

## Workshop Meeting May 16, 2017

The workshop meeting of the City Commission of the City of Lakesite was held on May 16, 2017 at 5:00 p.m. at the Lakesite City Hall, 9201 Rocky Point Road, Lakesite.

Meeting was CALLED TO ORDER by Mayor David Howell at 5:00 p.m. City Commission members present were Vice Mayor Valerie Boddy, Commissioners Kenneth Wilkerson, William Neighbors and Curtis Jones. Also present were City Manager Dr. David Edwards, City Recorder Jodi LaCroix, Utilities and Maintenance Official David Tate, and Attorney Sam Elliott.

Also present were: County Commissioner Greg Martin.

Mr. Martin stated that the County Commission was working on the budget just as Lakesite was. Mayor Howell asked if there had been any discussions on the cities paying one-half of the assessments (property revaluations).

Mr. Martin responded that from his point of view it was not fair to hit the communities when they were totally unprepared for this. Assessor Haines found out about the law after he got elected. Four years down the road may be different. There will be discussions going on during this time. He pointed out that there are many things that the County does for local governments that cities benefit from.

Mr. Neighbors said that Signal Mountain just raised their tax \$0.30 per \$100. Did that have anything to do with this? Mr. Martin had not heard anything on this.

Mr. Wilkerson said he believed it was in order to facilitate a school group and losing the Hall Tax.

Mr. Martin said the Governor and legislators passage of the highway bill will help the County. The County will receive around \$900,000 and he is sure Lakesite will benefit from this as well.

Mr. Jones stated that he feels that paying half of the assessments on the land is a double tax.

Mr. Martin said there will be conversations later on about this. The Commission and cities will have the conversations. It is a function of County government.

Mr. Jones said we pay county taxes and you are going to charge us again. The county residents are not charged.

Mayor Howell said it is not an additional tax they are just saying they've taken the burden on but now they can legally split the cost. The county residents are also paying.

Mr. Martin again said the County provides services that the cities does not pay for such as restaurant inspections.

Mr. Elliott stated that is per State Law.

Mr. Martin stated the city gets that free but because of that you can collect taxes on it. The city does not have to pay a fee to the county for the inspection.

Dr. Edwards asked about the origins of this law. Mr. Martin thinks it was started back in the 1980's. Most counties across the state pay one half of the burden.

Mr. Wilkerson would anticipate a lot of dialogue between now and the next assessment.

Mr. Jones feels the people in the county are not being charged this additional tax like the people in the cities are.

Mr. Wilkerson said that is part of the discussion that will take place between now and then.

Mayor Howell reviewed the agenda for the 7:00 meeting and the agenda for the Beer Board meeting.

### **David Edwards, City Manager**

Dr. Edwards reviewed the [budget](#). He feels the liquor tax is going to end up under in tax collections. Mr. Wilkerson asked that we check and make sure that the liquor distributors are sending the city portion to us and not to another city. Some of the addresses say Hixson or Soddy.

Dr. Edwards stated that expenses are under in most lines and no revised budget will be needed.

He shared with the Commission a budget report from TML and report from the State on shared taxes.

Mr. Wilkerson asked if we could have an updated census when the new Bell Subdivision comes in. Dr. Edwards stated that the new census will be done in 2020 so it may be best to wait.

Dr. Edwards then went over the proposed 2017-2018 budget with the Commission.

SUMMARY		PROPOSED 15-16 -----	REVISED 15-16 -----	PROPOSED 16-17 -----	PROJECTED 16-17 -----	PROPOSED 17-18 -----
TOTAL OPERATING REVENUES (GENERAL + STREET AID)		\$911,025	\$932,680	\$929,080	\$954,082	\$938,380
TOTAL OPERATING EXPENDITURES (GENERAL + STREET AID)		\$1,043,792	\$1,002,492	\$1,030,524	\$853,383	\$1,072,288

GENERAL REVENUES	\$862,925	\$884,580	\$880,980	\$902,693	\$882,880
GENERAL EXPENDITURES					
GENERAL GOVERNMENT	\$280,265	\$267,965	\$278,456	\$186,685	\$292,669
PUBLIC WORKS	\$322,852	\$307,852	\$299,793	\$272,335	\$312,744
PUBLIC SAFETY	\$244,675	\$244,675	\$270,275	\$236,972	\$276,875
TOTAL GENERAL EXPENDITURES	\$847,792	\$820,492	\$848,524	\$695,992	\$882,288
GENERAL REVENUES LESS EXPENDITURES	\$15,133	\$64,088	\$32,456	\$206,702	\$592
STREET AID REVENUES	\$48,100	\$48,100	\$48,100	\$51,389	\$55,500
STREET AID EXPENDITURES	\$196,000	\$182,000	\$182,000	\$157,391	\$190,000
STREET AID REVENUES LESS EXPENDITURES	-\$147,900	-\$133,900	-\$133,900	-\$106,002	-\$134,500
GENERAL REVENUES APPLIED TO STREET AID	\$15,133	\$64,088	\$32,456	\$206,702	\$592
RESERVE FUNDS APPLIED TO STREET AID	\$132,767	\$69,812	\$101,444	-\$100,700	\$133,908
CAPITAL IMPROVEMENTS	\$326,000	\$326,000	\$189,000	\$189,000	\$105,000
PEDESTRIAN ENHANCEMENT GRANT MATCH			\$250,000	\$0	\$250,000
CHANGE IN RESERVES	-\$458,767	-\$395,812	-\$540,444	-\$88,301	-\$488,908
TOTAL REVENUES (GENERAL + STREET AID)	\$959,125	\$980,780	\$977,180	\$1,005,471	\$993,880
TOTAL OPERATING EXPENDITURES	\$1,043,792	\$1,002,492	\$1,030,524	\$853,383	\$1,072,288

SCHEDULE A- REVENUES						
	PROPOSED 15-16 -----	REVISED 15-16 -----	PROPOSED 16-17 -----	PROJECTED 16-17 -----	PROPOSED 17-18 -----	
LOCAL TAXES						
PROPERTY	\$104,500	\$108,000	\$108,000	\$110,000	\$110,000	
COUNTY SALES	\$350,000	\$360,000	\$360,000	\$367,919	\$360,000	
GROSS RECEIPTS	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000	
WHOLESALE BEER TAX	\$128,500	\$128,500	\$128,500	\$125,870	\$125,000	
LIQUOR TAX	\$53,000	\$40,000	\$40,000	\$34,650	\$34,650	
TOTAL	\$660,000	\$660,500	\$660,500	\$662,439	\$653,650	
LICENSES & PERMITS						
BUILDING PERMITS	\$2,000	\$3,000	\$3,000	\$8,336	\$8,000	
BEER LICENSE	\$250	\$500	\$250	\$250	\$250	
BEER PRIVILEGE	\$720	\$700	\$700	\$600	\$600	
BUSINESS LICENSE	\$1,400	\$1,400	\$1,400	\$2,487	\$2,400	
LIQUOR LICENSE	\$0	\$750	\$750	\$850	\$850	
TOTAL	\$4,370	\$6,350	\$6,100	\$12,523	\$12,100	
INTER-GOVERNMENTAL						
SALES TAX	\$135,000	\$140,000	\$140,000	\$140,000	\$140,000	
STREET & TRANS	\$3,725	\$3,500	\$3,500	\$3,694	\$3,500	
BEER TAX	\$1,000	\$1,000	\$1,000	\$950	\$950	
INCOME TAX	\$7,000	\$9,900	\$8,000	\$12,370	\$8,000	
TVA REPLACEMENT	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	
TELECOMM SALES TAX	\$180	\$180	\$180	\$180	\$180	
STATE EXCISE TAX	\$0	\$0	\$0	\$0	\$0	
STATE MIXED DRINK TAX	\$750	\$1,500	\$1,200	\$4,293	\$4,000	
TOTAL	\$163,655	\$172,080	\$169,880	\$177,487	\$172,630	
MISCELLANEOUS						

INTEREST EARNED	\$1,750	\$13,000	\$12,000	\$12,600	\$12,000
CABLE TV FRANCHISE	\$31,500	\$31,500	\$31,500	\$31,500	\$31,500
FINES & FORFEITS	\$50	\$650	\$500	\$3,644	\$500
DELQ TAX & REBATES	\$1,600	\$500	\$500	\$1,500	\$500
SALE OF SURPLUS PROPERTY	\$0	\$0	\$0	\$1,000	\$0
TOTAL	\$34,900	\$45,650	\$44,500	\$50,244	\$44,500
TOTAL GENERAL REVENUES	\$862,925	\$884,580	\$880,980	\$902,693	\$882,880
TOTAL ST AID REVENUES	\$48,100	\$48,100	\$48,100	\$51,389	\$55,500
TOTAL REVENUES	\$911,025	\$932,680	\$929,080	\$954,082	\$938,380

SCHEDULE B					
	PROPOSED 15-16 -----	REVISED 15-16 -----	PROPOSED 16-17 -----	PROJECTED 16-17 -----	PROPOSED 17-18 -----
GEN.GOV'T.					
ACCOUNT & AUDIT FEE	\$15,000	\$15,000	\$15,000	\$12,000	<b>\$13,500</b>
ATTORNEY RETAINER	\$8,700	\$8,700	\$8,700	\$8,392	\$8,700
ATTORNEY FEE	\$7,500	\$7,500	\$7,500	\$5,712	\$7,500
BANK SERVICE CHARGE	\$250	\$250	\$500	\$150	\$500
RECORDS MANAGEMENT	\$20,000	\$10,000	\$15,000	\$8,261	\$10,000
CAPITAL OUTLAY	\$5,000	\$5,000	\$5,000	\$1,460	\$5,000
COMMUNICATIONS	\$15,000	\$15,000	\$15,000	\$14,479	<b>\$16,000</b>
DONATIONS	\$28,000	\$28,000	\$28,000	\$0	\$28,000
DUES & BOOKS	\$3,500	\$3,500	\$3,500	\$3,200	\$3,500
ELECTIONS	\$1,000	\$1,000	\$2,000	\$2,365	\$0
INSPECTION EXPENSES	\$8,000	\$6,000	\$8,000	\$3,850	\$6,000
INSURANCE & BOND	\$7,500	\$9,000	\$9,000	\$8,992	\$9,000
JUDGE FEE	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
LEGAL ANNOUNCEMENTS	\$3,000	\$3,000	\$3,000	\$1,846	\$3,000
MISCELLANEOUS	\$5,000	\$5,000	\$5,000	\$4,000	\$5,000
OASI CONTRIBUTIONS	\$12,000	\$12,000	\$12,000	\$12,000	<b>\$12,000</b>
OFFICE SUPPLIES & EXPENSE	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
SALARY (CITY MANAGER)	\$24,576	\$24,576	\$25,176	\$25,176	<b>\$37,764</b>
SALARY, SEC. & RECORDER	\$25,039	\$25,039	\$26,180	\$26,180	<b>\$27,505</b>
TRAINING AND DEVELOPMENT	\$6,000	\$6,000	\$6,000	\$3,500	\$6,000
UTILITY (ELEC., WATER, GAS)	\$10,000	\$8,000	\$8,500	\$8,765	\$9,000
WORKERS COMP INS.	\$5,000	\$5,200	\$5,200	\$4,300	\$4,500
COMMISSION EXPENSES	\$28,000	\$28,000	\$28,000	\$25,057	\$28,000
COMMISSION DISCRETIONARY FUND	\$20,000	\$20,000	\$20,000	\$0	\$20,000
ECONOMIC DEVELOPMENT	\$10,000	\$10,000	\$10,000	\$0	\$10,000
ADMINISTRATIVE SUPPORT	\$5,200	\$5,200	\$5,200	\$0	\$5,200
CONSULTANTS			<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>
TOTAL GEN. GOVT.	\$280,265	\$267,965	\$278,456	\$186,685	\$292,669
PUBLIC WORKS					
BLDG. MAINT. & REPAIR	\$25,000	\$25,000	\$20,000	<b>\$15,540</b>	<b>\$20,000</b>
CAPITAL OUTLAY	\$5,000	\$5,000	\$5,000	<b>\$2,965</b>	\$5,000
CONTRACT LABOR	\$3,000	\$3,000	\$3,000	\$30	\$3,000
PARKS & PLAYGROUND	\$42,000	\$40,000	\$40,000	\$40,000	<b>\$65,000</b>
SALARY UTILITY PERSON	\$39,352	\$39,352	\$40,293	\$40,293	<b>\$40,993</b>
BENEFITS	\$10,000	\$7,000	\$8,000	<b>\$9,409</b>	\$10,000
SUPPLIES	\$7,500	\$7,500	\$7,500	\$4,181	\$7,500
UNIFORM ALLOWANCE	\$1,000	\$1,000	\$1,000	\$500	\$1,000
CONSULTANTS AND SERVICES	\$20,000	\$15,000	\$20,000	\$17,166	<b>\$10,000</b>
CHRISTMAS LIGHTING	\$45,000	\$35,000	\$25,000	\$20,251	\$20,251
SUB-TOTAL PUBLIC WORKS	\$197,852	\$177,852	\$169,793	\$150,335	\$182,744
SANITATION	\$125,000	\$130,000	\$130,000	\$122,000	\$130,000
TOTAL PUBLIC WORKS	\$322,852	\$307,852	\$299,793	\$272,335	\$312,744

TOTAL SCHEDULE B		\$603,117	\$575,817	\$578,249	\$459,020	\$605,413
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SCHEDULE C						
		PROPOSED 15-16 -----	REVISED 15-16 -----	PROPOSED 16-17 -----	PROJECTED 16-17 -----	PROPOSED 17-18 -----
PUBLIC SAFETY						
ANIMAL PICKUP		\$11,250	\$11,250	\$11,250	\$11,217	\$11,250
HAM CO SHERIFF (PERSONNEL)		\$130,000	\$130,000	\$130,000	\$127,000	\$140,000
SECURITY		\$3,000	\$3,000	\$6,000	\$480	\$2,000
FIRE SERVICE		\$80,000	\$80,000	\$80,000	\$77,250	\$80,000
CODES ENFORCEMENT		\$20,425	\$20,425	\$21,025	\$21,025	<b>\$21,625</b>
DONATIONS--PUBLIC SAFETY				\$22,000	<b>\$0</b>	\$22,000
INSPECTION EXPENSES		\$8,000	\$6,000	\$8,000	\$3,850	\$5,000
TOTAL PUBLIC SAFETY		\$244,675	\$244,675	\$270,275	\$236,972	\$276,875

SCHEDULE D						
		PROPOSED 15-16 -----	REVISED 15-16 -----	PROPOSED 16-17 -----	PROJECTED 16-17 -----	PROPOSED 17-18 -----
STREET AID REVENUES						
GAS & MOTOR FUEL		\$33,000	\$33,000	\$33,000	\$35,207	<b>\$40,000</b>
ADDITONAL .03 TAX		\$9,800	\$9,800	\$9,800	\$10,516	\$10,000
1989 INCRSE GAS TAX		\$5,300	\$5,300	\$5,300	\$5,666	\$5,500
TOTAL ST AID REVENUES		\$48,100	\$48,100	\$48,100	\$51,389	\$55,500
GENERAL REVENUES/RESERVES		\$147,900	\$133,900	\$133,900	\$106,002	\$134,500
TOTAL AVAILABLE FOR STREETS		\$196,000	\$182,000	\$182,000	\$157,391	\$190,000
STREET AID EXPENDITURES						
STREET LIGHTS		\$12,000	\$14,000	\$14,000	\$11,075	\$14,000
EMERGENCY FUNDS		\$6,000	\$1,000	\$1,000	\$1,000	\$6,000
TRAFFIC LIGHTS		\$6,000	\$2,000	\$2,000	\$1,683	\$2,000
EQUIPMENT		\$10,000	\$2,000	\$2,000	\$0	\$2,000
RIGHT OF WAY MNTC		\$12,000	\$12,000	\$12,000	\$2,800	\$12,000
STREET SIGNS		\$5,000	\$2,000	\$2,000	\$500	\$5,000
PAVING & REPAIR		\$100,000	\$100,000	\$100,000	<b>\$100,000</b>	<b>\$100,000</b>
ROAD SHOULDERS & DRAINAGE		\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
HAZARDOUS TREES		\$10,000	\$14,000	\$14,000	\$5,333	\$14,000
TOTAL EXPENDITURES		\$196,000	\$182,000	\$182,000	\$157,391	\$190,000
SCHEDULE E						
PEDESTRIAN ENHANCEMENT GRANT FUND		PROPOSED	REVISED	PROPOSED	PROJECTED	PROPOSED
		15-16	15-16	16-17	16-17	17-18
		-----	-----	-----	-----	-----
REVENUE						
MATCHING FUNDS (TRANSFER FROM RESERVES)				\$250,000	\$0	\$250,000
STATE GRANT FUNDS				\$600,000	\$0	\$600,000
EXPENDITURES				\$850,000	\$0	\$850,000

SCHEDULE F						
DAISY DALLAS ROAD IMPROVEMENTS						
		PROPOSED	REVISED	PROPOSED	PROJECTED	PROPOSED
		15-16	15-16	16-17	16-17	17-18
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REVENUE						
REVENUE (TRANSFER FROM RESERVES)						\$475,000

EXPENDITURES					\$475,000
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Mrs. Boddy stated that the fire department is asking for equipment purchases for the new truck that they will be getting in 2018-2019. They foresee \$50,000 and would like \$25,000 this FY and roll over \$25,000 in the next FY. She was looking at \$20,000 each year.

Dr. Edwards feels it best not to roll any money over. Mr. Wilkerson said it should go into next year's budget. Mrs. Boddy told them they needed to submit a letter requesting the funding. Dr. Edwards stated we need an itemized listing of what we already gave them as we still had not received that.

Dr. Edwards spoke on Schedule D – Daisy Dallas Road. Ric Gibbs is estimating \$475,000 based on the square footage and asphalt.

Mr. Neighbors said it does need rehabbing. There is a lot of truck traffic through there. He stated that yesterday he saw the County road crew getting ready to pave from Hale Road to Thrasher Pike. He spoke to them about what was going on. Their opinion was wait until the construction was finished then do the road. Then there is the sidewalks. Do we or do we not coordinate the work with the sidewalks?

Mr. Wilkerson asked if there was a weight limit on that road. If there is a major infrastructure issue because of the weight of the trucks we need to know. He asked if Mr. Gibbs could give us a rating of weight limits on the roads and his thoughts on if there is a breakdown of the bridge by the church. At the last meeting Dan Brown mentioned there is a problem with the bridge.

Mr. Elliott suggested getting the expert opinion first.

Mayor Howell said the question is when should we do the rehabbing? Mr. Neighbors said Mr. Gibbs is the expert and he would go with his recommendation of patching first. Mr. Jones agreed.

Dr. Edwards said he could ask Mr. Gibbs to come in and talk to the Commission. While he agrees with Mr. Gibbs, he fears if we wait it will cost more later to rehab the road.

Discussion took place on the Capital Budget that had always been designated for future sewers. Dr. Edwards suggested we may want to think about redesignating this for roads or infrastructure.

Mayor Howell stated that Dr. Edward's recommends as Option 1 in his memo to fund Daisy Dallas 100% from the reserve funds, which could be this.

Mayor Howell asked about schedule B, Parks and Playground. An additional \$15,000 was added. Dr. Edwards stated this is to accommodate the additional landscaping.

Dr. Edwards remarked that on Schedule E, Pedestrian Enhancement Grant Fund, he will be talking with Mr. Maxwell to see what the holdup is on this project.

Discussion took place on raises for staff. Mr. Jones stated he worked for TVA for many years and never got a raise as high as 3%. Dr. Edwards stated he was directed to figure possible raises using the 3% numbers. He calculated his separately as he will be doubling his time now that he is retiring from UTC.

Mayor Wilkerson asked Ms. LaCroix to add a Resolution to next month's agenda to allow Mayor Howell to sign the new Sheriff's contract.

Mrs. Boddy asked about Contract Labor under Public Works. She asked what that was. Dr. Edwards stated that is in case we have to hire someone to do something special like such as additional labor work. Mrs. Boddy asked about Consultants. Dr. Edwards said that is professional services.

Dr. Edwards also reported on the information he gave the Commission from Edward Jones and how little we pay for those services - \$269.

Dr. Edwards spoke on the app for the cell phones and how he had invited the Small Cities Coalition person to come and speak to the Commission on this. The person hired quit before he started so the process has started again.

**Jodi P. LaCroix, City Recorder –**  
nothing to report

**David Tate, Utilities and Maintenance**

Mr. Tate stated that he spoke with Aaron Wiley from EPB about a street light policy and received some feedback. The policy on tonight's agenda will be removed and he will rework it.

Mr. Tate stated that the 3 fountains will be here within 5 to 7 days and will be a match for the new street lights.

**David Howell, Parks and Recreation**

Mayor Howell remarked that he spoke with Mike Lucas from 2316 Collins Lane. Mr. Lucas stated teens are flying through Collins Lane and he would like to see speed humps. Can we move the speed clock over there to get some statistics? Should be purchase an additional one?

Mr. Tate will move the speed clock and will check into the purchase of another. Mayor Howell would like to get one that strobes or flashes. Mr. Wilkerson suggested asking the Sheriff's Department to patrol that area during the hours Mr. Lucas sees the most activity.

**Valerie Boddy, Budget and Finance –**  
nothing to report

**Ken Wilkerson, Public Safety –**  
nothing to report

**William Neighbors, Public Works**

Mr. Neighbors stated that Food City is listed as Hixson. He would like to see it officially changed to Lakesite Food City. Could we write a letter to corporate headquarters or something?

**Curtis Jones – Public Utilities**

Mr. Jones said he is proud of our city and has been going to WWTa meetings.

**Sam Elliott – Attorney –**

nothing to report

As there was no other business, the meeting adjourned at 6:37 p.m.

ATTEST: \_\_\_\_\_  
Jodi P. LaCroix, CMC  
City Recorder

Minutes Approved by the City  
Commission on June 20, 2017

\_\_\_\_\_  
David Howell, Mayor

**Regular Meeting May 16, 2017**

The **regular meeting** of the City Commission of the City of Lakesite was held on **May 16, 2017** at 7:00 p.m. at the Lakesite City Hall, 9201 Rocky Point Road, Lakesite.

Meeting was **CALLED TO ORDER** by Mayor David Howell 7:00 p.m. City Commission members present were Vice Mayor Valerie Boddy, Kenneth Wilkerson, William Neighbors and

Curtis Jones. Also present were City Manager Dr. David Edwards, City Recorder Jodi P. LaCroix, Maintenance and Utilities Official David Tate, and Attorney Sam Elliott.

Also present were: Deputy Fire Chief Jack Brellenthin, Matt Lea from the Sheriff's Office, Carolyn and Johnny Horne, Joan Kirby, Sheila Agnew, Ron Duncan, Marie Carver.

**Approval of Minutes**

Motion made by Mr. Wilkerson, seconded by Mr. Neighbors, and approved unanimously the minutes of [April 18, 2017](#)

**Communications**

**City Manager:** Nothing to report

**Sheriff's Report:** Mr. Lea gave the Sheriff's report for April:

Lakesite Total Service Calls		
Month	2016	2017
January	219	115
February	196	154
March	231	183
April	245	183
May	197	
June	216	
July	233	
August	206	
September	204	
October	156	
November	121	
December	123	

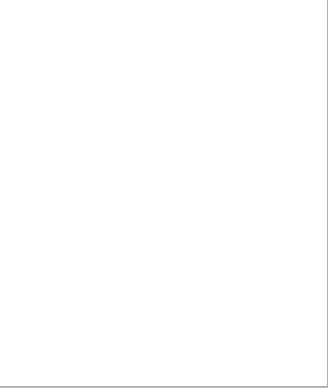
He reminded everyone that the schools will be getting within the next two weeks. He also reported on the traffic issue brought up last month on Hixson Pike and Dallas Hollow Road. Between 2015 and 2017 there have been 8 crashes. Three were failure to yield and five were from following to close. It was recommended that a flashing yellow turn signal when drivers do not have right of way as well as white flashing light signal when Hixson Pike traffic is stopped and additional patrols in that area during peak times. The major issue is people not obeying the traffic laws. The problems are operator errors.

Mr. Lea also reminded everyone to keep their lawn tools locked up. Don't become a victim of opportunity.

**Dallas Bay Volunteer [Fire Department](#) Report:**

Chief Brellenthin gave his monthly report for April.

Seal



**Citizens wishing to be heard:**  
None

**Committee Reports:**

Public Safety: Mr. Wilkerson re-emphasized as the times are changing and the schools are getting ready to close for the summer, the pool is opening up, keep your vehicles locked and your valuables out of sight.

Budget and Finance: Mrs. Boddy reported that the previous month revenues were over expenses by \$194,297.31. Revenues were over the budgeted amount and expenses were under the budgeted amount.

Public Utilities: Mr. Jones stated he has been attending WWTa meetings.

Public Works: We’re just waiting for results of the paving bid.

Parks and Recreation: Mayor Howell thanked Mr. Tate for removing the tree that fell across the tennis court. He was happy to see how quickly it was done and the court repaired.

**Old Business –**  
none

**New Business**

Introduction and 1<sup>st</sup> Reading of [Ordinance 250, Proposed Fiscal Year 2017-2018 Annual Budget](#). The 2<sup>nd</sup> Reading and Public Hearing to be held on June 20, 2017.

**Motion made by Mr. Wilkerson, seconded by Mrs. Boddy to approve and adopt** Ordinance 250, Proposed Fiscal Year 2017-2018 Annual Budget. The 2<sup>nd</sup> Reading and Public Hearing to be held on June 20, 2017.

**ROLL CALL:** Vice Mayor Boddy-yes; Commissioner Jones-yes; Commissioner Neighbors-yes; Commissioner Wilkerson-yes; Mayor Howell-yes. Motion Carries.

Introduction and 1<sup>st</sup> Reading of [Ordinance 251, Proposed Fiscal Year 2017-2018 General Revenue](#) on an interim basis pending receipt of the Certified Rate from the Assessor of Property of Hamilton County, TN, pursuant to TCA Section 67-5-1701. The 2<sup>nd</sup> Reading and Public Hearing to be held on June 20, 2017.

**Motion made by Mrs. Boddy, seconded by Mr. Wilkerson to approve and adopt Ordinance 251, Proposed Fiscal Year 2017-2018 General Revenue** on an interim basis pending receipt of the Certified Rate from the Assessor of Property of Hamilton County, TN, pursuant to TCA Section 67-5-1701. The 2<sup>nd</sup> Reading and Public Hearing to be held on June 20, 2017.

**ROLL CALL:** Vice Mayor Boddy-yes; Commissioner Jones-yes; Commissioner Neighbors-yes; Commissioner Wilkerson-yes; Mayor Howell-yes. Motion Carries.

Mr. Wilkerson stated at this time **it is anticipated** that there will be a **zero increase in the tax rate**.

Approval and adoption of [Resolution No. 108](#), Lakesite Street Policy: Removed for revisions.

As there was no other business, the meeting adjourned at 7:38

ATTEST: \_\_\_\_\_ Minutes Approved by the City  
Jodi P. LaCroix, CMC Commission on June 20, 2017  
City Recorder

\_\_\_\_\_  
David Howell, Mayor

**Beer Licensing Board May 16, 2017**

A meeting of the Lakesite City Commission sitting as the **Beer Licensing Board** of the City of Lakesite was held on **May 16, 2017** at 7:35 p.m. at the Lakesite City Hall, 9201 Rocky Point Road, Lakesite. Members present were: Chairman David Howell, Vice-Chairman Valerie Boddy, Board Members: Kenneth Wilkerson, William Neighbors and Curtis Jones

Also present was Sheila Agnew from the Circle K 3606.

Chairman Howell stated that this meeting is being held to consider the [application](#) received from **Mac’s Convenience Stores LLC d/b/a Circle K 3606 for a transfer of the beer license from Circle K to Mac’s Convenience Stores LLC d/b/a Circle K 3606 for premises located at 8540 Hixson Pike, Lakesite.** This transfer is for ownership and operations and there will be no change in on-site equipment, branding or personnel. A background check has been conducted and no items of issue have come back. This meeting has been advertised in the Chattanooga Times Free Press on May 5, 2017 and posted at City Hall and on ClerkBase.

Mr. Wilkerson asked if the advertised name will still be the Circle K. Ms. Agnew said yes. Everything is the same except the name behind the scene. She also stated that the company has a **zero tolerance for sales to minors** and employees that do so are immediately terminated. They take this issue very seriously.

Mayor Howell urged her to continue to train the people properly.

As there were no other questions, motion made by Mr. Wilkerson, seconded by Mr. Neighbors and approved unanimously to approve the application from **Mac’s Convenience Stores LLC d/b/a Circle K 3606 for a transfer of the beer license from Circle K to Mac’s Convenience Stores LLC d/b/a Circle K 3606 for premises located at 8540 Hixson Pike, Lakesite.**

Mayor Howell asked for a Roll Call vote.

**ROLL CALL:** Mrs. Boddy-yes; Mr. Jones-yes; Mr. Neighbors-yes; Mr. Wilkerson-yes; Chairman Howell-yes. Motion Carries.

**Adjournment from Meeting**

As there was no other business the meeting adjourned at 735p.m.

ATTEST: \_\_\_\_\_  
Jodi P. LaCroix, CMC  
City Recorder

Minutes Approved by the City  
Commission on June 20, 2017

\_\_\_\_\_  
David Howell, Mayor

## Summary of Your Costs Paid to Edward Jones

Page 1 of 2

April 20, 2017

Marty Cabe, CFP®, AAMS®  
Financial Advisor  
(423) 842-3071

Prepared for: LAKESITE CITY OF

At Edward Jones we believe partnering with our clients, like investing, should be for the long term. That means our work doesn't stop after your financial advisor helps you build your financial strategy and works with you to take the actions needed to help achieve your goals. Helping you stay on track is just as important.

An integral part of this ongoing partnership is making sure you understand the costs related to the investments and services we provide you to help you achieve those goals.

Prepared for: LAKESITE CITY OF

## Costs by Account

March 25, 2016 – March 31, 2017

Account Number	Account Holder	Fees and Charges	Commissions	Margin Loan Interest	Insurance	Total
61514867	CITY OF LAKESITE	\$0.00	\$269.50	\$0.00	\$0.00	\$269.50
<b>Total</b>		<b>\$0.00</b>	<b>\$269.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$269.50</b>

This report outlines the fees and charges you have paid to Edward Jones. If you have questions or you're not sure how costs are calculated or paid to Edward Jones, talk with your financial advisor. He or she can help answer any questions you have.

## What Is Included in This Report

**Fees and Charges:** Your account is subject to fees and charges on a one-time, monthly or annual basis, such as monthly program and administrative fees for our advisory programs or fees for retirement accounts, wire transfers, returned checks, or transfer on death services. Some of these fees and charges may be collected by Edward Jones but sent to a third party. Your account may also be subject to ongoing distribution and/or service (12b-1) fees for mutual funds and annuities or renewal commissions for insurance policies or annuities.

**Commissions:** If you buy or sell stocks and bonds, you will pay a commission or a markup/markdown directly to Edward Jones. You may also pay costs such as sales charges, commissions or concessions from the purchase or sale of managed investments such as mutual funds, unit investment trusts and annuities. If you purchased mutual funds prior to October 1, 2016 and paid no commission because of a net asset value breakpoint, this report shows any amount the mutual fund company paid to Edward Jones as a commission (which is known as a dealer concession). This cost is reflected on this report but was not paid by you.

**Margin Loan Interest:** If you borrow funds through a margin loan (also called an Edward Jones Personal Line of Credit), Edward Jones will charge interest on the amount borrowed. For additional information about the Edward Jones Personal Line of Credit, please refer to [www.edwardjones.com/disclosures/marginloans](http://www.edwardjones.com/disclosures/marginloans).

**Insurance:** If you purchase an insurance policy through Edward Jones, we will be paid commissions from the premiums paid.

The costs excluded from this report are described in more detail under the Important Disclosures section of this report.

# PORTFOLIO ANALYSIS

April 20, 2017

PREPARED FOR

**City of Lakesite**

Page 1 of 7

PORTFOLIO OBJECTIVE: Preservation Of Principal

## Account(s) Included

ACCOUNT NUMBER ACCOUNT NAME

615-14867 CITY OF LAKESITE

ACCOUNT TYPE DESCRIPTION

Association

## Account(s) Not Included

No Accounts Excluded

The office of:

**Marty Cabe**  
Financial Advisor  
(423) 842-3071

**Edward Jones**  
MAKING SENSE OF INVESTING

## Fixed Income by Product Type Detail

Portfolio Objective: Preservation Of Principal

Page 3 of 3

April 20, 2017

Prepared for: City of Lakesite  
Account Number: 615-14867

Marty Cabe  
Financial Advisor  
(423) 842-3071

Held By	Quantity	Coupon Rate	Investment Name	Maturity Date	Sector	Percent Of Category	Credit Rating S&P Moody's Fitch	Price	Current Value	Percent Of Portfolio
<b>Certificates of Deposit</b>										
J	100000	1.30%	DISCOVER BANK CD	08/14/17 Short				100.064	100,064	12.59%
J	100000	0.75%	BOSTON PRIVATE BK & TR CO CD	11/02/17 Short				99.758	99,758	12.56%
J	100000	0.70%	TCF NATIONAL BANK CD	11/16/17 Short				99.711	99,711	12.55%
J	86000	1.00%	1ST SECURITY BK WASHINGTON CD	11/27/17 Short				99.878	85,895	10.81%
J	57000	1.50%	AMERICAN EXPRESS CENTURION CD	12/04/17 Short				100.149	57,085	7.19%
J	50000	1.50%	STATE BANK OF INDIA CD	12/05/17 Short				100.150	50,075	6.30%
J	21000	1.15%	KEY BANK CD	02/20/18 Short				99.957	20,991	2.64%
J	100000	1.00%	S & T BANK CD	02/22/18 Short				99.831	99,831	12.57%
J	100000	1.10%	WELLS FARGO BANK NA CD	03/01/18 Short				99.913	99,913	12.58%
J	80000	1.10%	HOME SAVINGS AND LOAN CO CD	04/19/18 Short				99.802	79,842	10.05%
			<b>Total</b>						<b>\$793,165</b>	<b>99.83%</b>
<b>Other (CMO, Mortgage-backed, etc.)</b>										
J	25000	5.00%	FNMA SERIES 2002-73 CL AN	11/25/17 Short			N/R	100.849	206	0.03%
			<b>Total</b>						<b>\$206</b>	<b>0.03%</b>
			<b>Income Total</b>						<b>\$793,371</b>	<b>99.86%</b>

This Portfolio Analysis is not an account statement and is intended for illustrative purposes only. Income projections are based on currently available data. You should not rely on this document to reflect your investment holdings at Edward Jones, nor should you rely on it for cost basis information or to prepare tax returns. To review your investment holdings, please refer to your account statement or Account Access. Edward Jones assumes no responsibility for vendor and client assets held outside of Edward Jones or for the accuracy of the data relating to those assets. Outside assets may not be covered by SIPC. For information on SIPC coverage of outside assets, you should contact the provider of those assets. NR-Non-rated--Rating service does not currently have an outstanding rating for the issue. Yields, prices, and values are based on the time this portfolio analysis was created and subject to change. Standard & Poors, Moody's, and Fitch ratings may be shown for certain securities. These ratings should not be considered an indication of future performance. If there are any discrepancies or concerns regarding this report, please call our Client Relations department at 1-800-441-2357 or review your account online at [www.edwardjones.com/access](http://www.edwardjones.com/access). **Held By - C-Asset held by client outside Edward Jones J-Jones V-Vendor**

## Performance Summary

### Portfolio Objective: Preservation Of Principal

Marty Cabe

Financial Advisor

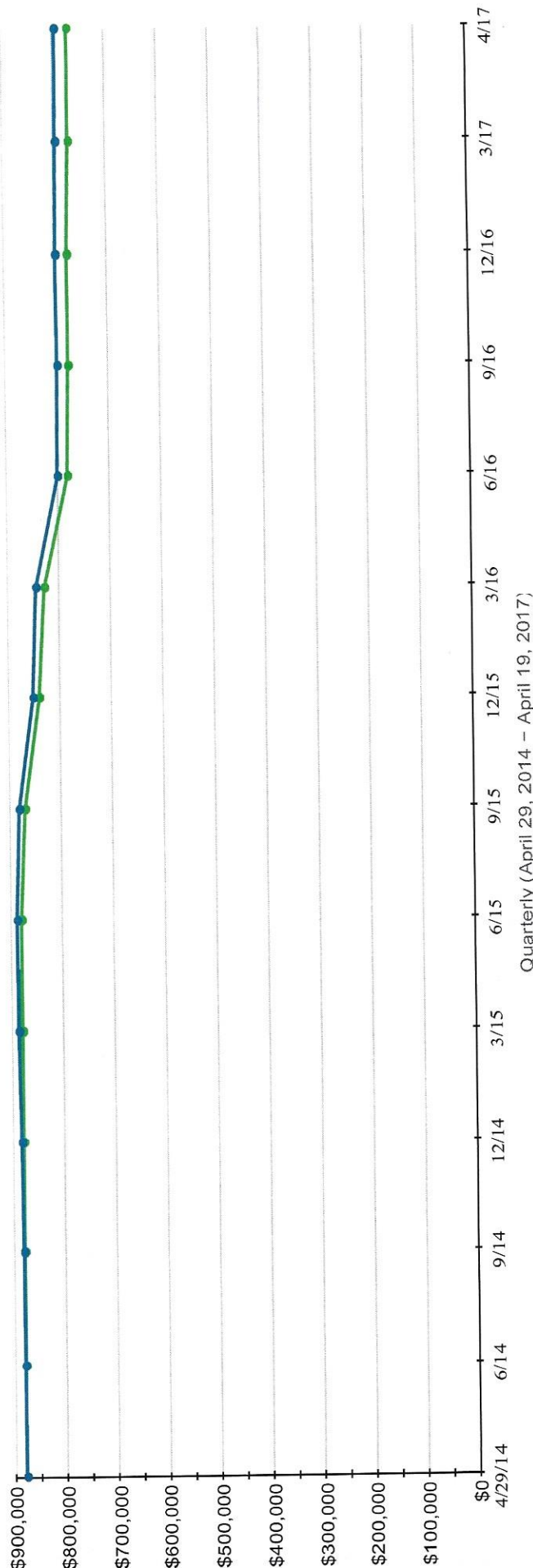
(423) 842-3071

Prepared for: City of Lakesite

**Account Number: 615-14867**

Assets Held by Jones

This summary details the value of your account(s) at Edward Jones, excluding any annuities and linked mutual funds you own.



Value of Account(s) at Edward Jones	2014	2015	2016	2017	Since 29-Apr-2014
Beginning Value	\$0.00	\$879,615.84	\$850,343.83	\$798,375.09	\$0.00
Amount Added / Withdrawn	\$879,038.47	(\$38,960.03)	(\$62,420.10)	(\$5,376.96)	\$772,281.38
Return in \$	\$577.37	\$9,688.02	\$10,451.37	\$1,536.93	\$22,253.69
<b>Ending Value of Account(s) at Edward Jones</b>	<b>\$879,615.84</b>	<b>\$850,343.83</b>	<b>\$798,375.09</b>	<b>\$794,535.06</b>	<b>\$794,535.06</b>
					Annualized Return
	0.42%	0.96%	1.26%	0.17%	0.94%

## Your Personal Rate of Return as of April 19, 2017

**Please refer to "Putting Your Performance into Perspective" for important information.**

April 20, 2017

## Performance Benchmarking

Portfolio Objective: Preservation Of Principal

Marty Cabe

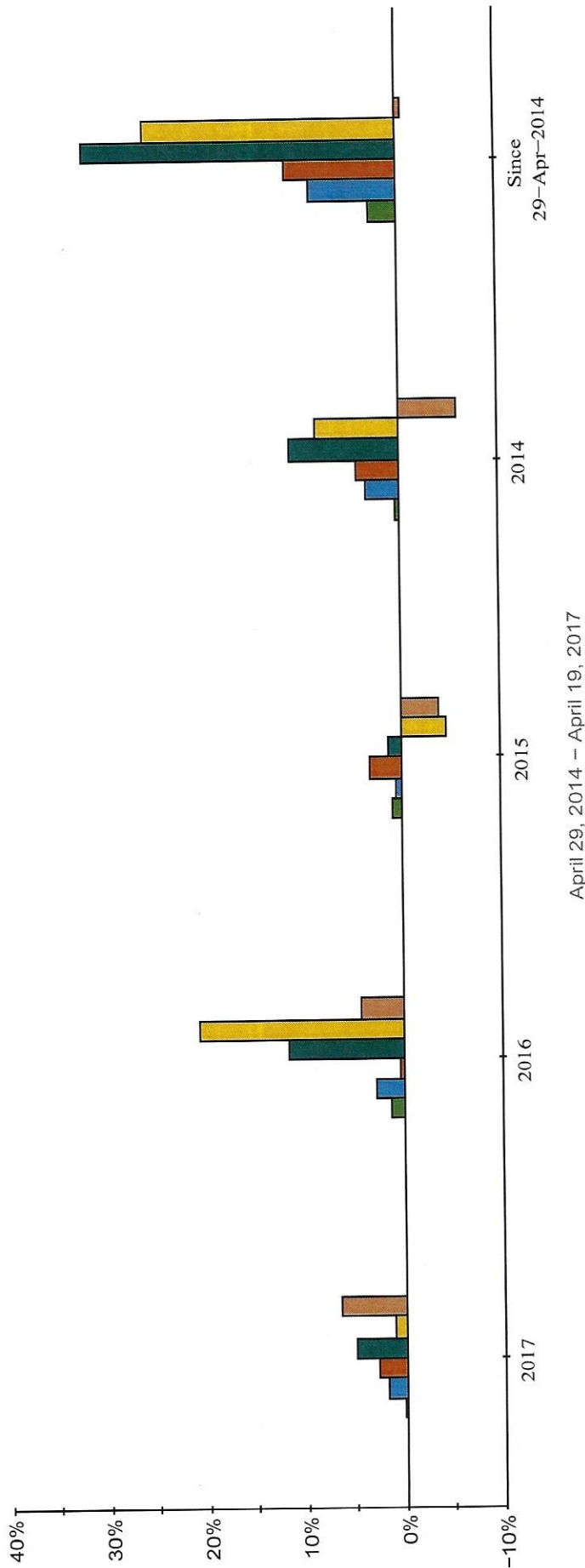
Financial Advisor

(423) 842-3071

Prepared for: City of Lakesite

Account Number: 615-14867

Assets Held by Jones



	2017	2016	2015	2014	Since 29-Apr-2014
Your Personal Rate of Return (Total Return %)	0.17%	1.26%	0.96%	0.42%	2.82%
Taxable Fixed Income (BarCap Aggregate)	1.93%	2.86%	0.56%	3.43%	8.93%
Muni Fixed Income (BarCap Municipal)	2.77%	0.47%	3.29%	4.33%	11.33%
Large U.S. Equities (S&P 500 Total)	5.08%	11.77%	1.36%	11.19%	31.97%
Small U.S. Equities (Russell 2000)	1.11%	20.76%	-4.45%	8.50%	25.74%
International Equities (S&P 700 Total)	6.62%	4.37%	-3.81%	-5.92%	-0.54%

All personal rate of return information is as of April 19, 2017.

## Diversification by Investment Category

Portfolio Objective: Preservation Of Principal

Marty Cabe

Financial Advisor

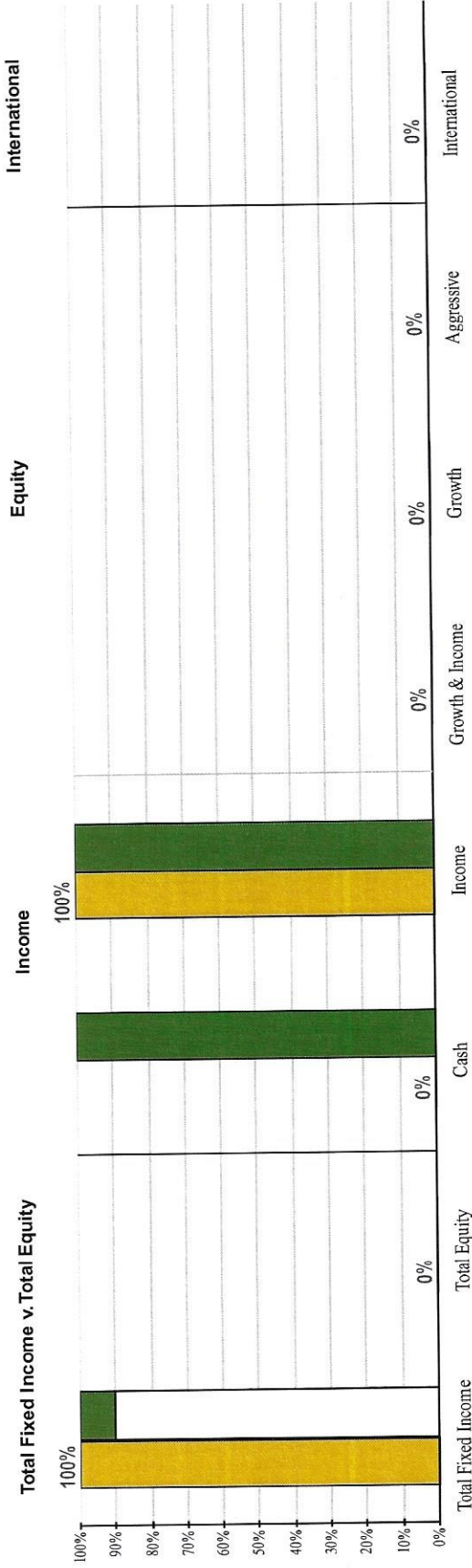
(423) 842-3071

Prepared for: City of Lakesite

Account Number: 615-14867

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April 20, 2017



Investment Category	Value	Actual	Suggested Range	Recommended Target
<b>Fixed Income</b>				
Cash	\$1,116	0.14%	0-100%	High
Income	\$793,371	99.86%	0-100%	Low
<b>Total Fixed Income</b>	<b>\$794,487</b>	<b>100.00%</b>	<b>90-100%</b>	<b>Middle</b>
<b>Equity</b>				
Growth and Income	\$0	0.00%	0-0%	Middle
Growth	\$0	0.00%	0-0%	Middle
Aggressive	\$0	0.00%	0-0%	Middle
<b>Total Equity</b>	<b>\$0</b>	<b>0.00%</b>	<b>0-0%</b>	<b>Middle</b>
<b>Portfolio Total</b>	<b>\$794,487</b>			
International	\$0	0.00%	0-0%	Middle
Aggressive Income (included in Income)	\$0	0.00%	0-0%	Low

The Suggested Range reflects the Edward Jones Investment Policy Committee's recommended weightings for each investment category based on your Portfolio Objective. To take advantage of timely market opportunities and risks, we also recommend specific Targets within those Suggested Ranges. This report is for informational purposes only and is not an account statement. You should not rely on it to reflect your investment holdings at Edward Jones. To review your investment holdings, please refer to your account statement or Online Access. This report may include information about assets you have indicated you hold outside of Edward Jones ("Outside Assets"). The ownership, quantity and market value of these Outside Assets have not been verified by Edward Jones and Edward Jones assumes no responsibility for the accuracy of data relating to those assets. Outside Assets may not be covered by SIPC. For information on SIPC coverage of Outside Assets, you should contact the holder of those assets. If you believe any of this information is inaccurate or have concerns regarding this report, please contact your financial advisor or call our Client Relations department at 1-800-441-2357.

## Diversification by Investment Category

Portfolio Objective: Preservation Of Principal

Page 3 of 7

April 20, 2017

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Financial Advisor  
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Prepared for: City of Lakeside  
Account Number: 615-14867

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What Do I Own?		What Is It Worth Today?			How Is It Diversified?								
Held By	Investment Name	Current Quantity	Current Price	Current Value	Fixed Income	Equity	Cash	Income	Growth & Income	Growth	Aggressive	International	Aggressive Income
Fixed Income													
J	MONEY MARKET INVESTMENT SHARES	1115	1.000	1,116	1,116		1,116						
J	1ST SECURITY BK WASHINGTON CD	86000	99.878	85,895	85,895			85,895					
J	AMERICAN EXPRESS CENTURION CD	57000	100.149	57,085	57,085			57,085					
J	BOSTON PRIVATE BK & TR CO CD	100000	99.758	99,758	99,758			99,758					
J	DISCOVER BANK CD	100000	100.064	100,064	100,064			100,064					
J	FNMA SERIES 2002-73 CL AN	25000	100.849	206	206			206					
J	HOME SAVINGS AND LOAN CO CD	80000	99.802	79,842	79,842			79,842					
J	KEY BANK CD	21000	99.957	20,991	20,991			20,991					
J	S & T BANK CD	100000	99.831	99,831	99,831			99,831					
J	STATE BANK OF INDIA CD	50000	100.150	50,075	50,075			50,075					
J	TCF NATIONAL BANK CD	100000	99.711	99,711	99,711			99,711					
J	WELLS FARGO BANK NA CD	100000	99.913	99,913	99,913			99,913					
Portfolio Total					\$794,487	\$0	\$1,116	\$793,371	\$0	\$0	\$0	\$0	\$0
					100%	0%	0%	100%	0%	0%	0%	0%	0%

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## Putting Your Performance into Perspective

Reviewing your investment performance over time is an important step to determine if you're on track toward achieving your financial goals.

To put your performance into perspective, this report can help you answer the following questions:

### 1. How am I doing overall?

Answering this question is critical to staying on track, but it can be complex. Your personal rate of return, an industry-defined calculation, measures the performance of your account(s) by taking into consideration several factors, including the timing and amount of any additions or withdrawals you've made, dividends and interest paid, costs incurred and taxes withheld.

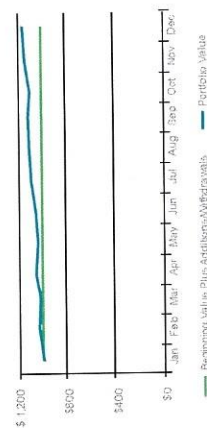
When it comes to comparing your personal rate of return, we believe that the benchmark most meaningful to you should be the rate of return needed to achieve your goal. To determine that rate of return, your financial advisor takes into account your specific goal, comfort with risk, and how long you have to invest.

### How Your Personal Rate of Return Is Calculated

Within one year, both John and Jane deposit and invest \$1,000 and achieve a \$100 gain, each ending the year with \$1,100.

#### John

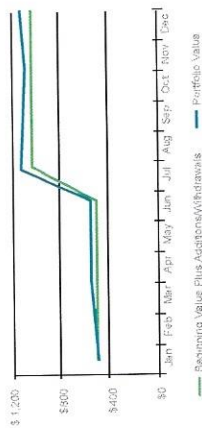
January: ..... Invested \$1,000  
Rate of Return ..... 10%



Because there were no additional investments or withdrawals, his personal rate of return is identical to the dollar-change percentage, 10%.

#### Jane

January: ..... Invested \$500  
July: ..... Invested other \$500  
Rate of Return ..... 13.4%



Her rate of return is higher because half of her deposit was not invested until July, which means her investments had to perform better to achieve that same \$100 growth.

### 2. How is a specific investment doing?

When evaluating the specific investments you own, there are multiple factors to consider. Since this report is simply a snapshot in time, we believe you should consider not just an investment's current value but also:

- The outlook for the investment, including the Edward Jones Research Opinion
- The investment's return over time
- Your cost basis, which can help you better understand your possible capital gain or loss if you sell the investment
- The purpose of the investment in your portfolio (current income, growth potential, etc.)

At Edward Jones, we began tracking performance for clients on January 1, 2009. This information is based on the performance of your investments since they have been held in the current account, but no earlier than January 1, 2009. This also includes investments you owned during this time period but have since sold. Certain events, including a transfer of an investment between accounts, a share class conversion, or a change in an investment's identification code (CUSIP) caused by a corporate action, will impact the time frame over which the investment's rate of return is calculated. Returns of less than 12 months are not annualized.

**We're providing you this information to help you stay informed and, in turn, on track to meet your long-term financial goals. If you have any questions, talk with your financial advisor.**

For more information, see [www.edwardjones.com/performance](http://www.edwardjones.com/performance)

# Putting Your Performance into Perspective

## Important Disclosures

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Cost basis is the amount of your investment for tax purposes and is used to calculate gain or loss incurred on the sale or other disposition of a security. Cost basis is not a measure of performance. The cost basis amounts in this report should not be relied upon for tax preparation purposes. Please refer to your official tax documents for more information about reporting cost basis to the IRS. You should consult your attorney or qualified tax advisor regarding your situation.

Commissions and fees are included in your personal rate of return calculation. The rate of return information is provided by a third-party vendor and Edward Jones does not guarantee the accuracy of the return calculation. Performance information represents past performance and does not guarantee future results. The value of your account(s) is subject to market fluctuations such that, when your investments are withdrawn, they may be worth more or less than the stated value in this report.

Any Edward Jones Research Opinions referenced in this Portfolio report do not take into account your particular investment profile and are not intended as express recommendations to purchase, hold or sell particular securities. You should contact your Edward Jones financial advisor before acting upon the Research Opinions referenced in this Portfolio report.

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Indexes listed are used as a general measure of market performance for a particular asset class or type. Securities indices assume reinvestment of all distributions and interest payments and do not take into account brokerage fees, taxes or investment management fees. If such fees and taxes were taken into account, they would have the effect of reducing performance. Securities in your portfolio will not be identical to those in the indexes, and performance of your portfolio will differ. An index is unmanaged and is not meant to depict an actual investment.

- BarCap Aggregate Bond Index<sup>1</sup> – Measures the performance of government, mortgage-backed, asset-backed and corporate securities with at least one year to maturity.
  - BarCap Municipal Bond Index<sup>1</sup> – This market-cap weighted index includes investment-grade, tax-exempt bonds and is classified into four main sectors: General Obligation, Revenue, Insured, and Pre-refunded. Bonds with floating rates (including derivative and residual interest securities) are excluded.
  - Russell 2000 Index<sup>2</sup> – Following the Russell 1000 measurement of the 1,000 largest U.S. companies, this index measures the performance of the next 2,000 largest U.S. companies based on total market capitalization, representing approximately 8% of the invested U.S. equity market.
  - S&P 500 Index<sup>3</sup> – A broad-based measurement of changes in stock market conditions based on the average performance of 500 widely held common stocks. While many of the stocks are among the largest, this index also includes many relatively small companies. It is a float-adjusted, capitalization-weighted index (stock price times number of publicly available shares outstanding), calculated on a total return basis with dividends reinvested.
  - S&P 700 Index<sup>3</sup> – The S&P 700 index measures the non-United States component of global equity markets. The index covers all regions included in the S&P Global 1200 (Europe, Japan, Canada, Australia, Asia, and Latin America) except for the United States, which is represented by the S&P 500. The index is market-cap weighted and based in U.S. dollars.
- Index returns on your Performance Benchmarking report are customized to reflect the timing of your specific additions and withdrawals. Custom benchmark return calculations are provided by a third-party vendor and are not generated by the index providers.

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**DRAFT MINUTES TO BE APPROVED AT THE MAY 16, 2017 COMMISSION MEETING**

**Lakesite Commission  
City Hall  
2017**

**Book 5 Page  
Workshop**

**April 18,**

The workshop meeting of the City Commission of the City of Lakesite was held on April 18, 2017 at 5:00 p.m. at the Lakesite City Hall, 9201 Rocky Point Road, Lakesite.

Meeting was CALLED TO ORDER by Mayor David Howell at 5:00 p.m. City Commission members present were Vice Mayor Valerie Boddy, Commissioners Kenneth Wilkerson (arriving at 5:07), William Neighbors and Curtis Jones. Also present were City Manager Dr. David Edwards, City Recorder Jodi LaCroix, Utilities and Maintenance Official David Tate, Building and Zoning Official Dan Maxwell and Attorney Sam Elliott.

Also present were: Darrel Jones and associate.

Mayor Howell reviewed the agenda for the 7:00 meeting and the agenda for the Beer Board meeting.

**David Edwards, City Manager**

Dr. Edwards presented the Commission with a year to date income statement for the nine months ending March 31, 2017 comparing it with the budget last year.

<b>REVENUES</b>					
Current Actual as of 3-31-17	\$757,723.42	Current FY Budget	\$696,810.06	Difference	\$60,913.36
Last Fiscal Yr as of 3-31-16	\$756,726.85				
Difference between the two Fiscal Years	996.57				
<b>EXPENSES</b>					
Current Actual as of 3-31-17	\$556,180.41	Current FY Budget	\$751,743.27	Difference	-\$194,962.86
Last Fiscal Yr as of 3-31-17	\$571,270.62				
Difference between the two Fiscal Years	\$15,090.21				

He stated that the liquor tax is still running even lower than projected. Mrs. Boddy will talk to the owner of the package store to see how his business has been doing.

Dr. Edwards pointed out we are under on our spending but the paving is still yet to come. We are up a bit on the sales tax. We met with Ric Gibbs. Mr. Neighbors took him out to Daisy Dallas. Mr. Neighbors stated that Mr. Gibbs had initially been told not to include Daisy Dallas but will give his focus on that.

Dr. Edwards then handed out a list of Budget Items for discussion:

**GENERAL FUND:**

**New mower - \$15,000.** Our mower is approximately 17 years old and needs to be replaced.

## **DRAFT MINUTES TO BE APPROVED AT THE MAY 16, 2017 COMMISSION MEETING**

**Reposition net on tennis court - \$3,800.** Mr. Maxwell stated he is looking at grants to be in compliance with USTA. We are only 4 inches out and we are also not in compliance with the ADA. If we become compliant, we can be eligible for court lighting, which will cost approximately \$26,000. The proposed \$3,800 would be for wheelchair access. We would be responsible for re-striping. This will have to be done anyway for ADA compliancy.

**Consultants, General Fund - \$10,000:** Dr. Edwards stated he has been taking the Small Cities Coalition money from Public Works and would like to put it back here.

### **Exterior LED Lighting - \$1,520**

**Accela CRM - \$6,375:** Dr. Edwards stated we had once talked about a city app. The person that took Mr. Lundy's position on the Small City's Coalition could perhaps help us with this if Facebook and Twitter is not sufficient to get the word out to the citizens about matters. Mayor Howell stated we should talk to other City Managers to see the benefit of this. Dr. Edwards stated it did not work in Soddy.

**Additional Christmas Lighting - \$4,250** (\$1,100 subsequent years, currently \$25,000). Discussion took place on adding more lights now or waiting to add lighting when the Streetscape work is complete. Mayor Howell feels the most effective thing we have done are the lights. At what point is it too much? He too would like to wait until the Streetscape is done because the landscape is going to change. The consensus was to wait until the work was completed then get a new proposal.

**Landscaping City Hall end of tennis court - \$22,480:** The drainage between the court and parking carries trash and debris. The proposal is to make it look like a creek bed. This would have to go out to bid and we are estimating the cost to be \$22,480 but could come in lower. Resurface basketball court? Dr. Edwards stated this may have to be done soon but for now the power washing has greatly improved the court. Spot maintenance on tennis court surface? There are some cracks on the surface that will need to be fixed.

**Sheriff Contract ? (currently \$130,000):** Mr. Wilkerson spoke with the Sheriff's Department. He feels if we had another \$10,000 to the line that should be sufficient. Mr. Elliott stated that Walden discontinued their contract with the Sheriff's Department as they were not happy with the service they were getting. The Sheriff's Department is obligated to cover the area anyway. Dr. Edwards said we are paying for services. He has rarely heard complaints from people. Mr. Elliott further stated that they have a statutory obligation to provide this service anyway. Mr. Wilkerson said they also enforce our own ordinances contractually.

Mr. Jones brought up the Tax Assessor's re-assessment. He doesn't like this. We should make sure we make that issue go away.

Mr. Maxwell stated that the police officers he works with are told someone has to be here in Lakesite, a dedicated officer.

### **STREET AID**

Street Signs - \$5,000 (up from \$2,000)

Hazardous trees - \$10,000 (down from \$14,000)

## **DRAFT MINUTES TO BE APPROVED AT THE MAY 16, 2017 COMMISSION MEETING**

Daisy Dallas resurfacing - \$100,000: This question is still up in the air.  
Sidewalk/Streetscaping Daisy Dallas -? Mr. Gibbs is looking at this

### **CAPITAL BUDGET**

Patrol Cars - \$60,000

**Tennis Court Lights - \$20,000**

### **SALARIES**

Currently \$112,674, 2% increase = \$2,253. Discussion took place on 3%. Mr. Jones said his taxes went up, he has not seen any raise in his retirement.

Dr. Edwards told the Commission he is retiring from UTC and would like to add hours. He currently comes in on Tuesdays and would like to add Thursdays. The median salary for a City Manager is \$90,000. He is asking for an extra 8 hours work for an extra 4 hours pay.

### **ITEMS DROPPING OFF BUDGET**

Park and City Hall Lighting - -\$20,000

Elections - -\$2,000

### **OTHER**

**Little Chickey?** Dr. Edwards asked if we should do something different. There is a problem with the drainage and it looks horrible there. Mrs. Boddy would rather see it as a pond area as long as it is not an outrageous amount. The consensus was to have a consultant come out and look at this upper pond and the drainage issue to see if it can be repaired the costs involved.

**TVA Park?** Mr. Maxwell stated he has applied for a grant and if it comes through it will give us a platform for the park. We should have more information in July. Mayor Howell and Mr. Wilkerson feel we should wait until then to see what happens.

Dr. Edwards asked the Commission to let him know if anyone wants any changes, additions, deletions etc. We will have an Introduction and 1<sup>st</sup> Reading in May.

Mr. Jones asked about **curbs in town** and if we could look at future curbs for certain areas like Mr. Webb's property on Dividing Ridge and Green Valley. Mayor Howell said we need to make sure a curb put in does not cause problems for others in the vicinity.

**Jodi P. LaCroix, City Recorder** – nothing to report

### **David Tate, Utilities and Maintenance**

Mr. Tate stated he installed the speed sign on Green Valley, on the Blair property. He asked if we wanted an all way stop up there.

Discussion took place on the complaint made by Ms. Berry about the issues of people speeding and not stopping on Dividing Ridge and Green Valley. Mr. Tate will call TTAP and have them come down and evaluate the area.

Mr. Tate received pricing for the bubblers at the park: \$3,500 to \$4,900 each and we need 3.

## **DRAFT MINUTES TO BE APPROVED AT THE MAY 16, 2017 COMMISSION MEETING**

Complaints are received about the light changing at Daisy Dallas and Camp Columbus. What is happening is that people are going past the white stop strip. When they do, it knocks the sensor off. The strip needs to be repainted and people need to be made aware of the sensors.

Mr. Neighbors said the Dallas Hollow road is off as well with the right arrow. Makes no sense when we have a right turn on red.

Mr. Tate said that we e-mailed the Commission a Street Light Policy that he'd like to put forth next month. He feels this would be beneficial as people are asking for street lights and we've no policy in effect. The policy came from several different communities and he and Ms. LaCroix worked together and drafted this one policy for Lakesite's use. The policy will be put on May's agenda as a Resolution to adopt.

### **David Howell, Parks and Recreation**

Mayor Howell brought up the Lakesite Pool. Mr. Maxwell spoke on this. He stated that the Voiles are not involved with the pool anymore. Robbie Mullen is handling the finances. They have officers now and are in the process of getting their nonprofit status. The letter is at the lawyer's office for review. They have a surplus from last year and they are requesting that they sell us a service as outlined in the e-mail to Mayor Howell:

- Fishing Rodeo / Open swim to all city residents
- Memorial Day / Monday May 29<sup>th</sup> / Open swim to City of Lakesite residents
- Labor Day Monday September 4<sup>th</sup> / Open swim to City of Lakesite residents
- July 4<sup>th</sup> Celebration Day / Open swim to City of Lakesite residents
- Vols vs Indiana State September 9<sup>th</sup> football game broadcast on the Diamond. / Open swim to City of Lakesite residents
- Availability of private swim to Lakesite City residents.

They have to go back several years and pay taxes and do payroll and be accountable for their expenditures as well.

Mayor Howell said this may take them another year before they can get their Federal non-profit because all this is very expensive.

Dr. Edwards asked if they do have a corporate body. Mr. Maxwell said not re-installed as of yet. Dr. Edwards asked if they have insurance. Mr. Maxwell said they have liability. Mr. Elliott said they need to produce proof of it with the City of Lakesite as additionally insured. He also said that TML/The Pool should be contacted to make sure they are ok with this.

### **Valerie Boddy, Budget and Finance**

Mrs. Boddy stated she has been on the Chamber of Commerce board for 5 years now and can only serve for 5 years. She asked if anyone else was interested. Mr. Maxwell said he would as long as he had the time off from work to be able to attend the meetings.

**Ken Wilkerson, Public Safety** – nothing to report

**William Neighbors, Public Works** – nothing to report

**Curtis Jones – Public Utilities** – nothing to report

## DRAFT MINUTES TO BE APPROVED AT THE MAY 16, 2017 COMMISSION MEETING

Mr. Wilkerson stated that John McPherson was appointed by the County as a member of the WWTa Board of Directors.

**Sam Elliott – Attorney** – Nothing to report

As there was no other business, the meeting adjourned at 6:45p.m.

ATTEST: \_\_\_\_\_  
Jodi P. LaCroix, CMC  
City Recorder

Minutes Approved by the City  
Commission on May 16, 2017

\_\_\_\_\_  
David Howell, Mayor

**Lakesite Commission  
City Hall**

**Book 5 Page  
Regular Meeting**

**April 18, 2017**

The **regular meeting** of the City Commission of the City of Lakesite was held on **April 18, 2017** at 7:00 p.m. at the Lakesite City Hall, 9201 Rocky Point Road, Lakesite.

Meeting was **CALLED TO ORDER** by Mayor David Howell 7:00 p.m. City Commission members present were Vice Mayor Valerie Boddy, Kenneth Wilkerson, William Neighbors and Curtis Jones. Also present were City Manager Dr. David Edwards, City Recorder Jodi P. LaCroix, Maintenance and Utilities Official David Tate, Building and Zoning Official Dan Maxwell and Attorney Sam Elliott.

Also present were: Deputy Fire Chief Jack Brellenthin, Matt Lea from the Sheriff's Office, Sharon Lea, Miss Madison Lea, Miss Arabella Lea, Chris and Connie Charniak, Garrett Gamble, Darrell Jones, Nicky Kellam, Dan Brown and Johnny and Carolyn Horne

### **Approval of Minutes**

Motion made by Mr. Wilkerson, seconded by Mr. Neighbors, and approved unanimously the minutes of March 21, 2017.

### **Communications**

**City Manager:** Nothing to report

**Sheriff's Report:** Mr. Lea gave the Sheriff's report for March:

Lakesite Total Service Calls		
Month	2016	2017
January	219	115
February	196	154
March	231	183
April	245	
May	197	

**DRAFT MINUTES TO BE APPROVED AT THE MAY 16, 2017 COMMISSION MEETING**

June	216	
July	233	
August	206	
September	204	
October	156	
November	121	
December	123	

Mr. Tate mentioned to Mr. Lea that at the intersection of Dallas Hollow and Hixson Pike, cars are cutting too close in the turn lane, where your turn from Hixson to Dallas Hollow. Mr. Kellam also said as you are coming out of Dallas Hollow onto Hixson the cars are cutting it too close. Mr. Lea will check into this. People may be trying to just beat the light.

**Dallas Bay Volunteer Fire Department Report:** Chief Brellenthin gave his monthly report for March. We are up this month 120 calls vs 101 last year. Burning is allowed until May 1.

**Citizens wishing to be heard:** none

**Committee Reports:**

Public Safety: Mr. Wilkerson continued to remind everyone to please lock their vehicles at all times and to keep their valuables out of sight.

Budget and Finance: Mrs. Boddy reported on the finances: Actual Revenues as of 3-31-17 were \$757,723.42 and Actual Expenses were \$556,180.41. That leaves a difference of \$201,543.01

Public Utilities: Mr. Jones stated he is listening and learning.

Public Works: Mr. Neighbors reported that the road condition survey has been initiated. Mr. Brown asked if Daisy Dallas was on the list and was told that this was one of the priority roads being looked at. Mr. Brown also stated that the pipes are rotted out underneath the road by McDonalds and Albury's farm.

Parks and Recreation: Mayor Howell said he had our first Movies on the Diamond night and showed Rouge One. Our next movie will be May 6 and the movie will be Jungle Book. We had an Easter egg hunt at the park, held by the Covenant Church. He complimented Dave Tate on how well the park looked.

**Old Business**

2<sup>nd</sup> Reading and Public Hearing of Ordinance 249 repealing Chapter 4 of Title 1 Public Records. Mayor Howell stated that every entity subject to the Tennessee Public Records Act is required to have a public records police in place by July 1. We had an ordinance in place that mostly covered what the law is now requiring but now need to repeal it and replace it to be in full compliance.

There were no questions or comments from the audience or Commission. Public Hearing was closed.

**Motion made by Mr. Wilkerson, seconded by Mr. Neighbors to adopt Ordinance 249, repealing Chapter 4 of Title 1 Public Records.**

**DRAFT MINUTES TO BE APPROVED AT THE MAY 16, 2017 COMMISSION MEETING**

ROLL CALL: Vice Mayor Boddy-yes; Commissioner Neighbors-yes; Commissioner Wilkerson-yes; Commissioner Jones-yes; Mayor Howell-yes. **Motion Carries**

**New Business**

Resolution 107 Relating to Public Records 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. Mayor Howell stated this Resolution will take the place of Chapter 4 of Title 1 and explain how the City Clerk is to respond to requests for public records as required by Tennessee State Law.

**Motion made by Mrs. Boddy, seconded by Mr. Wilkerson and approved unanimously Resolution No. 107 Relating to Public Records.**

As there was no other business, the meeting adjourned at 7:33 p.m.

ATTEST: \_\_\_\_\_  
Jodi P. LaCroix, CMC  
City Recorder

Minutes Approved by the City  
Commission on May 16, 2018

\_\_\_\_\_  
David Howell, Mayor

**Lakesite Commission**

**Book 5**

**City Hall**

**Beer Licensing Board**

**April 18, 2017**

A meeting of the Lakesite City Commission sitting as the **Beer Licensing Board** of the City of Lakesite was held on **April 18, 2017** at 7:35 p.m. at the Lakesite City Hall, 9201 Rocky Point Road, Lakesite. Members present were: Chairman David Howell, Vice-Chairman Valerie Boddy, Board Members: Kenneth Wilkerson, William Neighbors and Curtis Jones

Also present was Darrell Jones and associate

Chairman Howell stated that this meeting is being held to consider the application from Darrell Jones, President, Jones Bay, Inc. d/b/a Jones Bay Marina for an On/Off Premise Beer Permit for premises located at 9546 Hixson Pike, Lakesite. Mr. Jones is the new owner of the marina and store. This application has been advertised and the appropriate background checks have been done and no items of issue have come back.

Mr. Elliott asked about the selling of the beer on and off the premises. Mr. Jones said some people leave and go to their boats to drink. He was told in Chattanooga that he needed to apply for the on and off premises because of this.

Mr. Wilkerson asked if he were serving the beer at tables. Mr. Jones stated no tables or bar.

**DRAFT MINUTES TO BE APPROVED AT THE MAY 16, 2017 COMMISSION MEETING**

Mr. Wilkerson said the property was all inclusive, it is all connected? Mr. Jones said there is the marina, cabins and docks.

Mr. Elliott reviewed Ordinance 8-211 and stated that it appears in order to permit on/off premises.

Mr. Jones again stated there is no bar, no open bottles.

**Motion made by Mr. Jones, seconded by Mrs. Boddy and approved unanimously to approve the application from Darrell Jones, President, Jones Bay, Inc. d/b/a Jones Bay Marina for an On/Off Premise Beer Permit for premises located at 9546 Hixson Pike, Lakesite.**

**Adjournment from Meeting**

As there was no other business the meeting adjourned at 7:47 p.m.

ATTEST: \_\_\_\_\_  
Jodi P. LaCroix, CMC  
City Recorder

Minutes Approved by the City  
Commission on May 16, 2017

\_\_\_\_\_  
Chairman David Howell



## Hamilton County Sheriff's Department

### CITY OF LAKESITE CALLS FOR SERVICE – April 2017

#### TRAFFIC CITATIONS (5)

#### TRAFFIC WARNINGS (49)

#### ARRESTS (5)

#### ROBBERY (0)

#### DISORDER (10)

#### ASSAULT (1)

#### PARK & WALK (0)

#### TRAFFIC CRASH (5)

- 8615 Hixson Pike
- 8305 Daisy Dallas Road
- 9337 Hixson Pike
- Camp Columbus @ Hixson Pike
- 1700 Dallas Lake Road

#### BURGLARY/BURGLARY IN PROGRESS/ATTEMPTED BURGLARY (2)

- 1845 Dallas Lake Road
- 8904 Nelson Road

#### THEFT (5)

- 8931 Dalton Lane
- 8540 Hixson Pike
- 2221 Chimney Hills Drive
- 8530 Hixson Pike
- 8425 Hixson Pike

#### BURGLAR ALARMS (14)

- 8819 Dallas Hollow Road x (3)
- 8902 Prairie Schooner Circle
- 8540 Hixson Pike x (5)
- 8629 Camp Columbus Road
- 8611 Camp Columbus Road
- 2220 Chimney Hills Drive
- 9432 Lenora Drive
- 1993 Capstone Way

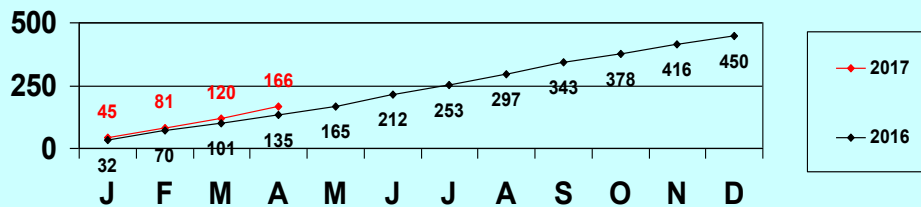
**TOTAL CALLS FOR SERVICE: 183**

Lakesite Total Service Calls		
Month	2016	2017
January	219	115
February	196	154
March	231	183
April	245	183
May	197	
June	216	
July	233	
August	206	
September	204	
October	156	
November	121	
December	123	

# DALLAS BAY VFD CALL SUMMARY - 2017



## CALLS YEAR-TO-DATE - CITY OF LAKESITE



Av. Response Time (All Calls) - **4 Min 17 Sec** First Engine Response Time (1 Call) - **4 Min 57 Sec**

< 5 Minute Response - **66%**

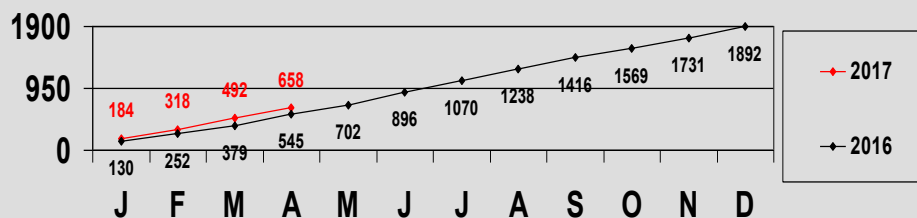
< 8 Minute Response (NFPA Standard) - **99%**

Property Saved YTD - **\$1,733,600** Property Lost YTD - **\$271,600** % of Property Saved (YTD) - **86%**

Man-Hours (Month) Responses Only - **683.5** Man-Hours (YTD) Responses Only - **2554.5 (106.4 Days)**

**56** Members Made at Least One Call 2016 Man-Hours (Responses Only) - **6932.3 (288.8 Days)**

## CALLS YEAR-TO-DATE - ENTIRE DISTRICT

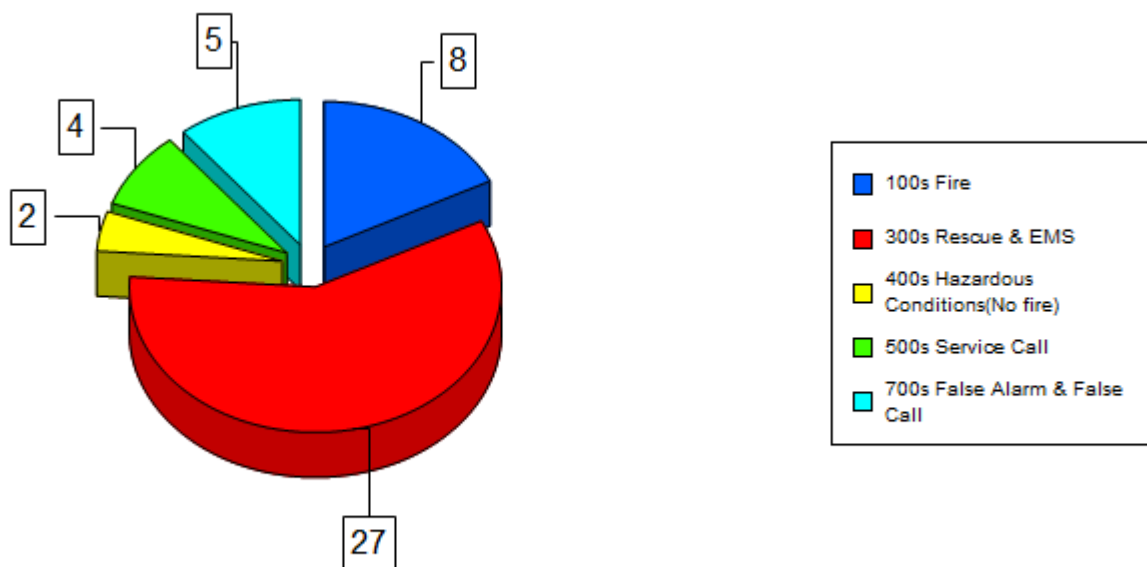


Dallas Bay Fire Rescue		
<i>P.O. Box 577 ... Hixson TN 37343-0577</i>		<i>Office.: 423/842-9370 .. Fax: 423/842-9371 .. EMERGENCY 911</i>
<i>Email: dallasbayvfd@comcast.net .. Internet: www.dbyfd.com</i>		

## Incident Reports By Incident Type, Summary

Page 1 of 1

Incident Type		Total Incidents:
111	Building fire	1
151	Outside rubbish, trash or waste fire	7
300	Rescue, emergency medical call (EMS) call, other	21
322	Vehicle accident with injuries	4
352	Extrication of victim(s) from vehicle	2
413	Oil or other combustible liquid spill	1
444	Power line down	1
510	Person in distress, other	2
553	Public service	2
735	Alarm system sounded due to malfunction	4
736	CO detector activation due to malfunction	1
Total Number of Incidents:		46
Total Number of Incident Types:		11



*Graphed Items are sorted by Incident Type*

**Type Of Incident:**

**Total Of Incidents:**

**Percentage Value:**

100 Series-Fire  
 300 Series-Rescue & EMS  
 400 Series-Hazardous Conditions(No fire)  
 500 Series-Service Call  
 700 Series-False Alarm & False Call

8  
 27  
 2  
 4  
 5

17.39%  
 58.70%  
 4.35%  
 8.70%  
 10.87%

**Grand Total:** 46

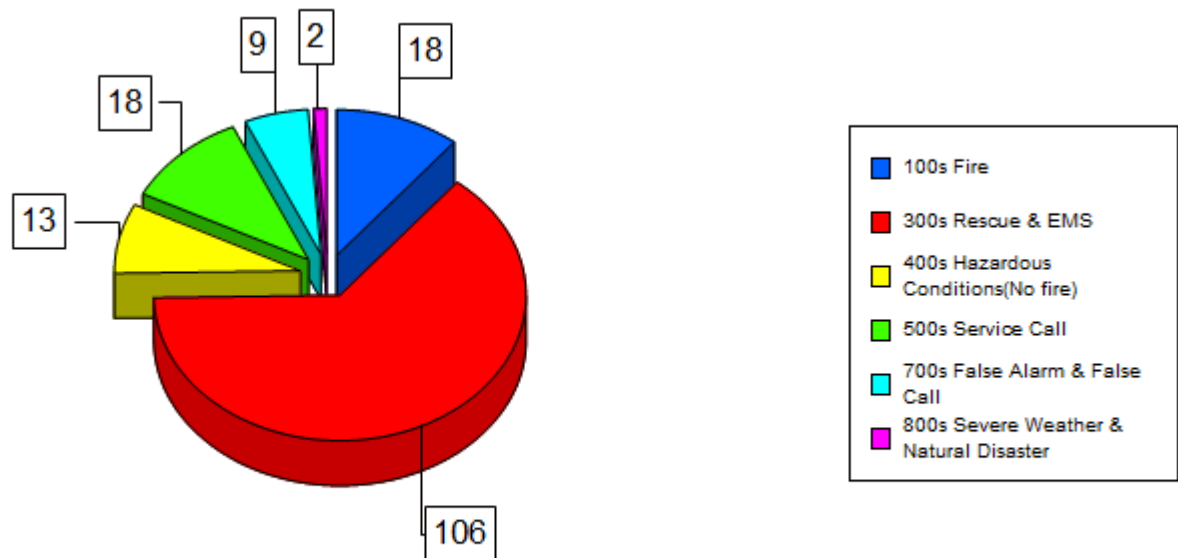
**Type Of Incident Most Frequent:** 300 Series-Rescue & EMS

Dallas Bay Fire Rescue		
<i>P.O. Box 577 ... Hixson TN 37343-0577</i>		<i>Office.: 423/842-9370 .. Fax: 423/842-9371 .. EMERGENCY 911</i>
<i>Email: dallasbayvfd@comcast.net .. Internet: www.dbyfd.com</i>		

## Incident Reports By Incident Type, Summary

Page 1 of 1

Incident Type	Total Incidents:
111 Building fire	1
151 Outside rubbish, trash or waste fire	17
300 Rescue, emergency medical call (EMS) call, other	89
322 Vehicle accident with injuries	13
352 Extrication of victim(s) from vehicle	4
412 Gas leak (natural gas or LPG)	1
413 Oil or other combustible liquid spill	1
444 Power line down	11
510 Person in distress, other	13
511 Lock-out	1
542 Animal rescue	1
553 Public service	3
735 Alarm system sounded due to malfunction	8
736 CO detector activation due to malfunction	1
800 Severe weather or natural disaster, other	1
812 Flood assessment	1
<b>Total Number of Incidents:</b>	<b>166</b>
<b>Total Number of Incident Types:</b>	<b>16</b>



*Graphed Items are sorted by Incident Type*

**Type Of Incident:**

**Total Of Incidents:**

**Percentage Value:**

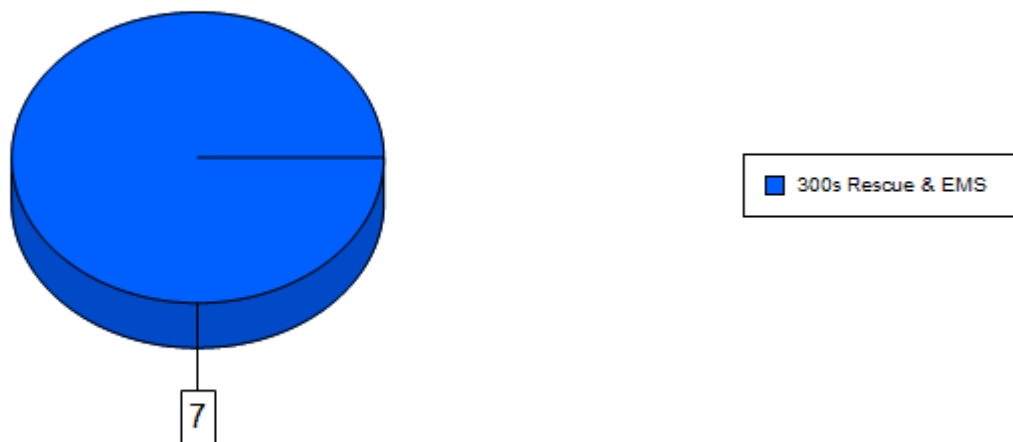
100 Series-Fire  
 300 Series-Rescue & EMS  
 400 Series-Hazardous Conditions(No fire)  
 500 Series-Service Call  
 700 Series-False Alarm & False Call  
 800 Series-Severe Weather & Natural Disaster

18  
 106  
 13  
 18  
 9  
 2

10.84%  
 63.86%  
 7.83%  
 10.84%  
 5.42%  
 1.20%

**Grand Total:** 166

**Type Of Incident Most Frequent:** 300 Series-Rescue & EMS



*Graphed Items are sorted by Incident Type*

**Type Of Incident:**

300 Series-Rescue & EMS

**Total Of Incidents:**

7

**Percentage Value:**

100.00%

**Grand Total:** 7

**Type Of Incident Most Frequent:** 300 Series-Rescue & EMS

Print Date: 5/1/2017

**UNIVERSITY OF TENNESSEE-INSTITUTE FOR PUBLIC SERVICE**  
**M-TAS: MUNICIPAL TECHNICAL ADVISORY SERVICE**  
**120 Conference Center Building**  
**Knoxville, TN 37996-4105**  
**Telephone: 865-974-0411**

**CITY OF LAKESITE - MUNICIPAL CODE COVER SHEET**  
**LEGISLATION INFORMATION AND HISTORY**

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**Ordinance No. 250**

Short Title: **FY 2017-2018 Municipal Budget**

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Relationship to Code:	No Codification
Amends Chapter No.	N/A
Repeals Chapter No.	N/A
Adds Chapter No.	N/A

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<b>Action</b>	<b>Date</b>
Introduction, 1 <sup>st</sup> Reading	May 16, 2017
Date of 2 <sup>nd</sup> Reading	June 20, 2017
Publication Date	June 9, 2017
Public Hearing Date(s)	June 20, 2017
Adoption by Commission	
Publish Notice of Adoption	n/a
Recorded in L.E. Records	n/a

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Date copy sent to MTAS for codification: Does NOT get codified but sent to MTAS

<b>Office Use Only: This form is being retained as a record in the City Recorder's files of the legislation information and history of enactment.</b>
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## **Fiscal Year 2017-2018 Annual Budget**

An Ordinance of the City of Lakesite, Tennessee, making and fixing the Annual Appropriation of the several departments of the City for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, and adopting the City Budget by Reference.

### **BE IT ORDAINED BY THE CITY OF LAKESITE, TENNESSEE AS FOLLOWS:**

Section 1: The following appropriations for the fiscal year beginning July 1, 2017, and ending June 30, 2018, are hereby made for the use of several departments of the City of Lakesite, Tennessee, to be used in the amounts as follows:

General Government	\$
Public Works	\$
Sanitation	\$
Public Safety	\$
State Street Aid Fund	\$
<b>TOTAL OPERATING BUDGET</b>	<b>\$</b>
State Pedestrian Enhancement Grant	\$
Capital Improvements	\$

Section 2: The Municipal Budget is hereby adopted and made a part of the Ordinance as fully and completely as though specifically copied herein.

Section 3: This Ordinance shall take effect 15 days from and after the date of its final passage, the public welfare of the City of Lakesite, Tennessee, requiring it.

Passed First Reading

Passed Second Reading

\_\_\_\_\_  
David Howell  
Mayor

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

Approved as to form:

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

**UNIVERSITY OF TENNESSEE-INSTITUTE FOR PUBLIC SERVICE  
M-TAS: MUNICIPAL TECHNICAL ADVISORY SERVICE**

**120 Conference Center Building**

**Knoxville, TN 37996-4105**

**Telephone: 865-974-0411**

**MUNICIPAL CODE COVER SHEET  
LEGISLATION INFORMATION AND HISTORY**

**CITY OF LAKESITE**

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**Ordinance No. 251**

**Short Title: FY 2017-2018 TAX RATE**

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Relationship to Code:	No Codification
Amends Chapter No.	N/A
Repeals Chapter No.	N/A
Adds Chapter No.	N/A

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<b>Action</b>	<b>Date</b>
Introduction, 1 <sup>st</sup> Reading	May 16, 2017
Date of 2 <sup>nd</sup> Reading	June 20, 2017
Publication Date	June 9, 2017
Public Hearing Date(s)	June 20, 2017
Adoption by Commission	
Publish Notice of Adoption	N/A

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**Date copy sent to MTAS for codification:** Does NOT get codified but sent to MTAS

Office Use Only: This form is being retained as a record in the City Recorder's/City Clerk's files of the legislation information and history of enactment.

**ORDINANCE NO. 251**  
**Setting the Tax Levy Fiscal Year 2017-2018**

**An Ordinance of the City of Lakesite, Tennessee, to provide for the General Revenue thereof for the Fiscal Year 2017-2018 on an interim basis pending receipt of the “Certified Rate” from the Assessor of Property of Hamilton County, Tennessee, Pursuant to T.C.A. Section 67-5-1701, to be known as the General Revenue Ordinance for the Fiscal Year 2017-2018.**

**WHEREAS**, pursuant to the provisions of T.C.A. 67-5-1602 et seq., the Hamilton County Assessor of Property has recently completed or is in the process of completing the reappraisal process therein required; and

**WHEREAS**, as of the adoption of this Ordinance, the Assessor of Property has not as yet provided to the City of Lakesite the “Certified Tax Rate” mandated by T.C.A. 67-5-1701, which rate is calculated so as to provide the same ad valorem revenue for the City of Lakesite as was levied during the Fiscal Year 2017-2018; and

**WHEAREAS**, it is necessary, and required by other provisions of law, that the city set its tax rate for the ensuing fiscal year on or before June 30 of each year; and

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

**Section 1:** Pending receipt of the “Certified Tax Rate” pursuant to T.C.A. 67-5-1701 from the Hamilton County Tax Assessor, that there be and there is hereby levied a tax on each One Hundred Dollars (\$100.00) of taxable property in the City of Lakesite, as of January 1, 2017 for the fiscal year July 1, 2017 through June 30, 2018, as follows:

General Fund Tax	\$
<b>Total</b>	<b>\$</b>

**Section 2:** Provided further that conditioned upon compliance with the provisions of T.C.A. 67-5-1702, that the City may subsequently set a tax rate in excess of or less than the certified rate by Resolution and/or by subsequently enacted Ordinance.

**Section 3:** The engaging in any vocation, occupation, business, or business activity, enumerated, described, is hereby declared to be a privilege and each person as defined in said Act, shall pay for exercising of said privilege to this City the sums authorized and permitted to be charged by municipalities under the provisions of said Act. All of the provisions of said Chapter 387, Public Acts of Tennessee for the year 1971, insofar as they are applicable to, or pertaining to the levying of taxes by municipalities, are hereby adopted as though specifically set forth

herein.

**Section 4:** This Ordinance shall be known as the General Revenue Ordinance for the Fiscal Year 2017-2018, and until such time as an Ordinance or, as provided above, a Resolution, amending this Ordinance can be enacted, shall hereafter be automatically amended and adjusted, based on the assessment to be certified by the Hamilton County Assessor of Property so as to produce the revenues necessary to meet the budget requirements of 2017-2018 and shall take effect on July 1, 2017, the public welfare of the City of Lakesite, Tennessee requiring it.

**Section 5:** All Ordinances or part of Ordinances in conflict herewith are hereby repealed.

**Section 6:** Every section, sentence, clause, and phrase of this Ordinance is separable and severable. Should any section, sentence, clause or phrase be declared unconstitutional or invalid by a court of competent jurisdiction, said unconstitutionality or invalidity shall not effect or impair any other section, sentence, clause or phrase.

Passed First Reading \_\_\_\_\_

\_\_\_\_\_  
Mayor David Howell

Passed Second Reading \_\_\_\_\_

\_\_\_\_\_  
City Recorder Jodi P. LaCroix, CMC

Approved as to form:

\_\_\_\_\_  
City Attorney Sam Elliott

**RESOLUTION NO. 108**  
**CITY OF LAKESITE STREET POLICY**

**WHEREAS,** The City of Lakesite is desirous and in need of having a standard policy for street light requests, and

**WHEREAS,** The City of Lakesite Street Lighting Standards have been developed for use by the Lakesite Public Works Department (PWD) to assist the city with their street lighting installations on the EPB Electric System, and

**WHEREAS,** The City has determined that all the designs and requests for street lighting must be submitted in writing to the Lakesite PWD and must be approved by the Lakesite PWD prior to any construction, and

**WHEREAS,** Requests for services will be denied until appropriate documentation of the lighting system is submitted, approved, and finalized by the Lakesite PWD.

**NOW, THEREFORE BE IT RESOLVED,** by the City Commission of the City of Lakesite, Tennessee that the following Street Light Policy attached as Exhibit A hereto is hereby adopted, effective this 16<sup>th</sup> day of May, 2016.

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Mayor

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City Recorder

## **CITY OF LAKESITE STREET LIGHT POLICY**

Please read and become familiar with these standards before beginning your project. You should follow these standards, as well as any drawings you are given for a specific project.

These guidelines have been provided for the installation of adequate illumination along the streets and highways of the City of Lakesite in order to aid in the safe and orderly movement of traffic and pedestrians. The intent of this policy is to provide for streetlights to be installed in accordance with the wishes of those residing on particular streets within the city. However, public safety must be given the highest priority when determining whether a streetlight is appropriate or not for a particular location. Streetlights are installed primarily to light the streets and highways with any secondary benefits being solely coincidental. All street lighting placed upon the public rights of way of the City of Lakesite shall be approved by the Lakesite PWD, and shall be constructed of materials and equipment meeting the standards and specifications of EPB Electric System.

All street lighting placed on the state rights of way as identified by the Lakesite PWD and lighting placed upon roadways within the limits of the Central Business Core as identified by the Lakesite PWD shall meet the requirements and recommendations of AASHTO (American Association of State Highway & Transportation Officials).

All street lighting placed upon city streets not covered by the above shall meet the following requirements:

- a. All lights shall be approved by Lakesite Public Works.
- b. All lighting equipment and installation of same shall meet the standards and specifications of EPB (Electric Power Board).
- c. Lights shall be placed at each intersection.
- d. Lights shall be placed within each cul-de-sac.

- e. Lights shall be placed at intervals not to exceed 400 feet.
- f. No light shall incorporate more than a 150 Watt bulb.

### **SCOPE**

This policy covers all street lighting installed on public streets and rights-of-way in the City of Lakesite.

### **TYPE OF LIGHTING**

All lighting and light fixtures shall be in compliance with the City of Lakesite zoning ordinance and other regulations, unless the city determines that public safety cannot be served by strict compliance with these regulations. At present, this requires that all light fixtures be dark sky compliant.

### **DEVELOPER PROJECTS**

Developers are required, at their cost, to install street lighting with all new construction. Where new subdivision streets intersect adjacent existing roadways, adequate street lighting shall be provided to properly illuminate the intersection. In the case of an intersection with a major roadway, the lighting shall be sufficient to illuminate the approaches and associated transitions. All new developments within the City of Lakesite in which the developer chooses to provide street lighting shall meet the above requirements and all initial installation costs shall be the responsibility of the developer and/or neighborhood association.

All development within the City of Lakesite in which the developer chooses not to provide street lighting shall include sufficient street lighting infrastructure as part of the underground electrical system. Said infrastructure shall consist of infrastructure required to facilitate future addition of street lighting to adhere to above Street Lighting Policy and as determined and approved by the City of Lakesite and EPB Electric System, and shall be at the expense of the developer.

### **FUNDING (EXISTING DEVELOPMENT)**

The city will pay for the installation of an approved streetlight meeting streetlight criteria for public safety purposes provided installation money is available. The city will also pay for the monthly electric charges. However, a

streetlight will only be installed for public safety purposes if it is determined that reflecting roadway markers, lines, warnings, informational signs, or other passive means cannot achieve the desired safety outcome.

If the light meets streetlight criteria, but there is no public safety need, then the applicant may pay the installation charges associated with the light and the city will take over the monthly electric charge. This money must be paid prior to authorization of the light installation and is non-refundable, unless EPB determines that light cannot be installed at desired location.

### **CITIZEN REQUEST**

Citizens' requests will be evaluated upon completion and submission of a completed streetlight request. All lighting requests are studied to determine if a public safety need exists. The proposed lighting must meet the test of public safety need, rather than private need. Public safety need is not met simply by the light not violating streetlight standards, rather it must materially increase the public safety of motorists, pedestrians, and/or cyclists.

If the street lighting request is determined necessary for the health, safety, and welfare of the general public traveling on public streets, the approved lights and/or other traffic hazard mitigation efforts or measures will be installed.

Should funding be at issue, priorities will be given to:

- a. Locations proven to be a traffic hazard,
- b. Intersections,
- c. Severe changes of roadway grade

Traffic hazards shall be characterized by accident history in area, high traffic volume, high pedestrian volume, sight distance, or other traffic hazards that street lighting will remedy.

### **LIGHTING REQUIREMENTS**

The number, type, and location of streetlights to be installed shall be determined by the City of Lakesite.

## GENERAL PROCEDURES

Request for streetlight installations must include a completed streetlight request form. Upon receipt of said form, the city manager will review the location for compliance with the criteria for installation and to determine if sufficient infrastructure (pole, transformer, wiring, etc.) currently exists to install a streetlight. This may also include the city engineer and/or an EPB representative in assessing the criteria.

Recommendations of approval or denial will be made by the engineering division, and final approval will be made by the City Manager.

In the event that a request is denied due to the fact that a public hazard does not exist but that the light does not violate street lighting standards, a resident may initiate the applicant pay procedure.

## APPLICANT PAY PROCEDURE

Applicant must first obtain a streetlight petition with names, signatures, and addresses of all property owners whose property adjoins the visible area of the proposed light fixture or is located directly across the street from the visible light area. The visible light area will be defined by the standard light disbursement pattern for the light fixture requested. A copy of the standard light disbursement pattern for the light fixtures available at this time is attached. It should be noted that the actual location may vary slightly from the standard pattern. Should an applicant feel that the standard is not applicable to a particular location, they may hire a firm to prepare a custom light disbursement pattern for the actual location of the request and the City will accept that pattern for purposes of owner approval.

Once the petition is received, the city will request a cost estimate from EPB for light installation. This is an estimate only and actual cost may vary based upon the time and equipment needed for installation. This estimate will be provided to the applicant. If the applicant wishes to proceed, they may provide the city with funds equal to 90% of the estimate, along with an

agreement to pay the balance of the actual cost upon installation. Once the installation is complete the city will send a statement to the applicant for payment of the remaining funds. Payment should be remitted within 30 days of receipt. The city will immediately take over payment of the energy costs for the streetlight. At present, the installation costs are approximately \$1,500 for a 150watt light and \$2,500 for a 450 watt light.

#### **DECORATIVE LIGHT FIXTURES AND POLES**

Decorative lighting will not be approved for single locations within the City of Lakesite. However, developers, homeowner's association, or neighborhood groups may submit a request for decorative lighting in their neighborhood. The applicant group will be responsible for the installation and materials cost associated with the lighting. The city will be responsible for energy costs associated with the converted and/or new lighting fixtures.

Light fixtures and poles must be chosen from the approved list maintained by EPB, and that comply with Lakesite lighting regulations.

# Street Lighting Request Form

Request Taken By: \_\_\_\_\_ Date: \_\_\_\_\_

Name of requester: \_\_\_\_\_

Address of Requestor: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number (S) Home: \_\_\_\_\_

Work: \_\_\_\_\_

Other: \_\_\_\_\_

Is there a Pole at the Requested Location? Y: \_\_\_\_\_ N: \_\_\_\_\_

If so, what is the Pole number? : \_\_\_\_\_

If not, nearest street address where the light would like to be placed.

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Reason Why the Street Light should be installed?

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# Street Light Petition

This petition is in request for the installation of a streetlight at the following location(s):

Please obtain signatures of all the property owners adjacent to the location noted above.

NOTE: This petition is a method of evaluating support for a streetlight at a given location(s). **Signing a streetlight petition does not legally bind you to anything.**

Name

## Address

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



**PUBLIC NOTICE  
CITY OF LAKESITE  
BEER LICENSING BOARD**

**May 16, 2017, 7:00 p.m.**

**Lakesite City Hall, 9201 Rocky Point Rd, Lakesite**

The Lakesite City Commission will be sitting as the Beer Licensing Board on May 16, 2017 at 7:00 p.m. or as soon thereafter as the matter may come on to be heard at the Lakesite City Hall, 9201 Rocky Point Rd, Lakesite in order to consider the application of the Beer License transfer of ownership and operations from Circle K to its sister company, Mac's Convenience Stores, LLC for premises located at 8540 Hixson Pike, Lakesite. There will be no change in on-site equipment, branding, or personnel as a result of the transition.

Originally Advertised in the Chattanooga Times Free Press on May 5, 2017. Correction advertised on May 10, 2017.

Posted at City Hall April 20, 2017

**THE EDMISTEN & WEBB LAW FIRM**  
A Professional Association

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127 West Hargett Street  
Suite 104 (27601)  
Post Office Box 1509  
Raleigh, North Carolina 27601



Telephone: (919) 831-8700

[www.ew-law.com](http://www.ew-law.com)

Facsimile: (919) 831-8749

April 13, 2017

City of Lakesite  
Attn: Beer Permits  
9201 Rocky Point Rd  
Lakesite, TN 37379

**Re:   Circle K 3606  
      8540 Hixson Pike  
      Hixson, TN 37343**

Dear Sir or Madame:

Please be advised that Circle K Stores, Inc. will be transferring ownership and operations to its sister company, Mac's Convenience Stores, LLC, on or about May 21, 2017. This letter is to prevent any lapse in licenses or permits for the site. No change in on-site equipment, branding, or personnel will occur as a result of the transition.

In reference to the above listed sites, enclosed herewith please find:

1.     Application for Beer Permit
2.     Cashier's Check in the amount of \$250.00
3.     Statement of Corporate Officer, Delegation of Authority and Notice of Assignment
4.     List of Officers and Directors
5.     Personal Identifying Information for Officers and Directors

If you have any questions or concerns, please do not hesitate to contact Kyle Smalling at (919) 792-8756. Thank you in advance for your prompt attention to this matter.

Very Truly Yours,

William W. Webb, Jr.

Enclosures

**Rufus L. Edmisten**  
[rufus@rufusedmisten.com](mailto:rufus@rufusedmisten.com)

**William Woodward Webb**  
[woodywebb@ew-law.com](mailto:woodywebb@ew-law.com)

**William Woodward Webb, Jr.**  
[woodywebb@mindspring.com](mailto:woodywebb@mindspring.com)

Q7100147



No. 1561114

71-906/830

## CASHIER'S CHECK

DATE APRIL 12, 2017

PAY TO THE  
ORDER OF CITY OF LAKE SITE

\$ 250.00

TWO HUNDRED FIFTY AND 00 / 100 DOLLARS

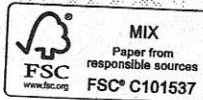
MACS CONVENIENCE STORES LLC

REMITTER

Store #3606

PNC Bank, National Association  
-Indiana

OFFICIAL SIGNATURE



⑈01561114⑈ ⑈083009060⑈

3800602097⑈

## NOTES

## RECEIPT

DATE 4-18-17 NO. 671616

RECEIVED FROM Mac Convenience Stores LLC

ADDRESS Circle K 8540 W. 10th Pk, Lakeside TN

Two hundred Fifty \$ 250.00

FOR Transfer of Beer license

ACCOUNT		HOW PAID	
AMT. OF ACCOUNT		CASH	
AMT. PAID	250.00	CHECK	✓
BALANCE DUE		MONEY ORDER	

City of Lakeside TN

JRE

BY

©2001 REDIFORM® 81816

OK  
1561114

**STATE OF TENNESSEE****CITY OF LAKESITE****LAKESITE CITY COMMISSION SITTING AS BEER LICENSING BOARD****BEER PERMIT APPLICATION**

Non-Refundable Application Fee: \$250.00

Application for (choose one)

On Premise	<b>Off Premise X</b>	On/Off Premise	Manufacturer Only
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Type of business (choose one)

Wholesale/Distributor	Restaurant
Beer Manufacturer	Tavern
Hotel	Package Store
Grocery/Food Store	<b>Convenience Store/Market X</b>

Application is hereby made for a permit to sell, store, manufacture, or distribute beer or other beverages authorized to be sold, stored, manufactured or distributed under the provisions of Tennessee Code Annotated (TCA), Section 57-5-101 Et Seq. and under Title 8 of the Lakesite Municipal Code of Ordinances (LMC), Chapters 1 and 2, Sections 8-101 through 8-214 and base this application upon the answers to the following questions.

Name of Applicant **MAC's Convenience Stores LLC**

Is the applicant the owner of the business? No if not, please state the name of the owner  
Couche-Tard U.S. Inc.

DBA **Circle K 3606**Business Street Address 8540 Hixson Pike, Hixson, TN 37343Business Mailing Address 4080 W Jonathan Moore Pike, Columbus, IN 47202

Is the owner of the property the same as the owner of the business? NO If not, please state the name and address of the property owner. **Realty Income, LP, 11995 El Camino Real, San Diego, CA 92130**

Please identify which category the owner of the business falls into:

Individual	Partnership	<b>Corporation X</b>	Joint-Stock	Association
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If this is an **Individual Ownership**, please provide the following:

Present Home Address	
Previous Address within last 10 years	
DOB	SSN
Home Phone	Business Phone
Cell Phone	E-Mail Address
State Driver's License No. (include a copy with application)	
Has the owner of the business had a permit revoked, suspended or denied in the State of TN?	
If so, where, when, and why?	

For all owners having at least **5% Ownership** in this business:

1 <sup>st</sup> Owner-Name and Title	<b>Couche-Tard U.S. Inc.</b>
% of Ownership	<b>100%</b>
Present CORPORATE Address 4080 W Jonathan Moore Pike, Columbus, IN 47202	
Home Phone <b>n/a</b>	Business Phone <b>(812) 379-9227</b>
Cell Phone <b>n/a</b>	E-Mail Address <b>bwatts@circlek.com</b>
State Driver's License No. (include a copy with application)	
Have you been convicted of any violation of the Laws of any city or State in the United States for the possession, sale, manufacture or transportation of intoxicating liquor; possession, sale, manufacture or transportation of drugs; vice crimes or any crime involving moral turpitude within the last ten (10) years? If yes, please specify nature of conviction.	
Have you ever been issued a beer permit in any other state? <b>Yes</b>	
If yes, specify the state, name of business and year(s.)	
Have you ever had a permit revoked, suspended, or denied? <b>No</b>	
If yes, specify as to the reason why.	

2nd Owner-Name and Title	
% of Ownership	
Present Home Address	
Home Phone	Business Phone
Cell Phone	E-Mail Address
State Driver's License No. (include a copy with application)	

Have you been convicted of any violation of the Laws of any city or State in the United States for the possession, sale, manufacture or transportation of intoxicating liquor; possession, sale, manufacture or transportation of drugs; vice crimes or any crime involving moral turpitude within the last ten (10) years? <u>No</u> If yes, please specify nature of conviction.	
Have you ever been issued a beer permit in any other state? <u>Yes</u>	
If yes, specify the state, name of business and year(s.) <u>Multiple states and numerous stores throughout country.</u>	
Have you ever had a permit revoked, suspended, or denied? <u>No</u>	
If yes, specify as to the reason why.	

Will the permit be used to operate two or more restaurants or other businesses under the same permit as allowed by TCA 57-5-103(a)(4) within the same building? No If so, specify number of businesses  
List names of businesses/restaurants and describe their locations.

_____	_____
_____	_____
_____	_____

Please provide the following information regarding the **resident manager:**

Name	<u>See Attached (Betty Watts)</u>
Home Address	
DOB	SSN
Home Phone	Cell Phone
E-Mail Address	
State Driver's License No. (include a copy with application)	

Please list the name and address of the church (or place of worship) nearest to the business.  
Grace Calvary Chapel, 8615 Hixson Pike, Hixson, TN 37343

Please list the name and address of the school or daycare nearest to the business. \_\_\_\_\_  
McConnel Elementary, 8629 Camp Columbus Rd, Hixson, TN and Tiny Scholars, 7637 Middle Valley Road #133, Hixson, TN

Please provide the Tennessee sales tax number for the business at this location. See Attached  
107169637

The City of Lakesite has adopted a rule forbidding the sale, storage, or manufacture of beer and like beverages at places located within 1500 feet for on-premises consumption and 500 feet for off-premises consumption of any school, church, or other such place of public gathering, measured between buildings.

Do you agree to have your location surveyed for distance from public places at the discretion of the Beer Board? Yes

Do you agree not to permit slot machines, punch boards, tip boards, or other gaming devices in your place of business? Yes

Do you agree not to sell, or permit to be sold, beer or other beverages with alcoholic content to a person in an intoxicated, or partly intoxicated condition? Yes

Do you agree to observe and comply with the rules and regulations governing the sale of beer which have been or may hereafter be adopted and ratified by the Lakesite City Commission? Yes

List five (5) character references below: name, address, telephone number

N/A

I am knowledgeable of the laws prohibiting the sale of beer to minors. I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

Applicant hereby agrees that the City of Lakesite and/or any Police Officer may come upon the premises covered by this license or any part thereof, at any time for the purpose of inspecting the premises for violation of any of the provisions or regulations, ordinances, or statutes pertaining to the sale of beer, without the necessity of a search warrant.

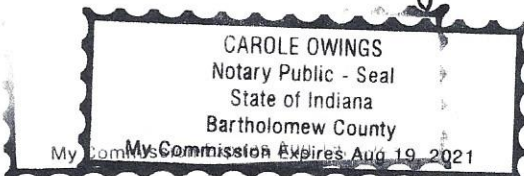
**I HEREBY SWEAR OR AFFIRM THAT THE INFORMATION IN THIS APPLICATION IS TRUE AND COMPLETE.**

Betty Watts

Signature of Applicant/Owner (or Authorized Corporate Officer)

NOTARY: Carole Owings

Date 04.10.2017





# TENNESSEE DEPARTMENT OF REVENUE

## BLANKET CERTIFICATE OF RESALE

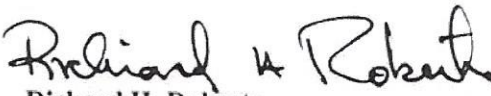
CIRCLE K #3606  
PO BOX 347  
COLUMBUS IN 47202-0347

Effective Date: 02-01-17  
Account Type: SALES&USE  
Account No.: 107169637  
8540 HIXSON PIKE  
HIXSON TN 37343-1560

Under the provisions of Tenn. Code Ann. Title 67, Chapter 6, the person named above is granted authority by the Tennessee Department of Revenue to make purchases for resale, without payment of the Sales or Use Tax, of tangible personal property or taxable services. Any merchandise obtained upon this resale certificate is subject to the Sales or Use Tax if it is used or consumed in any manner by the organization itself, or is given away, and must be reported and the tax paid thereon directly to the Department of Revenue. Certificates of Resale must not be used to obtain tangible personal property or taxable services to be used by the purchaser and not for resale. [See definition of "resale" in Tenn. Code Ann. Section 67-6-102]

The person named above must furnish its suppliers of goods and services with a **COPY** of this exemption certificate, which replaces the generic certificate previously issued by the Department. The lower portion of the certificate must be properly completed. The organization **MUST** retain the original certificate for copy purposes. The supplier will maintain a file copy as evidence of exemption. Later purchases do not require the submission of additional copies.

Effective Date 02-01-17

  
Richard H. Roberts  
Commissioner of Revenue

TO BE COMPLETED BY THE ORGANIZATION (please print)

TO: VENDOR: \_\_\_\_\_

The undersigned certifies that the merchandise purchased on each order placed is purchased for the reason indicated below. The purchaser must notify the seller in writing if the certificate is no longer valid.

- ☐ Resale as tangible personal property, or resale of a service subject to tax.  
☐ A component part of an article to be produced for sale by manufacturing, assembling, processing, or refining.  
☐ Rental or leasing of tangible personal property.  
☐ Use in accordance with the provisions of Rule 1320-5-1-.68(4). (A copy of the Direct Pay Permit must be given to the vendor.)  
☐

(Indicate the purpose for which the property is bought when no Sales or Use Tax is to be collected.)

SIGNATURE OF PURCHASER \_\_\_\_\_

TENN. CODE ANN. SECTION 67-6-607 MAKES IT A MISDEMEANOR TO MISUSE A CERTIFICATE OF REGISTRATION WITHOUT PAYING THE SALES OR USE TAXES AND SUBJECTS THE CERTIFICATE TO REVOCATION.



Circle K

Re: Notice of Transfers; Delegation of Authority

Dear Sir / Madam –

Please be advised that all Circle K Stores Inc. convenience stores ("Circle K Stores") in Tennessee will be transferred to Mac's Convenience Stores LLC in 2017. Four pilot stores will transition in late March 2017, and the remaining will transfer in May 2017. These store transfers will occur on a rolling basis. **Circle K Stores Inc. and Mac's Convenience Stores LLC are both sister companies under the Couche-Tard U.S. Inc. parent entity and therefore have common ownership. Additionally, stores will experience no change in local management, branding, or staff.**

In furtherance of these transfers, please be advised that:

1. I will be the primary point of contact moving forward for the acquisition and managements of any permits and licenses for the Circle K Stores:

**Betty Watts**

Manager, Store Support Services

Circle K Stores Inc. / Mac's Convenience Stores LLC

4080 W Jonathan Moore Pike

P.O. Box 347

Columbus, IN 47202

Phone: 812-379-9227

Email: [bwatts@circlek.com](mailto:bwatts@circlek.com)

2. Unless otherwise instructed, the Edmisten & Webb Law Firm is authorized to communicate and facilitate licensing and permitting of Circle K Stores, and to answer any questions that may arise during the process:

**The Edmisten & Webb Law Firm**

127 W Hargett St. Ste. 104

Raleigh, NC 27601

**Kyle Smalling, Attorney**

Phone: 919-792-8756

Email: [kyle@smallinglaw.com](mailto:kyle@smallinglaw.com)

**William Woodward Webb, Attorney**

Phone: 919-831-8700

Email: [woodywebb@mindspring.com](mailto:woodywebb@mindspring.com)

3. All existing deeds and leases held by Circle K Stores Inc. shall be assigned to Mac's Convenience Stores LLC on the date a specific store transfers from Circle K Stores Inc. to Mac's Convenience Stores LLC. **Formal documentation of these assignments shall be available (and can be provided) on or about the date of transfer.**
4. Attached is an updated list of officers and directors for Mac's Convenience Stores LLC. Mac's Convenience Stores LLC is a wholly owned subsidiary of Couche-Tard U.S. Inc., with an address at:

4080 W Jonathan Moore Pike  
P.O. Box 347  
Columbus, IN 47202

Sincerely,

*Betty Watts*

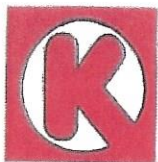
**Betty Watts**  
Manager & Assistant Secretary  
Mac's Convenience Stores LLC

Sworn and subscribed before me this 15<sup>th</sup> day of March, 2017.

(Notary Seal)



(Signature) *Carole Owings*  
Name: Carole Owings, Notary Public  
My Commission Expires: Aug. 19, 2021



Circle K

**MAC'S CONVENIENCE STORES LLC.  
CERTIFICATE OF INCUMBENCY**

The undersigned Assistant Secretary of **Mac's Convenience Stores LLC**, a Delaware limited liability company (the "**Company**"), does hereby certify as follows:

1. On and as of the date hereof, the person whose name appears below is a duly appointed, qualified, and acting as manager/officer of the Company, and holds the office set forth opposite his or her name.

**Managers**

Bill Bartolomeo  
Kathy Cunningham  
Debbie Gooldy  
Betty Watts

**Officers**

**Name**

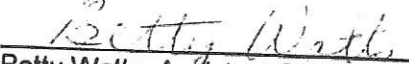
DARRELL DAVIS  
BILL BARTOLOMEO  
KATHY CUNNINGTON

ALEX MILLER  
BETTY WATTS  
DEBBIE GOOLDY

**Office**

President and Senior Vice-President Operations  
Vice President Operations, Great Lakes  
Vice President, Shares Services North America and  
Secretary  
Senior Vice President, Global Fuels  
Assistant-Secretary  
Assistant-Secretary

Dated this 8<sup>th</sup> day of August, 2016.

  
Betty Watts, Assistant Secretary

Full Legal Name	Title	% Ownership	Home Address	Phone Number
William Bartolomeo	Manager / Vice President	0	562 Meadowridge Way, Hudson, OH 44236	(330) 696-6252
Kathy Cunningham	Manager / Vice President	0	1130 W. Warner Road, Tempe, AZ 85284	(812) 350-9849
Debbie Gooldy	Manager / Assistant Secretary	0	7290 S. Artesian Drive, Columbus, IN 47201	(812) 799-0062
Betty Watts	Manager / Assistant Secretary	0	6465 W. 950 N, Scipio, IN 47273	(812) 579-5422
Darrell Davis	President	0	11081 W. Grandview Drive, Columbus, IN 47201	(812) 379-9227
Alex Miller	Senior Vice President	0	2428 E. Desert Willow Drive, Phoenix, AZ 85048	(812) 374-6096
Couche-Tard U.S. Inc.		100	4080 W. Jonathan Moore Pike, Columbus, IN 47202	