

CITY OF FAIRVIEW
BOARD OF COMMISSIONERS

NOVEMBER 2, 2017

7:00 P.M.

AGENDA

- 1. Roll Call**
- 2. Call to order by Mayor Carroll**
 - A. Prayer and Pledge
- 3. Approval of the Agenda**
- 4. Public Hearing**
 - A. Item 11A
- 5. Citizen Comments (Limited to the first 5 citizens to sign in and a limit of 3 minutes each).**
- 6. Awards and/or Recognitions**
- 7. Public Announcements**
- 8. Staff Comments**
- 9. Approval of the Minutes**
- 10. Consent Agenda Consisting of Items as Follows**
 - A. Minutes from the October 19, 2017 Board of Commissioners Meeting
 - B. Minutes from the October 19, 2017 Work Session
- 11. Old Business**
 - A. Second and Final Reading of Ordinance #2017-22, An Ordinance to Amend a Previously Approved (Ordinance No. 668) Mixed Use P.U.D. and Associated Preliminary Master Development Plan from 30 Lots to 47 Lots, Located on Highway 100, Tax Map 42, Parcel 46.01, Consisting of 21.42 Acres, Owned by Harold Crye
- 12. New Business**
 - A. First Reading of Ordinance #2017-25, An Ordinance to Amend the City of Fairview Zoning Ordinance by Changing the Official Zoning Map for Tax Map 42, Parcels 78.01 and 79.00 for a Total of 20.95 Acres, Located at 7818 Old Nashville Road, From a RS-40 (Low-Density Residential) Zoning District to a R-20 (Medium-Density Residential) Zoning District
 - B. First Reading of Ordinance #2017-27, An Ordinance to Amend the City of Fairview, Municipal Code, Title 15, "Motor Vehicles, Traffic and Parking," Chapter 3, "Speed Limits," Sections 3-301 Through 306
 - C. Resolution No. 26-17, A Resolution of the City of Fairview, Tennessee, Establishing a Portion of Cumberland Drive as a One-Way Street During Certain Hours
 - D. Chamber Lease of Triangle School
- 13. City Manager Items for Discussion**
 - A. Miscellaneous Updates
 - B. City Attorney Comments
- 14. Communications from the Mayor and Commissioners**
- 15. Adjournment**



ORDINANCE #2017-22

AN ORDINANCE TO AMEND A PREVIOUSLY APPROVED (ORDINANCE NO. 668) MIXED USE P.U.D. AND ASSOCIATED PRELIMINARY MASTER DEVELOPMENT PLAN FROM 30 LOTS TO 47 LOTS, LOCATED ON HIGHWAY 100, TAX MAP 42, PARCEL 46.01, CONSISTING OF 21.42 ACRES, OWNED BY HAROLD CRYE.

WHEREAS, a request has been made by Engineer Trustee Gary Martin of Martin Engineering and Surveying, to rezone property located within the City of Fairview; and

WHEREAS, the City of Fairview Planning Commission, on March 14, 2017, made a favorable recommendation to the Board of Commissioners that this request be approved.

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF FAIRVIEW BOARD OF COMMISSIONERS THAT:

SECTION 1. That the Zoning Ordinance be and is hereby amended by making certain changes to the Official Zoning Map for the City of Fairview, by amending the previously approved Mixed-Use P.U.D. and associated Preliminary Master Development Plan (PMDP) identified as Tax Map 42, Parcel 46.01, for an increase in the total number of lots from 30 to 47. This property consists of approximately 21.42 acres and is owned by Harold Crye, who has authorized the submittal of the application for the rezoning of this parcel, which is attached to and made a part of this ordinance as though copied herein.

SECTION 2. BE IT FURTHER ORDAINED, that the Codes and Planning Department is hereby authorized and directed, upon approval of this Ordinance, to cause the change to be made on the Official Zoning Map, as set out in Section 1 of this Ordinance, and to make notation thereon of reference to the date of passage and approval of this Ordinance.

SECTION 3. BE IT FURTHER ORDAINED, that this Ordinance take effect immediately after its passage and such change be published in a newspaper of general circulation, the welfare of the City of Fairview requiring it.

LEGAL STATUS PROVISIONS

Approved and certified by the Planning Commission:

Chairman

March 14, 2017
Date

Published in the Fairview Observer on _____

1st Reading: _____

2nd Reading: _____

Public Hearing Held: September 21, 2017

Approved by the Board of Commissioners:

Patti Carroll, Mayor

ATTEST:

Brandy Johnson, City Recorder

APPROVED AS TO FORM:

City Attorney

City of Fairview

7100 CITY CENTER WAY

FAIRVIEW, TN, 37062



Phone: 615-799-1585

Email: codes@fairview-tn.org

RECOMMENDATIONS

2017-2

DATE: MARCH 14, 2017

TO: FAIRVIEW BOARD OF COMMISSIONERS

FROM: FAIRVIEW MUNICIPAL PLANNING COMMISSION

8.2 DISCUSS AND/OR TAKE ACTION ON CRYE-LEIKE MIXED-USE DEVELOPMENT (FORMERLY AUDUBON COVE) PRELIMINARY PLAT MAP 42, PARCEL 46.01, 8.68 ACRES. HAROLD CRYE, OWNER

Beata made a motion to send a recommendation for approval to the Board of Commissioners with City Staff Report, with adding street trees and some type of improved useable amenity of their choosing of the five they discussed (mini park or tot lot (playground) neighborhood park, recreational building, pedestrian open space system (trail system) specialized facilities (golf course, tennis courts, swimming pools) Would like to say those changes be made before goes to the BOC, so they could see the plan with the changes. Burks Seconded. All were in favor.

8.2 DISCUSS AND/OR TAKE ACTION ON CRYE-LEIKE MIXED-USE DEVELOPMENT (FORMERLY AUDUBON COVE) PRELIMINARY PLAT MAP 42, PARCEL 46.01, 8.68 ACRES. HAROLD CRYE, OWNER.

Gary Martin presents to answer questions. Beta read City Staff report, which will become part of these minutes. Exhibit A. Martin stated this is a project that was started years ago, originally approved for 30 lots, construction plans were approved as well. Owner wanted to change the plan, put a perimeter buffer of 20 feet go to a smaller lot, number, they actually reevaluated the storm water calculations have been able to eliminate the detention pond, same design, same road length, same water design, same sewer design, been approved by WADC. Martin stated they had actually paid for 30 lots in previous times, instead of having the 20 lot increment approval they will have 30 lots and the remaining 17, that's the way they phased it. The initial phase will be 30 lots; final phase will be 17 lots. They will have to revise construction plans; they will do that when it goes to the Board of Commissioners. Beata asked what the original zoning on this was. Owen stated he doesn't know what the original zoning, does know that on March 13, 2007 Planning Commission approved a positive recommendation for rezoning to the current RS-8/CG mixed used PUD. BOC approved on 2nd & final reading the actual rezoning, Ordinance # 668 on June 07, 2007. Mangrum stated just for clarification they are not rezoning they are just amending the PUD. Owen stated correct. Owen stated as they are aware Planned Overlay Districts the Master Plan that goes with those initial rezoning's, RPUD or Mixed Use PUD that Master Plan is a part of that actual rezoning action. Owen stated so with that initial Master Plan that was approved back in 2007 with the 30 lots, they are now proposing to increase, revise that Master Plan to show the 47 lots, that is why it is classified as a major amendment. Owen stated that are just considering the amendment, they are not necessarily opening up the entire plan again. Burks this is Crye-leike mixed use development, this is an amendment to previously overlay PUD designation. Correct. Burks asked Cantrell when they have a request to amend a previous PUD on a rezoning request, would they have to require all the same documentation we would under a normal rezoning request. Cantrell stated not dealing with a rezoning, just amending the ordinance, will have to go back to the BOC if the recommendation is to approve it. Cantrell stated the plan will have to be part of that ordinance. Burks asked was there a letter from the owner in the original documentation. Hall stated he would have to go back and look at those minutes. Hall stated if the letter is there in the files he will have at the BOC meeting. Cantrell stated if his agent was at the meeting, verbal would be fine. Cantrell stated or they could correct it now by a letter stating their agent can represent. Butler asked is there any plans for that commercial area in the front. Martin stated a commercial building, they were asked to separate the two projects. Burks stated with this being amended would this be brought up to the new recommendations. Carroll stated she thinks if they are making changes they should bring up to our new codes. Mangrum asked Owen what our current threshold? Owen stated 5% of the total area of the development is required to be open space. Burks asked Owen what items that would possibly be. Owen stated mini park or tot lot (playground) neighborhood park, recreational building, pedestrian open space system (trail system) specialized facilities (golf course, tennis courts, swimming pools) Martin stated he thinks they could address that, walking trail, has 3.7 acres, could put easily put in a walking trail, possibly a picnic trails. Butler stated could they get a list of any variances that may vary from the new subdivision regulations that would be on this plan. Martin stated he would have to have

Owen to help him out with that. Carroll stated she thinks if they are changing the plan they should have to bring up to current regulations. Burks stated he agrees or go with what was already approved. Owen stated to the best of his knowledge, what's before them tonight there is only two items that he believes would be considered not to be in compliance with the current regulations. Owen stated one is the street trees and the other is the improved recreational open space. Owen stated if those are items they desire to see in order for them to make a positive recommendation; he thinks they would be well in their right to make a positive recommendation contingent on those items being added to the plan before it goes to the BOC for 1st reading and consideration. Mangrum asked what percentage of open space is on this new design. Martin stated he believes it's quite about more than is required. Beata made a motion to send a recommendation for approval to the Board of Commissioners with City Staff Report, with adding street trees and some type of improved useable amenity of their choosing of the five they discussed (mini park or tot lot (playground) neighborhood park, recreational building, pedestrian open space system (trail system) specialized facilities (golf course, tennis courts, swimming pools) Would like to say those changes be made before goes to the BOC, so they could see the plan with the changes. Burks Seconded. All were in favor.

**CITY OF FAIRVIEW
MUNICIPAL PLANNING COMMISSION
REGULAR MEETING
MARCH 14, 2017**

CITY STAFF REPORT

5. RECOMMENDATIONS - No Agenda Items

6. BONDS

**ITEM 6.1 DEER VALLEY DOWNS-7200 CROW CUT ROAD - \$10,000.00. EXPIRES APRIL 15, 2017
ROAD CUT BOND FOR DEER VALLEY**

No staff comments

**ITEM 6.2 STUFF-IT-INN STORAGE, LLC - SURETY BOND TO COVER. BOND AMOUNT
\$55,000.00. BOND EXPIRES APRIL 16, 2017. THE PLANNING COMMISSION VOTED
TO REDUCE TO MAINTENANCE BOND FOR \$5,000.00. OWNER KEPT BOND AT
\$55,000.00. BOND EXPIRES 4/16/2017**

No staff comments

**ITEM 6.3 SWEETBRIAR SPRINGS - LETTER OF CREDIT TO COVER THE ROAD, WATER,
SEWER, DRAINAGE, EROSION, STREET SIGN ALLOWANCE, AND EMERGENCY
ACCESS - \$45,000.00 - THE PLANNING COMMISSION REDUCED THE BOND ON
JUNE 12, 2005. BOND EXPIRES APRIL 16, 2017**

No staff comments

**ITEM 6.4 FAST PACE MAINTENANCE BOND TO COVER THE LANDSCAPING. CASH BOND
\$2,000.00. WILL BE IN EFFECT UNTIL 1 YEAR AFTER THE DATE OF THE C.O. BEING
ISSUED. C.O. WAS ISSUED SEPTEMBER 24, 2015. WORK HAS BEEN COMPLETED
STAFF RECOMMENDS RELEASING THE BOND.**

No staff comments

7. OLD BUSINESS - No Agenda Items

8. NEW BUSINESS

**ITEM 8.1 DISCUSS AND/OR TAKE ACTION ON INFRASTRUCTURE CONSTRUCTION PLAN
FOR HORN TAVERN ROAD SUBDIVISION. MAP 22, PARCEL 15.00, 21.90 ACRES.
DUKE & DUKE, LLC. OWNER**

- 1) The BOC approved the 2nd and final reading of the proposed RPUD rezoning and accompanying Preliminary Master Development Plan for the subject parcel at their January 19, 2017 meeting. Per the Zoning Ordinance, within 60 days of the BOC adopting a PUD rezoning, owners shall record with the Register of Deeds a boundary plat or suitably comparable document identifying that the affected property(ies) are subject to the provisions of a PUD overlay district. Any off-site improvements and special conditions to which the development is subject shall be recorded with (or on) such plat. This document should be submitted to City staff for review and comment prior to being recorded.

12A

ORDINANCE #2017-25

AN ORDINANCE TO AMEND THE CITY OF FAIRVIEW ZONING ORDINANCE BY CHANGING THE OFFICIAL ZONING MAP FOR TAX MAP 42, PARCELS 78.01 and 79.00 FOR A TOTAL OF 20.95 ACRES, LOCATED AT 7818 OLD NASHVILLE ROAD, FROM A RS-40 (LOW-DENSITY RESIDENTIAL) ZONING DISTRICT TO A R-20 (MEDIUM-DENSITY RESIDENTIAL) ZONING DISTRICT

WHEREAS, a request has been made by owner Otter Creek Holdings LLC of to rezone property located within the City of Fairview; and

WHEREAS, the City of Fairview Planning Commission, on October 10, 2017, made a favorable recommendation to the Board of Commissioners that this request be approved.

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF FAIRVIEW BOARD OF COMMISSIONERS THAT:

SECTION 1. That the Zoning Ordinance be and is hereby amended by making certain changes to the Official Zoning Map for the City of Fairview, by changing the property identified as Tax Map 42, Parcels 78.01 and 79.00, from a RS-40 Zoning District to a R-20 Zoning District. This property consists of approximately 20.95 acres and is owned by Otter Creek Holdings LLC who has authorized the submittal of application for the rezoning of this parcel, which is attached to and made a part of this ordinance as though copied herein.

SECTION 2. BE IT FURTHER ORDAINED, that the Codes and Planning Department is hereby authorized and directed, upon approval of this Ordinance, to cause the change to be made on the Official Zoning Map, as set out in Section 1 of this Ordinance, and to make notation thereon of reference to the date of passage and approval of

SECTION 3. BE IT FURTHER ORDAINED, that this Ordinance take effect immediately after its passage and such change be published in a newspaper of general circulation, the welfare of the City of Fairview requiring it.

LEGAL STATUS PROVISIONS

Approved and certified by the Planning Commission:

Chairman

Date

Published in the Fairview Observer on _____

Public Hearing Held: _____

1st Reading: _____

2nd Reading: _____

Approved by the Board of Commissioners :

Patti L. Carroll, Mayor

ATTEST:

Brandy Johnson, City Recorder

APPROVED AS TO FORM:

City Attorney

City of Fairview Planning Department

7100 City Center Way

Fairview, Tennessee 37062



Phone: 615-799-1572

Email: cityplanner@fairview-tn.org

RECOMMENDATIONS

2017-10

DATE: OCTOBER 10, 2017
TO: FAIRVIEW BOARD OF COMMISSIONERS
FROM: KRISTIN M. COSTANZO, CITY PLANNER
RE: FAIRVIEW MUNICIPAL PLANNING COMMISSION ACTION

- 7.1** Recommendation on a Proposed Plan of Services to Accompany Resolution 19-17, a Resolution Calling for a Public Hearing on the Proposed Annexation of Territory into the City of Fairview by Owner Consent (Kimberly MacDonald) and Approving a Plan of Services (Snow Mangrum Road parcel known as Tax Map 047, Parcel 64.00)

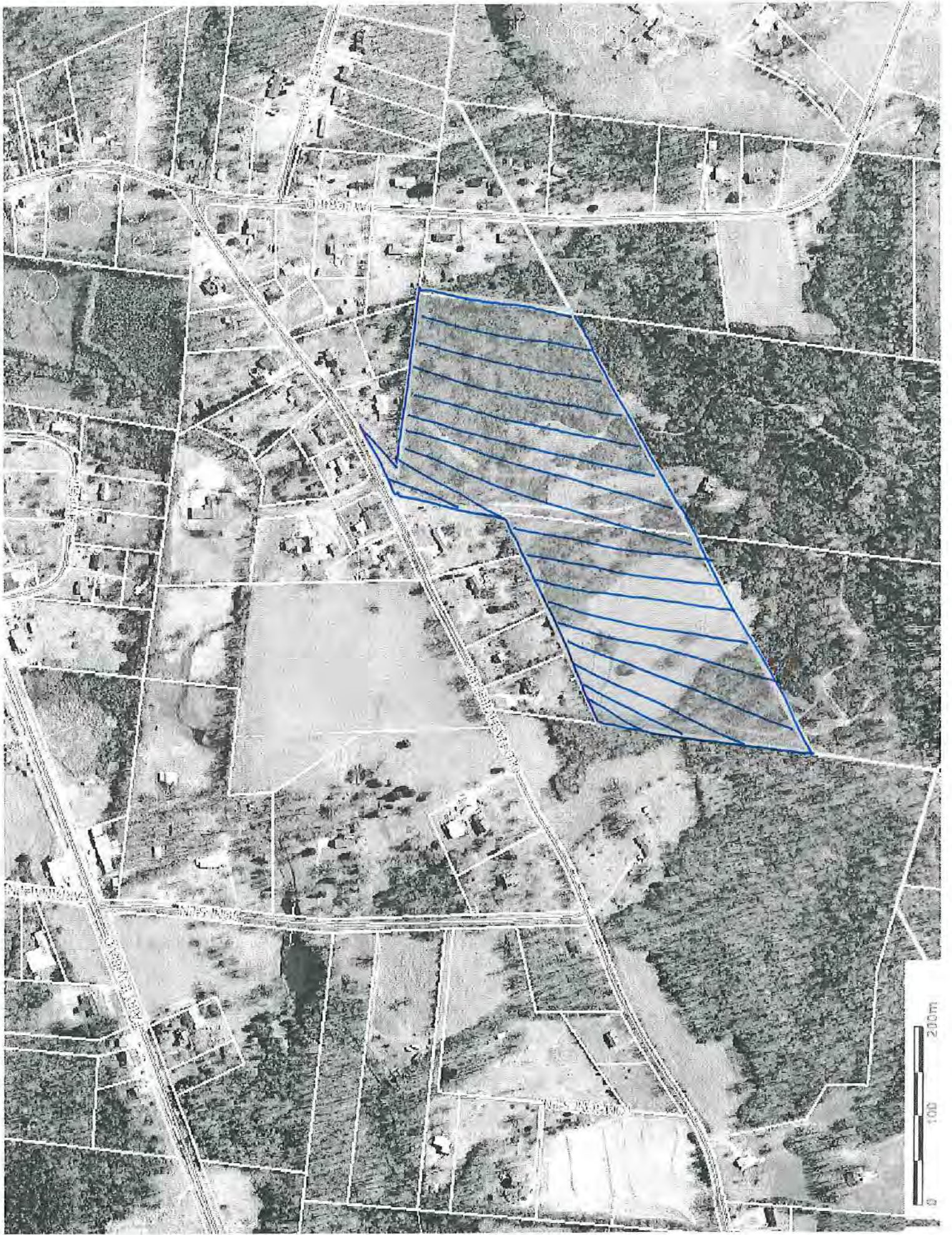
Mike Anderson made a motion to send a favorable recommendation to the Board of Commissioners, which was seconded by Daniel Jenkins. All were in favor.

- 7.4** Rezoning of Property Requested by Land Development.com. Property Located Along Cumberland Drive (Tax Map 047, Parcel 66.00), 33.81 Acres. Current Zoning District: RS-40; Requested Zoning District: E-20. Property Owned by Land Development.com.

Mike Anderson made a motion to send a favorable recommendation to the Board of Commissioners, which was seconded by Salvatore Cali. All except Jenkins were in favor.

7.6 Rezoning of Property Requested by Otter Creek Holdings, LLC. Property Located Along Old Nashville Road (Tax Map 042, Parcels 78.01 and 79.00), 28 Acres. Current Zoning District: RS-40; Requested Zoning District: R-20. Property Owned by Otter Creek Holdings, LLC.

Patti Carroll made a motion for a favorable recommendation contingent upon an access road seconded by Mike Anderson. In Favor: Anderson, Butler, Cali, Carroll, Slaughter. Against: Burks, Jenkins, Powers.



12B

ORDINANCE NO. 2017-27

AN AMENDMENT TO THE CITY OF FAIRVIEW, TENNESSEE, MUNICIPAL CODE, TITLE 15, "MOTOR VEHICLES, TRAFFIC AND PARKING," CHAPTER 3, "SPEED LIMITS," SECTIONS 15-301 THROUGH 306.

WHEREAS, the Board of Commissioners have determined that the City of Fairview, Tennessee, Municipal Code, Title 15, "Motor Vehicles, Traffic and Parking", Chapter 3, "Speed Limits," Sections 13-301 through 306 need to be amended and updated.

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

Title 15, "Motor Vehicles, Traffic and Parking", Chapter 3, "Speed Limits," Sections 13-301 through 306 are hereby amended to read as follows:

CHAPTER 3

SPEED LIMITS

SECTION

- 15-301. Maximum Speed Limits
- 15-302. Reserved
- 15-303. In school zones.
- 15-304. Reserved
- 15-305. Reserved
- 15-306. Reserved

15-301. Maximum Speed Limits. It shall be unlawful for any person to operate or drive a motor vehicle upon any public street, road or highway within the corporate limits of the city of Fairview at a rate of speed in excess of twenty-five (25) miles per hour, except in locations where other speed limits have been designated and approved by numbered Resolution of the city of Fairview board of commissioners and such speed limits have been posted.

15-302. Reserved.

15-303. In school zones. Between the times of 7:15 and 9:15 a.m. and between the times of 2:15 p.m. and 4:15 p.m. on days when local public schools are in session for any period of time it shall be unlawful for any person to operate or drive a motor vehicle at a speed in excess of twenty-five (25) miles per hour at and/or within the locations specified in sub-sections (a) through (e) of this Section.

- (a) Along State Highway 100 between a point 300 feet Southwest of the center line of King Road and a point 300 feet Northeast of the center line of Cumberland Drive.
- (b) Along State Highway 96 between a point 300 feet Northeast and a

point 300 feet Southwest of the center line of Tiger Trail.

- (c) Along King Road between State Highway 100 and a point 300 feet East of the center point of Snow Mangrum Road.
- (d) Along Old Franklin Road between State Highway 100 and a point 100 feet West of the center line of Bethshears Road Northwest.
- (e) Along Cumberland Drive between State Highway 100 and a point 750 feet East of State Highway 100.

15-304. Reserved.

15-305. Reserved.

15-306. Reserved.

BE IT FURTHER ORDAINED, If any sentence, clause, phrase or paragraph of this Ordinance is declared to be unconstitutional by any Court of competent jurisdiction, such holding will not affect any other portion of this Ordinance.

BE IT FINALLY ORDAINED, This Ordinance shall take effect at the earliest date provided by law following its final reading and approval, the public welfare requiring it.

MAYOR

CITY RECORDER

Approved as to form:

CITY ATTORNEY

Passed first reading: _____, 2017.

Passed second reading: _____, 2017.

NOT FOR
CONSIDERATION
THIS MEETING
(WILL BE ON
11-14-17 AGENDA)

CITY OF FAIRVIEW, TENNESSEE

RESOLUTION NO. 27-17

A RESOLUTION OF THE CITY OF FAIRVIEW, TENNESSEE, ESTABLISHING SPEED LIMITS WITHIN THE CORPORATE LIMITS OF THE CITY OF FAIRVIEW.

WHEREAS, ordinance 15-301, as amended, provides for the city's board of commissioners to establish, by numbered Resolution, speed limits on public streets, road and highways within the corporate limits of the city of Fairview, and

WHEREAS, the city does wish to establish maximum speed limits within the corporate limits within the city, and

WHEREAS, the maximum speed limits set forth in this Resolution are enforceable pursuant to municipal ordinance 15-301, and

WHEREAS, the maximum speed limits set forth in this Resolution, where applicable, cannot and do not supersede the speed limits set forth in municipal code section 15-303, as amended, and

WHEREAS, maximum speed limits set forth in this Resolution do supersede any previous Resolutions establishing speed limits within the city and all previous Resolutions establishing speed limits within the corporate limits of the city of Fairview are hereby repealed, and

WHEREAS, the maximum speed limit shall be thirty (30) miles per hour on the following streets and roads or at the following locations: Chester Road, Deer Ridge Road, Fernvale Road, Jones Lane, King Road, Old Nashville Road, Sleepy Hollow Road, Taylor Road, and

WHEREAS, the maximum speed limit shall be thirty-five (35) miles per hour on the following streets and roads or at the following locations: Bahne Road, CCC Road, Cox Pike, Crow Cut Road, Cumberland Drive, Dice Lampley Road, Elrod Road, Kingston Road, Lake Road, Northwest Highway, Old Franklin Road, Old Harding Road, and,

WHEREAS, the maximum speed limits on State Highway 96 shall be as follows:

- (a) Forty-five (45) miles per hour between the city limits (at the Dickson County line) and Kingston Road.
- (b) Fifty (50) miles per hour between Kingston Road and Lake Road.
- (c) Forty-five (45) miles per hour between Lake Road and Clear Meadows Lane.
- (d) Thirty-five (35) miles per hour between Clear Meadow Lane and the State Highway 100 on/entrance and off/exit lanes, and

WHEREAS, the maximum speed limits on State Highway 100 shall be as follows:

- (a) Fifty (50) miles per hour between the city limits (at the Hickman County line) and Overby Road.
- (b) Forty-five miles per hour between Overby Road and a point five hundred (500) feet South of Cumberland Drive.
- (c) Thirty-five (35) miles per hour from a point five hundred (500) feet South of Cumberland Drive to a point five hundred (500) feet North of Cumberland Drive.
- (d) Forty-five (45) miles per hour from a point five hundred (500) feet North of Cumberland Drive to Adele Road.
- (e) Forty (40) miles per hour between Adele Road to Old Nashville Road.
- (f) Forty-five (45) miles per hour between Old Nashville Road and the Northern city limit on State Highway 100 (approximately 600 feet North of the number 10 mile-marker)

WHEREAS, the maximum speed limits set forth in this Resolution shall be effective with the passage of this Resolution, and

WHEREAS, the city's staff is hereby directed to post the maximum speed limits as set forth above in this Resolution and these speed limits shall be enforceable,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF FAIRVIEW, TENNESSEE, AS FOLLOWS:

The City of Fairview, Tennessee, Board of Commissioners approves and hereby sets for the speed limits, as specified above in this Resolution, within the corporate limits of the city of Fairview.

Approved and adopted this _____ day of _____, 2017.

Mayor

Attest:

City Recorder

APPROVED AS TO FORM:

City Attorney

12C

CITY OF FAIRVIEW, TENNESSEE

RESOLUTION NO. 26-17

A RESOLUTION OF THE CITY OF FAIRVIEW, TENNESSEE, ESTABLISHING A PORTION OF CUMBERLAND DRIVE AS A ONE-WAY STREET DURING CERTAIN HOURS.

WHEREAS, ordinance 15-105, as amended, provides for the city's board of commissioners to establish one-way streets within the corporate limits of the city of Fairview, and

WHEREAS, the board of commissioners does wish to establish a portion of Cumberland Drive as a one-way street during certain hours, and

WHEREAS, between the times of 7:15 a.m. and 8:30 a.m. and between the times of 2:15 p.m. and 3:30 p.m. on days when local public schools are in session for any period of time it shall be unlawful for any vehicle except responding emergency vehicles to turn off of State Highway 100 onto Cumberland Drive, and

WHEREAS, between the times of 7:15 a.m. and 8:30 a.m. and between the times of 2:15 p.m. and 3:30 p.m. on days when local public schools are in session for any period of time it shall be unlawful for any vehicle except responding emergency vehicles to cross State Highway 100 onto Cumberland Drive from Crow Cut Road, and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF FAIRVIEW, TENNESSEE, AS FOLLOWS:

The City of Fairview, Tennessee, Board of Commissioners resolves to designate Cumberland Drive as a one-way street specific to the location, days and times described in this Resolution.

Approved and adopted this _____ day of _____, 2017.

Mayor

Attest:

City Recorder

APPROVED AS TO FORM:

City Attorney



Veteran's Park Proposal Chamber of Commerce Use of Triangle School

1. The Chamber will relocate from the public works building to Triangle School house by October 31, 2017.
2. The City will continue to support the Chamber by covering the cost of utilities associated with Triangle School (water and electric).
3. We request limited access to the Chamber Office (back room) by anyone other than Chamber employees. We request separate locks on the Chamber doors (interior and exterior) which the Chamber will purchase.
4. The part-time City employee would be afforded a key to the Chamber office if access is needed for a tour, events or access to kitchen.
5. The Chamber will purchase three locking desks, chairs and a conference table. These items will be as respectful as possible to the time period of the building without placing undue hardship on the Chamber.
6. The Chamber will purchase internet access for the Chamber office and be responsible for that expense.
7. During business hours, the Chamber office will only be used for Chamber business unless authorized by the Chamber Board. Typical Chamber hours will be Monday- Friday 9:00am - 2:00pm
8. Current liability insurance provided by the City to cover the building and all persons that enter the premises will be sufficient to cover any incidents that would affect Chamber personnel. Because Chamber employees are part-time associates, no additional insurance is required.
9. The desk currently located in the proposed Chamber office will need to be relocated to another room.