

Board of Mayor and Aldermen Meeting
April 1, 2019
Dyersburg Municipal Court Room

(1) **Call to Order:** The Board of Mayor and Aldermen met in regular session on Monday, April 1, 2019 in the Dyersburg Municipal Court Room at 7:00 p.m. Mayor John Holden presided over the meeting. The meeting opened with prayer by Alderwoman Mary Claire Hopper. Mayor Holden noted all Aldermen were present.

(2) **Approval of Minutes:**

Mayor Holden called for a motion to approve the minutes from the March 18, 2019 meeting. Alderman Wille Cole made a motion to approve the minutes. Alderman James Baltimore seconded the motion. The minutes were approved.

(3) **Unfinished Business:** None presented.

(4) **New Business**

a. Approval of proposed TIF Project – David Hayes and John Lannom

David Hayes of the Industrial Development Board [IDB] presented information and plans regarding the construction of a retail sales complex. The project is currently called the “Commons”. The developer Mr. Brandon Buchanan, of BRG Development Partners requested the city and the county assist the project development in applying for TIF (Tax Increment Financing). If approved by the Aldermen Board, the city will experience significant advantages in progressive retail development attraction, and major long term increases in real property tax collection. The specific listing of tax and other advantages were recorded in the Minutes of the Finance Committee meeting March 14, 2019, and presented at the Board of Mayor and Aldermen meeting March 18, 2019.

It had been established at the Finance Committee meeting March 14, 2019, that the timeframe for city and county approval was of high importance. The Local Government Committee for the County was presented the information on Wednesday, March 13, 2019, and approved the project for presentation to the full Dyer County Legislative Body. A motion had been made and approved by the Finance Committee and City Board to proceed forward with the TIF program, provided after the IDB meeting, (which met on April 1, 2019 at 2:00 p.m.), the IDB representatives should attend the Board of Mayor and Aldermen meeting on April 1, 2019 at 7 p.m. for any concerns or final discussion before final approval was made by the Board.

Mr. Hayes and Mr. Lannom presented further information as necessary for discussion before the Board. At the end of positive discussion, Alderman Ricky Hammond motioned for Board approval of the TIF project. Alderman James Baltimore seconded the motion and the Board

formally approved the TIF project. As a retired employee of First Citizens National Bank, Alderman Burks offered to abstain from voting, if the Board considered his vote (**for**) the motion to be in conflict of interest. No members of the board felt this to be a conflict, therefore the motion was unanimously approved for support of the “Economic Impact Plan and Tax Increment Financing for The Commons Retail Development Project”.

The resolution is as follows:

RESOLUTION 04012019

Approval of Economic Impact Plan and Tax Increment Financing for The Commons Retail Development Project

WHEREAS, The Industrial Development Board of Dyer County, Tennessee (the "IDB"), has been approached by BRG Development Partners (“Developer”) seeking financing in order to develop a certain tract of real property located on Hwy 51 Bypass W in Dyersburg, Dyer County, Tennessee, consisting of approximately 22 acres behind Dairy Queen and Triple T Tire, with road frontage between these two businesses, into a high profile retail project that includes new fast casual restaurants, furniture and home goods retailers, clothing, shoe and jewelry retailers in a shopping center of 118,000 square feet, with an additional 10,000 square feet shopping center to be built on one outparcel, and 3.5 acres for future development (the “Project”);

WHEREAS, the IDB has prepared an economic impact plan (the "Economic Impact Plan") regarding the improvement of an area comprising the property on which the Project is located (the "Plan Area");

WHEREAS, the improvement of the Plan Area would include construction of the public infrastructure for the Project and a large parking lot surrounding the Project, constituting a “project” as defined in T.C.A. § 7-53-312;

WHEREAS, the Economic Impact Plan would permit the IDB to finance the Project through the issuance of the IDB's bonds, notes and other obligations in the total amount not to exceed \$3,000,000.00 pursuant to T.C.A. § 7-53-312;

WHEREAS, the incremental increase in real and personal property tax revenues to Dyer County, Tennessee (“County”) and the City of Dyersburg, Tennessee (“City”) from the Plan Area following completion of the Project, in the manner described in the Economic Impact Plan, will be allocated by the City and the County to the IDB, and paid to the IDB, to be used exclusively to pay the debt service incurred by the IDB to finance the Project and the IDB’s allowable expenses, until such debt service is retired (“Tax Increment Financing”);

WHEREAS, the IDB, held a public hearing pursuant to T.C.A. § 7-53-312, on the Economic Impact Plan, after which it has approved the Economic Impact Plan attached hereto as **Exhibit A**, and the IDB has submitted it to the County Commission of Dyer County, Tennessee, and the Board of Mayor and Aldermen of the City of Dyersburg, Tennessee for their separate approval in accordance with T.C.A. § 7-53-312; and

WHEREAS, the Tax Increment Financing shall not represent or constitute a debt or pledge of the faith and credit or the taxing power of the City of Dyersburg, Tennessee.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Mayor and Aldermen of the City of Dyersburg, Tennessee that the Economic Impact Plan, attached hereto as **Exhibit A**, being in the interest of the citizens of the City of Dyersburg, Tennessee, is hereby approved, and the officers of the City are authorized to take all appropriate actions to carry out the terms of the Economic Impact Plan.

This Resolution is adopted on the 1st of April, 2019.

CITY OF DYERSBURG, TENNESSEE

By: _____
John Holden, Mayor

ATTEST:

Robert C. Jones, City Recorder

**b. Public Hearing – Beer Permit – Sarang Inc.
DBA: Q-Mart
1325 E Court St.
Dyersburg, TN 38024**

Mayor Holden announced that this was a public hearing for this permit request. Dyersburg Police Chief, Steve Isbell presented information stating that the background

investigation of the beer permit applicant showed no reason for the applicant to be denied from obtaining a beer permit for the business. Being this was noticed as a public hearing, Mayor Holden called for any persons to speak regarding this permit application. No public comment was presented. Mayor Holden called for a motion for approval of the application. Alderwoman Vanedda Webb made a motion to approve the application, followed by a second from Alderman Willie Cole. The motion passed.

c. **Bids – Greg Williams.** No bids were presented.

d. Finance Committee Meeting – March 28, 2019 – Chairman Edward Burks

**Finance Committee Meeting
City of Dyersburg**

March 28, 2019

The Finance Committee met at 10:00 a.m. March 28, 2019 in the Conference Room at Dyersburg City Hall.

Committee Members Present: Mayor John Holden, Edward Burks, Vanedda Webb, and Dennis Moody.

Other Aldermen members who attended included: James Baltimore, and Meghan Gilbert.

Staff and Others Present: Steve Anderson, Treasurer, Greg Williams, Purchasing Agent, Brandon Hutcherson, State Gazette, Steve Isbell, Dyersburg Police Chief.

Chairman Edward Burks opened the meeting to discuss a request for proposals for Financial and Compliance Auditing Services for 2018-2019.

The proposal request document was submitted before the committee, as requested from the Finance Committee meeting on March 14, 2019. Mr. Greg Williams and Steve Anderson prepared the RFP document. If approved by the committee the following timelines and overall objective will be followed:

RFP # 03288-0424-2

April 2019

City of Dyersburg
425 West Court Street
Dyersburg, TN 38025
John Holden, Mayor

The City of Dyersburg will receive proposals from qualified firms to contract for **Financial and Compliance Auditing Services** until **2:00 PM** on **April 24th, 2019**.

All information outlined in the RFP, along with any other pertinent facts necessary for a proper evaluation of this proposal, should be delivered prior to the hour and date above designated.
to:

City of Dyersburg
Greg Williams, Purchasing Agent
P.O. Box 1358
425 West Court Street
Dyersburg, TN 38025

The **City of Dyersburg** reserves the right to waive any and all irregularities, refuse any or all proposals, and award the contract that is in the best interest of **The City of Dyersburg**. The **City of Dyersburg** specifically reserves the right to reject any and all proposals and will normally reject those which make it impossible to determine the intent or cost of the service. The City of Dyersburg reserves the right to take adequate time to examine and evaluate all proposals before a decision is made and announced.

Proposals shall be presented in a **sealed** package prior to the above deadline. Identification of firm and proposal must be listed on the outside of the package.
Any additional information or clarification can be obtained by contacting:

Mr. Greg Williams, Purchasing Agent
City of Dyersburg
425 West Court Street
Dyersburg, TN 38025
(731) 288-7686
gwilliams@dyersburgtn.gov

1. Solicitation identified: This Request for Proposals applies to the following procurement:

Financial and Compliance Auditing Services RFP # 03288-0424-2

2. Notice to Proposers publication date: **April 2, 2019**

3. Solicitation release date: **April 2, 2019**

4. Deadline for submittal in writing of questions seeking to revise or clarify any aspect of this procurement solicitation: **April 17, 2019, 2:00 p.m. Central Time**

5. Proposals submittal deadline and scheduled opening: **April 24, 2019, 2:00 p.m. Central Time**

6. Tentative date of selection of auditing firm by Finance Committee: **May 1, 2019 (depending upon whether interviews are conducted)**

7. Tentative date of award: Meeting of Board of Mayor and Aldermen at which is tentatively scheduled to be awarded the selection of the proposal that best meets the needs of the City: **May 6, 2019 (depending upon whether interviews are conducted)**

8. Objective: To secure, by means of a competitive procurement process, the selection of a responsive and responsible proposal, that best meets the needs of the City of Dyersburg, to furnish all labor, materials and means necessary to supply and deliver to the City of Dyersburg, the financial and compliance auditing services as further described in the entire RFP.

The committee discussed the various contract extension options, and determined to accept all stipulations proposed in the RFP as written.

At the end of the RFP discussion, Alderman Dennis Moody motioned to accept the RFP as written for recommendation to the full Board for approval.

Alderwoman Vanedda Webb seconded the motion. The motion was approved for recommendation to the Board of Mayor and Aldermen.

In continued reading Alderman Burks read that Mr. Williams noted the RFP will be sent to vendors and advertised in the State Gazette newspaper. The committee tentatively scheduled to meet at 11:00 am on Thursday, April 25, 2019 to open RFP submissions.

In other non-agenda discussion, Steve Anderson reviewed the general process involved in preparations for the upcoming 2019-2020 budget hearings. He noted that the information may be ready by May 1, 2019.

Additionally, Mayor Holden referenced prior information that he has sent to the Aldermen. He especially remarked on his letter to the Director of the Dyersburg City Schools, as requested by the Aldermen, concerning the timeliness of the submission of the City Schools audit report. He noted that as soon as he receives a reply, he will forward the response to the Board.

With no further business, the committee adjourned at 10:15 a.m.

Alderman Burks made a motion to approve the recommendation from the committee. Alderwoman Vanedda Webb seconded. The motion was approved.

Reports from the Aldermen Board:

Alderman James Baltimore: No report, but recognized the audience presence of Mr. Ray Isom.

Alderman Edward Burks: No report.

Alderman Wille Cole: thanked mike McCulloch and the Street Department for their work in cleaning up the community.

Alderwoman Meghan Gilbert: No report.

Alderman Ricky Hammond: No report.

Alderman Mary Claire Hopper: mentioned she is looking forward to the Local Government Committee meeting, which will be held Wednesday, April 3, 2019 at 9 a.m. at City Hall.

Alderman Dennis Moody: No report.

Alderman Vanedda Webb: No report.

Communications from the Mayor:

- Re-announced the Local Government Committee meeting to be held Wednesday, April 3, 2019 at 9 a.m. at City Hall.

With no further business, the meeting adjourned at 7:14 p.m.

John Holden, Mayor

Robert C. Jones, City Recorder