

**HAMILTON COUNTY COMMISSION
AGENDA PREPARATION SESSION
SEPTEMBER 13, 2017**

STATE OF TENNESSEE) Agenda Preparation Session
COUNTY OF HAMILTON) September 13, 2017

BE IT REMEMBERED, that on this 13th day of September, 2017, an Agenda Preparation Session of the Hamilton County Board of Commissioners was begun and held at the Courthouse, in the City of Chattanooga, in the County Commission Room, when the following proceedings were held, to wit:--

0:14

Present and presiding was the Honorable Randy Fairbanks, Chairman. County Clerk Bill Knowles called the roll of the County Commission and the following, constituting a quorum, answered to their names: Commissioner Bankston, Commissioner Boyd, Commissioner Fields, Commissioner Graham, Commissioner Mackey, Commissioner Martin, Commissioner Smedley, and Chairman Fairbanks. Commissioner Beck was absent. Total present – 8. Total absent -1.

Also in attendance were County Mayor Jim Coppinger, members of his administrative staff, County Attorney Rheubin Taylor, and County Auditor Jenneth Randall.

HAMILTON COUNTY COMMISSION AGENDA PREPARATION SESSION SEPTEMBER 13, 2017

COMMITTEE ASSIGNMENTS

Chairman Fairbanks indicated the upcoming agenda items would be considered as follows:

- An Order of Reappointment to the Savannah Valley Utility District Board of Commissioners would be submitted as a matter of record.
- The Trustee's Unaudited Financial report ending June 2017 would be submitted as a matter of record.
- An Order of Designation to the Planning Commission would be submitted as a matter of record.
- Resolution No. 917-17 was the usual County Clerk item regarding notaries, etc. This required no committee assignment.
- Resolution No. 917-22 was not used.
- Resolution Nos. 917-24A, 917-24B, 917-25A, 917-25B, and 917-26 through 917-28 were assigned to the Zoning Committee, chaired by Commissioner Bankston.
- Resolution Nos. 917-29 through 917-31 were assigned to the Finance Committee, chaired by Commissioner Smedley.
- Resolution Nos. 917-18 through 917-21, and 917-23 were heard by a Committee of the Whole.

PRESENTATION – TOM LAMB, DIRECTOR OF PARKS AND RECREATION – HAMILTON COUNTY FAIR ANNOUNCEMENT

0:52

Director of Parks and Recreation Tom Lamb, who also serves as the Chairman of the Steering Committee for the Hamilton County Fair, invited everyone to the 2017 Hamilton County Fair on Saturday, September 23rd and Sunday, September 24th, from 10:00am to 6:00pm on Dallas Island at Chester Frost Park. He stated the fair would

**HAMILTON COUNTY COMMISSION
AGENDA PREPARATION SESSION
SEPTEMBER 13, 2017**

offer family friendly entertainment and education provided by local vendors, exhibitors, and artists. Mr. Lamb reported Food City signed a three-year commitment as the presenting sponsor of the fair, and new signs and improved banners will be installed courtesy of InView Graphics. It was noted this year's fair theme is "Picture the Fun".

Mr. Lamb explained there is no charge for admission into the fair, and tickets for the shuttle buses, which provide transportation from Northgate Mall and Middle Valley Recreation Area, have not increased in five years, and are free for children under three. He presented Commissioners and their families with parking passes for the designated parking area directly connected to the fairgrounds.

Chairman Fairbanks thanked Mr. Lamb and the Parks and Recreation Department for their hard work each year on the Hamilton County Fair.

**PRESENTATION – DR. BRYAN JOHNSON, HAMILTON COUNTY SCHOOL
SUPERINTENDENT**

4:49

Superintendent of Schools Dr. Bryan Johnson addressed Commissioners regarding needs in schools and his plan of action for improvement. He thanked them for their support and noted the \$100 million that will be generated for schools as a result of last week's decision to exceed the certified tax rate will be very helpful in addressing

**HAMILTON COUNTY COMMISSION
AGENDA PREPARATION SESSION
SEPTEMBER 13, 2017**

capital needs. He reported he has visited schools in all nine districts to determine specific needs and the diversity of the community as a whole.

Dr. Johnson stated the first phase of his 100-day plan has been to focus on governance, which has meant working closely with School Board members to develop a strategic plan for addressing capital needs, organizational structure, long term building plans, and strategies on recruiting and retaining teachers. He emphasized his focus on leaders and teachers, and providing them with the support and resources they need to succeed. Dr. Johnson reported a transition team has been implemented to provide a deeper study of areas in need and identify specific opportunities within each district. He noted he would be back before the Commission in late December or early January to present results from his first 100 days as Superintendent.

14:40

There were no questions from members of the Commission. Chairman Fairbanks thanked Dr. Johnson for his presentation.

COMMITTEE OF THE WHOLE – RESOLUTION NO. 917-18

15:49

Commissioner Bankston spoke regarding this item, which appropriates \$500.00 from general fund travel discretionary funds to BASIC of Tennessee, Inc., as allotted to District 9. It was noted the funds will assist with their youth programs.

**HAMILTON COUNTY COMMISSION
AGENDA PREPARATION SESSION
SEPTEMBER 13, 2017**

There were no questions from Commissioners.

COMMITTEE OF THE WHOLE – RESOLUTION NO. 917-19

16:20

Director of General Services Lee Norris spoke regarding this item, which authorizes the County Mayor to sign an agreement in the amount of \$44,485 with the Scenic Cities Beautiful Commission to provide litter prevention education services.

In response to Chairman Fairbanks' question, Mr. Norris confirmed there is no County match.

COMMITTEE OF THE WHOLE – RESOLUTION NO. 917-20

17:09

Administrator of Public Works and County Engineer Todd Leamon spoke regarding this item, which accepts the bid of Volunteer Restoration, Inc. for \$375,468.00 for the exterior cleaning of the Hamilton County Courts Building. Mr. Leamon explained this also includes resealing and recaulking the building and will utilize funds from the Capital Projects Courthouse Renovation Fund.

18:17

In response to Commissioner Fields' question, Administrator of Finance Al Kiser reported the balance of the fund is approximately \$2.3 million.

**HAMILTON COUNTY COMMISSION
AGENDA PREPARATION SESSION
SEPTEMBER 13, 2017**

18:32 In response to Commissioner Boyd's question, Mr. Leamon reported \$100,000 was allocated in 2016 to the clean the outside of the Courts Building. He added the building needs other work in addition to cleaning, and this project will encompass all of those needs.

COMMITTEE OF THE WHOLE – RESOLUTION NO. 917-21

20:19 Mr. Leamon spoke regarding this item, which authorized the County Mayor, on behalf of Hamilton County, to sign all documents necessary to convey an easement for utilities for the purpose of constructing and maintaining a waterline across a portion of property jointly owned by Hamilton County and the Hamilton County Board of Education. He explained the waterline is for a development behind Thrasher Elementary School that requires water service. It was noted the project has been approved by the School Board. Mr. Leamon stated Director of Maintenance and Operations for the School Board Justin Witt and Hamilton County Real Property Manager Paul Parker were present to answer any questions.

21:31 In response to Commissioner Fields' question, Mr. Leamon confirmed there is no cost to the County. Chairman Fairbanks noted Resolution No. 917-22 was not used.

**HAMILTON COUNTY COMMISSION
AGENDA PREPARATION SESSION
SEPTEMBER 13, 2017**

COMMITTEE OF THE WHOLE – RESOLUTION NO. 917-23

21:52

Director of Human Resources Alecia Poe spoke regarding this item, which approves the updated 2017 Hamilton County General Government Employee Handbook, and replaces the 2010 and updated 2014 handbooks. She stated the changes bring the handbook into compliance with current state and federal employment laws. She explained while this is a major overhaul of the entire handbook, additional updates may be necessary as these laws change. Ms. Poe added an external employment law attorney reviewed the handbook. It was noted the Mayor's Office and department administrators have also provided input.

In response to Commissioner Fields' question, Ms. Poe confirmed the handbook has been reviewed and approved by Attorney Taylor's office. She noted local employment law attorney, Maury Nicely, also reviewed the handbook.

24:07

In response to Commissioner Boyd's question, Attorney Taylor confirmed the handbook is in compliance with all state and federal employment laws and regulations. Ms. Poe added the Society of Human Resources Management was also utilized as a resource when updating the handbook.

**HAMILTON COUNTY COMMISSION
AGENDA PREPARATION SESSION
SEPTEMBER 13, 2017**

24:53 Commissioner Boyd emphasized the importance of staying in compliance with employment laws.

26:41 Commissioner Bankston, Chairman of the Zoning Committee, stated the Zoning Committee will meet in the Commission Conference Room immediately following the Agenda Session.

Commissioner Smedley, Chairman of the Finance Committee, stated the Finance Committee will meet in the Commission Room immediately following the Agenda Session.

ANNOUNCEMENTS

Chairman Fairbanks asked for announcements from members of the Commission.

27:40 Commissioner Fields thanked Mayor Coppinger for his presentation to the Signal Mountain Lion's Club last night. He also congratulated Health Department Director Becky Barnes for receiving the Innovation in Health Care Award.

**HAMILTON COUNTY COMMISSION
AGENDA PREPARATION SESSION
SEPTEMBER 13, 2017**

28:17

Commissioner Martin congratulated schools in District 3 for achieving above average Tennessee Value-Added Assessment System (TVAAS) scores. He credited great leadership and committed teachers and parents. He announced the Hixson High School Alumni is hosting a tailgate event before homecoming Friday night at Hixson High School from 5:30pm to 7:30pm.

Commissioner Martin thanked Dr. Johnson for attending today's meeting and stated he will be speaking at the Hixson Chamber of Commerce event on September 20th at 12:00pm. He reported Dr. Johnson will also be the guest speaker at the Friends of Hixson breakfast on September 27th. He noted County Trustee Bill Hullander will also be in attendance to discuss the Tax Relief Program (*Resolution No. 917-16*).

30:03

Commissioner Boyd thanked Chattanooga Sports and Events Committee President Tim Morgan for his work on the Ironman Worldwide Championship event this past weekend. He stated 91 countries participated in the event.

He also congratulated Chattanooga High School Center for Creative Arts (CCA) on their above average ACT scores. He acknowledged Principal Debbie Smith and the faculty for their leadership and dedication to students.

**HAMILTON COUNTY COMMISSION
AGENDA PREPARATION SESSION
SEPTEMBER 13, 2017**

33:44

Commissioner Smedley acknowledged schools in District 7 and specifically recognized Westview Elementary School and Apison Elementary School for their TVAAS scores.

Commissioner Smedley invited everyone to the Friends of East Brainerd event tomorrow at the Heritage House at Heritage Park. She stated Sheriff Jim Hammond will be speaking at 12:00pm.

34:30

Commissioner Bankston thanked Dr. Johnson for attending today's meeting. He announced Dr. Johnson will also be speaking at the Nightside Pachyderm Club meeting at the Western Sizzlin' in Ooltewah tomorrow night at 6:30pm.

Attorney Taylor called for a legal meeting in the Commission Conference Room immediately following today's Agenda Session.

35:31

Mayor Coppinger announced next week is Constitution Week and invited everyone to a ceremony next Monday at 12:00pm on the south steps of the Courthouse lawn.

**HAMILTON COUNTY COMMISSION
AGENDA PREPARATION SESSION
SEPTEMBER 13, 2017**

Mayor Coppinger thanked Dr. Johnson for his presentation at today's meeting. He also thanked the Commissioners who attended last night's community meeting at Signal Mountain Middle/High School.

36:13 Chairman Fairbanks reported he is having hip replacement surgery on Monday and will not be able to attend next week's meeting. He stated Chairman Pro Tempore Commissioner Smedley would chair the meeting in his absence.

County Clerk Bill Knowles requested the 2017-2018 Committee Assignments that were distributed earlier in the meeting be entered into the record. A copy was filed in the Clerk's office.

37:23 In response to Commissioner Graham's question, Mayor Coppinger confirmed the Chattanooga Convention and Visitors Bureau (CVB) utilizes funds from the Hotel-Motel Tax for marketing, recruiting, and bids on events that provide a tremendous economic impact in Hamilton County.

**HAMILTON COUNTY COMMISSION
AGENDA PREPARATION SESSION
SEPTEMBER 13, 2017**

DELEGATIONS

Chairman Fairbanks asked for delegations on matters other than zoning. There were none.

Being no further business, Chairman Fairbanks declared the meeting adjourned until Wednesday, September 20th at 9:30 AM.

Respectfully submitted:



William F. (Bill) Knowles, County Clerk

Approved:

10-04-17
Date

W.F.K
Clerk's Initials