

City of Covington
Public Works Meeting
City Hall
Down Stairs Boardroom
4:00 P.M.
November 5, 2019

1. Security Deposit Policy. (See attached).
2. 2020 SDG Grant.
3. TDOT'S Traffic Signal Modernization Program. (See attached).
4. Gasifier update.
5. Update on speed limit Hwy. 51 south inside City limits.
6. James street project update.
7. City Hall Generator. (See attached).

Other Business:

1. Code Division monthly report:

Adjourn:

COVINGTON Public Works/ Utilities

Security Deposit Policy

Subject: Security Deposits

Policy:

Security deposits, as described herein, must be paid in full before utility service can be established. The deposit may not be used by a customer as a means of routine bill payment. Security deposits shall be maintained for the duration of utility service. Deposits, shall be applied to a customer's final bill following termination of service and account closeout, with any excess deposit remaining to be returned to the customer.

Following enactment of this policy, any customer who does not have an adequate security deposit in place and whose account appears on the service termination list twice in a twelve month period for failure to pay his balance in full shall, in conjunction with payment of all past-due amounts, provide the required security deposit. Said required security deposit shall be provided within 20 days of notification or service shall be subject to termination.

Residential Security Deposits

Residential security deposits shall be based upon current adopted Administrative Ordinance.

All new residential customers shall provide a picture I. D. something official with your social security number, rent receipt with name and address, lease papers, or closing papers. CPW/U will accept payment for security deposits by cash, check, money order or credit card.

CPW/U shall require an existing residential customer to increase his security deposit to the amount listed in the current adopted Administrative Ordinance if he transfers to a new service address and does not have an adequate deposit; opens a new account; or if he becomes a payment risk as described above.

Industrial/ Large Commercial Security Deposits

All new Industrial/ Large Commercial customers shall provide a security deposit for utility service based on current adopted Administrative Ordinance. For existing facilities, determination of the highest monthly bill shall be based upon actual historical usage. For new facilities, determination of the highest monthly bill shall be based upon connected load information taken from the building plan or from comparison to similar existing buildings.

CPW/U shall require an existing utility customer to provide a new security deposit or increase his existing security deposit to an amount current with the Administrative Ordinance if he transfers to a new service address and does not have an adequate deposit; opens a new account; or if he becomes a payment risk as described above.

CPW/U will accept any one of the following for security deposits:

1. "Cash Deposit". Based on current adopted Administrative Ordinance.
2. "Bank Irrevocable Letter of Credit". The Bank Irrevocable Letter of Credit shall be worded in a manner acceptable to CPW/U. It shall be the responsibility of the customer to see that the Bank Irrevocable Letter of Credit is renewed 60 days prior to its expiration. Customer's failure to effect said renewal may cause termination of service without notice until such time as an adequate security deposit is provided.

Review of Security Deposit Amounts

The total amount of the deposit requirement, may be reviewed upon request by the customer or at CPW/U's discretion.

Effective:

IRREVOCABLE STANDBY LETTER OF CREDIT

Beneficiary:

Covington Public Works/ Utilities
PO Box 768
Covington, TN 38019

For the Account of:

Company Name
Address
City, State, Zip

CPW/Utilities Account No.

Amount: \$ _____)

Issue Date: _____

We hereby issue our Irrevocable Standby Letter of Credit # _____ in your favor available for your draft(s) drawn on us at sight for up to the aggregate of \$ _____) when accompanied by the following:

1. Dated statement signed by an authorized representative of Covington Public Works/Utilities certifying that invoice(s) issued to **Company Name** is/are unpaid.
2. Dated copy(ies) of unpaid invoice(s).
3. This original Letter of Credit and any amendments thereto.

This Letter of Credit shall be valid for an initial term of one (1) year from the original date of issue. It is automatically extended thereafter, without notification, for successive one (1) year periods on the anniversary date of its expiration unless we notify you in writing by certified mail or overnight courier at least sixty (60) days prior to any such expiration date that we elect not to extend it. If this occurs, you may draw hereunder within the validity of the Credit solely by presentation of: 1) Your draft at sight representing the amount due you and not exceeding the amount of this Credit; and 2) Your officially signed statement that you are in receipt of our non-extension notice and that the amount drawn represents funds due you.

Special Instructions:

A. Partial drawings permitted.

B. All past unpaid bills, plus any gas, water, sewer, or sanitation used but not yet billed through the date of expiration, shall be secured by this Letter of Credit, not to exceed the total amount of Credit issued.

We hereby engage with you that drafts drawn in conformity with the terms of this Credit will be duly honored upon presentation and delivery of the documents specified.

The Standby Letter of Credit is subject to the uniform Customs and Practices for Documentary Credit (1993 Revision) International Chamber of Commerce Publication Number 500.

Signed: _____

(Bank official's name and title)

David Gray

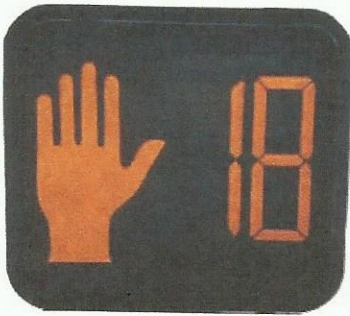
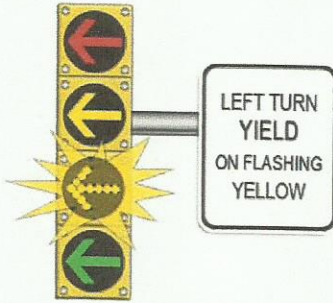
From: Mattie Cushman <mcushman@cdpllc.com>
Sent: Tuesday, September 10, 2019 4:53 PM
To: David Gray
Subject: Asbestos Water Line Replacement Grant- Rialto Industrial Park

David, the preliminary cost estimate for the line replacement is roughly \$600,000. With a 70/30 matching grant, this mean that your share will be roughly \$180,000. I am completing the final paperwork for the Friday, September 13 deadline.

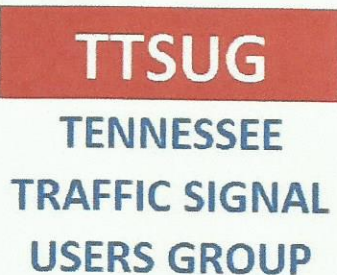
Mattie

Mattie J. Cushman, Vice President
Community Development Partners, LLC
P.O. Box 210437
8122 Sawyer Brown Road, Suite 201
Nashville, Tennessee 37221
615.386.0222 phone
615.406.0577 cell
615.386.0403 fax

SDG Grant
70/30 matching
Nov. 13th / 1:00 PM
Site Development Grant



TSMP **Supporters**



TDOT's New Traffic Signal Modernization Program

Grant Application

This grant is associated with the Traffic Signal Modernization Program (TSMP), which is a Tennessee Department of Transportation (TDOT) pilot program designed to help communities and their local traffic signal maintaining agencies modernize existing traffic signal equipment and operations. The program is being implemented through this grant application process, currently 100% state funded and state contracted, with the goal to begin traffic signal upgrades within 12 months of project selection. Grant funds are capped at \$250,000.00.

Eligible TSMP Items:

- Controller
- Controller Cabinet
- Cabinet Equipment
- Signal Head/Beacon
- Signal Head Backplates
- Supplemental Signal Head
- Timing Optimization Plan
- Stop Bar Detection
- Advance Detection
- Pedestrian Signal
- Pedestrian Push Button

What are some expected benefits to modernizing your traffic signal items?

Reduction in crashes (est. percentage of crash reduction)

- Controller/cabinet upgrade: 30% crash reduction
- Signal timings coordination: 32% crash reduction
- Supplemental signal heads: 28% crash reduction
- Detection upgrade: 20% crash reduction
- Advance signal ahead warning devices: 22% crash reduction

Other expected benefits include:

- Reduction in traffic congestion
- Increased reliability in detecting vehicles
- Improved traffic signal visibility
- Savings in energy efficiency
- Reduction in maintenance costs
- Automated collection of traffic count data

Grant Application Deadline:

Traffic Signal Modernization Grant Application must be emailed by Wednesday, November 20, 2019 to TDOT.TrafficOps@tn.gov with the subject line "Traffic Signal Modernization Grant". For questions regarding this grant, please contact Steve Bryan at Steve.Bryan@tn.gov.

David Gray

From: Justin Hanson
Sent: Tuesday, October 29, 2019 1:15 PM
To: David Gray
Cc: aldermanjeffmorris@gmail.com; Rebecca Ray
Subject: CPW Committee

David

Please add to our committee agenda discussion on the city hall generator.

I believe it's on its last leg. It is now 22 years old and parts to fix it are very difficult and expensive to find. I've given Thompson CAT the go ahead to at least get it going again in hopes it will last us until next fiscal year. If not, we will likely have to go before the Board for an emergency purchase. A new generator is approximately \$55,000.

Please update the committee Tuesday.

Chairman Morris, I am unable to attend next week's meeting. I've been selected to attend this year's Local Government Leadership Program at the UT Knoxville Naifeh Center and will be out of town Tuesday – Friday of next week for that class.

Thanks!
JMH

Justin Hanson

Mayor - City of Covington
200 West Washington Street
Covington, TN 38019
901-476-9613 – **Main**
901-258-4525 – **Mobile**
901-476-6699 – **Fax**
www.covingtontn.com



My mission is to provide positive and productive leadership that results in ongoing improved living conditions for all citizens of Covington, Tennessee

The City of Covington is an Equal Opportunity Employer

CODE COMPLIANCE DEPARTMENT



PUBLIC WORKS COMMITTEE MEETING
NOVEMBER 5, 2019



CODE COMPLIANCE DEPARTMENT

TOUCH POINTS: Asking for consideration of adopting the attached Ordinance to amend Title 13 Property Maintenance Regulations in the Municipal Code. Attorney Witherington has reviewed and agrees with the request.

1. Animal Control –
 - a. Inquiries – 42
 - b. Dogs to foster – 4
 - c. Dogs picked up by owners – 3
 - d. Dogs to Dr. Clay – 0
2. Beer Licenses –
 - a. Inquiries – 18
 - b. New Permits - 2
3. Blight Eradication –
 - a. Round 3 applicants are being reviewed by the State

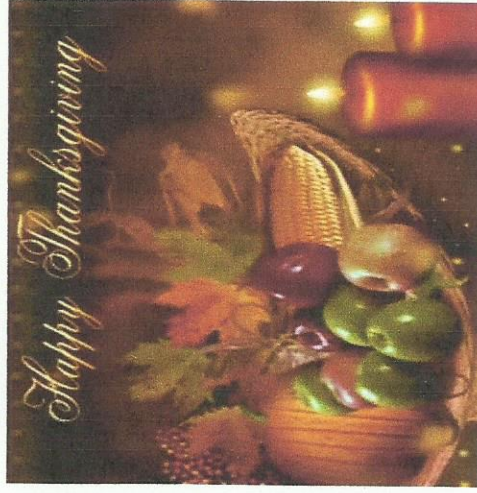
**CODE COMPLIANCE
DEPARTMENT**



**PUBLIC WORKS MEETING
NOVEMBER 5, 2019**

- 4. Business Licenses –
 - a. Inquiries – 46
 - b. New Applications – 8
 - c. Renewals Processed – 1
- 5. Code Violations –
 - a. Inquiries – 54
 - b. Letters – 27
 - c. Notices – 3
- 6. Cemetery –
 - a. Inquiries – 36
 - b. Grave Sales -0
- 7. Court Clerk –
 - a. Telephone Inquiries – 25

- 8. Proclamation/Resolution –
 - a. Domestic Violence Month
 - b. Little People Proclamation
 - c. Fire Prevention Month
- 9. Public Works –
 - a. Inquiries – 35
- 10. Sign –
 - a. Inquiries – 19
 - b. Pickups – 23
 - c. Applications - 1



CODE COMPLIANCE
DEPARTMENT

PUBLIC WORKS COMMITTEE
MEETING
NOVEMBER 5, 2019

ORDINANCE NO _____

AN ORDINANCE TO AMEND TITLE 13-PROPERTY MAINTENANCE REGULATIONS,
CHAPTER 1-MISCELLANEOUS, OF THE COVINGTON MUNICIPAL CODE BY ADDING THE FOLLOWING NEW
SECTION 13-108.

WHEREAS, the Board of Mayor and Alderman deem it necessary, for the purpose of promoting the
health, safety, prosperity, morals and general welfare of the City of Covington; and

WHEREAS, the Board of Mayor and Alderman have discussed and reviewed proposed amendment; and

**NOW, THEREFORE, BE IT ENACTED BY THE BOARD OF MAYOR AND ALDERMAN OF THE CITY OF
COVINGTON, TENNESSEE:**

Section 1. It is unlawful for any person to allow the accumulation of any waste, waste paper, cans or
other materials, litter, garbage, trash or rubble of any kind on the public right-of-way of any street or
alley immediately adjacent to and abutting that person's property. The owner and/or occupant of
property shall also keep right-of-ways upon which the private property abuts mowed.

Section 2. Violation of this ordinance shall subject offenders to a fine of \$50.00 per day of violation.

Section 3. BE IT FURTHER ORDAINED that this ordinance shall become effective immediately upon its
passage after third and final reading, the welfare of the City requiring it.

Passed on 1st Reading _____

Passed on 2nd Reading _____

Public Hearing _____

Passed on 3rd & Final Reading _____

ATTEST: _____
Recorder-Treasurer

Mayor

PROJECT CODE RECAP FOR PERMITS ISSUED: 10/01/2019 TO 10/29/2019

Description	# of Permits	Fees	Value
Asbestos Removal	1	3,541.50	992,405
Demolition	1	600.00	0
Mechanical	1	42.50	0
New Single Family	1	473.50	120,000
Plumbing	42	2,797.50	0
Additions - Residential	1	816.00	269,000
Sign Installation	1	0	50
DOG	6	0	0
TOTALS	54	8271.00	1,381,455