 General Public

Tipton County Museum

751 Bert Johnston Avenue, P.O. Box 768,

Covington, TN 38019

901-476-0242





TIPTON COUNTY
MEMORIAL

The Tipton County Museum and the
Tipton County Master Gardeners
Present the 4th Annual

Party with the Pollinators



When: Friday, September 20, 2019 at 6:00 p.m.

Where: Tipton County Museum, 751 Bert Johnston Ave., Covington, TN

Fee: **FREE!**

Pollinator Expert Sherl Rose will give a brief lecture on the importance of pollinators and those we have in our area. She will also give an in depth tour of the herb garden, and herb themed refreshments will be served. *This is the perfect family activity!*



The Tipton County Museum,
Veterans Memorial & Nature Center
751 Bert Johnston Ave., Covington, TN 38019
(901) 476-0242



TIPTON COUNTY
MUSEUM

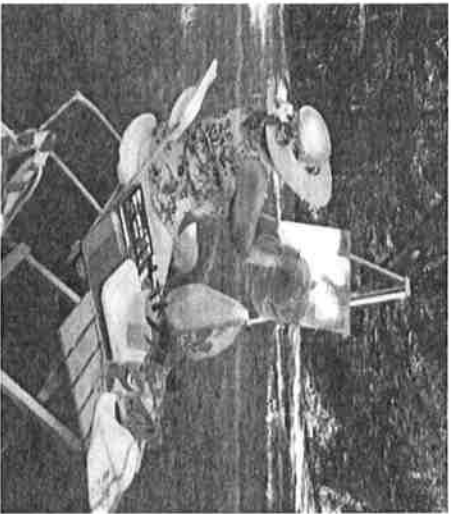
The Tipton County Museum, Veterans Memorial & Nature Center
Invites YOU to the

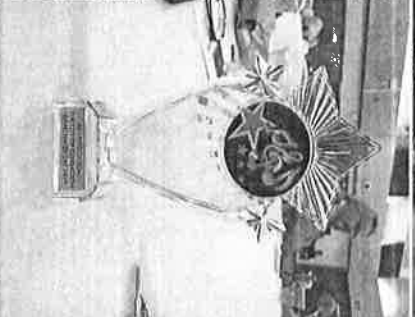
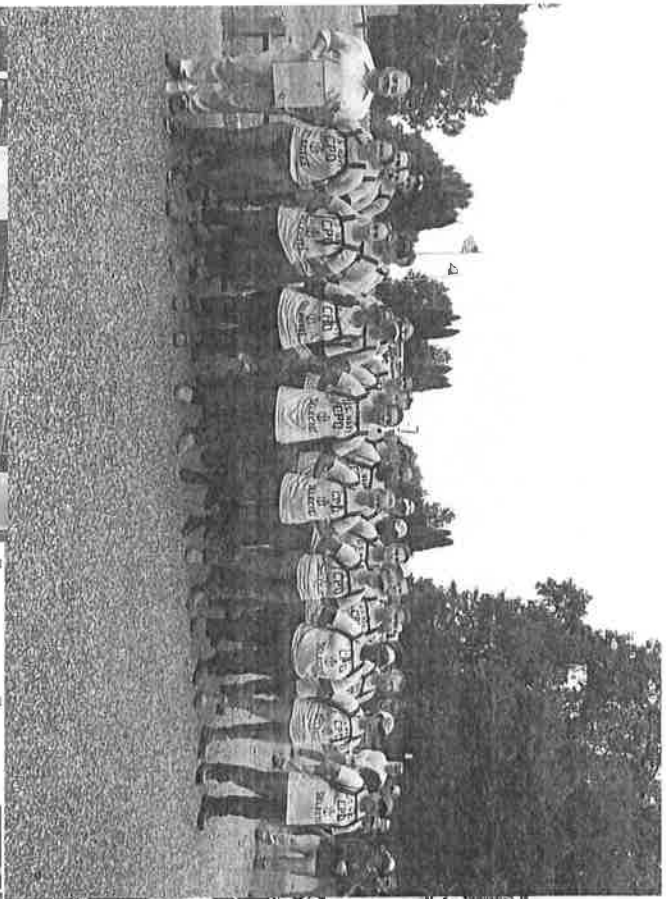
Plain Air Art Experience

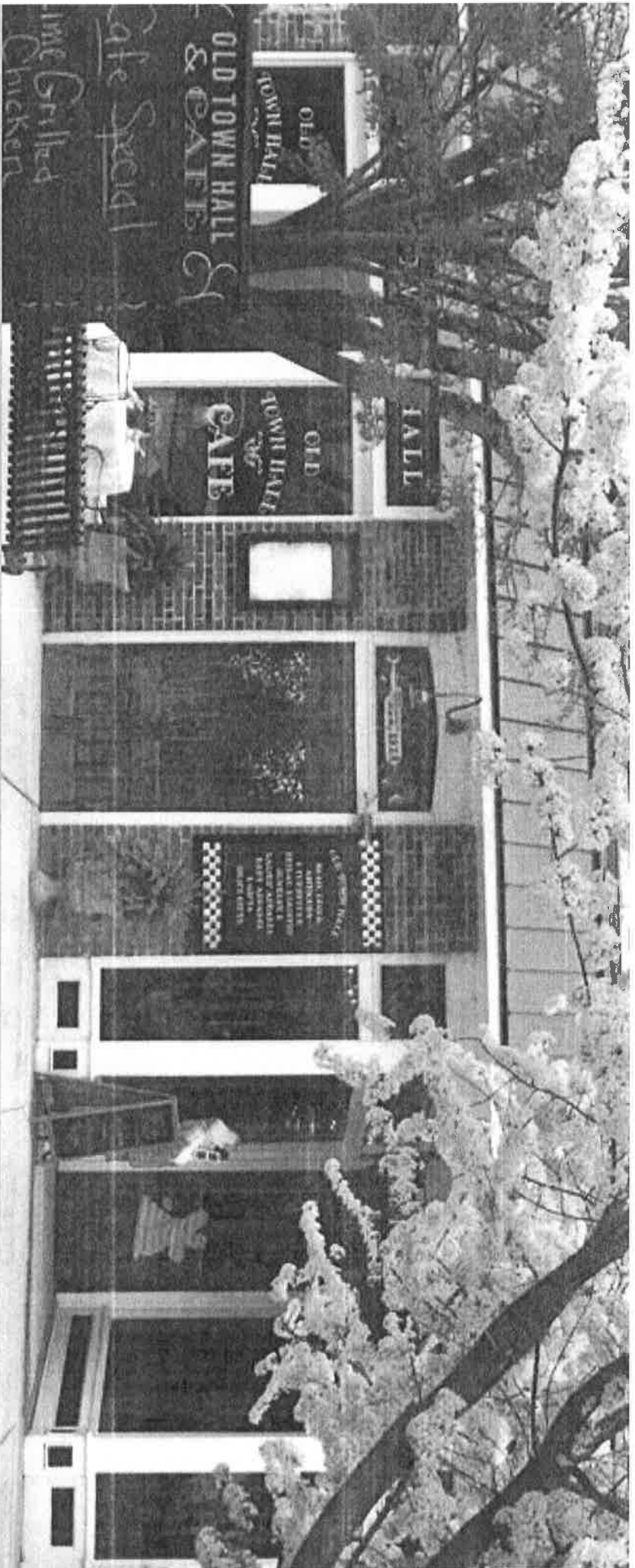
Sunday, October 20, 2019 2—4 p.m.

Grab your art supplies and join your fellow artists for an afternoon of pleasurable painting on the grounds of the Tipton County Museum. There are lots of subjects to paint, including the herb garden, the lake, and more. Best of all, *it's FREE!* Artists of all levels are welcome, and refreshments will be served.

The Tipton County Museum
751 Bert Johnston Ave., Covington, TN 38019
(901) 476-0242







Covington Parks and Recreation Director Joseph Mack

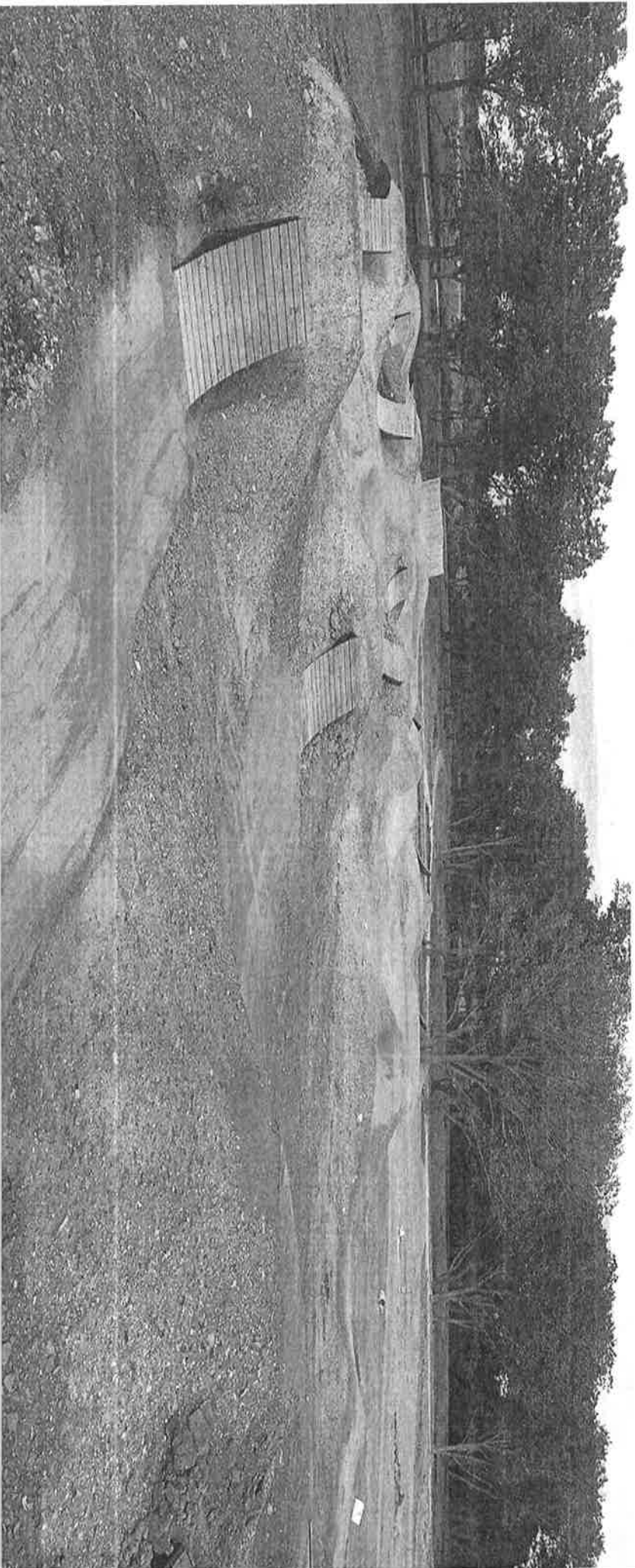
901-592-7644

jmack@covingtontn.com





Enhancing our community's vitality through volunteerism, collaboration, partnerships and outreach.



The Finance and Administration Committee met at City of Covington on September 17, 2019 at 4:00 p.m. with the following members present: Chairman Alderman C H Sullivan, Mayor Justin Hanson, Aldermen: Danny Wallace, Johnetta Yarbrough, Minnie Bommer, and Jeff Morris. Also present were: Building Official Lessie Fisher, Public Works Director David Gray, Utilities Manager Calvin Johnson, GIS/IT Coordinator Nic Shaw, Assistant to the Mayor Rebecca Ray, City Attorney Rachel Witherington, David Gwinn, Tracy Fearnley, Harold Morris, and Recorder-Treasurer Tina Dunn.

Meeting was called to order by Chairman Alderman C H Sullivan.

Public Works Director began discussion on the Advanced Meter Infrastructure (AMI) System. Suez Representative Tracy Fearnley gave a presentation on the benefits and the cost justification of this system. The total cost of the system is \$2,786,985. This can be paid in five, seven, or 10 year increments. The Annual Maintenance Fee is \$49,995.00. This expense will be distributed between the water, sewer, and gas funds. Depreciation expense will be expensed in the gas, water, and sewer departments based on a fifteen year life expectancy. The expected gain in revenue due to under billing is estimated at \$516,000.00 per year. Director Gray made the recommendation for the complete system to be installed payable in five annual payments.

Motion was made by Alderman C H Sullivan and seconded by Alderwoman Minnie Bommer to approve Director's Gray recommendation and take to the full board for approval. Motion passed.

Building Official Lessie Fisher began discussion on the zoning for the Hwy 51 Corridor. The Planning Commission has approved a resolution to be sent to the Board of Mayor and Aldermen imposing a six month moratorium halting the acceptance of new applications for new development, rezoning, text amendments, or variances along Hwy 51. Attorney Witherington reported this temporary moratorium will allow the city an opportunity to study, research, and analyze the irregular zoning districts on the Hwy 51 corridor. Any site plan that has been approved will not be affected. The Planning Commission will amend the Municipal Zoning Ordinance to promote more orderly development along Hwy 51. After the update is complete, the Municipal Zoning Ordinance will be sent to the Board for approval. Questions were asked concerning if the Zoning Ordinance can be updated without placing a temporary moratorium. Harold Morris voiced his concern on the sale of property to a new business. With this moratorium, he feels a new business may buy property in another city. Attorney Witherington reported the biggest risk is that there could be a rush to file applications under existing regulations before changes are made. A Design Review Committee can be created. The Planning Commission can be designated as this committee or a separate committee can be created. This committee would set guidelines for non-residential development separate from the Zoning Ordinance. Attorney Witherington recommended the Committee review other municipalities' design review manuals.

Attorney Rachel Witherington reported there is a delinquent tax sale on September 20, 2019. The property located at 410 N. Maple is on the list for sale. There are currently no grass liens on this property. The City could purchase this property for the amount due to Tipton County for the delinquent property taxes.

Motion was made by Alderman C H Sullivan and seconded by Alderman Danny Wallace to approve the City to bid on the property located at 410 N. Maple. Motion passed.

There being no further business, the meeting adjourned at 5:40 p.m.

Finance & Administration Committee Meeting
September 17, 2019
4:00 p.m.

1. Advanced Meter Infrastructure (AMI) System
2. Moratorium Discussion
3. Discussion – Design Review Committee
4. Delinquent Tax Sale – September 20, 2019

AMI Metering Asset Management & Maintenance Program:

Option 1: Cost Justification -- Complete System

ready for the resource revolution



Project Equipment

Equipment:

Quantity

Aclara Technologies Network STAR® Data Collecting Units (DCU) & Ancillary Components	8
Aclara Technologies Model 3421 STAR® Single Port Endpoints for Water Meters	8,642
Software as a Service (SaaS) - Application Support Service	Included
Billing Interface	Included
Project Management w/Project Manager	Included
Annual Training	Included
Meters	
Neptune Water Meters 5/8" thru 3" Sizes	8,642
Composite Pit Lids for Residential Meter Boxes	Included
Water Meter with Gas Index Endpoint Installation	Included

Cost Justification – Water Meters and Gas MTU's Combined

Assumptions

Number of Water Meters & Gas Indexes	9,312	meters
Population Served	8,924	
Average consumption	198	gpcd

Water Rates	\$4.50	kgal
Sewer Rates	\$4.34	kgal
Age of Meters	15	years
Non-Revenue Water	16.7%	

Meter Reading Cost	\$1.00	per read
Number of Customer Service Calls	112	
Cost for Customer Service Call	\$50.00	per call

Cost Savings

Meter Reading Cost	\$4,530	per month
Customer Service Calls	\$5,600	per month
Total Cost Savings	\$10,130	per month

Revenue Enhancement

Water underbilling	\$16,739	per month
Sewer underbilling	\$16,144	per month
Total Revenue Enhancement	\$32,884	per month
Annual Financial Benefit	\$516,165	Per year

Budgetary Pricing*

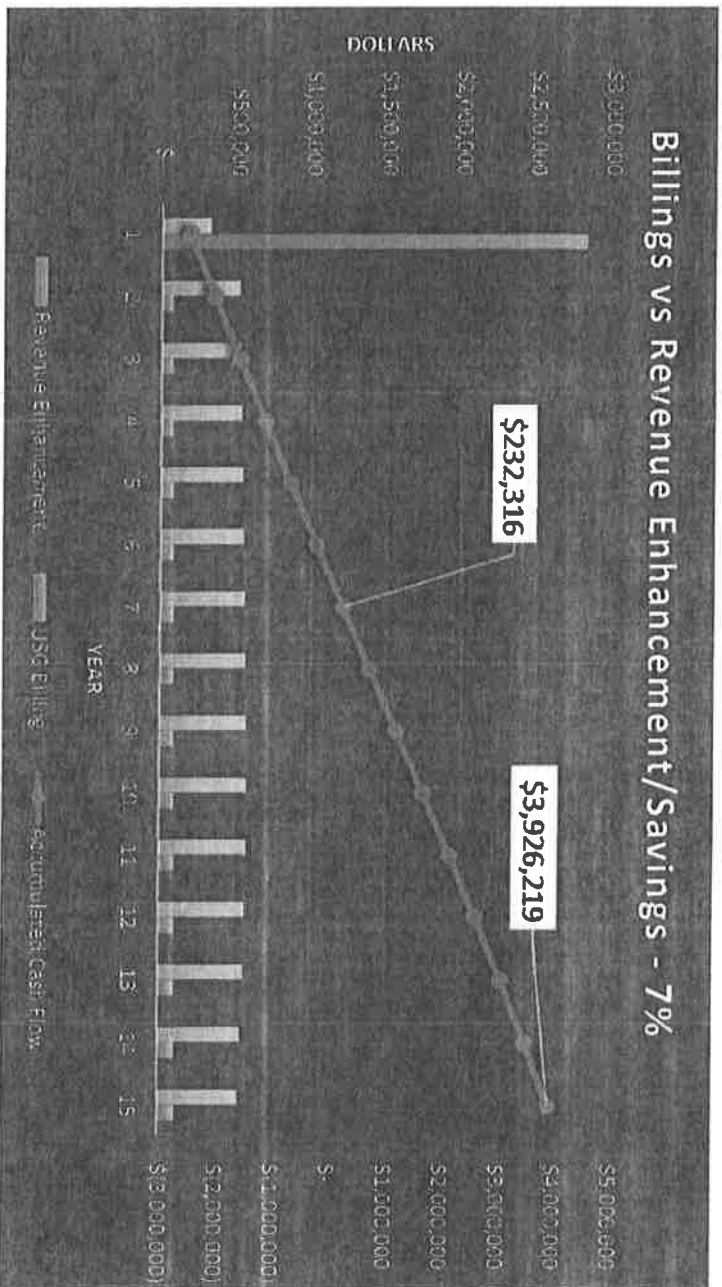
Annual Fee Year 1	\$2,762,069
Annual Fee Year 1-5	\$600,322
Annual Fee Year 1-7	\$439,500
Annual Fee Year 1-10	\$321,903
Maintenance Fee: Years 1-15	\$69,836

*Budgetary Pricing +/-20%
 *Sales & Use Tax Extra
 *Subject to Mutual Standard Terms and Conditions
 Proprietary and Confidential

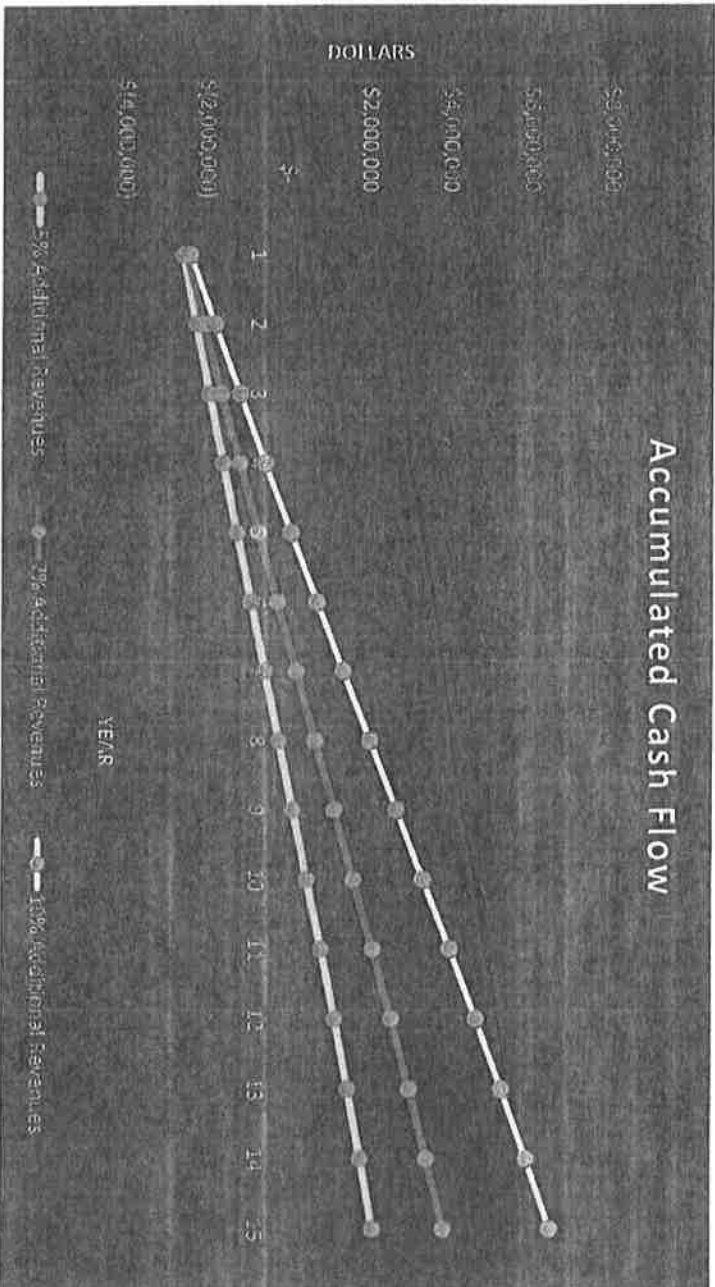
Justification



Cost Justification



Cost Justification



Why should The City of Covington trust Suez to partner with on an AMI System?

Suez owns and operates nearly 100 utilities worldwide. The experience and expertise as a Water Utility and AMI owner validates efficacy of the decision. You benefit from Suez' leadership and early adaption of innovative solutions.

AMI Metering Asset Management – Value Proposition

- **What is SUEZ (USCI) Sole Service Offering?**
 - A Full Comprehensive Asset Management AMI/Metering Program with Preventative and Corrective Maintenance.
- **Who Is The Program Designed For?**
 - This program is specially designed for Small to Mid-Size Utilities.
- **Why Such A Program for Small to Mid-Size Utilities?**
 - Small to Mid-size Utilities want all of the benefits an AMI system has to offer, but lack the funds, project management resources, and most importantly the ability to **Take Care of an AMI System over its Lifetime.**



AMI Metering Asset Management – Value Proposition

○ What Are The Professional Service Benefits:

- Full Comprehensive Asset Management Program (15yrs)
- Includes Preventive and Corrective Maintenance
- Manufacturers Guarantee Included
- Project Management with SaaS Hosted Services & IT support
- Spread the Costs Over Time
- Suez Minimizes Technology and Obsolescence Risks
- Single Source of Responsibility and Accountability
- Eliminate the Finger Pointing
- Release City Workers to Other Tasks: Forget about Reading
- Continuous Supervision & Failure Investigation
- Condition Assessment, Reporting & Repair of Failing Infrastructure
- Report with Condition Assessment of the Metering System
- Report with Action Items and Schedule to Fix Failures
- Service Level Agreement and Emergency Response



Challenges

81

Cost Justification – Water Meters and Gas MTU's Combined

Assumptions

Number of Water Meters & Gas Indexes	8,672	meters
Population Served	8,924	
Average consumption	198	gpcpd

Water Rates	\$4.50	kgal
Sewer Rates	\$4.34	kgal
Age of Meters	15	years
Non-Revenue Water	16.7%	

Meter Reading Cost	\$1.00	per read
Number of Customer Service Calls	112	
Cost for Customer Service Call	\$50.00	per call

Cost Savings

Meter Reading Cost	\$4,530	per month
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Total Cost Savings	\$10,130	per month

Revenue Enhancement

Water underbilling	\$16,739	per month
Sewer underbilling	\$16,144	per month
Total Revenue Enhancement	\$32,884	per month
Annual Financial Benefit	\$516,165	Per Year

Budgetary Pricing*

Annual Fee Year 1	\$2,786,985
Annual Fee Year 1-5	\$605,737
Annual Fee Year 1-7	\$443,465
Annual Fee Year 1-10	\$324,806
Maintenance Fee: Years 1-15	\$49,995

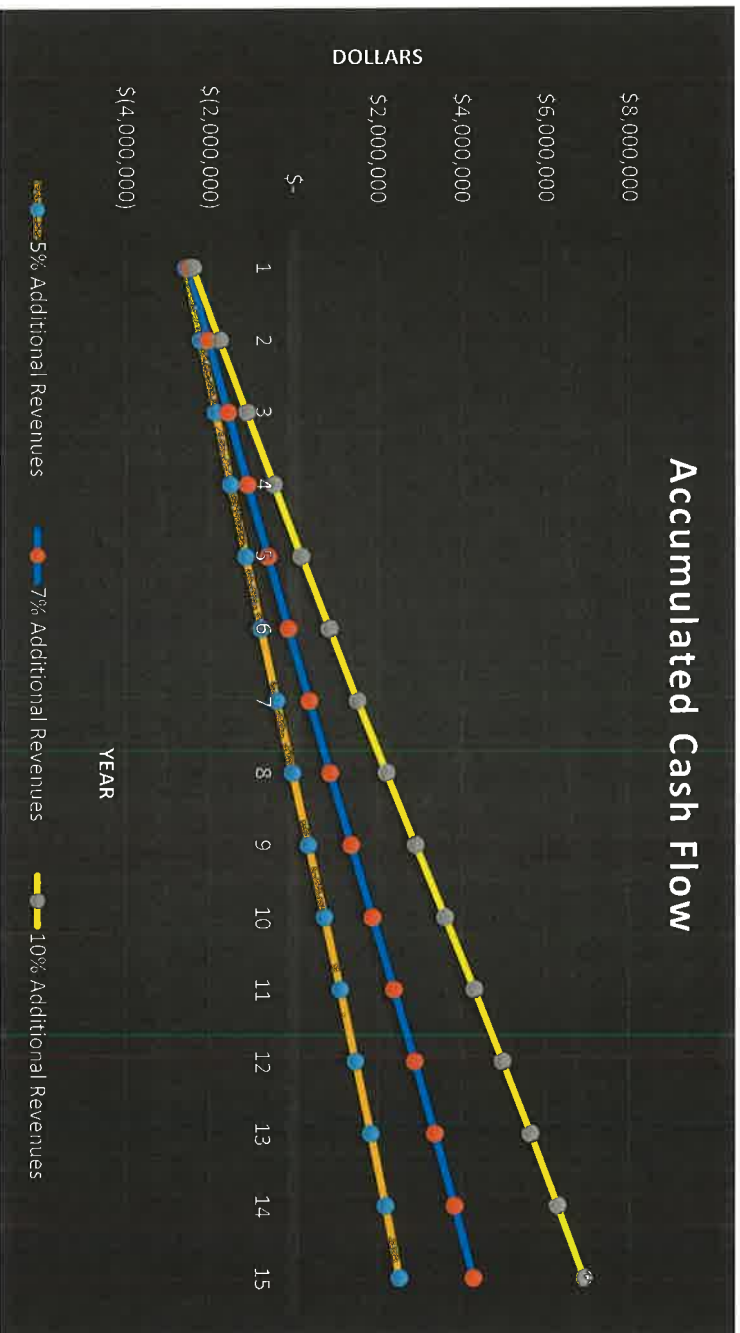
*Budgetary Pricing +/-20%

*Sales & Use Tax Extra

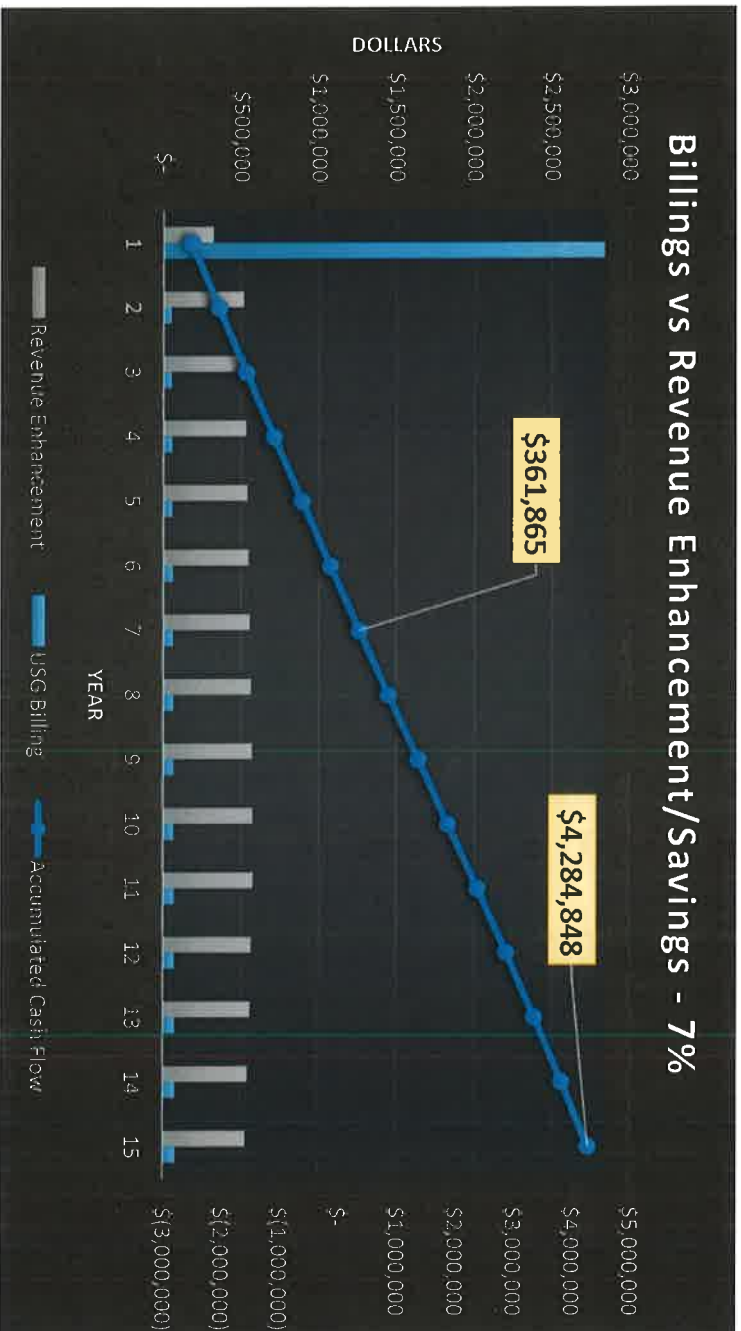
*Subject to Mutual Standard Terms and Conditions
Proprietary and Confidential

Justification

Cost Justification



Cost Justification



Next Steps and Conclusion:

With the increase in non-revenue water projected for 2019, Suez (USCI) will:

- Replace Covington's water meters or water endpoints and gas indexes and deploy an AML Metering system under the Suez Asset Management and Maintenance Program.
- With our financial partners minimize the impact on the City by spreading the costs over 5, 7 or 10 years (municipal lease).
- With our financial partners delay billing for one (1) year from date of contract. This will allow the City to maximize the increased revenue from new water meters, improved customer service, meter reading operation benefits and savings from the AML system.

Suez (USCI) has been a partner to the City of Covington for many years.

We look forward to being your partner for many more.

RESOLUTION NO. _____

WHEREAS, the City of Covington (hereinafter referred to as "City"), a Tennessee municipal corporation, has been vested with substantial power to regulate the use and zoning of real property for the purposes of maintain the health, morals, safety, security, peace and general public welfare of the city and its residents, which includes the governmental purpose of implementing moratoria for the reasons stated herein; and

WHEREAS, the City's Board of Mayor and Aldermen (hereinafter referred to as "Board") considers it paramount that land use regulation continue in the most orderly and predictable fashion with the least amount of disturbance to landowners and City residents; and

WHEREAS, the concept of general public welfare is broad and inclusive, and it is within the power and prerogative of the Board to determine and ensure that development be implemented in the best interests of the City as a whole; and

WHEREAS, the US Highway 51 corridor has irregular zoning districts that has resulted in disorderly development resulting in disproportionate impacts on City resources, irregular aesthetic qualities, and negatively impacted property values of adjacent and neighboring properties; and

WHEREAS, the Board has determined it to be in the best interests of the City and its residents to maintain the status quo on the US Highway 51 corridor by imposing a six (6) month moratorium, as set forth in more detail below, temporarily halting both the acceptance of new applications for new development, rezoning, text amendments or variances and the processing of applications for new development, rezoning, text amendments or variances in all B-2 City/Highway Orientated Business District and in R-1 City/Low Density Residential District and R-2 City/Medium Density Residential Districts that are contiguous with US Highway 51. Excepted from this moratorium are new developments in the above listed districts that have already been approved at any stage of the development process by the City; and

WHEREAS, the purpose of the temporary moratorium is to allow the City an opportunity to study, research, analyze the irregular zoning districts on the US Highway 51 corridor and their impacts on the general welfare of the City of Covington, Tennessee and its citizens, and study, research, analyze and/or assess the likely impacts and nature of any future development in the above listed zoning districts including, without limitation and as the City deems appropriate, development and demographic trends, aesthetic qualities, burdens upon and access to City services, resources, schools, infrastructure, utilities, parks, public areas/facilities, and emergency and police services, traffic congestion, public safety, and neighborhood characteristics; and

WHEREAS, based upon the conclusions and opinions of City officials after studying the zoning along the US Highway 51 corridor as set forth hereinabove, work with the Municipal Planning Commission to amend the Municipal Zoning Ordinance to promote more orderly development along US Highway 51 that preserves the public welfare.

WHEREAS, said moratorium is in the best interests of the health, welfare, and safety of the City and its residents, and also wholly consistent with the police and other powers vested in the City.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF COVINGTON, TENNESSEE, that, except as otherwise provided herein, a six (6) month moratorium is hereby imposed, effective upon the adoption of this resolution, to (1) temporarily halt the acceptance of applications for new development, rezoning, text amendments or variances in the B-2 City/Highway Orientated Business District and in parcels zoned R-1 and/or R-2 that are contiguous with US Highway 51, and (2) temporarily halt the processing of applications and/or issuance of building permits in the B-2 City/Highway Orientated Business District and in parcels zoned R-1 and/or R-2 that are contiguous with US Highway 51.

BE IT FURTHER RESOLVED, that notwithstanding the foregoing, this moratorium shall not apply to any new development, rezoning, text amendments or variances in the B-2 City/Highway Orientated Business District and in parcels zoned R-1 and/or R-2 that are contiguous with US Highway 51 that have already been approved at any stage of the process by the City, including any of its boards, departments, or commissions. However, said developments or approvals otherwise remain subject to all existing approval requirements of the city.

BE IT FURTHER RESOLVED, that, unless further extended, this moratorium shall expire on March 10, 2020.

APPROVED AND ADOPTED by the Board of Mayor and Aldermen of the City of Covington this 10th day of September, 2019, the public welfare requiring it.

Justin Hanson, Mayor

Tina Dunn, City Clerk/Recorder

RESOLUTION

CITY OF COVINGTON, TENNESSEE

WHEREAS, funds are available from the Tennessee Department of Economic and Community Development (ECD), Select Tennessee Site Development Grant (SDG) to provide matching grants to local governments for improvements which will support the location and expansion of industry and the creation of jobs.

WHEREAS, the City of Covington, acting by and through its Board of Aldermen proposes to implement a Select Tennessee Site Development Grant (SDG) for the purpose of making necessary for Water Line Improvements to the Rialto Industrial Park in Covington.

WHEREAS, the Select Tennessee Site Development Grant will provide funding up to \$500,000; and

WHEREAS, the City of Covington will provide local financial support in conjunction with the SDG funds to complete the above project; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of Covington as follows:

THAT, Mayor Justin Hanson, be and is hereby designated and appointed as Financial Officer on behalf of the City to execute all required documents relative to the Site Development Grant for Water Line Improvements to the Rialto Industrial Park and to perform those acts and assume such duties as are consistent with said position, and

THAT, the City of Covington will be responsible for all required local cash/matching funds.

READ AND ADOPTED this the 24th day of September, 2019.

CITY OF COVINGTON

Justin Hanson, Mayor

ATTEST:

Tina Dunn, Recorder-Treasurer

RESOLUTION

A RESOLUTION REGARDING A FINANCE AGREEMENT FOR THE PURPOSE OF FINANCING A "**METERING / AMI SYSTEM PROJECT**".

WHEREAS, the City of Covington, Tennessee (the "City") pursuant to Tennessee Code Annotated 7-51-904 desires to enter into a finance agreement, by and between Government Capital Corporation and the City, for the purpose of financing a "**Metering / AMI system project**". The City desires to designate this agreement as a "qualified tax-exempt obligation" of the City for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended. the City of Covington desires to designate Justin Hanson, whose title is Mayor, as an authorized signer of the Agreement.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COVINGTON, TENNESSEE: Section 1. That the City enters into a finance agreement with Government Capital Corporation for the purpose of financing a "**Metering / AMI system project**".

Section 2. That the finance agreement, by and between The City and Government Capital Corporation is designated by the City as a "qualified tax exempt obligation" for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended.

Section 3. That the City designates Justin Hanson, whose title is Mayor, as an authorized signer of the finance agreement, by and between the City and Government Capital Corporation.

Section 4. That the City will use finance agreement proceeds for reimbursement of expenditures related to the Property, within the meaning of Treasury Regulation § 1.150-2, as promulgated under the Internal Revenue Code of 1986, as amended.

PASSED AND APPROVED by the City Council of the City of Covington in a meeting held on the 24th day of September, 2019.

Lessee: City of Covington, Tennessee

Witness Signature

Mayor

Recorder-Treasurer

Print Name

Print Name

RESOLUTION

RESOLUTION ACCEPTING USDA RURAL DEVELOPMENT COMMUNITY FACILITY GRANT

BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMAN OF THE CITY OF COVINGTON, TENNESSEE that it accept the offer of the United States of America, acting through Rural Development, United States Department of Agriculture, for a Rural Development (RD) Grant under the terms and conditions of the Grant Agreement furnished by Rural Development, and the Mayor and Recorder are hereby authorized and directed to execute such documents.

RESOLVED this the 24th day of September 2019 by a vote of ____ to ____.

By: _____
Justin Hanson
Mayor

Tina Dunn
Recorder-Treasurer

Certification

I, Tina Dunn, Recorder-Treasurer, for the City of Covington, do hereby certify that the foregoing is a true and correct copy of the Resolution adopted by the Mayor and Board of Alderman at a meeting held October 24, 2019.

Tina Dunn
Recorder-Treasurer

September 18, 2019

Justin Hanson, Mayor
Covington Board of Mayor and Aldermen
Covington, TN 38019

Dear Mayor Hanson:

Covington High School requests permission, as in previous years, for our homecoming parade on Thursday, September 26, 2019 and a community pep rally on the west side of the square. The line-up will begin at 4:45p.m. at C.H.S. and parade at 5:30 p.m.

The parade route from the school is as follows:

1. North on College Street to Holmes;
2. East on Holmes to Main Street;
3. North on Main Street to the Square;
4. Continue around Square to the west side for a community pep rally;
5. After pep rally continue around square to south side;
6. South on Main to Church Street;
7. West on Church to College;
8. South on College to high school.

We also request your permission to block off access by cars to the west side of the square and removal of parked cars from west side of the square from 4:30p.m. until the pep rally is over and the parade has left the square.

Sincerely,

Mark McClain
Covington High School Principal

MONTH TO DATE (2.75%)

REC/SALE	ACTUAL 2018-19	ACTUAL 2019-20	MONTH INC/(DEC)	MONTH INC/DEC %
SEPT/JUL	\$ 305,803	\$ 312,834	\$ 7,031	2.3
OCT/AUG	\$ 304,241	\$ -	\$ -	
NOV/SEP	\$ 293,470	\$ -	\$ -	
DEC/OCT	\$ 293,024	\$ -	\$ -	
JAN/NOV	\$ 310,643	\$ -	\$ -	
FEB/DEC	\$ 380,475	\$ -	\$ -	
MAR/JAN	\$ 280,318	\$ -	\$ -	
APRIL/FEB	\$ 281,071	\$ -	\$ -	
MAY/MAR	\$ 332,855	\$ -	\$ -	
JUNE/APR	\$ 325,078	\$ -	\$ -	
JULY/MAY	\$ 335,012	\$ -	\$ -	
AUG/JUNE	\$ 313,072	\$ -	\$ -	

TOTAL

YEAR TO DATE (2.75%)

REC/SALE	ACTUAL 2018-19	ACTUAL 2019-20	MONTH INC/(DEC)	MONTH INC/DEC %
SEPT/JUL	\$ 305,803	\$ 312,834	\$ 7,031	2.3
OCT/AUG	\$ 610,044	\$ -	\$ -	
NOV/SEP	\$ 903,514	\$ -	\$ -	
DEC/OCT	\$ 1,196,538	\$ -	\$ -	
JAN/NOV	\$ 1,507,181	\$ -	\$ -	
FEB/DEC	\$ 1,887,656	\$ -	\$ -	
MAR/JAN	\$ 2,167,974	\$ -	\$ -	
APRIL/FEB	\$ 2,449,045	\$ -	\$ -	
MAY/MAR	\$ 2,781,900	\$ -	\$ -	
JUNE/APR	\$ 3,106,978	\$ -	\$ -	
JULY/MAY	\$ 3,441,990	\$ -	\$ -	
AUG/JUNE	\$ 3,755,062	\$ -	\$ -	



Department of Revenue

Revenue External Portal
Revenue External Portal
Revenue External Portal

City/County Clerk Monthly Summary

Welcome, Tina Dunn

Settings

Log Off

Customer City/County Clerk Monthly Summary

If you are looking for historical data reports for periods prior to May 2018 for business tax and March 2017 for sales tax, please go to the [Business Intelligence Portal](#) and use your existing login information.

Month: 08 - August Year: 2019 Search

Collected In	Collections Type	Amount
8401 - Covington	Local Option - DOR Admin Fee	1,102.84
8401 - Covington	TV Telecom	-823.19
8401 - Covington	Liquor by the Drink	-2,144.50
8401 - Covington	Local Option	-98,030.34
8401 - Covington	State Sales	-59,168.03
8401 - Covington	Local Option - DOR Admin Fee	4,962.80
8401 - Covington	Local Option	-441,137.47
7 Rows		-595,237.89

436,174.67 / 2 =

218,087.33

2180.87

215,906.46

96,927.50

312,833.96



