



CITY OF LEBANON

Office of the Mayor

200 North Castle Heights Avenue

Lebanon, TN 37087

bernie.ash@lebanontn.org

615-443-2839

Bernie Ash
Mayor

Debbie Jessen
Mayoral Assistant

SWEARING-IN CEREMONY – DECEMBER 6, 2018 - 6:00 P.M.

TOWN MEETING HALL, ADMINISTRATION BUILDING

- Swearing-in of Councilor Camille Burdine & Councilor Jeni Lind Brinkman, by Judge Jim Flood

SPECIAL CALLED CITY COUNCIL MEETING

AGENDA - DECEMBER 6, 2018 - 6:10 P.M.

TOWN MEETING HALL, ADMINISTRATION BUILDING

1. CALL TO ORDER

2. ROLL CALL

3. CONSENT AGENDA:

1. **Ordinance No. 18-5750**, second reading, to cancel the regularly called city council meeting on Tuesday, January 1, 2019, by Mayor Bernie Ash.
2. **Ordinance No. 18-5751**, second reading, to amend Budget Ordinance No. 17-5515 to update fund balance amounts, by Stuart Lawson, Commissioner of Finance and Revenue.
3. **Ordinance No. 18-5752**, second reading, to approve a budget amendment for the State Street Aid Fund to add Alhambra Drive and Quarles Drive to the current paving contract, by Councilor Joey W. Carmack; Stuart Lawson, Commissioner of Finance and Revenue; and Jeff Baines, Commissioner of Public Services. (Line item transfer – before the fact)
4. **Ordinance No. 18-5761**, second reading, to approve the purchase of a replacement truck for the Meter Reader Department and related budget amendment, by Stuart Lawson, Commissioner of Finance and Revenue.

4. NEW BUSINESS:

1. Council selection of the Mayor Pro Tem, by Mayor Bernie Ash.

5. ADJOURNMENT

Refreshments

ORDINANCE NO. 18-5750

**AN ORDINANCE OF THE CITY COUNCIL OF LEBANON TO CANCEL THE
REGULARLY CALLED CITY COUNCIL MEETING ON TUESDAY,
JANUARY 1, 2019**

WHEREAS, the Lebanon City Council meets on the first and third Tuesday of each month (LMC 1-101); and

WHEREAS, the first Lebanon City Council meeting for the month of January falls on New Year's Day, which is January 1, 2019; and

WHEREAS, the City wishes to cancel the regularly called meeting on Tuesday, January 1, 2019.

NOW, THEREFORE, BE IT ORDAINED by the City of Lebanon, Tennessee, as follows:

Section 1. The Mayor and the Commissioner of Finance and Revenue are hereby authorized to cancel the Lebanon City Council meeting on Tuesday, January 1, 2019.

Section 2. This ordinance shall take effect immediately upon its passage, the public welfare requiring the same.

Attest:

Approved:

Commissioner of Finance & Revenue

Mayor

Approved as to form:

City Attorney

Passed first reading: _____

Passed second reading: _____

ORDINANCE #18-5751

TO AMEND BUDGET ORDINANCE #17-5515 TO UPDATE FUND BALANCE AMOUNTS

WHEREAS, it is now necessary to amend Ord. No. 17-5515 to update the fund balance column for FY 2019 with the actual beginning fund balance, thereby replacing the estimates from when the budget ordinance was first approved.

**NOW THEREFORE BE IT ORDAINED BY THE CITY OF LEBANON, TENNESSEE
AS FOLLOWS:**

SECTION 1: That the governing body estimates anticipated revenues of the municipality from all sources to be as follows:

General Fund	FY 2019 Proposed
Local Taxes	\$22,212,775
Intergovernmental Revenue	\$4,340,300
Fines and Forfeitures	\$763,500
Miscellaneous Revenue	\$3,252,050
Total Revenue	\$30,568,625
Fund Balance	\$31,413,866
Total Available Funds	\$61,982,491

State Street Aid Fund	FY 2019 Proposed
Intergovernmental Revenue	\$ 1,080,000
Miscellaneous Revenue	\$ 1,000
Total Revenue	\$ 1,081,000
Fund Balance	\$ 664,529
Total Available Funds	\$ 1,745,529

Drug Fund	FY 2019 Proposed
Court Fines and Costs	\$ 15,500
Miscellaneous Revenue	\$ 45,000
Total Revenue	\$ 60,500
Fund Balance	\$ 140,982
Total Available Funds	\$ 201,482

JFFC Fund	FY 2019 Proposed
Memberships and Fees	\$ 1,209,500
Miscellaneous Revenue	\$ 224,498
Total Revenue	\$ 1,433,998
Fund Balance	\$ 41,723
Total Available Funds	\$ 1,475,721

SECTION 1:
(cont'd)

Storm Water Fund	FY 2019 Proposed
Fees and Permits	\$ 938,500
Intergovernmental Revenue	\$ -
Miscellaneous Revenue	\$ 1,000
Total Revenue	\$ 939,500
Fund Balance	\$ 1,134,374
Total Available Funds	\$ 2,073,874

Airport Maintenance	FY 2019 Proposed
Fees and Permits	\$ 327,727
Intergovernmental Revenue	\$ 14,300
Miscellaneous Revenue	\$ 4,000
Total Revenue	\$ 346,027
Fund Balance	\$ 218,534
Total Available Funds	\$ 564,561

Electronic Traffic Citations	FY 2019 Proposed
Miscellaneous Revenue	\$ 10,000
Total Revenue	\$ 10,000
Fund Balance	\$ 36,842
Total Available Funds	\$ 46,842

COPS Grant	FY 2019 Proposed
Intergovernmental Revenue	\$ -
Miscellaneous Revenue	\$ -
Total Revenue	\$ -
Fund Balance	\$ -
Total Available Funds	\$ -

Police Local Option	FY 2019 Proposed
Fees and Permits	\$ 340,000
Miscellaneous Revenue	\$ -
Total Revenue	\$ 340,000
Fund Balance	\$ 275,094
Total Available Funds	\$ 615,094

Federal Asset Seizure	FY 2019 Proposed
Intergovernmental Revenue	\$ 25,000
Miscellaneous Revenue	\$ 500
Total Revenue	\$ 25,500
Fund Balance	\$ 36,777
Total Available Funds	\$ 62,277

Cemetery Perpetual Maintenance	FY 2019 Proposed
Fees and Permits	\$ 15,000
Miscellaneous Revenue	\$ -
Total Revenue	\$ 15,000
Fund Balance	\$ 137,263
Total Available Funds	\$ 152,263

LHA Grant	FY 2019 Proposed
Intergovernmental Revenue	\$ 97,371
Miscellaneous Revenue	\$ -
Total Revenue	\$ 97,371
Fund Balance	\$ 21,637
Total Available Funds	\$ 119,008

SECTION 1:
(cont'd)

Debt Service Funds	FY 2019 Proposed
Intergovernmental Revenue	\$ 1,557,755
Miscellaneous Revenue	\$ 250
Total Revenue	\$ 1,558,005
Fund Balance	\$ 53,425
Total Available Funds	\$ 1,611,430

Capital Construction Funds	FY 2019 Proposed
Intergovernmental Revenue	\$ 573,800
Miscellaneous Revenue	\$ 992,200
Total Revenue	\$ 1,566,000
Fund Balance	\$ 3,594,975
Total Available Funds	\$ 5,160,975

Water-Sewer Funds	FY 2019 Proposed
Water Sales/Service Charges	\$ 9,093,500
Miscellaneous Revenue	\$ 10,775,800
Total Revenue	\$ 19,869,300
Beginning Cash Balance	\$ 79,507,790
Ending Cash Balance	\$ 99,377,090

GasFund	FY 2019 Proposed
Gas Sales/Service Charges	\$ 11,956,000
Miscellaneous Revenue	\$ 62,200
Total Revenue	\$ 12,018,200
Beginning Cash Balance	\$ 34,563,852
Ending Cash Balance	\$ 46,582,052

SECTION 2: This ordinance shall take effect immediately upon its passage, the public welfare requiring the same.

Passed First Reading: _____

Passed Second Reading: _____

Attest:

Approved:

Commissioner of Finance and Revenue

Mayor

Approved as to form:

City Attorney

ORDINANCE NO. 18-5752

AN ORDINANCE OF THE CITY COUNCIL OF LEBANON TO APPROVE A BUDGET AMENDMENT FOR THE STATE STREET AID FUND TO ADD ALHAMBRA DRIVE AND QUARLES DRIVE TO THE CURRENT PAVING CONTRACT

WHEREAS, the Lebanon City Council approved and adopted the 2017 – 2018 and 2018 – 2019 fiscal year budgets on June 8, 2017 by Ord. No. 17-5454; and

WHEREAS, it is now necessary to amend the State Street Aid Fund to add Alhambra Drive and Quarles Drive to the current street paving contract.

NOW, THEREFORE, BE IT ORDAINED by the City of Lebanon, Tennessee, as follows:

Section 1. The Mayor and the Commissioner of Finance and Revenue are hereby authorized to amend the 2018 – 2019 City of Lebanon budget in the following manner:

Department: State Street Aid		
From: 12190000-79000	Budget Fund Balance	\$110,000.00
To: 12143100-72680	Road Maintenance	\$110,000.00

Section 2. This ordinance shall take effect immediately upon its passage, the public welfare requiring the same.

Attest:

Approved:

Commissioner of Finance & Revenue

Mayor

Approved as to form:

City Attorney

Passed first reading: _____

Passed second reading: _____

CITY OF LEBANON ACCTG. DEPT.

BUDGET AMENDMENT FORM

FY 2018-2019

FOR ACCOUNTING PURPOSES ONLY	
BGT #	_____
POSTED	_____
REF #	_____
INITIALS	_____

DEPARTMENT State Street Aid

TRANSFER FROM

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
12190000 79000	Budget Fund Balance	\$ 90,000.00	
		110,000	L-T.
	Total	\$ 90,000.00	

TRANSFER TO

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
12143100 72680	Road Maintenance		\$ 90,000.00
			110,000
			L-T.
	Total		\$ 110,000.00

Department Head certifies that no funds have or will be obligated prior to approval of this transfer.

REQUESTED BY	_____	DATE	11/27/2018
DEPARTMENT HEAD	<u>Jeff Barnes</u>	DATE	11/27/2018
COMM. OF FINANCE	<u>Stuart Zeman</u>	DATE	11/27/2018
MAYOR	_____	DATE	_____

REASON FOR THIS TRANSFER:
 Add Alhambra Dr to the current paving contract.

E. Quales Dr.

ORDINANCE NO. 18-5761

AN ORDINANCE OF THE CITY COUNCIL OF LEBANON TO APPROVE THE PURCHASE OF A REPLACEMENT TRUCK FOR THE METER READER DEPARTMENT AND RELATED BUDGET AMENDMENT

WHEREAS, the Lebanon City Council approved and adopted the 2017 – 2018 and 2018 – 2019 fiscal year budgets on June 8, 2017 by Ord. No. 17-5454; and

WHEREAS, the Meter Reader Department has a need for a replacement truck; and

WHEREAS, a budget amendment is needed to cover the cost.

NOW, THEREFORE, BE IT ORDAINED by the City of Lebanon, Tennessee, as follows:

Section 1. The Mayor and the Commissioner of Finance and Revenue are hereby authorized to amend the 2018 – 2019 City of Lebanon budget in the following manner:

Department: Meter Readers

From: 41190001-79010	Budget Ret Earnings	\$14,400.00
41590001-79010	Budget Ret Earnings	\$9,600.00
To: 411-16520	Construction in Process W005000	\$14,400.00
415-16520	Construction in Process G005000	\$9,600.00

Section 2. The Mayor and the Commissioner of Finance are hereby authorized to purchase a 2019 1500 4x4 Truck for the Meter Reader Department, as detailed on the quote attached hereto by reference as if appearing verbatim herein, from TT of Columbia, Inc. for the State Contract price of Twenty-three Thousand, Seven Hundred Forty-four Dollars and Twenty-five Cents (\$23,744.25).

Section 3. This ordinance shall take effect immediately upon its passage, the public welfare requiring the same.

Ord. No. 18-5761
Page 2

Attest:

Approved:

Commissioner of Finance & Revenue

Mayor

Approved as to form:

City Attorney

Passed first reading: _____

Passed second reading: _____

CITY OF LEBANON ACCTG. DEPT.

BUDGET AMENDMENT FORM

FY 2018-2019

FOR ACCOUNTING PURPOSES ONLY

BGT # _____

POSTED _____

REF # _____

INITIALS _____

DEPARTMENT Meter Readers

TRANSFER FROM

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
41190001 79010	Budget Ret Earnings	\$ 14,400.00	
41590001 79010	Budget Ret Earnings	\$ 9,600.00	
	Total	\$ 24,000.00	

TRANSFER TO

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
411 16520	Construction in Process W005000		\$ 14,400.00
415 16520	Construction in Process G005000		\$ 9,600.00
	Total		\$ 24,000.00

Department Head certifies that no funds have or will be obligated prior to approval of this transfer.

REQUESTED BY Stace Williams **DATE** 11/29/2018

DEPARTMENT HEAD _____ **DATE** 11/29/2018

COMM. OF FINANCE Stuart Zwon **DATE** 11/29/2018

MAYOR Guy Ash **DATE** 11-29-18

REASON FOR THIS TRANSFER:

Purchase a new truck for the Meter Readers. One of their current trucks has been in and out of the garage the last few weeks. With the Meter Readers going out and doing the readings for the water and gas department they need a more reliable vehicle.



Stuart Lawson, Commissioner of Finance & Revenue
200 North Castle Heights Avenue
Lebanon, Tennessee 37087
Phone: (615) 443-2805 ext. 2207
Fax: (615) 443-1158

BERNIE ASH, Mayor
200 North Castle Heights Avenue
Suite 100
Lebanon, Tennessee 37087

TO: Mayor, Bernie Ash
FROM: Stuart Lawson, Commissioner of Finance
DATE: November 29, 2018
SUBJECT: Purchase New Vehicle for Meter Readers

We have the opportunity to purchase a new truck for the Meter Readers. They have had one of their vehicles in and out of the garage over the past few weeks. We had talked about buying them a used vehicle, but we have the ability to purchase a new truck off of state contract for less than we thought we would pay for a used truck.

I would like to have this ordinance put in an as drop in for the next Council meeting on December 4th if that would be possible.

Thanks,



QUOTE

Number RXRYQ1860

Date Nov 29, 2018

106 S. James Campbell Blvd, Columbia, TN 38401

t. 615-631-1248 f. 888-628-4003

Sold To	Ship To	Your Sales Rep
Lebanon Purchasing Dept Lisa Lane 200 N. Castle Heights Ave Lebanon, TN 37087	Lebanon Purchasing Dept Lisa Lane 200 N. Castle Heights Ave Lebanon, TN 37087	Rodney 615-631-1248 rking@cdjrcolumbia.com

Phone (615) 443-2802
Fax (615) 443-2849

Phone (615) 443-2802
Fax (615) 443-2849

Vehicle must be ordered.

Quote is valid as long as the vehicle, KS544437 is in stock and no dealer accessories have been added to it.

Terms	P.O. Number	Ship Via
Net 30 Days	Required	Ground

Line	Qty	Description	Unit Price	Ext. Price
1		Statewide Contract #209 - 56442:		
2	1	2019 1500 CLASSIC ST QUAD CAB 4X4 (140 in WB 6 FT 4 IN box) (DS6L41), base price including: 5.7L V8 Hemi (Downgraded in factory selected options) 8-Spd Auto 845RE Transmission Monotone Paint Power Windows, Locks, and Mirrors HD Vinyl 40/20/40 Split Bench Seat Interior Color: Black/Diesel Gray Trailer Tow Package	\$24,432.00	\$24,432.00
3		Factory Selected Options:		
4	1	Downgrade to 3.6L V6 Engine	-\$1,775.00	-\$1,775.00
5	1	Exterior Color: Bright White Clear Coat	\$0.00	\$0.00
6	1	Uconnect 3.0	\$195.00	\$195.00
7	1	Remote Keyless Entry with All-Secure	\$190.00	\$190.00
8	1	Anti-Spin Differential Rear Axle	\$495.00	\$495.00
9	1	Factory Spray in Liner	\$200.00	\$200.00
10		Running SubTotal		\$23,737.00
11		Miscellaneous Items:		
12	1	Temporary Tag	\$7.25	\$7.25
13		Running SubTotal		\$23,744.25

Line	Qty	Description	Unit Price	Ext. Price
			SubTotal	\$23,744.25
			Tax	\$0.00
			Shipping	\$0.00
			Total	\$23,744.25

Pricing Good For Current Model Year Only Subsequent Model Price May Vary
 Vehicles Subject to Production by Fiat-Chrysler Automobiles
 Production Lead Times Vary by Model & Options are subject to control by FCA Group



**STATE OF TENNESSEE, DEPARTMENT OF GENERAL SERVICES
CENTRAL PROCUREMENT OFFICE**

Statewide Multi-Year Contract Issued to:

TT of Columbia Inc
106 S James Campbell Blvd

Columbia, TN 38401

Vendor ID: 0000141027

Contract Number: 0000000000000000000056442

Title: SWC# 209 - Vehicles

Start Date : October 05, 2017 End Date: September 30, 2019

Is this contract available to local government agencies in addition to State agencies?: Yes

Authorized Users. This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies. The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

- a. all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);
- b. Tennessee local governmental agencies;
- c. members of the University of Tennessee or Tennessee Board of Regents systems;
- d. any private nonprofit institution of higher education chartered in Tennessee; and,
- e. any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse to provide services to the public (Tenn. Code Ann. § 33-2-1001).

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own procurement policies and procedures. The State is not responsible or liable for the transactions between the Contractor and Authorized Users.

Note: If "no", attach exemption request addressed to the Central Procurement Officer.

Contract Contact Information:

State of Tennessee
Department of General Services, Central Procurement Office
Contract Administrator: Michael Neely
3rd Floor, William R Snodgrass, Tennessee Tower
312 Rosa L. Parks Avenue
Nashville, TN 37243-1102
Phone:
Fax: 615-741-0684

Line Information

Line 1

Item ID: 1000179934
Police Vehicles, Generic SWC209 Asset (Regions 1-4)
Unit of Measure: EA
Vendor Item/Part #: SWC209-TTOC-001
Manufacturer Item #:
Unit Price: \$ 0

Line 2

Item ID: 1000179935
Sedans, Generic SWC209 Asset (Regions 1-4)
Unit of Measure: EA
Vendor Item/Part #: SWC209-TTOC-001
Manufacturer Item #:
Unit Price: \$ 0

Line 3

Item ID: 1000179936
Minivan and Full-size Vans (Passenger, Cargo, Cut-Away), Generic SWC209 Asset (Regions 1-4)
Unit of Measure: EA
Vendor Item/Part #: SWC209-TTOC-003
Manufacturer Item #:
Unit Price: \$ 0

Line 4

Item ID: 1000179937
Sport Utility Vehicles (SUVs), Generic SWC209 Asset (Regions 1-4)
Unit of Measure: EA
Vendor Item/Part #: SWC209-TTOC-004
Manufacturer Item #:
Unit Price: \$ 0

Line 5

Item ID: 1000179938
Light Trucks (Class 1,2,3,4,5) Pickup or Chassis Cab, Generic SWC209 Asset (Regions 1-4)
Unit of Measure: EA
Vendor Item/Part #: SWC209-TTOC-005
Manufacturer Item #:
Unit Price: \$ 0

Line 6

Item ID: 1000179941

Optional Equipment, Generic SWC209 Asset

Unit of Measure: EA

Vendor Item/Part #: SWC209-TTOC-008

Manufacturer Item #:

Unit Price: \$ 0

APPROVED: Michael F. Perry - KH
CHIEF PROCUREMENT OFFICER

Digitally signed by Michael F. Perry - KH
DN: cn=Michael F. Perry - KH, o=State of Tennessee -
General Services, email=Michael.F.Perry@tn.gov, c=US
Date: 2017.10.03 14:13:25 -0500

BY: 
PURCHASING AGENT

10/3/2017
DATE