



**CITY OF MARYVILLE**  
400 West Broadway  
Maryville, TN 37801

**CITY COUNCIL MEETING**  
**7:00 P.M. TUESDAY, JULY 2, 2024**  
**MARYVILLE MUNICIPAL CENTER**

**NOTICE:** Individuals who wish to speak at council meetings should sign up on the public comment sheets available outside the council chamber. There are sign-up sheets for the following comment periods: public hearings, non-agenda items (Hear Citizens), and existing agenda items. The Mayor will use the sign-up sheets to call upon citizens for comments during the correlating comment period. Please remain seated until called upon to speak.

**Public Comments**

7:00 P.M.

CITY COUNCIL

CALL TO ORDER

ROLL CALL

INVOCATION

APPROVAL OF MINUTES

Individuals with disabilities who require accommodation for participation in meetings must request accommodation at least 72 hours ahead of the scheduled meeting. Contact the ADA Coordinator, at (865) 273-3430 or email at [adainfo@maryville-tn.gov](mailto:adainfo@maryville-tn.gov).

Meeting attendees who have difficulty hearing can sign out an assisted listening device prior to the meeting. Please let a member of staff know before the meeting starts to use a device.

## ACCEPTANCE OF AGENDA

## HEAR CITIZENS ON NON-AGENDA ITEMS

## BUSINESS

1. CONSIDERATION OF A MOTION AUTHORIZING THE RENEWAL OF A TAXI CAB FRANCHISE TO CHARLES HENRY TYLER, D/B/A BLOUNT TAXI, 2836 NEW BLOCKHOUSE ROAD, MARYVILLE 37803.
2. CONSIDERATION OF AN ORDINANCE ON FIRST READING AMENDING THE ANNUAL OPERATING BUDGET OF THE CITY OF MARYVILLE, TENNESSEE FOR FISCAL YEAR 2025.
3. CONSIDERATION OF A RESOLUTION AMENDING THE CITY OF MARYVILLE'S POSITION CLASSIFICATION-COMPENSATION PLAN.
4. CONSIDERATION OF A RESOLUTION APPROVING THE INSTALLATION OF LPR/CAMERAS IN MARYVILLE, TN FOR THE PURPOSE OF PUBLIC SAFETY.
5. CONSIDERATION OF A MOTION AUTHORIZING THE MAYOR TO SIGN AN AMENDMENT UPDATING THE INTERLOCAL AGREEMENT FOR THE MARYVILLE-ALCOA CENTRAL TRAFFIC OPERATIONS



CITY OF MARYVILLE  
400 West Broadway  
Maryville, TN 37801  
(865) 273-3401

## AGENDA ITEM BACKGROUND

1. CONSIDERATION OF A MOTION AUTHORIZING THE RENEWAL OF A TAXI CAB FRANCHISE TO CHARLES HENRY TYLER, D/B/A BLOUNT TAXI, 2836 NEW BLOCKHOUSE ROAD, MARYVILLE 37803.

**A) Introduction:**

Mr. Tyler has applied for renewal of his taxi cab franchise allowing for pick-up of fares inside the City of Maryville. He has completed the required paperwork and the background investigation revealed that the applicant meets all requirements.

**B) Financial Impact of Action:**

City of Maryville Charter requires annual renewal and approval by City Council.

**C) Impact of Action on Other Departments/Agencies:**

There are no fees associated with a taxi cab franchise other than the individual driver's fee of \$83.00.

**D) Proposed Action:**

Staff recommends approval based on the information provided

**Maryville Police  
Department**

# Memo

**To:** Sherri Phillips  
**From:** Tony Jay Crisp *Tony Jay Crisp*  
**Date:** June 19, 2024  
**Re:** Taxi Cab Franchise

---

Charles Henry Tyler, 2836 New Block House Rd, Maryville, Tennessee 37803, has re-applied for a Taxi Cab Franchise Permit with the City of Maryville. Mr. Tyler is the owner of the franchise.

The investigation revealed that the person IS eligible to conduct business by the standards set forth in the Maryville Municipal codes.

Blount Taxi

2836 New Blockhouse Rd

Maryville Tennessee 37803

865-363-6620



CITY OF MARYVILLE  
400 West Broadway  
Maryville, TN 37801  
(865) 273-3401

AGENDA ITEM BACKGROUND

2. CONSIDERATION OF AN ORDINANCE ON FIRST READING AMENDING THE ANNUAL OPERATING BUDGET OF THE CITY OF MARYVILLE, TENNESSEE FOR FISCAL YEAR 2025.

A) **Introduction:** In the course of the fiscal year, certain adjustments to the budget ordinance are necessary.

B) **Financial Impact of Action:** Changes to certain estimated revenues and budgeted appropriations as recommended by Staff.

Appropriation of funds for the Police Hiring, Training & Recruitment Program Grant in the amount of \$40,000.

Appropriation of funds for a Public Works Street Sweeper in the amount of \$327,379.

C) **Impact of Action on Other Departments/Agencies:** Approval of budget amendment allows for budget revisions as described in attached ordinance.

D) **Proposed Action:** Approval- 1st Reading

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE ANNUAL OPERATING  
BUDGET OF THE CITY OF MARYVILLE, TENNESSEE FOR  
FISCAL YEAR 2025**

**WHEREAS**, the budget process is one of the most important activities undertaken by governments for the public welfare with the budget process being used to make program, service and capital decisions and allocate scarce resources to programs, services and capital;

**WHEREAS**, *Tennessee Code Annotated* Title 6 Chapter 56 Section 208 allows the governing body to amend the annual budget ordinance in the same manner as any other ordinance may be amended;

**WHEREAS**, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds first be appropriated before being expended and that only funds that are available may be appropriated;

**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 their source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds;

**WHEREAS**, the budget ordinance is the legal document whereby the governing body appropriates funds and thereby gives the legal authority for expenditures of the City as required by state law;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MARYVILLE, TENNESSEE**, as follows:

**SECTION 1.** The Local Grant Fund revenue and appropriation budget will be adjusted as shown below:

	Revenue Amount	Appropriation Amount
Grant Funds	\$40,000	
Police Hiring, Training & Recruitment Program Grant		\$40,000
Total Change	\$40,000	\$40,000

The Maryville City Police Departments has been awarded a grant by the State of Tennessee Department of Commerce and Insurance in the amount of \$40,000 for a hiring, training & recruitment program. There is no city match required.

**SECTION 2.** The Equipment Replacement revenue and appropriation budget will be adjusted as shown below:

	Revenue Amount	Appropriation Amount
Fund Balance	\$327,379	
Equipment Purchase		\$327,379
Total Change	\$327,379	\$327,379

A street sweeper, which was ordered during FY 2024, did not arrive by 6/30/24. The expense will need to be reappropriated for FY 2025. It will be covered by a use of fund balance. Expected delivery date is the end of July.

**SECTION 3.** That the provisions of this Ordinance shall be effective from and after its final passage, the public welfare requiring it.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Recorder

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

Passed 1<sup>st</sup> reading on this \_\_\_\_\_ day of \_\_\_\_\_, 2024 \_\_\_\_\_  
City Recorder

Passed 2nd reading on this \_\_\_\_\_ day of \_\_\_\_\_, 2024 \_\_\_\_\_  
City Recorder



**CITY OF MARYVILLE**  
**400 West Broadway**  
**Maryville, TN 37801**  
**(865) 273-3401**

**AGENDA ITEM BACKGROUND**

**3. CONSIDERATION OF A RESOLUTION AMENDING THE CITY OF MARYVILLE'S POSITION CLASSIFICATION-COMPENSATION PLAN.**

**A) Introduction:**

A review of the administrative support positions identified that an update is needed to state the current functions and responsibilities of the Senior Administrative Assistant position.

A revised job description was created to reflect the findings of the review.

The titles Administrative Assistant I and Administrative Assistant II correlate more closely with similar positions in the City of Maryville classification plan that provide employee development leading to promotional opportunities within the job class.

The following updates would be made:

- a. Administrative Assistant should be retitled Administrative Assistant I.
- b. Senior Administrative Assistant should be retitled Administrative Assistant II.
- c. The current job description for Senior Administrative Assistant be replaced with the Administrative Assistant II description detailing current responsibilities and requirements.

**B) Financial Impact of Action:**

The proposed action has no financial impact.

**C) Impact of Action on Other Departments/Agencies:**

The proposed action will provide opportunities for employee development and advancement for administrative support staff.

**D) Proposed Action:**

- a. The proposed action will provide opportunities for employee development and advancement for administrative support staff.



**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF MARYVILLE, TENNESSEE, AMENDING THE CITY OF MARYVILLE'S POSITION CLASSIFICATION PLAN.**

**WHEREAS**, the City of Maryville has established a position classification plan, and;

**WHEREAS**, it is the responsibility of the City Council of the City of Maryville, Tennessee to maintain the position classification plan;

**WHEREAS**, it is now necessary to make changes to the position classification plan.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARYVILLE, TENNESSEE**, as follows:

**SECTION 1.** That in accordance with Title 4, Section 201 of the Maryville Municipal Code, the position classification plan of the City of Maryville is hereby amended as follows:

- a. The position of Administrative Assistant is hereby retitled Administrative Assistant I.
- b. The position of Senior Administrative Assistant is hereby retitled Administrative Assistant II.

**SECTION 2.** This resolution shall become effective from and after its adoption:

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Recorder

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney



CITY OF MARYVILLE  
404 West Broadway  
Maryville, TN 37801  
(865) 273-3400

AGENDA ITEM BACKGROUND

4. CONSIDERATION OF A RESOLUTION APPROVING THE INSTALLATION OF LPR/CAMERAS IN MARYVILLE, TN FOR THE PURPOSE OF PUBLIC SAFETY.

**A) Introduction:** The City of Maryville Police Department has for numerous years operated LPR/Cameras on public right of ways for the purpose of providing enhanced public safety to our citizens and visitors in Maryville.

**C) Financial Impact of Action:** None

**D) Impact of Action on Other Departments/Agencies:** None

**E) Staff Recommendation:** Approve the resolution

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING THE INSTALLATION OF LPR/CAMERAS IN MARYVILLE, TN FOR THE PURPOSE OF PUBLIC SAFETY.**

**WHEREAS**, the City of Maryville Police Department has for numerous years operated LPR/Cameras on public right of ways for the purpose of providing enhanced public safety to our citizens and visitors in Maryville, and

**WHEREAS**, the City of Maryville City Council endorses the use of the LPR/Camera in Maryville, and

**WHEREAS**, the City of Maryville City Council supports the installation of LPR/Cameras in the right of ways in Maryville.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARYVILLE, TENNESSEE, as follows:**

**SECTION 1.** That the City of Maryville, City Council endorses the installation of LPR/Camera and approves the installation of LPR/Camera Project, on public right of ways inside the corporate limits of Maryville, Tn.

**SECTION 2.** That the Recorder of the City of Maryville is hereby authorized to transmit a certified copy of this Resolution to the Tennessee Department of Transportation for their records.

**SECTION 3.** That this Resolution shall become effective on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

ATTEST:

City Recorder

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney



**CITY OF MARYVILLE**  
**400 West Broadway**  
**Maryville, TN 37801**  
**(865) 273-3401**

AGENDA ITEM BACKGROUND

5. CONSIDERATION OF A MOTION AUTHORIZING THE MAYOR TO SIGN AN AMENDMENT UPDATING THE INTERLOCAL AGREEMENT FOR THE MARYVILLE-ALCOA CENTRAL TRAFFIC OPERATIONS

- A) Introduction:** The City of Maryville has had an interlocal agreement with the City of Alcoa since June of 2012 which established the Maryville-Alcoa Central Traffic Operations (MACTO) division. The jointly funded effort provides operation & maintenance for a vast network of traffic signals and related infrastructure. This amendment will adjust the cost sharing split from the current levels at 63% Maryville/37% Alcoa to a new split of 58% Maryville/42% Alcoa.
- B) Financial Impact of Action:** This change reduces the City of Maryville share by approximately \$29,000 based on the proposed FY2025 budget.
- C) Impact of Action on Other Departments/Agencies:** This amendment increases the City of Alcoa share by \$29,000 based on the proposed FY2025 budget. Additionally, the amendment clarifies department roles within the City of Alcoa.
- D) Proposed Action:** Approve the motion. Once approved, the agreement will be passed to the City of Alcoa Commission for final signatures.

**FIRST AMENDMENT TO THE  
INTERLOCAL AGREEMENT TO ESTABLISH CENTRALIZED  
TRAFFIC OPERATIONS BETWEEN THE CITIES OF ALCOA  
AND MARYVILLE, TENNESSEE**

THIS FIRST AMENDMENT (“First Amendment”) TO THE INTERLOCAL AGREEMENT TO ESTABLISH CENTRALIZED TRAFFIC OPERATIONS BETWEEN THE CITIES OF ALCOA AND MARYVILLE, TENNESSEE which was entered June 5, 2012 (the “Agreement”), is hereby made and entered into this July 2<sup>nd</sup>, 2024 (“**First Amendment Effective Date**”) by and between the cities of Alcoa, Tennessee and Maryville, Tennessee. Any capitalized terms contained herein, and not otherwise defined herein, shall have the same meaning given to them in the “**Agreement**” (defined below).

**RECITALS**

- A. The cities of Alcoa, Tennessee and Maryville, Tennessee entered into the Agreement to establish centralized traffic operations between the cities, effective June 5, 2012.
  
- B. The cities now wish to confirm, clarify, and amend the Agreement as provided below:

**AGREEMENT**

In consideration of the mutual covenants of the Parties set forth in this **First Amendment** and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

- 1. **SECTION 3 JURISDICTION** shall be amended as follows:  
The words “City of Alcoa Director of Public Works and Engineering” shall be deleted and replaced with the words “City of Alcoa Development Services Director”.
  
- 2. **SECTION 5 FUNDING** shall be amended as follows:  
**FUNDING.** The Group shall be funded through joint funding of each participating government entity. At the time of this **First Amendment**, funding will be based on the percentage of intersections controlled by traffic signals located within each city, which shall be divided as follows:

<b>City of Maryville</b>	<b>58%</b> (52 signalized intersections)
<b>City of Alcoa</b>	<b>42%</b> (38 signalized intersections)

Funding shall be reviewed annually and adjusted prospectively and proportionately according to each city’s signalized street intersections. The funding allocation may be revised should the group’s operations expand to include other traffic control functions.
  
- 3. Any and all provisions in the Agreement not modified by this First Amendment shall continue in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have caused this **First Amendment** to be executed by their duly authorized representatives as of the **First Amendment Effective Date** written above.

**CITY OF MARYVILLE**

By: \_\_\_\_\_

Mayor

Attest:

Approved as to Form:

\_\_\_\_\_

City Recorder

\_\_\_\_\_

City Attorney

**CITY OF ALCOA**

By: \_\_\_\_\_

Mayor

Attest:

Approved as to Form:

\_\_\_\_\_

City Recorder

\_\_\_\_\_

City Attorney