

UNOFFICIAL MINUTES

Regular Meeting

The Mayor and City Council met in regular session on Tuesday November 19, 2024, at 4:00 p.m. in the G. Thomas Love Boardroom at the Greeneville Energy Authority Building with Mayor C. Calvin Doty presiding.

Present were Council Members Matt Hensley, Ginny Kidwell, Tim Teague, Council Member Tim Ward, and Todd Smith, City Manager.

At this time, Mayor Doty's comments are as follows: 1) Todd Smith, City Manager, Cathy Osborne, Assistant City Manager, Mayor, and Council Members attended a retreat last week for one and one-half days to review the Town's current strategic plan, to discuss and evaluate capital needs of the Town, and to plan the development of a new strategic plan for the Town; 2) Amanda Waddell with the Greeneville Schools Education Foundation, publicly recognized various students in the Greeneville City Schools for their artwork on the electrical boxes within the Town; and 3) Participants in the Greene County Partnership's Adult Leadership Program were recognized..

No public comment for the items on this agenda.

Motion by Council Member Kidwell, seconded by Council Member Hensley to approve the minutes from the regularly scheduled meeting held on Tuesday, November 5, 2024. Motion passed unanimously.

At this time, Council Member Ginny Kidwell addressed the Council with an update and presentation from the Livability Committee. Members of the committee are: Carla Bewley, Lucas Birch, Erin Evans, Alex Headrick, Hayden Johnston, Ginny Kidwell, Vicki Kirk, Kathy Knight, Mike Sauls, Mark Stevens, and Philip Thwing. This committee began their work in November 2023, focusing on six (6) subject areas: communication, housing, community services, tourist development, education, and health and safety. The committee adapted a process similar to a traditional analysis that identified the following: 1) Strengths, 2) Threats; 3) Aspirations; and 4) Opportunities. The next step of the committee was to take the analysis and develop short and long-term goals for each of the six (6) subject areas previously mentioned. The purpose of this process was to develop a framework for the Mayor and City Council to address as they adjust or amend the Town's Strategic Plan.

Motion by Council Member Ward, seconded by Council Member Kidwell to approve a Special Event Application to close parts of Main Street and Depot Street for Midnight on Main to be held on December 31, 2024. Christina Potts, Marketing and Media Specialist, addressed the Council. Motion passed unanimously.

At this time, Lora Young, Finance Director, presented the fiscal year 2024 audit. At the close of the fiscal year on June 30, 2024, the General Fund reduced the unassigned fund balance by approximately \$700,000 due to capital expenditures. Mrs. Young also noted the major source of revenue for the Town's General Fund was property tax and sales tax, which generate nearly 70% of the total general fund revenue. Also noted was that personnel costs, including benefits, constitute nearly 41% of the general fund expenditures. Finally, the ending unassigned fund balance (otherwise known as the Town's "rainy day reserve") is 28.1% of operating expenditures and is within the adopted fund balance policy for the General Fund.

At this time, Lora Young, Finance Director, presented the October 2024 Financial information for the General Fund. For the month of October, expenditures exceed revenues by approximately \$370,00 due to large one-time expenditures such as insurance policy renewal fees, which are incurred annually. State and local sales tax are trending slightly upward for the first quarter of fiscal year 2025.

Motion by Council Member Teague, seconded by Council Member Kidwell to approve an extension of the previously approved policies and procedures for a property tax incentive program, which is renewable every three years and is recommended by the Town’s bond counsel. Todd Smith, City Manager, addressed the Council. Motion passed unanimously.

Motion by Council Member Hensley, seconded by Council Member Ward to approve the first amendment to the annual Administrative Services Agreement between Blue Cross Blue Shield of Tennessee and the Town of Greeneville. Todd Smith, City Manager, addressed the Council. Motion passed unanimously.

Motion by Council Member Kidwell, seconded by Council Member Ward to approve a one-time policy granting leave for Town employees required to respond to the emergency of Hurricane Helene providing one hour of leave for every hour worked beyond the normal work schedule during the emergency. Todd Smith, City Manager, addressed the Council. Motion passed unanimously.

Motion by Council Member Ward, seconded by Council Member Hensley to approve a Special Event Sign Request for the Annual Nativity Festival held at 1109 Sun Valley Drive from December 6th through December 8th, 2024. Bert Seay, Chief Building Official, addressed the Council. Motion passed unanimously.

At this time, Christina Potts, Marketing and Media Specialist, presented certificates to the participants in the Town’s Citizen Academy, which is a six-week program designed to introduce citizens to various departments and services of the Town of Greeneville. Mayor Doty provided each participant with a Town of Greeneville challenge coin. A reception for the participants followed the conclusion of the regular council meeting.

Motion by Council Member Hensley, seconded by Council Member Teague to adjourn. Motion passed unanimously.

Attest:

C. Calvin Doty, Mayor

Lora A. Young, Recorder

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