

**Town of Thompson's Station
Board of Mayor and Aldermen
Meeting Agenda
March 14, 2017**

Meeting Called To Order

Pledge Of Allegiance

Minutes-

Consideration Of The Minutes Of The February 14, 2017 Meeting

Documents:

[02142017MINUTES.PDF](#)

Public Comments-

Reports-

BOMA Report

Town Administrator Report

- Spring Hill/Thompson's Station Rotary Request for Sip & Savor Event

Documents:

[TA REPORT 03142017.PDF](#)
[SIP AND SAVOR REQUEST.PDF](#)
[CRYSTALCLEARLAWSUITSUPPORTLETTER.PDF](#)
[LETTER TO THE COURT V2.PDF](#)
[PUBLIC RECORDS REQUEST FORM.PDF](#)
[PUBLIC RECORDS REQUEST RESPONSE FORM.PDF](#)
[FINAL DRAFT PUBLIC RECORDS POLICY.PDF](#)

Finance Report

Documents:

[TW 1 2017 03 BOMA CASH REPORT.PDF](#)
[TW 2 2017 03 GENERAL FUND BOMA REPORT - REV YTD.PDF](#)
[TW 3 2017 03 GENERAL FUND BOMA REPORT - REV MTM.PDF](#)
[TW 4 2017 03 GENERAL FUND BOMA REPORT - EXP YTD.PDF](#)
[TW 5 2017 03 GENERAL FUND BOMA REPORT - EXP MTM.PDF](#)
[TW 6 2017 03 WASTEWATER FUND BOMA REPORT - YTD.PDF](#)
[TW 7 2017 03 WASTEWATER FUND BOMA REPORT - MTM.PDF](#)

Unfinished Business:

1. Second Reading And Public Hearing Of Ordinance 2017-001

Land Development Ordinance Amendments

Documents:

2. Second Reading And Public Hearing Of Ordinance 2017-002

AN ORDINANCE BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF THOMPSON'S STATION, TENNESSEE AMENDING TITLE 1 GENERAL ADMINISTRATION, CHAPTER 1 BOARD OF MAYOR AND ALDERMEN, SECTION 1-101 TIME AND PLACE OF REGULAR MEETINGS OF THE TOWN OF THOMPSON'S STATION MUNICIPAL CODE

Documents:

[ORDINANCE 2017-002 2ND READING.PDF](#)

3. Second Reading And Public Hearing Of Ordinance 2017-003

AN ORDINANCE BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF THOMPSON'S STATION, TENNESSEE AMENDING TITLE 11 MUNICIPAL OFFENSES, CHAPTER 1 OFFENSES AGAINST THE PEACE AND QUIET, SECTION 11-101 HOURS OF CONSTRUCTION WORK OF THE TOWN OF THOMPSON'S STATION MUNICIPAL CODE

Documents:

[ORDINANCE 2017-003 2ND READING.PDF](#)

4. Second Reading And Public Hearing Of Ordinance 2017-004

AN ORDINANCE BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF THOMPSON'S STATION, TENNESSEE AMENDING ORDINANCE 2016-007, BUDGET FOR FISCAL YEAR 2016-2017

Documents:

[2017 01 BOMA ORD 2017 004 2ND READING.PDF](#)

5. Acceptance Of Bridgemore Village Phases 1 And 2A

Documents:

[BRIDGEMORE 1A 1B AND 2A MEMO.PDF](#)
[BRIDGEMORE PHASE MAP.PDF](#)

New Business:

1. Resolution 2017-001

A Resolution of the Town of Thompson's Station to approve a Subdivision Development Agreement with MBSC for Phase 15 of Tollgate Village and Authorize the Mayor to execute said Agreement

Documents:

[RES 2017-001.PDF](#)
[TV PHASE 15 DEVELOPMENT AGREEMENT.PDF](#)

2. Ordinance 2017-005

An Ordinance of the Board of Mayor and Aldermen of the Town of Thompson's Station, Tennessee to amend the Land Development Ordinance

Documents:

[BOMA STAFF REPORT REZONE THOMPSON MACH.PDF](#)

Appointments

- Board of Zoning Appeals (two expiring three-year terms)

Adjourn

*This meeting will be held at 7:00 p.m. at Thompson's Station Community Center
1555 Thompson's Station Road West*

Town of Thompson's Station
Board of Mayor and Aldermen
Minutes of the Meeting
February 14, 2017

Call to Order.

The meeting of the Board of Mayor and Aldermen of the Town of Thompson's Station was called to order at 7:00 p.m. on Tuesday, February 14, 2017 with the required quorum. Members and staff in attendance were: Mayor Corey Napier; Alderman Brian Stover; Alderman Ben Dilks; Alderman Graham Shepard; Alderman Brandon Bell; Town Administrator Joe Cosentini; Town Finance Director Tammy Womack; Town Planner, Wendy Deats; Town Attorney Todd Moore and Town Clerk Jennifer Jones.

Pledge of Allegiance.

Consideration of Minutes. The minutes of the January 10, 2017 Regular Meeting were submitted.

Alderman Bell made a motion to accept the minutes of the January 10, 2017 regular meeting as submitted. The motion was seconded and carried unanimously.

Public Comments:

Larry Simmons - 3116 Hazelton - Concerns with speeding in Tollgate neighborhood.

BOMA Report -

Alderman Shepard suggested prosecuting construction violations within the communities.

Alderman Shepard asked to discuss the following items:

1. Vote to Direct Town Attorney and Town Administrator to draft a letter to the appropriate County and State Authorities that requests a full investigation to determine:
 - a. If a legal "bulk" agreement ever existed between Crystal Clear and the Canterbury HOA; and
 - b. If not, determine which, if any, crimes were committed by Crystal Clear when it told residents that it had a legal "bulk" agreement with the Canterbury HOA that required all Canterbury residents to use Crystal Clear for satellite TV service; required residents to pay Crystal Clear a significant monthly fee even if they chose not to receive Crystal Clear services; charged some residents a significantly monthly fee for "no services;" and cut off all television and internet service to some residents who refused to pay for both services.

First draft of this letter should be included in the March BOMA Meeting Packets. If any resident testimonies are needed, this information should be acquired well before the March BOMA Meeting.

Alderman Shepard requested that the Town request a copy of the bulk agreement from Crystal Clear regarding the Canterbury subdivision.

2. Discussion about the status of the 1942 Chevrolet Fire Truck Business Case.

Alderman Shepard sent Alderman Stover a business case template to present for the Firetruck at the May BOMA meeting. Alderman Dilks feels as if this was a waste of tax payer dollars and it believes it may be a violation of state and local laws.

3. Discussion about the 219 townhomes planned in the front of Tollgate.

Alderman Shepard wants to know what Ragan Smith based their traffic counts on.

4. Discussion about the Connector Road at Independence High not being a secondary access to Tollgate Village.

Alderman Shepard stated that the Connector Road at Independence should not be a choice because the original concept plan shows the secondary access point at Shelter Insurance.

5. Discussion about the International Fire code referring to secondary access at Tollgate Village.

Alderman Shepard stated that the International Fire code states that there must be a secondary access and that Tollgate not having one is a safety violation.

6. Discussion about the status of MBSC accepting formal legal responsibility for “old” section streets in Bridgemore and Tollgate and posting bonds/sureties on all streets within old and new sections of Bridgemore and Tollgate.

Alderman Stover asked the Board to consider a matter involving recognition of Sarah Benson for her years serving the Town.

Alderman Stover made a motion to change Thompson’s Station Park to Benson Park in honor of former Alderwoman Sarah Benson. The motion was seconded and carried by all.

Town Administrator Report –

Mr. Cosentini reviewed his report and updated the Board on the following items:

- The Letter to Crystal Clear has been drafted and open for revisions.
- The Letter to the City of Spring Hill regarding the Alexander property has been drafted and is open for revisions.
- The Town has obtained possession of one tract of right-of-way and looking to be closing in on the second for the Critz Lane realignment. Once the right-of way is obtained, the project can be bid.
- The special census is in the final stages and we have accounted for 4738 residents. This is a 2,057 increase of residents since 2013.
- After discussion with representatives from Atmos regarding the potential removal of the approved fee from the recently approved Franchise Agreement, they stated that they would prefer to wait until the initial five year no-fee period ran before opening the document for revision due to costs that would be incurred.

Board of Mayor and Aldermen – Minutes of the Meeting
January 10, 2017

- The CIP update to include cost estimates on a project is nearing completion. Once a phasing plan for Critz Lane has been obtained, the updated CIP will be forwarded to BOMA members for review.
- The Town’s auditors have agreed to meet with any interested BOMA members that have questions about the capital auditing in the Wastewater Fund.
- Tammy Womack has completed her Certified Municipal Finance Officer certification.

Finance Report –

Mrs. Womack stated that the Town’s balances remained level in the General Fund and the first property tax installment came in.

Unfinished Business:

None

New Business:

1. Acceptance of Bridgemore Village Phases 1 and 2A.

Mr. Cosentini reviewed his report and recommended approval for acceptance of the roads, storm drains, and wastewater facilities in Phases 1 and 2A in the Bridgemore Village subdivision, set maintenance surety amounts as recommended, object to the Road Easement, and require the applicant to file a quit-claim deed regarding the private technology easements. Brian Rowe, came forward to answer questions on behalf of MBSC.

After discussion, Alderman Dilks made a motion to defer Bridgemore Village Phases 1 and 2A until the March meeting giving time for MBSC to complete repairs and put bonds (sureties) in place. The motion was seconded and carried by all.

2. Ordinance 2017-001 – Land Development Ordinance Amendments

After discussion, Alderman Bell made a motion to approve first reading of Ordinance 2017-001 with the contingency that the residential use percentage be determined at second reading with Alderman Bell presenting the data. The motion was seconded and approved by all.

3. Ordinance 2017-002 – An Ordinance by the Board of Mayor and Aldermen of the Town of Thompson’s Station, Tennessee amending Title 1 General Administration, Chapter 1 Board of Mayor and Aldermen, Section 1-101 Time and Place of Regular Meetings of the Town of Thompson’s Station Municipal Code.

Mr. Cosentini reviewed his report and recommended approval of Ordinance 2017-002.

After discussion, Alderman Bell made a motion to approve first reading of Ordinance 2017-002, An Ordinance by the Board of Mayor and Aldermen of the Town of Thompson’s Station, Tennessee amending Title 1 General Administration, Chapter 1 Board of Mayor and Aldermen, Section 1-101 Time and Place of Regular Meetings of the Town of Thompson’s Station Municipal Code. The motion was seconded and approved unanimously.

4. Ordinance 2017-003 – An Ordinance by the Board of Mayor and Aldermen of the Town of Thompson’s Station, Tennessee amending Title 11 Municipal Offenses, Chapter 1 Offenses against the Peace and Quiet, Section 11-101 hours of construction work of the Town of Thompson’s Station Municipal Code.

Mr. Cosentini reviewed his report and recommended approval of Ordinance 2017-003.

After discussion, Alderman Stover made a motion to approve first reading of Ordinance 2017-003, An Ordinance by the Board of Mayor and Aldermen of the Town of Thompson’s Station, Tennessee amending Title 11 Municipal Offenses, Chapter 1 Offenses against the Peace and Quiet, Section 11-101 hours of construction work of the Town of Thompson’s Station Municipal Code. The motion was seconded and carried by all.

5. Ordinance 2017-004 – An Ordinance by the Board of Mayor and Aldermen of the Town of Thompson’s Station, Tennessee amending Ordinance 2016-007, Budget for Fiscal Year 2016-2017.

Mrs. Womack reviewed her report and recommended approval of Ordinance 2017-004.

After discussion, Alderman Stover made a motion to approve first reading of Ordinance 2017-004, An Ordinance by the Board of Mayor and Aldermen of the Town of Thompson’s Station amending Ordinance 2016-007, Budget for Fiscal Year 2016-2017. The motion was seconded and carried by all.

6. BZA Appointments –

After discussion, Alderman Stover voted to defer BZA appointments until the March Meeting. The motion was seconded and carried by all.

Adjourn

There being no further business, the meeting was adjourned at 9:10 p.m.

Corey Napier, Mayor

Jennifer Jones, Town Recorder

Phone: (615) 794-4333
Fax: (615) 794-3313
www.thompsons-station.com



1550 Thompson's Station Road W.
P.O. Box 100
Thompson's Station, TN 37179

DATE: March 7, 2017
TO: The Board of Mayor and Aldermen (BOMA)
FROM: Joe Cosentini, Town Administrator
SUBJECT: TA Report 3/14/2017

Public Records Policy:

Per the Public Chapter 722, Acts of 2016 all governmental entities subject to the Tennessee Public Records Act are required to have a public records policy in place by July 1, 2017. The Office of Open Records Counsel (OORC) has released a model public records policy that complies with the requirements of the Act. This model policy was used to create the attached Open Records Request Policy for Thompson's Station as well as the accompanying request and response forms.

Williamson County Schools/Crystal Clear:

Town Counsel contacted Williamson County Schools regarding the arrangement they have for internet services. Their response was as follows:

Under Tennessee law, WCS has to bid services and products such as this. In this example, we are part of a State-bid contract for internet access for Tennessee schools. AT&T won that State bid. This contract is also tied to federal funding for school and library access to internet through the FCC, called "e-rate", in which we are reimbursed a portion of our internet expenses. Also, our local schools don't actually hook up to local systems but are instead a part of WCS' network, with WCS accessing internet service through our central servers. When we were told that the Bridgemore developer had an exclusive contract for a provider, we told them that we weren't going to honor it because we had obligations under State law that were superior to their private contract.

No additional information has been requested or received.

Crystal Clear Letter:

A revised letter is attached for consideration.

Canterbury Bulk Agreement:

Staff requested a copy of the agreement between Crystal Clear and the Canterbury HOA. The response we received is below:

The parties (Crystal Clear and the developer of Canterbury) disagree over whether there is now—or was ever—an enforceable contract in effect that required the HOA and/or the residents of Canterbury to pay Crystal Clear for service whether residents used the service or not (ie the mandatory take). Crystal Clear has argued that there is such a contract; we have said there is not and never was a contract. This distinguished Canterbury from the other two developments in which there was, in fact, a contract between Crystal Clear and the HOA requiring mandatory take.

At one point, it is clear that the parties intended to enter into an arrangement at Canterbury similar to the other two developments and, for a period of time, both parties acted as if there were such an agreement in place, informing residents of Canterbury that they were required to pay for CC services. As you know, the FCC

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and some courts have allowed such arrangements although they are becoming increasingly unpopular with residents as more broadband options become available. Last summer, when we were considering whether to execute a contract between the HOA and CC similar to the contracts in the other developments, Bucky decided that doing so would not be in the best interests of Canterbury. Then, when the residents filed a lawsuit against CC and the three developments, we negotiated a settlement with the plaintiffs and informed CC that, beginning January 1, 2017, the mandatory take would end. Under the settlement, we agreed with the plaintiffs that, beginning January 1, each resident of Canterbury would be free to make his or her own arrangements for service with any available provider. You have offered to make other arrangements with CC that, we believe, will allow them to continue providing service to those residents who want to use them. Those discussions remain open.

Because of the settlement of the lawsuit against Canterbury, the issue of whether there was ever an enforceable contract requiring mandatory take at Canterbury has never been resolved. Moreover, because of our settlement, the plaintiffs dropped their challenge to the mandatory take requirement at Canterbury as it existed prior to January 1. To the extent there remain disputes between Crystal Clear and individual residents, that is something they will ultimately need to work out among themselves.



Rotary

Club of Spring Hill / Thompsons Station

10 March 2017

The Rotary club of Spring Hill / Thompsons Station is asking to be added to the next available BOMA meeting agenda for coordination of the June 17th, 2017 Sip & Savor event.

We appreciate the continued support of the City of Thompsons Station and are prepared to answer BOMA questions regarding the 2017 Sip & Savor Event. Our Rotary club will briefly discuss event specifics and provide additional details needed by the City of Thompsons Station & BOMA for event approval.

If there are any specific questions or details needed for consideration please reply to Gunter Lugg via gunterlugg@gmail.com or call 615-574-1053.

Gunter Lugg

President

Rotary Club of Spring Hill / Thompsons Station

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www.thompsons-station.com



1550 Thompson's Station Road W.
P.O. Box 100
Thompson's Station, TN 37179

March 15, 2017

United States District Court
Middle District of Tennessee
Nashville Division

Franklin, TN 37067

Re: Case No. 3:16-cv-08

Dear,

The Town of Thompson's Station would like you to know of our support of the above referenced case on behalf of the property owners effected by the bulk agreements made between Crystal Clear Technologies and the Home Owner Associations of two residential subdivision within our Town. These agreements were made when the associations were under the control of a local developer whose family also controlled Crystal Clear Technologies. The Town of Thompson's Station thinks these agreements are self-dealing arrangements that created a monopoly in violation of both federal and state laws.

We believe consumer choice is essential in creating a competitive environment for service providers which leads to improved service from the providers and lower prices for the customer. The actions of this real estate developer and Crystal Clear Technologies have prevented competition and enabled abuse of consumer through monthly billing of fees even when residents do not want Crystal Clear services.

We believe that these self-dealing arrangements should be voided.

Please let me know if you have any questions or would like to discuss this matter further. I can be reached via email at cnapier@thompsons-station.com.

Sincerely,

Corey Napier
Mayor, Thompson's Station

February 27, 2017

United States District Court
ATTN: Judge ????
Middle District of Tennessee
Nashville Division

Franklin, TN 37067

Re: Case No. 3:16-cv-08

Judge ????

The Town of Thompson's Station would like you to know that we support the residents in the above referenced case who have been adversely impacted by so-called "bulk" Communication Service Agreements between Crystal Clear Technologies and the Home Owner Associations (HOAs) of the Bridgemore Village and Tollgate Village subdivisions.

When these agreements were signed, both HOAs were controlled by real estate developer James Carbine. The Court should be aware that a family relationship exists between this real estate developer and the general manager of Crystal Clear Technologies and both companies operate out of the same office at 621 Bradley Court, Franklin, TN, 37067.

The Town of Thompson's Station thinks these "bulk" agreements are self-dealing arrangements that created a monopoly in violation of both federal and state laws. Specifically, we think the Court should rule these "bulk" Communication Service Agreements to be null and void because they fail to meet basic characteristics of a legal "bulk" agreement. For example:

- (1) A clear and distinct separation of the HOA and the telecommunication company does not exist. In fact, these agreements benefit family members operating out of the same office in Franklin, Tennessee.
- (2) Neither HOA competitively bid these contracts.
- (3) HOAs that negotiate legitimate "bulk" internet and television agreements try to secure the best possible service levels and lowest possible prices to benefit home owners. In this case, the developer controlled HOAs signed agreements that primarily and obviously serve the financial interests of the developer and his family; not the home owners.
- (4) This telecommunications service provider did not have a business history before the agreements were signed. Crystal Clear Technologies was formed BECAUSE OF THE MONOPOLY AGREEMENTS which eliminate risk of economic loss and guarantee profits because residents are forced to pay a significant monthly "opt out" fee for 25-years even if they do not want and do not receive any service. Furthermore, Crystal Clear has the power to set prices, service levels, and "opt out" fees at its sole discretion. Even after the developer turns control of the HOAs over to the home owners, residents will have no power in these critical matters.

- (5) This telecommunications service provider only has "bulk" customers in Thompson's Station; it has no "individual" customers
- (6) Homeowners could get internet and satellite television services at higher quality and lower prices on their own compared to Crystal Clear's "bulk" agreement. This fact is evident in the Fields Of Canterbury subdivision where no "bulk" agreement now exists and customers can choose AT&T.
- (7) Residents do not make payments to the HOA as part of recurring dues. In fact, Bridgemore and Tollgate residents are forced to make payments to both Crystal Clear and DirecTV; no payments are made to or collected by the HOA for internet and satellite TV service.
- (8) Crystal Clear inserted itself as a "middleman" between residents and DirecTV. Residents do not need Crystal Clear infrastructure to receive satellite television and this arrangement unreasonably increases the cost of satellite television in violation of Federal Communications Commission (FCC) rules. Furthermore, Crystal Clear misled DirecTV by informing them that Bridgemore Village and Tollgate Village residents live in a Multiple Dwelling Unit (MDU) complex such as an apartment building or condominium. All Bridgemore residents and almost all Tollgate Village residents live in single-family homes.

The Town of Thompson's Station also thinks consumer choice is essential in creating a competitive environment for internet and television service providers which leads to improved service and lower prices for customers.

The actions of this real estate developer and Crystal Clear Technologies have prevented competition and enabled abuse of consumers, perhaps the most egregious abuse being forced payment of a significant monthly "opt out" fee for 25-years even if residents do not want and do not receive any service from Crystal Clear. The current monthly "Opt out" fee is \$75.00 and serves to prevent competition since residents wanting to choose a different provider would still be forced to pay this significant monthly fee to Crystal Clear for "no service."

We urge the Court to void both self-dealing "bulk" agreements.

Please let us know if you have any questions or would like to discuss this matter further.

We can be reached at the email addresses below.

Sincerely,

Mayor Corey Napier at cnapier@thompsons-station.com

Alderman Brandon Bell at

Alderman Ben Dilks at

Alderman Graham Shepard at gshepard@thompsons-station.com

Alderman Brian Stover at

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1550 Thompson's Station Road W.
P.O. Box 100
Thompson's Station, TN 37179

Town of Thompson's Station Public Records Request Form

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require records custodians to compile information or create or recreate records that do not exist.

To: Thompson's Station Town Hall
Attn: Public Records Request Coordinator
1550 Thompson's Station Road West
Thompson's Station TN 37179

From:

Is the requestor a Tennessee citizen? Yes No

Request: Inspection (The TPRA does not permit fees or require a written request for inspection)
Copy/Duplicate

If costs for copies are assessed, the requestor has a right to receive an estimate. Do you wish to waive your right to an estimate and agree to pay copying and duplication costs in an amount not to exceed \$250.00? If so, initial here:_____.

Delivery preference: On-Site Pick-Up USPS First-Class Mail
Electronic Other: _____

Records Requested:

Provide a detailed description of the record(s) requested, including: (1) type of record; (2) timeframe or dates for the records sought; and (3) subject matter or key words related to the records. Under the TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the records custodian responding to the request to identify the specific records you are seeking. (Use additional sheets if necessary)

Signature of Requestor and Date Submitted

Signature of Public Records Request Coordinator and Date Received

Phone: (615) 794-4333
Fax: (615) 794-3313
www.thompsons-station.com



1550 Thompson's Station Road W.
P.O. Box 100
Thompson's Station, TN 37179

Town of Thompson's Station Public Records Request Response Form

Date:

[Requestor's Name and Contact Information]:

In response to your records request received on [Date Request Received], our office is taking the action(s) indicated below:

- The public record(s) responsive to your request will be made available for inspection: Location: _____
Date & Time: _____
- Copies of public record(s) responsive to your request are:
 - Attached;
 - Available for pickup at the following location:
_____ ; or
 - Being delivered via: USPS First-Class Mail Electronically Other: _____.
- Your request is denied on the following grounds:
 - Your request was not sufficiently detailed to enable identification of the specific requested record(s). You need to provide additional information to identify the requested record(s).
 - No such record(s) exists or this office does not maintain record(s) responsive to your request.
 - No proof of Tennessee citizenship was presented with your request. Your request will be reconsidered upon presentation of an adequate form of identification.
 - You are not a Tennessee citizen.
 - You have not paid the estimated copying/production fees.
 - The following state, federal, or other applicable law prohibits disclosure of the requested records:
_____.
- It is not practicable for the records you requested to be made promptly available for inspection and/or copying because:
 - It has not yet been determined that records responsive to your request exist; or
 - The office is still in the process of retrieving, reviewing, and/or redacting the requested records.

The time reasonably necessary to produce the record(s) or information and/or to make a determination of a proper response to your request is _____.

If you have any additional questions regarding your record request, please contact us at Town Hall at 615-794-4333.

Sincerely,

PUBLIC RECORDS POLICY



The Town of Thompson's Station complies with local state, and federal laws. In the event that there is a conflict between the contents of this manual and a state or federal statute, the statute shall control.

Pursuant to Tenn. Code Ann. § 10-7-503(g), the following Public Records Policy for Thompson's Station, TN is hereby adopted by the Board of Mayor and Aldermen to provide economical and efficient access to public records as provided under the Tennessee Public Records Act ("TPRA") in Tenn. Code Ann. § 10-7-501, et seq.

The TPRA provides that all state, county and municipal records shall, at all times during business hours, which for public hospitals shall be during the business hours of their administrative offices, be open for personal inspection by any citizen of this state, and those in charge of the records shall not refuse such right of inspection to any citizen, unless otherwise provided by state law. See Tenn. Code Ann. § 10-7-503(a)(2)(A). Accordingly, the public records of the Town of Thompson's Station are presumed to be open for inspection unless otherwise provided by law.

Personnel of Thompson's Station shall timely and efficiently provide access and assistance to persons requesting to view or receive copies of public records. No provisions of this Policy shall be used to hinder access to open public records. However, the integrity and organization of public records, as well as the efficient and safe operation of Thompson's Station, shall be protected as provided by current law. Concerns about this Policy should be addressed to the Town Administrator for Thompson's Station or to the Tennessee Office of Open Records Counsel ("OORC").

This Policy is available for inspection and duplication in the Town Clerk's office. This Policy shall be applied consistently throughout the various offices, departments, and/or divisions of Thompson's Station.

I. Definitions:

- A. Records Custodian: The office, official or employee lawfully responsible for the direct custody and care of a public record. See Tenn. Code Ann. § 10-7-503(a)(1)(C). The records custodian is not necessarily the original preparer or receiver of the record.
- B. Public Records: All documents, papers, letters, maps, books, photographs, microfilms, electronic data processing files and output, films, sound recordings, or other material, regardless of physical form or characteristics, made or received pursuant to law or ordinance or in connection with the transaction of official business by any governmental agency. See Tenn. Code Ann. §10-7-503(a)(1)(A)
- C. Public Records Request Coordinator: The individual, or individuals, designated in Section III, A.3 of this Policy who has, or have, the responsibility to ensure public record requests are routed to the appropriate records custodian and are fulfilled in accordance with the TPRA. See Tenn. Code Ann. § 10-7-503(a)(1)(B). The Public Records Request Coordinator may also be a records custodian.
- D. Requestor: A person seeking access to a public record, whether it is for inspection or duplication.

II. Requesting Access to Public Records:

- A. Public record requests shall be made to the Public Records Request Coordinator ("PRRC") or his/her designee in order to ensure public record requests are routed to the appropriate records custodian and fulfilled in a timely manner.
- B. Requests for inspection only cannot be required to be made in writing. The PRRC should request a mailing [or email] address from the requestor for providing any written communication required under the TPRA.
- C. Requests for inspection may be made orally or in writing using the Public Records Request Form at Thompson's Station Town Hall.
- D. Requests for copies, or requests for inspection and copies, shall be made in writing using the Public Records Request Form at Thompson's Station Town Hall. A copy of the Public Records Request Form is

attached hereto.

- E. Proof of Tennessee citizenship by presentation of a valid Tennessee driver's license (or alternative acceptable form of ID) is required as a condition to inspect or receive copies of public records.
- F. Most agendas, minutes, and meeting material for all Thompson's Station Boards, Commissions, and Committees are posted on the Town's website www.thompsons-station.com.

III. Responding to Public Records Requests:

A. Public Record Request Coordinator

- 1. The PRRC shall review public record requests and make an initial determination of the following:
 - a. If the requestor provided evidence of Tennessee citizenship;
 - b. If the records requested are described with sufficient specificity to identify them; and
 - c. If the Governmental Entity is the custodian of the records.
- 2. The PRRC shall acknowledge receipt of the request and take any of the following appropriate action(s):
 - a. Advise the requestor of this Policy and the elections made regarding:
 - i. Proof of Tennessee citizenship;
 - ii. Form(s) required for copies;
 - iii. Fees (and labor threshold and waivers, if applicable); and
 - iv. Aggregation of multiple or frequent requests.
 - b. If appropriate, deny the request in writing, providing the appropriate ground such as one of the following:
 - i. The requestor is not, or has not presented evidence of being,

- a Tennessee.
 - ii. The request lacks specificity. (Offer to assist in clarification)
 - iii. An exemption makes the record not subject to disclosure under the TPRA. (Provide the exemption in written denial)
 - iv. The Governmental Entity is not the custodian of the requested records.
 - v. The records do not exist.
- c. If appropriate, contact the requestor to see if the request can be narrowed.
 - d. Forward the records request to the appropriate records custodian in Thompson's Station.
 - e. If requested records are in the custody of a different governmental entity, and the PRRC knows the correct governmental entity, advise the requestor of the correct governmental entity and PRRC for that entity if known.
3. The designated PRRC is:
- a. Name or title: Thompson's Station Town Clerk
 - b. Contact Information: Thompson's Station Town Hall 1550 Thompson's Station Road West, Thompson's Station TN 37179 615-794-4333.

B. Records Custodian

- 1. Upon receiving a public records request, a records custodian shall promptly make requested public records available in accordance with Tenn. Code Ann. §10-7-503. If the records custodian is uncertain that an applicable exemption applies, the custodian may consult with the PRRC, counsel, or the OORC.
- 2. If not practicable to promptly provide requested records because additional time is necessary to determine whether the requested records exist; to search for, retrieve, or otherwise gain access to

records; to determine whether the records are open; to redact records; or for other similar reasons, then a records custodian shall, within seven (7) business days from the records custodian's receipt of the request, send the requestor a completed Public Records Request Response Form. A copy of which is attached hereto.

3. If a records custodian denies a public record request, he or she shall deny the request in writing as provided in Section III.A.2.b using the Public Records Request Response Form.
4. If a records custodian reasonably determines production of records should be segmented because the records request is for a large volume of records, or additional time is necessary to prepare the records for access, the records custodian shall use the Public Records Request Response Form to notify the requestor that production of the records will be in segments and that a records production schedule will be provided as expeditiously as practicable. If appropriate, the records custodian should contact the requestor to see if the request can be narrowed.
5. If a records custodian discovers records responsive to a records request were omitted, the records custodian should contact the requestor concerning the omission and produce the records as quickly as practicable.

C. Redaction

1. If a record contains confidential information or information that is not open for public inspection, the records custodian shall prepare a redacted copy prior to providing access. If questions arise concerning redaction, the records custodian should coordinate with counsel or other appropriate parties regarding review and redaction of records. The records custodian and the PRRC may also consult with the OORC or with the Office of Attorney General and Reporter.
2. Whenever a redacted record is provided, a records custodian should provide the requestor with the basis for redaction. The basis given for redaction shall be general in nature and not disclose confidential information.

IV. Inspection of Records:

- A. There shall be no charge for inspection of open public records.
- B. The location for inspection of records within the offices of Thompson's Station should be determined by either the PRRC or the records custodian.
- C. Under reasonable circumstances, the PRRC or a records custodian may require an appointment for inspection or may require inspection of records at an alternate location. Inspection of documents will be schedule during regular operation hours for Town Hall.

V. Copies of Records:

- A. A records custodian shall promptly respond to a public record request for copies in the most economic and efficient manner practicable.
- B. Copies will be available for pickup at a location specified by the records custodian.
- C. Upon payment for postage, copies will be delivered to the requestor's home address by the United States Postal Service.
- D. A requestor will not be allowed to make copies of records with personal equipment outside of designated inspection area.

VI. Fees and Charges and Procedures for Billing and Payment:

- A. Fees and charges for copies of public records should not be used to hinder access to public records
- B. Records custodians shall provide requestors with an itemized estimate of the charges prior to producing copies of records and may require pre-payment of such charges before producing requested records.
- C. When fees for copies and labor do not exceed \$5.00 the fees may be waived.
- D. Fees and charges for copies are as follows:
 - i. \$0.15 per page for letter and legal size black and white copies.
 - ii. \$0.50 per page for letter and legal size color copies.

- iii. Maps can be reproduced using the Town's fee schedule for map production.
 - iv. Labor when time exceeds 2 hours will be charged at the hourly wage of the employee(s) performing the work in accordance with the OORC's schedule of reasonable charges.
 - v. If an outside vendor is used, the actual costs assessed by the vendor.
- E. Payment is to be made in cash or check payable to the Town of Thompson's Station and delivered to the Public Records Request Coordinator.
- F. Payment in advance may be required when costs are estimated to exceed \$25.00.



**Town of Thompson's Station
Cash Balance Report
As of February 28, 2017**

	January 2017	February 2017
General Fund:		
Checking Account	193,616	160,200
Money Market Investment Accounts	6,382,645	6,734,400
Total General Fund Cash	6,576,261	6,894,600
Less: Developer Cash Bonds Held	(424,800)	(424,800)
Less: County Privilege Tax Held	(81,970)	(162,610)
Less: County Mixed Drink Tax Payable	(868)	(1,005)
Less: Capital Projects (Original Allocation)		
Parks (100,000 + 165,000)	(193,620)	(193,620)
New Town Hall Design (25,000)	(3,000)	(3,000)
New Town Hall Construction Docs (75,600)	-	(45,820)
Critz Lane Realignment Design (46,825)	(46,825)	(46,825)
Critz Lane Redesign (596,000)	(569,000)	(532,000)
Critz Lane Realignment Construction (1,200,000)	(874,100)	(874,100)
Clayton Arnold / T. S. Rd E Intersection (38,750)	(17,000)	(17,000)
Cash Available - General Fund	4,365,078	4,593,821
 Wastewater Fund:		
Checking Account	83,103	133,885
Money Market Investment Accounts	2,257,707	2,198,297
Total Wastewater Fund Cash	2,340,810	2,332,183
Less: Lagoon Clean Out (Professional Fees) (445,000)	(86,437)	(86,437)
Less: Capital Projects (Original Allocation)		
SIA Wastewater Work (19,196)	(14,397)	(14,397)
Tollgate Drip Field Construction (456,876)	(396,551)	(335,252)
Cash Available - Wastewater Fund	1,843,425	1,896,096
Total Cash Available	6,208,502	6,489,917



**Town of Thompson's Station
General Fund Revenue Analysis
As of February 28, 2017**

**Year to Date
Budget versus Actual**

	January 2017	February 2017	Budget	% of Budget	Comment
General Government Revenues:					
31111 Real Property Tax Revenue	129,981	146,028	150,000	97%	
31310 Interest & Penalty Revenue	96	96	-		
31610 Local Sales Tax - Trustee	483,626	627,273	700,000	90%	
31710 Wholesale Beer Tax	62,650	69,690	100,000	70%	
31720 Wholesale Liquor Tax	3,840	4,979	-		
31810 City Portion of County Priv Tax	22,260	25,077	35,000	72%	
31900 CATV Franchise Fee Income	8,995	12,118	12,000	101%	
32000 Beer Permits	600	600	500	120%	
32200 Building Permits	170,137	221,680	396,000	56%	
32230 Submittal & Review Fees	30,368	34,299	30,000	114%	
32245 Miscellaneous Fees	1,150	1,160	105	1,105%	
32260 Business Tax Revenue	13,318	15,819	75,000	21%	
33320 TVA Payments in Lieu of Taxes	15,125	15,125	29,000	52%	
33510 Local Sales Tax - State	126,672	150,538	170,000	89%	
33520 State Income Tax	-	-	100,000	0%	
33530 State Beer Tax	690	690	1,000	69%	
33535 Mixed Drink Tax	9,706	10,710	4,000	268%	
33552 State Streets & Trans. Revenue	3,165	3,617	5,500	66%	
33553 SSA - Motor Fuel Tax	30,523	35,041	48,000	73%	
33554 SSA - 1989 Gas Tax	4,913	5,631	7,700	73%	
33555 SSA - 3 Cent Gas Tax	9,118	10,450	14,300	73%	
36120 Interest Earned - Invest. Accts	11,040	12,795	7,500	171%	
37746 Pavilion & Comm. Ctr. Rental	5,734	7,856	10,000	79%	
37747 Pavilion Comm. Ctr Dep Refund	(3,050)	(3,650)	(6,000)	61%	
37990 Other Revenue	90,068	90,568	-		
Total general government revenue	<u>1,230,725</u>	<u>1,498,189</u>	<u>1,889,605</u>		
Non-Operating Income:					
32300 Impact Fees	253,722	335,027	742,500	45%	
33725 Greenways & Trails Grant	510,880	510,880	599,000	85%	
39999 Budgeted Fund Balance - GF	-	-	-		
Total non-operating revenue	<u>764,602</u>	<u>845,907</u>	<u>1,341,500</u>		
Total revenue	<u>1,995,327</u>	<u>2,344,095</u>	<u>3,231,105</u>		



**Town of Thompson's Station
General Fund Revenue Analysis
As of February 28, 2017**

**Month to Month
Trend Analysis**

	January 2017	February 2017	Current Change	Comment
General Government Revenues:				
31111 Real Property Tax Revenue	117,838	16,046	(101,792)	
31310 Interest & Penalty Revenue	49	-	(49)	
31610 Local Sales Tax - Trustee	67,229	143,647	76,418	December 2016 Sales
31710 Wholesale Beer Tax	8,023	7,040	(983)	
31720 Wholesale Liquor Tax	1,397	1,139	(258)	
31810 City Portion of County Priv Tax	3,642	2,818	(825)	
31900 CATV Franchise Fee Income	1,350	3,123	1,773	
32000 Beer Permits	100	-	(100)	
32200 Building Permits	26,670	51,543	24,873	March 1 Educ. Impact Fee
32230 Submittal & Review Fees	1,825	3,932	2,107	
32242 Miscellaneous Fees	20	10	(10)	
32260 Business Tax Revenue	1,769	2,500	731	
33320 TVA Payments in Lieu of Taxes	7,562	-	(7,562)	
33510 Local Sales Tax - State	17,593	23,867	6,274	December 2016 Sales
33520 State Income Tax	-	-	-	
33530 State Beer Tax	-	-	-	
33535 Mixed Drink Tax	868	1,005	136	
33552 State Streets & Trans. Revenue	451	451	-	
33553 SSA - Motor Fuel Tax	4,036	4,518	481	
33554 SSA - 1989 Gas Tax	630	718	87	
33555 SSA - 3 Cent Gas Tax	1,170	1,332	162	
36120 Interest Earned - Invest. Accts	2,295	1,755	(540)	
37746 Pavilion & Comm. Ctr. Rental	1,750	2,122	372	
37747 Pavilion Comm. Ctr Dep Refund	(300)	(600)	(300)	
37990 Other Revenue	3,200	500	(2,700)	
Total general government revenue	269,168	267,463	(1,705)	
Non-Operating Income:				
32300 Impact Fees	40,985	81,305	40,320	March 1 Educ. Impact Fee
33725 Greenways & Trails Grant	-	-	-	
39999 Budgeted Fund Balance - GF	-	-	-	
Total non-operating revenue	40,985	81,305	40,320	
Total revenue	310,153	348,768	38,615	



**Town of Thompson's Station
General Fund Expenditure Analysis
As of February 28, 2017**

**Year to Date
Actual versus Budget**

	January 2017	February 2017	Budget	% of Budget	Comment
General Government Expenditures:					
41110 Salaries	305,707	345,193	670,000	52%	
41141 FICA	18,878	21,281	43,000	49%	
41142 Medicare	4,417	4,977	10,000	50%	
41147 SUTA	1,415	1,941	5,600	35%	
41161 General Expenses	321	453	1,000	45%	
41211 Postage	629	738	1,000	74%	
41221 Printing, Forms & Photocopy	3,183	3,952	6,000	66%	
41230 Recording & Filing Fees	-	-	1,000	0%	
41231 Legal Notices	1,208	1,414	3,000	47%	
41235 Memberships & Subscriptions	3,144	3,184	3,700	86%	
41241 Utilities - Electricity	5,391	6,378	14,000	46%	
41242 Utilities - Water	1,389	1,527	2,300	66%	
41244 Utilities - Gas	699	882	2,000	44%	
41245 Telecommunications Expense	2,123	2,443	4,500	54%	
41252 Prof. Fees - Legal Fees	64,648	83,509	100,000	84%	
41253 Prof. Fees - Auditor	13,500	13,500	13,500	100%	
41254 Prof. Fees - Consulting Engineers	23,153	24,458	40,000	61%	
41255 Prof. Fees - Municipal Court	-	-	6,000	0%	
41259 Prof. Fees - Other	24,500	24,500	50,000	49%	
41264 Repairs & Maintenance - Vehicles	3,148	3,148	10,000	31%	
41265 Parks & Recreation Expense	10,014	10,648	20,000	53%	
41266 Repairs & Maintenance - Buildings	8,783	9,332	30,000	31%	
41268 Repairs & Maintenance - Roads	76,538	77,335	291,005	27%	
41269 SSA - Street Repair Expense	-	-	70,000	0%	
41270 Vehicle Fuel & Oil	4,707	5,362	15,000	36%	
41280 Travel	218	218	2,500	9%	
41285 Continuing Education	1,300	1,884	5,500	34%	
41289 Retirement	14,820	16,751	32,000	52%	
41291 Animal Control Services	3,289	3,289	3,300	100%	
41300 Economic Development	6,417	6,667	7,500	89%	
41311 Office Expense	11,326	11,715	15,000	78%	
41511 Insurance - Property	2,474	2,474	2,800	88%	
41512 Insurance - Workers Comp.	7,266	7,266	14,600	50%	
41513 Insurance - Liability	4,298	4,298	4,500	96%	
41514 Insurance - Medical	59,093	66,932	100,000	67%	
41515 Insurance - Auto	1,620	1,620	2,300	70%	
41516 Insurance - E & O	10,695	10,695	12,000	89%	
41551 Trustee Commission	3,201	3,522	3,000	117%	
41691 Bank Charges	66	66	2,000	3%	
41720 Donations	88,505	88,505	100,000	89%	
41899 Other Expenses	9,890	10,414	10,000	104%	
Total general government expenditures	<u>801,973</u>	<u>882,471</u>	<u>1,729,605</u>		
General government change in net position	<u>428,752</u>	<u>615,718</u>	<u>160,000</u>		
Non-Operating Expenditures:					
41940 Transfer to Capital	1,089,769	1,156,548	1,341,500	86%	
49030 Capital Outlay Note Payment	128,444	128,444	160,000	80%	
Total non-operating expenditures	<u>1,218,213</u>	<u>1,284,992</u>	<u>1,501,500</u>		
Non-operating change in net position	<u>(453,611)</u>	<u>(439,085)</u>	<u>(160,000)</u>		
Total expenditures	<u>2,020,186</u>	<u>2,167,463</u>	<u>3,231,105</u>		
Change in Net Position	<u>(24,859)</u>	<u>176,633</u>	<u>-</u>		



**Town of Thompson's Station
General Fund Expenditure Analysis
As of February 28, 2017**

**Month to Month
Trend Analysis**

	January 2017	February 2017	Current Change	Comment
General Government Expenditures:				
41110 Salaries	45,195	39,486	(5,710)	
41141 FICA	2,773	2,398	(375)	
41142 Medicare	649	559	(90)	
41147 SUTA	1,075	525	(550)	
41161 General Expenses	8	132	124	
41211 Postage	99	109	11	
41221 Printing, Forms & Photocopy	378	769	391	
41230 Recording & Filing Fees			-	
41231 Legal Notices	90	206	115	
41235 Memberships & Subscriptions	527	38	(489)	
41241 Utilities - Electricity	1,198	987	(211)	
41242 Utilities - Water	471	138	(333)	
41244 Utilities - Gas	203	183	(20)	
41245 Telecommunications Expense	321	320	(1)	
41252 Prof. Fees - Legal Fees	9,620	18,861	9,241	Low hours billed in January
41253 Prof. Fees - Auditor	-	-	-	
41254 Prof. Fees - Consulting Engineers	2,030	1,305	(725)	
41255 Prof. Fees - Municipal Court			-	
41259 Prof. Fees - Other	-	-	-	
41264 Repairs & Maintenance - Vehicles	94	0	(94)	
41265 Parks & Recreation Expense	1,307	791	(516)	
41266 Repairs & Maintenance - Buildings	1,769	549	(1,220)	
41268 Repairs & Maintenance - Roads	49,206	797	(48,408)	New truck in January
41269 SSA - Street Repair Expense	-	-	-	
41270 Vehicle Fuel & Oil	685	655	(30)	
41280 Travel	-	-	-	
41285 Continuing Education	-	584	584	
41289 Retirement	2,161	1,931	(230)	
41291 Animal Control Services	3,289	0	(3,289)	Paid annually
41300 Economic Development	-	-	-	
41311 Office Expense	718	389	(329)	
41511 Insurance - Property	-	-	-	
41512 Insurance - Workers Comp.	-	-	-	
41513 Insurance - Liability	-	-	-	
41514 Insurance - Medical	12,860	7,839	(5,021)	Timing - new plan year
41515 Insurance - Auto	-	-	-	
41516 Insurance - E & O	-	-	-	
41551 Trustee Commission	2,567	321	(2,246)	Property tax in January
41691 Bank Charges	-	-	-	
41720 Donations	-	-	-	
41899 Other Expenses	1,845	524	(1,321)	
Total general government expenditures	<u>141,139</u>	<u>80,398</u>	<u>(60,741)</u>	
General government change in net position	<u>128,029</u>	<u>187,065</u>	<u>59,036</u>	
Non-Operating Expenditures:				
41940 Transfer to Capital	386,570	66,622	(319,947)	
49030 Capital Outlay Note Payment	-	-	-	
Total non-operating expenditures	<u>386,570</u>	<u>66,622</u>	<u>(319,947)</u>	
Non-operating change in net position	<u>(345,585)</u>	<u>14,683</u>	<u>360,267</u>	
Total expenditures	<u>527,708</u>	<u>147,020</u>	<u>(380,688)</u>	
Change in Net Position	<u>(217,555)</u>	<u>201,748</u>	<u>419,303</u>	



Town of Thompson's Station
Wastewater Fund Revenue and Expense Analysis
As of February 28, 2017

Year to Date
Actual versus Budget

	<u>January 2017</u>	<u>February 2017</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Comment</u>
Revenues:					
3100 Wastewater Treatment Fees	499,012	567,910	550,000	103%	
3101 Septage Disposal Fees	5,450	6,250	10,000	63%	
3105 Late Payment Penalty	7,287	9,870	-	100%	
3109 Uncollectible Accounts	-	-	(5,000)	0%	
4009 Returned Check Charges	70	70	-	100%	
Total revenues	<u>511,818</u>	<u>584,100</u>	<u>555,000</u>		
Operating Expenses:					
Supply and Operations:					
4010 Payroll Expense	62,371	70,743	110,000	64%	
4150 WW Infrastructure Installed	4,087	4,087	25,000	16%	
4210 Permits & Fees Expense	3,820	3,820	10,000	38%	
4220 Laboratory Water Testing	2,910	2,910	12,000	24%	
4230 Supplies Expense	1,995	1,995	7,500	27%	
4240 Repairs & Maint. Expense	40,187	42,732	82,000	52%	
4250 Fuel & Oil Expensese	1,433	1,433	4,000	36%	
4280 Billing Charges	4,471	5,894	16,000	37%	
4310 Utilities - Electric	52,395	59,541	100,000	60%	
4320 Utilities - Water	2,078	2,310	2,500	92%	
4390 Insurance Expense	20,278	20,278	20,000	101%	
4400 Prof. Fees-Consulting Engineers	22,186	19,436	75,000	26%	
4420 Prof. Fees - Auditor	-	-	2,000	0%	
4490 Prof. Fees - Other	360,728	360,728	10,000	3607%	Lagoon clean out
4710 Payroll Taxes - FICA	3,898	4,416	7,000	63%	
4720 Payroll Taxes - Medicare	912	1,033	2,000	52%	
4730 Payroll Taxes - SUTA	202	317	1,000	32%	
4789 Employee Retirement Expense	3,108	3,526	6,000	59%	
4800 Bank Charges	43	43	500	9%	
4900 Other Expense	54	54	1,000	5%	
Total supply and operations	<u>587,154</u>	<u>605,296</u>	<u>493,500</u>		
Depreciation					
4990 Depreciation Expense	<u>160,419</u>	<u>183,336</u>	<u>275,000</u>	<u>67%</u>	
Total operating expenses	<u>747,573</u>	<u>788,632</u>	<u>768,500</u>		
Operating loss	(235,755)	(204,532)	(213,500)		
Non-Operating Income (Expense):					
3300 Tap Fees	654,283	711,910	687,500	104%	
3902 Interest Income - Invest Accts	3,675	4,266	500	853%	
4100 Capital Expenditures	(81,982)	(143,281)	(328,500)	44%	
4993 Loan Repayment-Franklin Synergy	(64,815)	(74,074)	-		
4994 Interest Expense	(10,775)	(12,258)	(22,000)	56%	
4995 Interest Expense - Interfund Loan	-	-	(12,000)	0%	
Total non-operating income	<u>500,386</u>	<u>486,563</u>	<u>325,500</u>		
Change in Net Position	<u>264,631</u>	<u>282,031</u>	<u>112,000</u>		



Town of Thompson's Station
Wastewater Fund Revenue and Expense Analysis
As of February 28, 2017

**Month to Month
Trend Analysis**

	<u>January 2017</u>	<u>February 2017</u>	<u>Current Change</u>	<u>Comment</u>
Revenues:				
3100 Wastewater Treatment Fees	66,447	68,899	2,452	
3101 Septage Disposal Fees	800	800	-	
3105 Late Payment Penalty	2,413	2,583	170	
3109 Uncollectible Accounts	-	-	-	
4009 Returned Check Charges	35	-	(35)	
Total revenues	<u>69,695</u>	<u>72,282</u>	<u>2,587</u>	
Operating Expenses:				
Supply and Operations:				
4010 Payroll Expense	8,367	8,373	6	
4150 WW Infrastructure Installed	-	-	-	
4210 Permits & Fees Expense	3,300	-	(3,300)	
4220 Laboratory Water Testing	480	-	(480)	
4230 Supplies Expense	-	-	-	
4240 Repairs & Maint. Expense	191	2,545	2,354	
4250 Fuel & Oil Expense	-	-	-	
4280 Billing Charges	1,583	1,423	(159)	
4310 Utilities - Electric	8,176	7,146	(1,029)	
4320 Utilities - Water	225	232	8	
4390 Insurance Expense	-	-	-	
4400 Prof. Fees-Consulting Engineers	5,343	(2,750)	(8,093)	
4420 Prof. Fees - Auditor	-	-	-	
4490 Prof. Fees - Other	103,693	-	(103,693)	Lagoon clean out
4710 Payroll Taxes - FICA	514	518	4	
4720 Payroll Taxes - Medicare	120	121	1	
4730 Payroll Taxes - SUTA	199	115	(84)	
4789 Employee Retirement Expense	415	418	3	
4800 Bank Charges	10	-	(10)	
4900 Other Expense	54	-	(54)	
Total supply and operations	<u>132,669</u>	<u>18,141</u>	<u>(114,527)</u>	
Depreciation				
4990 Depreciation Expense	22,917	22,917	-	
Total operating expenses	<u>155,586</u>	<u>41,058</u>	<u>(114,527)</u>	
Operating loss	(85,891)	31,223	117,114	
Non-Operating Income (Expense):				
3300 Tap Fees	32,752	57,626	24,874	March 1 Educ. Impact Fee
3902 Interest Income - Invest Accts	670	590	(79)	
4100 Capital Expenditures	(65,124)	(61,299)	3,825	
4993 Loan Repayment-Franklin Synergy	(9,259)	(9,259)	-	
4994 Interest Expense	(1,505)	(1,482)	23	
4995 Interest Expense - Interfund Loan	-	-	-	
Total non-operating income	<u>(42,466)</u>	<u>(13,823)</u>	<u>28,643</u>	
Change in Net Position	<u>(128,357)</u>	<u>17,400</u>	<u>145,757</u>	

Thompson's Station Board of Mayor and Aldermen
Staff Report – File: Zone Amend 2017-001
March 14, 2017
Land Development Ordinance Amendments

PROJECT DESCRIPTION

Amendment to the Land Development Ordinance (LDO).

BACKGROUND

On January 24, 2017, the Planning Commission reviewed some staff initiated amendments to the Town's Land Development Ordinance (LDO). In addition to reviewing the staff initiated amendments, the Planning Commission also reviewed additional amendments sent from the Board of Mayor and Aldermen. Several of these recommendations from the Board of Mayor and Aldermen address policy issues that will be further reviewed during a joint work session with the Board and the Commission.

On February 14, 2017, the Board of Mayor and Aldermen passed on first reading Ordinance 2017-001. The public hearing was noticed in the paper on Sunday, February 26, 2017

PROPOSED REVISIONS

Section 1.3 Definitions (page 18). Mixed Use Building: Residential use combined with commercial use within the same building through superimposition or adjacency. This building type is urban in character and frequently is a multi-story building with residential uses above commercial uses. Residential uses within a mixed use building shall not exceed 66.67% of the total use **except within the G3 sector.**

Section 3.3.14 Tree Protection (page 34). The resource inventory map requires identification of all trees 24 inches or greater. The Planning Commission recommendation is reducing the diameter to 18 inches for documentation and replacement.

Text as recommended:

- a. The resource inventory map must identify all non-invasive trees of 18 inches in caliper and greater measured at 4 ½ feet above the natural grade of the tree. All clusters of trees and tree rows must also be identified on the inventory map. Removal of mature, indigenous trees in healthy condition is discouraged. During the preliminary plat process, trees that are proposed for removal shall require tree removal approval from the Planning Commission for all trees 18 inches in caliper and greater and replacement trees shall be required at a 1.5:1 ratio for each inch removed. Replacement or relocated trees must be planted on site or Planning Commission approval is required for an off-site location.
- b. Approval of removal of trees shall be considered through the preliminary plat process. A licensed arborist or other licensed professional shall prepare a protection plan and mitigation and/or replacement of removed trees. The protection plan shall include the tree inventory which shall document all trees that are 18 inches or greater in diameter that are indigenous to the region.

Section 3.7.4 Design Standards for Nonresidential Driveways (page 51). Driveways have a minimum driveway width of 24 feet for two-way access, however no standard is provided for a maximum. In order to ensure that driveways do not exceed a reasonable width while

accommodating the turning radius for trucks, Staff recommends a maximum width of 36 feet be added.

Text as recommended:

3.7.4.a. For access to thoroughfares where the posted speed is 35 m.p.h or less, all two-way nonresidential driveways shall be constructed with a minimum horizontal width of twenty-four (24) feet **and a maximum horizontal width of 36 feet.**

Table 4.4 O2, G1, G2 Use Zones Land Use (page 79). Community gardens should be an allowable use in all districts including commercial and industrial zones therefore, Staff recommends the inclusion of community gardens within D1, CC, IM and IL.

Table 4.12 D3 Lot Standards (page 88). This zone permits density up to three units per acre on smaller lots with building setbacks closer to the roadway. These development standards are not conducive to a reduced access width for entry to the site given the proximity of the garage to the street. Therefore, Staff recommends that the access width be increased to a maximum of 20 feet to permit a driveway entrance to the garage within the D3 district.

Section 5.2.18 Acceptance of Streets and Other Improvements (page 138). Builder's bonds are required after acceptance of streets and infrastructure. Builder cash bonds are specified in the table. One lot is \$4,000, two lots is \$3,000, three lots is \$2,000 and four or more lots is \$1,000. These bond amounts are not clearly specified in the LDO as per lot, therefore, Staff recommends the sentence preceding the table be corrected to include "per lot" and will read:

Text as recommended:

Section 5.2.18 The cash bond **per lot** will be determined as follows:

Section 5.4.9aiii Building and Sign Permits (page 149). The Town requires grading permits for overall project sites, however, not for individual lots at this time. However, grading activities do occur on individual lots for the construction of homes. Sometimes, significant grading occurs creating onsite issues. Therefore, Staff recommends that site specific grading plans be required prior to the issuance of building permits for all lots.

Section 5.3.1 Amendments to the Ordinance (page 139). The LDO does not currently have a mandatory timing to process requests for amendments. The Planning Commission recommendation is to incorporate a 40-day maximum review period with the requirement to bring the amendment to the Board of Mayor and Aldermen during the next meeting.

Text as recommended:

No change or departure from the text or maps of this ordinance shall be made, unless such amendment be first submitted to the Planning Commission **for review and recommendation. The Town Administrator shall ensure no amendment proposal takes longer than forty (40) days between the time it is submitted to the Town and the time it is reviewed by the Planning Commission. After Planning Commission review and regardless of recommendation [approve, disapprove, or no recommendation], the Town Administrator shall ensure the first public hearing of the amendment proposal takes place during the next Town Board of Mayor and Aldermen meeting.**

Appendix B. The types of sureties permitted within the LDO are letters of credit, cash escrow and certificates of deposit, therefore, Appendix B is no longer applicable as previously adopted. Therefore, Staff recommends a modification to the form for letters of credit (see attached draft).

RECOMMENDATION

The Planning Commission recommends to the Board of Mayor and Aldermen adopt Ordinance 2017-001 modifying the Land Development Ordinance.

ATTACHMENTS

Appendix B – Letter of Credit
Ordinance 2017-001

ORDINANCE NO. 2017-001

AN ORDINANCE OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF THOMPSON'S STATION, TENNESSEE TO AMEND THE LAND DEVELOPMENT ORDINANCE

WHEREAS, the Board of Mayor and Aldermen of the Town of Thompson's Station adopted a new comprehensive Land Development Ordinance ("LDO") in September 2015 (Ordinance No. 2015-007) pursuant to its zoning authority as set forth in Tenn. Code Ann. § 13-7-201 et seq. and other applicable law; and

WHEREAS, after a thorough review of the LDO, changes are recommended to the text of the ordinance; and

WHEREAS, the Planning Commission has reviewed these proposed changes and has recommended that the Board of Mayor and Aldermen adopt the amendments to LDO as proposed herein; and

WHEREAS, the Board of Mayor and Aldermen has reviewed the Land Development Ordinance and has determined, based upon the recommendations of staff, the Planning Commission and the record as a whole, that the proposed amendments are consistent with the General Plan, will not have a deleterious effect on the Town, are to correct inconsistencies and make improvements to the LDO and are in the best interest of the Town.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Thompson's Station, Tennessee, as follows:

Section 1. That the Town of Thompson's Station's Land Development Ordinance is hereby amended by adopting the changes as set out in Exhibit A (staff report) attached hereto and incorporated herein by reference. After final passage, Town Staff is directed to incorporate these changes into an updated, codified Land Development Ordinance document and such document shall constitute the zoning ordinance of the Town.

Section 2. If any section or part of the Land Development Ordinance, including any amendments thereto, is determined to be invalid for any reason, such section or part shall be deemed to be a separate and independent provision. All other sections or parts shall remain in full force and effect. If any section or part of the Land Development Ordinance is invalid in one or more of its applications, that section or part shall remain in effect for all other valid applications.

Section 3. This ordinance shall take effect immediately upon the publication of its caption in a newspaper of general circulation after final reading by the Board of Mayor and Aldermen, the public welfare requiring it.

Duly approved and adopted by the Board of Mayor and Aldermen of the Town of Thompson's Station, Tennessee, on the ____ day of _____, 2017.

Corey Napier, Mayor

ATTEST:

Jennifer Jones, Town Recorder

Passed First Reading: February 14, 2017

Passed Second Reading: _____

Submitted to Public Hearing on the 14th day of March, 2017, at 7:00 p.m., after being advertised in the *Williamson AM* Newspaper on the 26th day of February, 2016.

Recommended for approval by the Planning Commission on the 24th day of January, 2017.

APPROVED AS TO FORM AND LEGALITY:

Todd Moore, Town Attorney

ORDINANCE NO. 2017-002

AN ORDINANCE BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF THOMPSON'S STATION, TENNESSEE AMENDING TITLE 1 GENERAL ADMINISTRATION, CHAPTER 1 BOARD OF MAYOR AND ALDERMEN, SECTION 1-101 TIME AND PLACE OF REGULAR MEETINGS OF THE TOWN OF THOMPSON'S STATION MUNICIPAL CODE .

WHEREAS, the Board of Mayor and Aldermen of the Town of Thompson's Station has requested that the time and place of regular meetings of the Board be amended so that future meetings in November do not conflict with Election Day.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Thompson's Station, Tennessee, as follows:

Section 1. That Title 1, Chapter 1, Section 1-101 of the Town of Thompson's Station Municipal Code be amended by deleting the current section in its entirety and replacing it with the following:

1-101. Time and place of regular meetings. Regular meetings of the Board of Mayor and Aldermen of the Town of Thompson's Station, Tennessee, shall be held at 7:00 P.M. on the second Tuesday of each month, except for the months of July and December (in which there shall be no regularly scheduled meetings), and in the month of November when the regular meeting would occur on Election Day, in which case the meeting will be held on the first Tuesday in November. However, if this day falls on a holiday, or a day observed as a holiday, the regular meeting shall be held at the same time and place on the next regular work day. All regular meetings shall be held in the Thompson's Station Community Center at 1555 Thompson's Station Road West, Thompson's Station, Tennessee, 37179.

Section 2. This ordinance shall take effect immediately upon second reading and its publication in a newspaper of general circulation after final reading by the Board of Mayor and Aldermen, the public welfare requiring it.

Duly approved and adopted by the Board of Mayor and Aldermen of the Town of Thompson's Station, Tennessee, on the _____ day of _____, 2017.

Corey Napier, Mayor

ATTEST:

Jennifer Jones, Town Recorder

Passed First Reading: February 14th, 2017

Passed Second Reading:

Submitted to Public Hearing on the 14th day of March, at 7:00 p.m., after being advertised in the Williamson AM Newspaper on the 26th day of February, 2017.

APPROVED AS TO FORM AND LEGALITY:

Todd Moore, Town Attorney

ORDINANCE NO. 2017-003

AN ORDINANCE BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF THOMPSON'S STATION, TENNESSEE AMENDING TITLE 11 MUNICIPAL OFFENSES, CHAPTER 1 OFFENSES AGAINST THE PEACE AND QUIET, SECTION 11-101 HOURS OF CONSTRUCTION WORK OF THE TOWN OF THOMPSON'S STATION MUNICIPAL CODE .

WHEREAS, the Board of Mayor and Aldermen of the Town of Thompson's Station has requested that the Municipal Code be amended to prohibit construction work within the Town on Federal Holidays.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Thompson's Station, Tennessee, as follows:

Section 1. That Title 11, Chapter 1, Section 1-101 of the Town of Thompson's Station Municipal Code be deleted in its entirety and replaced with the following:

11-101. Hours of construction work. (1) Definitions. For purposes of this section the following words shall have the meaning set forth herein.

- (a) "Construction work." Any site preparation, excavation, grading assembly, erection, paving, substantial repair, alteration or similar action, but excluding demolition, for or of any structures, utilities, public or private rights of way or other property.
- (b) "Demolition work." Any dismantling, intentional destruction or removal of structures, utilities, public or private rights of way or other property.
- (c) "Federal Holidays" All days designated by the United States government as federal holiday.

(2) Construction or demolition work. The carrying on of any construction or demolition work is prohibited at any time on Sundays and Federal Holidays, or at any time other than between the hours of 7:00 A.M. and 6:00 P.M. prevailing time, on any other days. The provisions of this section shall not apply to interior or exterior repairs or interior alterations when the work is actually performed by a homeowner or occupant between the hours of 8:00 A.M. and 9:00 P.M. prevailing time, provided the work is done without creating any noise disturbance across a residential real property boundary.

Section 2. This ordinance shall take effect immediately upon second reading and its publication in a newspaper of general circulation after final reading by the Board of Mayor and Aldermen, the public welfare requiring it.

Duly approved and adopted by the Board of Mayor and Aldermen of the Town of Thompson's Station, Tennessee, on the _____ day of _____, 2017.

Corey Napier, Mayor

ATTEST:

Jennifer Jones, Town Recorder

Passed First Reading: February 14, 2017

Passed Second Reading:

Submitted to Public Hearing on the 14th day of March, at 7:00 p.m., after being advertised in the Williamson AM Newspaper on the 26th day of February, 2017.

APPROVED AS TO FORM AND LEGALITY:

Todd Moore, Town Attorney

ORDINANCE 2017-004

**AN ORDINANCE OF THE TOWN OF THOMPSON'S STATION, TENNESSEE
AMENDING ORDINANCE 2016-007 WHICH AMENDS THE ANNUAL BUDGET FOR
THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017.**

WHEREAS, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

WHEREAS, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and

WHEREAS, the Board of Mayor and Aldermen may amend the annual budget as deemed necessary.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF THOMPSON'S STATION, TENNESSEE AS FOLLOWS:

SECTION 1: Amendments to the General Fund budget line items are as follows:

- a. Real Property Tax Revenue is increased from \$150,000 to \$175,000.
- b. Local Sales Tax – Trustee is increased from \$700,000 to \$800,000.
- c. Wholesale Liquor Tax is increased from \$0 to \$4,500.
- d. Building Permits Revenue is decreased from \$396,000 to \$250,000.
- e. Submittal & Review Fees is increased from \$30,000 to \$40,000.
- f. Miscellaneous Fees is increased from \$105 to \$1,000.
- g. Local Sales Tax – State is increased from \$170,000 to \$200,000.
- h. Mixed Drink Tax Revenue is increased from \$4,000 to \$12,000.
- i. Interest Earned-Invest. Accts Revenue is increased from \$7,500 to \$12,000.
- j. Impact Fees Revenue is decreased from \$742,500 to \$400,000.
- k. Greenways & Trails Grant is decreased from \$599,000 to \$539,000.
- l. Salaries is decreased from \$670,000 to \$580,000.
- m. FICA is decreased from \$43,000 to \$38,500.
- n. Recording and Filing Fees is decreased from \$1,000 to \$0.
- o. Utilities – Electricity is decreased from \$14,000 to \$12,000.
- p. Prof. Fees – Legal Fees is increased from \$100,000 to \$120,000.
- q. Prof. Fees – Consulting Engineers is increased from \$40,000 to \$45,000.

- r. Prof. Fees – Municipal Court is decreased from \$6,000 to \$0.
- s. Repairs & Maintenance – Roads is increased from \$291,005 to \$563,100.
- t. Office Expense is increased from \$15,000 to \$22,000.
- u. Insurance – Property is decreased from \$2,800 to \$2,500.
- v. Insurance – Workers Comp. is decreased from \$14,600 to \$7,300.
- w. Insurance – Auto is decreased from \$2,300 to \$1,700.
- x. Insurance – E&O is decreased from \$12,000 to \$11,000.
- y. Trustee Commission is increased from \$3,000 to \$6,000.
- z. Other Expenses is increased from \$10,000 to \$12,500.
- aa. Capital Projects (Transfer to Capital) is increased from \$1,341,500 to \$1,850,000.
- bb. Capital Projects – Grants is increased from \$0 to \$669,000.
- cc. Capital Projects – Parks is increased from \$0 to \$196,000.
- dd. Transfer to (from) Reserves is increased from \$0 to \$1,926,000.
- ee. Capital Outlay Note Payment is decreased from \$160,000 to \$150,000.

SECTION 2: Amendments to the Wastewater Fund budget line items are as follows:

- a. Wastewater Treatment Fees Revenue is increased from \$550,000 to \$850,000.
- b. WW Infrastructure Installed is decreased from \$25,000 to \$0.
- c. Billing Charges is decreased from \$16,000 to \$12,000.
- d. Utilities – Water is increased from \$2,500 to \$5,000.
- e. Insurance Expense is increased from \$20,000 to \$20,300.
- f. Consulting Engineers is decreased from \$75,000 to \$50,000.
- g. Prof. Fees – Other is increased from \$10,000 to \$455,000.
- h. Depreciation Expense is increased from \$275,000 to \$315,000.
- i. Tap Fees are increased from \$687,500 to \$770,000.
- j. Interest Income – Invest Accts is increased from \$500 to \$5,000.
- k. Capital Expenditures is increased from \$328,500 to \$480,000.
- l. Loan Repayment – Franklin Synergy is increased from \$0 to \$112,000.
- m. Interest Expense is decreased from \$22,000 to \$20,000.
- n. Interest Expense – Interfund Loan is decreased from \$12,000 to \$0.

SECTION 3: The amended budget is detailed in the attached Budget Worksheet.

SECTION 4: No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 T.C.A. Section 6-56-208. In addition, no appropriation may be made in excess of available funds except for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Section 6-56-205 of the *Tennessee Code Annotated*.

SECTION 5: All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 6: All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.

SECTION 7: If any section, clause, provision of this ordinance is held to be invalid or unconstitutional by any Court of competent jurisdiction, such holdings shall not affect any other section, clause, provision of this ordinance.

SECTION 8: This ordinance shall take effect July 1, 2016, the public welfare requiring it.

Corey Napier, Mayor

ATTEST:

Jennifer Jones, Town Recorder

Submitted to Public Hearing on February 14, 2017 at 7:00 p.m. after publication of notice of public hearing by advertisement in the *Williamson A.M.* newspaper on February 26th, 2017.

Passed 1st Reading: February 14, 2017

Passed 2nd Reading: _____



Town of Thompson's Station
General Fund Budget Revision - Revenue
January 31, 2017

	January 2017 Actual	FY17 Current Budget	FY17 Proposed Budget	Change	Comment
General Government Revenues:					
31111 Real Property Tax Revenue	129,981	150,000	175,000	25,000	
31310 Interest & Penalty Revenue	96	-	-	-	
31610 Local Sales Tax - Trustee	483,626	700,000	800,000	100,000	
31710 Wholesale Beer Tax	62,650	100,000	100,000	-	
31720 Wholesale Liquor Tax	3,840	-	4,500	4,500	
31810 City Portion of County Priv Tax	22,260	35,000	35,000	-	
31900 CATV Franchise Fee Income	8,995	12,000	12,000	-	
32000 Beer Permits	600	500	500	-	
32200 Building Permits	170,137	396,000	250,000	(146,000)	
32230 Submittal & Review Fees	30,368	30,000	40,000	10,000	
32245 Miscellaneous Fees	1,150	105	1,000	895	
32260 Business Tax Revenue	13,318	75,000	75,000	-	
33320 TVA Payments in Lieu of Taxes	15,125	29,000	29,000	-	
33510 Local Sales Tax - State	126,672	170,000	200,000	30,000	
33520 State Income Tax	-	100,000	100,000	-	
33530 State Beer Tax	690	1,000	1,000	-	
33535 Mixed Drink Tax	9,706	4,000	12,000	8,000	
33552 State Streets & Trans. Revenue	3,165	5,500	5,500	-	
33553 SSA - Motor Fuel Tax	30,523	48,000	48,000	-	
33554 SSA - 1989 Gas Tax	4,913	7,700	7,700	-	
33555 SSA - 3 Cent Gas Tax	9,118	14,300	14,300	-	
36120 Interest Earned - Invest. Accts	11,040	7,500	12,000	4,500	
37746 Pavilion & Comm. Ctr. Rental	5,734	10,000	10,000	-	
37747 Pavilion Comm. Ctr Dep Refund	(3,050)	(6,000)	(6,000)	-	
37990 Other Revenue	90,068	-	-	-	
Total general government revenue	<u>1,230,725</u>	<u>1,889,605</u>	<u>1,926,500</u>	<u>36,895</u>	
Non-Operating Income:					
32300 Impact Fees	253,722	742,500	400,000	(342,500)	
33725 Greenways & Trails Grant	510,880	599,000	539,000	(60,000)	
39999 Budgeted Fund Balance - GF	-	-	-	-	
Total non-operating revenue	<u>764,602</u>	<u>1,341,500</u>	<u>939,000</u>	<u>(402,500)</u>	
Total revenue	<u>1,995,327</u>	<u>3,231,105</u>	<u>2,865,500</u>	<u>(365,605)</u>	



Town of Thompson's Station
General Fund Budget Revision - Expenditures
January 31, 2017

	January 2017 Actual	FY17 Current Budget	FY17 Proposed Budget	Change	Comment
General Government Expenditures:					
41110 Salaries	305,707	670,000	580,000	(90,000)	
41141 FICA	18,878	43,000	38,500	(4,500)	
41142 Medicare	4,417	10,000	10,000	-	
41147 SUTA	1,415	5,600	5,600	-	
41161 General Expenses	321	1,000	1,000	-	
41211 Postage	629	1,000	1,000	-	
41221 Printing, Forms & Photocopy	3,183	6,000	6,000	-	
41230 Recording & Filing Fees	-	1,000	-	(1,000)	
41231 Legal Notices	1,208	3,000	3,000	-	
41235 Memberships & Subscriptions	3,144	3,700	3,700	-	
41241 Utilities - Electricity	5,391	14,000	12,000	(2,000)	
41242 Utilities - Water	1,389	2,300	2,300	-	
41244 Utilities - Gas	699	2,000	2,000	-	
41245 Telecommunications Expense	2,123	4,500	4,500	-	
41252 Prof. Fees - Legal Fees	64,648	100,000	120,000	20,000	
41253 Prof. Fees - Auditor	13,500	13,500	13,500	-	
41254 Prof. Fees - Consulting Engineers	23,153	40,000	45,000	5,000	
41255 Prof. Fees - Municipal Court	-	6,000	-	(6,000)	
41259 Prof. Fees - Other	24,500	50,000	50,000	-	
41264 Repairs & Maintenance - Vehicles	3,148	10,000	10,000	-	
41265 Parks & Recreation Expense	10,014	20,000	20,000	-	
41266 Repairs & Maintenance - Buildings	8,783	30,000	30,000	-	
41268 Repairs & Maintenance - Roads	76,538	291,005	563,100	272,095	
41269 SSA - Street Repair Expense	-	70,000	70,000	-	
41270 Vehicle Fuel & Oil	4,707	15,000	15,000	-	
41280 Travel	218	2,500	2,500	-	
41285 Continuing Education	1,300	5,500	5,500	-	
41289 Retirement	14,820	32,000	32,000	-	
41291 Animal Control Services	3,289	3,300	3,300	-	
41300 Economic Development	6,417	7,500	7,500	-	
41311 Office Expense	11,326	15,000	22,000	7,000	
41511 Insurance - Property	2,474	2,800	2,500	(300)	
41512 Insurance - Workers Comp.	7,266	14,600	7,300	(7,300)	
41513 Insurance - Liability	4,298	4,500	4,500	-	
41514 Insurance - Medical	59,093	100,000	100,000	-	
41515 Insurance - Auto	1,620	2,300	1,700	(600)	
41516 Insurance - E & O	10,695	12,000	11,000	(1,000)	
41551 Trustee Commission	3,201	3,000	6,000	3,000	
41691 Bank Charges	66	2,000	2,000	-	
41720 Donations	88,505	100,000	100,000	-	
41899 Other Expenses	9,890	10,000	12,500	2,500	
Total general government expenditures	<u>801,973</u>	<u>1,729,605</u>	<u>1,926,500</u>	<u>196,895</u>	
General government change in net position	<u>428,752</u>	<u>160,000</u>	<u>-</u>	<u>(160,000)</u>	
Non-Operating Expenditures:					
41940 Capital Projects	1,089,769	1,341,500	1,850,000	508,500	
41942 Capital Projects - Grants	-	-	669,000	669,000	
41943 Capital Projects - Parks	-	-	196,000	196,000	
41960 Transfer to (from) Reserves	-	-	(1,926,000)	(1,926,000)	
49030 Capital Outlay Note Payment	128,444	160,000	150,000	(10,000)	
Total non-operating expenditures	<u>1,218,213</u>	<u>1,501,500</u>	<u>939,000</u>	<u>(562,500)</u>	
Non-operating change in net position	<u>(453,611)</u>	<u>(160,000)</u>	<u>-</u>	<u>160,000</u>	
Total expenditures	<u>2,020,186</u>	<u>3,231,105</u>	<u>2,865,500</u>	<u>(365,605)</u>	
Change in Net Position	<u>(24,859)</u>	<u>-</u>	<u>-</u>	<u>-</u>	



**Town of Thompson's Station
Wastewater Fund Budget Revision
January 31, 2017**

	January 2017 Actual	FY17 Current Budget	FY17 Proposed Budget	Change	Comment
Revenues:					
3100 Wastewater Treatment Fees	501,425	550,000	850,000	300,000	
3101 Septage Disposal Fees	5,450	10,000	10,000	-	
3105 Late Payment Penalty	4,874	-	-	-	
3109 Uncollectible Accounts	-	(5,000)	(5,000)	-	
4009 Returned Check Charges	70	-	-	-	
Total revenues	<u>511,818</u>	<u>555,000</u>	<u>855,000</u>	<u>300,000</u>	
Operating Expenses:					
Supply and Operations:					
4010 Payroll Expense	62,371	110,000	110,000	-	
4150 WW Infrastructure Installed	4,087	25,000	-	(25,000)	
4210 Permits & Fees Expense	3,820	10,000	10,000	-	
4220 Laboratory Water Testing	2,910	12,000	12,000	-	
4230 Supplies Expense	1,995	7,500	7,500	-	
4240 Repairs & Maint. Expense	40,187	82,000	82,000	-	
4250 Fuel & Oil Expense	1,433	4,000	4,000	-	
4280 Billing Charges	4,471	16,000	12,000	(4,000)	
4310 Utilities - Electric	52,395	100,000	100,000	-	
4320 Utilities - Water	2,078	2,500	5,000	2,500	
4390 Insurance Expense	20,278	20,000	20,300	300	
4400 Prof. Fees-Consulting Engineers	22,186	75,000	50,000	(25,000)	
4420 Prof. Fees - Auditor	-	2,000	2,000	-	
4490 Prof. Fees - Other	360,728	10,000	455,000	445,000	
4710 Payroll Taxes - FICA	3,898	7,000	7,000	-	
4720 Payroll Taxes - Medicare	912	2,000	2,000	-	
4730 Payroll Taxes - SUTA	202	1,000	1,000	-	
4789 Employee Retirement Expense	3,108	6,000	6,000	-	
4800 Bank Charges	43	500	500	-	
4900 Other Expense	54	1,000	1,000	-	
Total supply and operations	<u>587,154</u>	<u>493,500</u>	<u>887,300</u>	<u>393,800</u>	
Depreciation					
4990 Depreciation Expense	<u>160,419</u>	<u>275,000</u>	<u>315,000</u>	<u>40,000</u>	
Total operating expenses	<u>747,573</u>	<u>768,500</u>	<u>1,202,300</u>	<u>433,800</u>	
Operating loss	(235,755)	(213,500)	(347,300)	(133,800)	
Non-Operating Income (Expense):					
3300 Tap Fees	654,283	687,500	770,000	82,500	
3902 Interest Income - Invest Accts	3,675	500	5,000	4,500	
4100 Capital Expenditures	(81,982)	(328,500)	(480,000)	(151,500)	
4993 Loan Repayment-Franklin Synergy	(64,815)	-	(112,000)	(112,000)	
4994 Interest Expense	(10,775)	(22,000)	(20,000)	2,000	
4995 Interest Expense - Interfund Loan	-	(12,000)	-	12,000	
Total non-operating income	<u>500,386</u>	<u>325,500</u>	<u>163,000</u>	<u>(162,500)</u>	
Change in Net Position	<u>264,631</u>	<u>112,000</u>	<u>(184,300)</u>	<u>(296,300)</u>	

Phone: (615) 794-4333
Fax: (615) 794-3313
www.thompsons-station.com



1550 Thompson's Station Road W.
P.O. Box 100
Thompson's Station, TN 37179

M

EMO

DATE: February 8, 2017
TO: The Board of Mayor and Aldermen (BOMA)
FROM: Joe Cosentini, Town Administrator
SUBJECT: Bridgemore Phases 1 & 2A

The developer of the Bridgemore Village subdivision has requested the Town's acceptance of all infrastructure within phases 1 and 2A. Improvement within these sections are complete with the exception of the following items:

- Sidewalk installation on open space lot along Sporting Hill Bridge Road
- Detention pond grading and stabilization
- Top coat repairs along Sporting Hill Bridge Road

If accepted, the Town would be assuming responsibility for all public infrastructure within these phases including storm drains, roadways, and wastewater facilities.

The Town Engineer has evaluated the phases and recommends that maintenance surety be set at the following levels which includes the repair work described above:

Phase 1 –
Roads, Drainage, and Erosion Control \$107,000

Phase 2A –
Roads, Drainage, and Erosion Control \$42,000

These amounts will be held in place for one year.

Private technology easements are shown on the plats within the phases. It is the recommendation that the applicant file a quit-claim deed that will transfer any and all property rights regarding these easements over to the Town. In addition, there exists an easement under the roads and public rights of way. This easement is extinguished upon dedication of the rights of way when the accepting entity objects to the easement.

BOMA Action:

Approve the request for acceptance of the roads, storm drains, and wastewater facilities in Phases 1 and 2A in the Bridgemore Village subdivision, set maintenance surety amounts as recommended, object to the Road Easement, and require the applicant to file a quit-claim deed regarding the private technology easements.

PUMP STATION

PANTALL

CRITZ LANE

PHASE 1

PHASE 2

PHASE 8

PHASE 4

PHASE 7

PHASE 3

EXISTING STORM BASIN (TYPICAL)

Brent W. Jones et ux,
Ashley G. Jones
D.B. 2062, PG. 276, R.O.W.C.

Keith F. Jones et ux,
Tracey S. Jones
D.B. 2062, PG. 280, R.O.W.C.

Thomas M. Evans, Jr.
D.B. 1271, PG. 972, R.O.W.C.

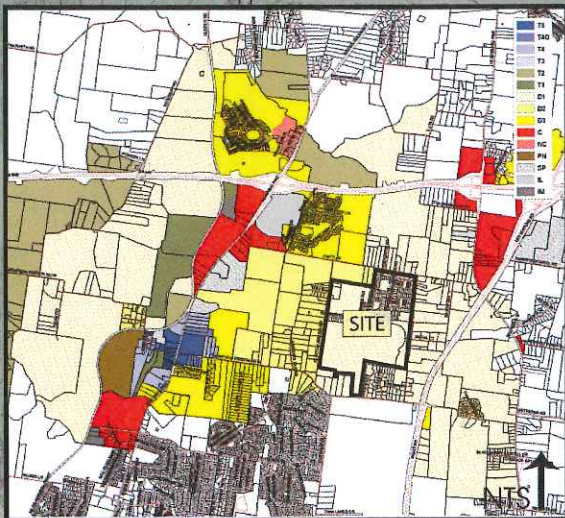
FUTURE SCHOOL SITE
46.87 AC

Tammy Locke et vir,
Jason W. Locke
D.B. 10, PG. 160, R.O.W.C.

Lizbeth L. Clemons
D.B. 700,
PG. 448, R.O.W.C.

Paulette S. Clemons
D.B. 1445,
PG. 811, R.O.W.C.

Liz Ausdenbre
D.B. 2639,
PG. 111, R.O.W.C.



RESOLUTION NO. 2017-001

A RESOLUTION OF THE TOWN OF THOMPSON'S STATION, TENNESSEE TO APPROVE A SUBDIVISION DEVELOPMENT AGREEMENT WITH MBSC, LLC FOR PHASE 15 OF TOLLGATE VILLAGE AND TO AUTHORIZED THE MAYOR TO EXECUTE SAID AGREEMENT.

WHEREAS, MBSC, LLC ("Developer") is developing Phase 15 of Tollgate Village and has received preliminary plat approval for such phase.

WHEREAS, the Town's Land Development Ordinance requires the Developer to enter into a Subdivision Development Agreement with the Town prior to the commencement of construction of infrastructure; and

WHEREAS, the Board of Mayor and Aldermen have determined that it is in the best interest of the Town to approve the attached Subdivision Development Agreement with Developer for the continued development of Phase 15 of Tollgate Village.

NOW, THEREFORE IT BE RESOLVED by the Board of Mayor and Aldermen of the Town of Thompson's Station as follows:

That the Subdivision Development Agreement attached hereto as Exhibit A and incorporated herein by reference, is approved and the Mayor is hereby authorized to execute said agreement on behalf of the Town.

RESOLVED AND ADOPTED this ____ day of March, 2017.

Corey Napier, Mayor

ATTEST:

Jennifer Jones, Town Recorder

APPROVED AS TO LEGALITY AND FORM:

Todd Moore, Town Attorney

SUBDIVISION DEVELOPMENT AGREEMENT

This Agreement is entered into on this 10th day of January 2017, between the Town of Thompson's Station, Tennessee (the "Town"), and MBSC, LLC (the "Developer").

WITNESSETH:

WHEREAS, the Developer intends to develop a subdivision to be known as Tollgate Village, Phase 15; and

WHEREAS, the plat of said subdivision received approval for a preliminary plat for the creation of Phase 15 of the Tollgate Village development from the Thompson's Station Municipal Planning Commission (the "Planning Commission"), pursuant to the laws of the State of Tennessee and the Subdivision Regulations of the Town:

NOW, THEREFORE, in consideration of the premises and mutual covenants of the parties herein contained, it is agreed and understood as follows:

SECTION 1. Construction of Subdivisions

The Developer shall construct all required improvements and complete its subdivision in accordance with the Town's Land Development Ordinance, the approved construction plans, and the final subdivision plats approved by the Planning Commission. Required improvements include all streets, storm drainage systems, storm water detention and retention structures, water systems, fire hydrants, sanitary sewer, street lights, all other utilities, curb and gutter, sidewalks, lot and subdivision corner monuments, street name signs, traffic control signs and devices, fences, and any required off-site improvements.

SECTION 2. Surety

Prior to the recording of the final subdivision plat, the Developer shall post a surety in the amount recommended by the Town Engineer and approved by the Planning Commission, this amount being 10% greater than the estimated amount necessary to complete required improvements, including roads, sidewalks, drainage, and other improvements specified by the plans and plats of the development approved by the Town and the Planning Commission. The surety may be called for failure to comply with the provisions of this Agreement in whole or in part according to the terms of the surety. The surety will not be released until there has been full compliance with this Agreement and certification by a licensed engineer that the development has been completed in full compliance with the approved plat and construction plans.

SECTION 3. Interpretation, venue, attorney's fees

This agreement shall bind the Developer upon execution and may not be revoked without permission of the Town. This agreement shall be interpreted in accordance with Tennessee law and may only be enforced in the Circuit Court for Williamson County, Tennessee, and Tennessee appellate courts. In the event this Agreement is breached by the Developer and litigation is commenced, the Developer shall be responsible for the reasonable attorney's fees and expenses incurred by the Town as a result of the Developer's breach.

SECTION 4. Transferability

Except for the sale of individual lots after recording the final plat, the Developer shall not transfer the subdivision property without first giving notice to the Town as to the name, address, and telephone number of the transferee. If it is the transferee's intention to develop this subdivision in accordance with the Agreement, the Developer agrees to provide the Town an Assumption Agreement in which the transferee agrees to perform the improvements required under this Agreement and to provide the security needed to assure such performance. Said agreement will be subject to the approval of the Town Attorney. The Developer shall remain liable under the terms of this Agreement unless an Assumption Agreement is entered into between the new owners and the Town.

SECTION 5. Acceptance of Improvements

Formal acceptance of improvements shall follow the procedure established in the Subdivision Regulations. Subsequent to acceptance by the Town, the Developer shall have no claim, direct or implied, in the title or ownership of the improvements. The Town, upon final approval and acceptance, will take full title to the improvements and will provide maintenance thereafter, except that the Developer is responsible for construction failures and defects in the subdivision improvements for a period of one (1) year after the date of final acceptance of the subdivision improvements. During this period, it shall remain the responsibility of the Developer to correct and cure these defects and failures.

SECTION 6. Warranty

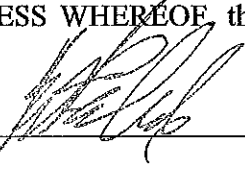
The Developer warrants that all improvements to be accepted by the Town will be free from defects in design, materials, or workmanship for a period of one (1) year from the date of acceptance by the Town. The Developer shall immediately repair, at its own costs, all defects of any type whatsoever which occur within said one (1) year period. If repairs required herein are not timely completed, the Town shall have the right, at its option, to make said repairs at the expense of the Developer. In such event, the Town may call the Developer's surety to pay for said repairs. Additionally, the Developer shall execute a maintenance surety as required by the Subdivision Regulations.

SECTION 7. Special Provisions

1. Prior to the submittal of the final plat, the applicant shall enter into a development agreement for Tollgate Village Phase 15.
2. Prior to the approval of construction plans, all applicable codes and regulations shall be addressed to the satisfaction of the Town Engineer.
3. Prior to the approval of construction plans, a drainage study shall be submitted to verify that drainage is managed adequately on site.
4. Prior to the approval of construction plans, a geotechnical report shall be submitted identifying the location of any sinkholes.
5. Prior to the submittal of the final plat for Phase 15, an updated traffic study with a specific scope being a schedule of improvements for traffic mitigation including a secondary access shall be reviewed and approved by the Town.

6. A traffic signal shall be installed at the intersection of State Route 6 (Columbia Pike) and Tollgate Boulevard at the expense of the Developer.
7. Prior to approval of the final plat, the Developer shall report and update their schedule for the traffic signal installation and a surety will be required to ensure completion of the signal.
8. A construction route adjacent to Tollgate Boulevard, north of Phase 14 into Phase 15 shall be utilized by construction traffic.
9. Prior to the submittal of a final plat for Phase 15, a detailed slope analysis shall be prepared showing slopes 15% - 25% and slopes exceeding 25%. Any lots located within areas exceeding 25% slopes shall be located within an open space lot.

IN WITNESS WHEREOF, the parties have executed this Agreement for the purposes herein expressed.



Developer

TOWN OF THOMPSON'S STATION, TENNESSEE

Mayor

APPROVED AS TO FORM AND LEGALITY:

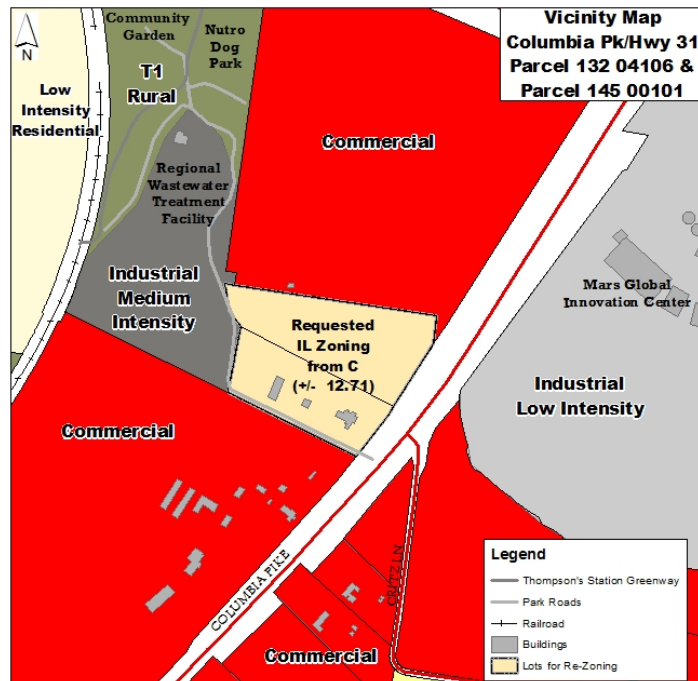
Town Attorney

**Thompson's Station Board of Mayor and Aldermen
Staff Report – Zone Amend 2017-002
March 14, 2017**

Request to rezone 12.7 acres of land currently zoned Community Commercial to Industrial Low (IL).

PROJECT DESCRIPTION

A request to amend the Town’s zoning map to designate 12.7 acres of land along the west side of Columbia Pike. The subject site is located at 4541 Columbia Pike and is zoned Community Commercial.



PURPOSE OF A ZONING MAP AMENDMENT OR REZONE REQUEST

Amendments to the zoning ordinance or the zoning map are considered on a case by case basis upon request or petition to the Planning Commission. Proposed map amendments must be “predicated by a finding that the proposed amendment is consistent with the intent of the Town’s General Plan and the proposed amendment will not have a deleterious effect on surrounding properties or the Town as a whole” (LDO 5.3.3).

Changing the zoning of a particular parcel will allow the owner of the parcel to develop or use their property based on the corresponding use table within the Land Development Ordinance (Table 4.1 Land Use and Building Type). The Planning Commission is to evaluate the request based on the General Plan and make a formal recommendation to the Board of Mayor and Aldermen. The recommendation can be one of denial, approval, or approval with conditions.

REQUEST

The subject site is zoned Community Commercial – CC. The applicant, Kiser Vogrin Design, on behalf of Thompson’s Machinery is requesting approval of Industrial Low – IL in order to develop a retail/industrial building on the site for the sales, rental and maintenance of agricultural and construction equipment.

STAFF FINDINGS

The subject property is located along the west side of Columbia Pike, south of State Route 840. The subject property is located in the G2 – Intended Growth Sector of the General Plan which permits

development of commercial and/or industrial land uses. The land surrounding the subject site is also located within the G2 sector. Goal 3, Policy 3.1 of the General Plan supports designating a “variety of land uses that are compatible with surrounding land uses, locating higher intensity uses near the major thoroughfares and freeways.” The subject site is located along Columbia Pike, a major thoroughfare and is in proximity to State Route 840. The site is also located adjacent to the Town’s wastewater facility zoned IM and is in proximity (across Columbia Pike) to the Mars Nutro innovation center zoned IL.

The applicant intends to seek approval for the construction of a facility to sell, rent and maintain agricultural and construction equipment, which is not permitted within the Community Commercial (CC) zone. The IL zone would permit the development of the proposed land uses and the site is adjacent to and across Columbia Pike from other industrial zoned land. Therefore, there are industrial uses within the vicinity. However, given the location of the site and the proposed storage of large equipment, it is also important to consider the future aesthetics along this corridor, which could be considered a gateway into Thompson’s Station. Special care should be taken with the quality of the built environment. The development of the site will be subject to site plan approval before the Planning Commission and the Design Review Commission. The Design Guidelines seek to protect the view shed by dictating that all outdoor storage and equipment be located in the rear of the site, screened by architecturally compatible walls, fencing or landscaping. Therefore, as a requirement to the development of this site, Staff recommends a contingency be placed within the ordinance to maintain the front setback in a landscaped condition and require all equipment to be kept in the rear of the site behind appropriate and architecturally compatible screening. With the incorporation of the contingency to protect the aesthetics of the corridor and general vicinity, the amendment will not have “a deleterious effect on surrounding properties.”

PLANNING COMMISSION MEETING

On February 28, 2017, the Planning Commission discussed alternatives to the rezone request due to concerns expressed during public comment related to zoning industrial land along Columbia Pike. One alternative is to permit equipment rental within the Community Commercial zone, however, Staff expressed concerns with allowing this type of land use which is best suited to industrial sites within commercial zones. Another alternative is to permit the rental equipment as a special exception within the Community Commercial zone. Special exceptions are conditional uses that are permitted on a case by case basis with the finding that the use can be operated “without detriment to the property or surrounding land uses” (LDO 5.5.4.j.ii). Therefore, during the BZA review, contingencies such as the one Staff recommends for equipment to be screened could be applied to the project along with any other contingencies deemed appropriate. Special exception requests are reviewed by the Board of Zoning Appeals (BZA) subject to a public hearing. The BZA has the discretion to approve, deny or approve with conditions a request depending on the site specific details of the proposal.

After reviewing the request for rezone and the alternatives, the Planning Commission determined that allowing equipment rental as a special exception permit is the preferred alternative.

RECOMMENDATION

Planning Commission recommends that the Board of Mayor and Aldermen amend the Town’s Land Development Ordinance to permit equipment rental as a special exception within the Community Commercial zoning district.

ATTACHMENTS

Application Statement
Concept Plan Submittal
Ordinance 2017-005



February 17, 2017

RE: **Columbia Pike Parcels 132 04106 and 145 00101 Rezoning**
KVD Project No.: 17001

Ms. Deats,

Please find included our re-submittal of the rezoning request and concept sketch for +/- 12.71 acres in 2 parcels identified as parcels 132 04106 and 145 00101 located near the southwest corner of Columbia Pike at the Interstate 840 Interchange.

Per your direction, find the following included herein:

- Cover Letter
- Project Description portion of the Rezoning Application Form
- Subject Parcel Exhibit
- Rezoning Request Exhibit
- Sketch Concept Plan (plus 12 additional copies)

Note that an electronic submittal of this cover letter and the attached submittal documents has been sent to you via email to wdeats@thompsons-station.com.

As always, we appreciate your time and consideration. Please call or email with any questions, comments, or concerns.

Thank you,

A handwritten signature in blue ink, appearing to read 'Jeffrey A. Rosiak', with a long horizontal flourish extending to the right.

Jeffrey A. Rosiak
Kiser + Vogrin Design
(615) 545-4121
jeff@kiservogrin.com

Project Description Information:

Subdivision / Project Name: _____

Plat Book & Page #: _____ Lot #(s): _____

Project Description:

Rezoning of a +/- 12.71 acre property from existing CC zoning to proposed IL zoning to allow for sales rental and maintenance of agriculture and construction machinery. 0.06 acres will be dedicated to TDOT ROW improvements. While the proposed uses are largely consistent with the intent of CC zoning, a rezoning is necessary due to the fact that equipment sales / rental / maintenance is not specifically allowed in CC zoning.

Justification Statement: State why the application(s) should be approved, based on the required findings (if any). Attach additional pages if necessary.

This proposed rezoning is consistent with the Town of Thompson’s Station’s General Plan and will achieve several of the Land Use Goals of the Town. The rezoning of the subject parcel, which is located in the G2 “Intended Growth” sector of Thompson’s Station, is consistent with adjacent zoning policies as the property is surrounded with similar IL policy and the more intense IM policy to the west of the property. This rezoning will encourage an area of non-residential uses in a location that makes the most sense, with ready access to Interstate 840. These non-residential uses will provide job opportunities and will help to address the jobs: housing balance concerns in Thompson’s Station. The proposed rezoning will also capitalize on traffic improvements already in process or already planned in Thompson’s Station and will, thereby, maximize the efficiency of investments already made in the community.



Signature of Applicant

01-25-17

Date





Zoning Class: T1

I-840

SITE DATA

TOTAL SITE ACREAGE: +/- 12.71 AC
 - THOMPSON MACHINERY
 SITE ACREAGE: +/- 10.27 AC
 - OUT PARCEL SITE ACREAGE:
 +/- 1.6 AC
 - FUTURE 50' R.O.W. DEDICATION
 ACREAGE: +/- 0.84 AC

CURRENT ZONING: CC
 PROPOSED ZONING: IL

BUILDING SQ. FT.: 16,500 SQ. FT.
 PARKING REQUIRED (1/1,000 SF):
 17 SPACES
 PARKING PROVIDED: 17 SPACES

Zoning Class: CC
 Owner: Sharon Lynn Bryant
 Owner Address: 12721 Comblan
 Rd. Knoxville, TN 37922

Owner: Town of
 Thompson Station
 Owner Address: PO Box 100
 Thompson Station, TN 37179

Zoning Class: IM
 WATER TREATMENT
 FACILITY

CSX RAILROAD

COLUMBIA PIKE

MARS RD

Zoning Class: IL
 Owner: Industrial DEV Board of
 Williamson County
 Owner Address: 1320 W Main St.
 STE 120 Franklin, TN 37064

Zoning Class: CC
 Owner: FIELDS PAUL EDWARD
 Owner Address: 303 ELLINGTON
 Dr. Franklin, TN 37064

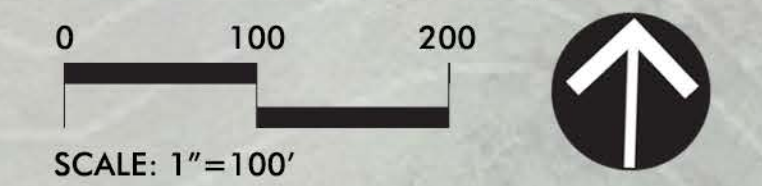


SITE PLAN

Concept Plan
 THOMPSON MACHINERY
 THOMPSON'S STATION
 WILLIAMSON COUNTY, TENNESSEE



FEBRUARY 09, 2017
 Project #17001



ORDINANCE NO. 2017-005

AN ORDINANCE OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF THOMPSON'S STATION, TENNESSEE TO AMEND THE LAND DEVELOPMENT ORDINANCE

WHEREAS, the Board of Mayor and Aldermen of the Town of Thompson's Station adopted a new comprehensive Land Development Ordinance ("LDO") in September 2015 (Ordinance No. 2015-007) pursuant to its zoning authority as set forth in Tenn. Code Ann. § 13-7-201 et seq. and other applicable law; and

WHEREAS, after a review of the land use table within the LDO, a change to permit rental equipment as a special exception permit within the Community Commercial zoning district is recommended to the ordinance; and

WHEREAS, the Planning Commission has reviewed this proposed change and recommends that the Board of Mayor and Aldermen adopt the amendment to LDO as proposed herein; and

WHEREAS, the Board of Mayor and Aldermen has reviewed the Land Development Ordinance and has determined, based upon the recommendations of staff, the Planning Commission and the record as a whole, that the proposed amendments are consistent with the General Plan, will not have a deleterious effect on the Town and are to permit additional uses within the Community Commercial district and are in the best interest of the Town.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Thompson's Station, Tennessee, as follows:

Section 1. That the Town of Thompson's Station's Land Development Ordinance is hereby amended by adopting the changes as set out in Exhibit A (staff report) attached hereto and incorporated herein by reference. After final passage, Town Staff is directed to incorporate this change into an updated, codified Land Development Ordinance document and such document shall constitute the zoning ordinance of the Town.

Section 2. If any section or part of the Land Development Ordinance, including any amendment thereto, is determined to be invalid for any reason, such section or part shall be deemed to be a separate and independent provision. All other sections or parts shall remain in full force and effect. If any section or part of the Land Development Ordinance is invalid in one or more of its applications, that section or part shall remain in effect for all other valid applications.

Section 3. This ordinance shall take effect immediately upon the publication of its caption in a newspaper of general circulation after final reading by the Board of Mayor and Aldermen, the public welfare requiring it.

Duly approved and adopted by the Board of Mayor and Aldermen of the Town of Thompson's Station, Tennessee, on the ____ day of _____, 2017:

Corey Napier, Mayor

ATTEST:

Jennifer Jones, Town Recorder

Passed First Reading: _____

Passed Second Reading: _____

Submitted to Public Hearing on the ____ day of _____, 2017, at 7:00 p.m., after being advertised in the *Williamson AM* Newspaper on the ____ day of _____, 2016.

Recommended for approval by the Planning Commission on the 28th day of February, 2017.

APPROVED AS TO FORM AND LEGALITY:

Todd Moore, Town Attorney