

**MINUTES OF MEETING OF THE REGULAR SESSION OF THE  
TOWN COUNCIL  
OF THE TOWN OF SMYRNA  
ON MARCH 11, 2025**

The Town Council of the Town of Smyrna, Rutherford County, Tennessee, met in regular session at 5:00 p.m. on March 11, 2025, at Town Hall with the Honorable Mayor Mary Esther Reed presiding.

Prior to the calling the meeting to order, Cassandra Taylor, Smyrna Public Library Branch Manager spoke to update council on library operations and events.

Next, the following citizen(s) spoke under public comment:

Timothy Quick, 900 Sam Davis Road, Smyrna “Backyard Chicken Coup Requirements”

Mayor Reed then called the meeting to order at 5:11 p.m. The invocation was led by Smyrna Police Department Chaplain, Bob Horn, and the Pledge of Allegiance was led by Town Engineer, Charles King.

The roll was called by the Town Clerk and the following Town Council Members were present:

H.G. Cole  
Gerry Short  
Steve Sullivan  
Jerome Dempsey  
Racquel Peebles  
Vice-Mayor Marc Adkins  
Mayor Mary Esther Reed

**4. Approval or Correction of Minutes of the February 11, 2025, regular meeting and the February 27, 2025, workshop meeting of the Town Council.**

The Town Council first considered a motion by Vice-Mayor Marc Adkins to approve the minutes of the February 11, 2025, regular meeting and the February 27, 2025, workshop meeting of the Town Council. The motion was duly seconded by Council Member Steve Sullivan. Following discussion, the motion was approved 7-0.

**5. Correspondence/Communications.**

There were no correspondence/communications to be presented to the Town Council at this time.

**6. Awards and Recognitions.**

There were no awards and recognitions to be presented to the Town Council at this time.

## **7. Consent Agenda.**

The following Consent Agenda items were next presented for consideration by the Town Council:

- a. Approval of the terms of, and authorization for the Mayor to execute, contract Supplement 1 with TDOT relative to the Washington Street at CSX approach upgrades construction cost.**
- b. Approval of the terms of, and authorization for the Mayor to execute, the proposal with Haworth-Meyer-Boleyn Professional Engineers, LLC for Design Services for the Slab Bridge Extension at Rock Springs Road over Harts Branch.**
- c. Approval of the terms of, and authorization for the Mayor to execute, the Scope and Fee proposal with Energy Land & Infrastructure for the Rock Springs Road Improvements Project.**
- d. Approval of the terms of, and authorization for the Mayor to execute, the contract with Wiregrass Construction for the milling and resurfacing with sidewalk repairs on Enon Spirings Road Improvements Project.**
- e. Approval of the terms of, and authorization for the Mayor to execute, a project time extension with TDOT on the Florence Road Sidewalk Project.**
- f. Approval of the terms of, and authorization for the Mayor to execute, an agreement with Essential Epoxy Coating to apply epoxy to the Vehicle Maintenance Shop floors.**
- g. Approval of the terms of, and authorization for the Mayor to execute, a Rental Agreement with the Sciencenter for the Treehouse exhibit at the Smyrna Outdoor Adventure Center.**
- h. Approval of the terms of, and authorization for the Mayor to execute, an agreement with CivicPlus relative to agenda management, open record management, and 311 CRM (Customer Relationship Management) software for the Town.**
- i. Approval of the terms of, and authorization for the Mayor to execute, a proposal with Imagine That Performance related to Phase II of the VisionSync initiative.**
- j. Consideration and authorization of a list of items to be auctioned through online surplus sale with GovDeals.**

Following discussion, Council Member Jerome Dempsey requested that Consent Agenda Item “f” be pulled for individual discussion and vote. Following discussion, Council Member H.G. Cole made a motion to approve and adopt the remaining Consent Agenda items. Said motion was seconded by Council Member Steve Sullivan and, upon further discussion, approved unanimously.

Next, Consent Agenda Item “f” was discussed individually. Following discussion, Council Member Steve Sullivan made a motion to approve and adopt the Consent Agenda Item “f” and to authorize the Mayor to execute said documents. Said motion was seconded by Council Member Gerry Short, and after further discussion, approved unanimously.

A copy of said documents referenced on the Consent Agenda are attached hereto and incorporated herein by reference as if set forth at length verbatim as Exhibit "1".

**8. Old Business.**

- a. **PUBLIC HEARING: Consideration an Ordinance relative to the rezoning of Tax Map 50, Parcel 14.07, from C-2 to I-1 requested by Caravan Ventures. The property requested to be rezoned contains 3.57 acres and is located on Tridon Drive.**

The Town Council next considered on second and final reading an Ordinance relative to the rezoning of Tax Map 50, Parcel 14.07, from C-2 to I-1 requested by Caravan Ventures. The property requested to be rezoned contains 3.57 acres and is located on Tridon Drive. The recommendation of the Planning Commission was that the request be approved.

At this time, Mayor Reed recessed the meeting without objection, and a public hearing was opened related to the agenda item. Justin Bailey, property owner, spoke in favor of the rezoning.

At this time, the public hearing was closed without objection, and the Council meeting was resumed.

Following discussion, Vice-Mayor Marc Adkins made a motion to approve said Ordinance on second and final reading. The motion was duly seconded by Council Member Racquel Peebles, and following further discussion, was approved 7-0.

A copy of said Ordinance, as approved on second and final reading, is attached hereto and incorporated herein by reference as if set forth at length verbatim as Exhibit "2." (Ordinance #25-10)

There were no further old business items for the Town Council to consider at this time.

**9. New Business:**

- a. **Planning Commission Report:**

1. **Consideration of an Ordinance relative to the rezoning of Tax Map 34G, Group A, Parcel 1.00, from PRD with LSO to PID with LSO requested by Robert Latimer. The property requested to be rezoned contains approximately 1.45 acres and is located at the intersection of S. Lowry Street and Stewart Drive.**

The Town Council next considered on first reading an Ordinance relative to the rezoning of Tax Map 34G, Group A, Parcel 1.00, from PRD with LSO to PID with LSO requested by Robert Latimer. The property requested to be rezoned contains approximately 1.45 acres and is located

at the intersection of S. Lowry Street and Stewart Drive. The recommendation of the Planning Commission was that the request be approved with the following conditions:

- i. The required minimum number of parking spaces per the Zoning Ordinance is 26. The developer has requested an exception to allow for 22 spaces.
- ii. The minimum building setback along S. Lowry Street is 40' per requirements of the Lowry Street Overlay (LSO). The developer has requested an exception to allow for a 25' front setback.
- iii. The LSO requires awnings/canopies to be at least 9' above finished grade and to extend at least 6' from the building face. The developer has requested an exception to have the awnings be approved as submitted.
- iv. The landscaping requirements of the LSO will apply and be reviewed in detail with the site plan if the rezoning is approved. The developer has requested an exception to the requirements for the type and size of street trees and frontage trees along S. Lowry due to utility conflicts and to modify the required Type "D" buffer along the northeastern side of the site.
- v. Provide a sidewalk along S. Lowry Street.

Following discussion, Council Member Steve Sullivan made a motion to approve said Ordinance on first reading incorporating staff's conditions. Vice-Mayor Marc Adkins seconded the motion. Following further discussion, the motion was approved 4-3, with Council Members Racquel Peebles, Gerry Short and Jerome Dempsey voting against said motion.

A copy of said Ordinance, as approved on first reading, is attached hereto and incorporated herein by reference as if set forth at length verbatim as Exhibit "3." (Ordinance #25-12)

**b. Approval of the revised Classification and Compensation plan for Town employees.**

The Town Council next considered a revised Classification and Compensation Plan for Town Employees. Following discussion, Vice-Mayor Marc Adkins made a motion to approve said Classification and Compensation Plan for Town Employees with a retroactive date to March 3, 2025 in order to appear on employees' March 21, 2025 regular pay schedule. Council Member Racquel Peebles seconded the motion. Following further discussion, the motion was approved unanimously.

A copy of said Classification and Compensation Plan is attached hereto and incorporated herein by reference as if set forth at length verbatim as Exhibit "4."

**c. Consideration of an Ordinance to approve mid-year budget amendments for Fiscal Year 2025.**

The Town Council next considered on first reading an Ordinance to approve mid-year budget amendments for Fiscal Year 2025. Following discussion, Vice-Mayor Marc Adkins made a motion to approve said Ordinance on first reading. Council Member Steve Sullivan seconded the motion. Following further discussion, the motion was approved unanimously.

A copy of said Ordinance, as approved on first reading, is attached hereto and incorporated herein by reference as if set forth at length verbatim as Exhibit "5." (Ordinance #25-11)

**d. Consideration of a Resolution to request refunds on unclaimed property held by the State of Tennessee.**

The Town Council next considered on first reading a Resolution to request refunds on unclaimed property held by the State of Tennessee. Following discussion, Vice-Mayor Marc Adkins made a motion to approve said Ordinance on first reading. Council Member Jerome Dempsey seconded the motion. Following further discussion, the motion was approved unanimously.

A copy of said Resolution, as approved, is attached hereto and incorporated herein by reference as if set forth at length verbatim as Exhibit "6." (Resolution #25-7)

**e. Board and Committee Appointments:**

**Consideration of the appointment of three (3) members to the Sister City Committee to serve a three-year term ending in 2028.**

The Town Council next considered the appointment of three (3) members to the Sister City Committee to serve a three-year term ending in 2028. Appointments are made by nomination of the Mayor and majority Council confirmation. Upon discussion, Mayor nominated applicants Natalie Schuette, Amy Wise and Gregory Creasey to the Sister City Committee. Said nominations were confirmed unanimously.

**Consideration of the appointment of one (1) member to the Smyrna Housing Authority to serve a five-year term ending in 2030.**

The Town Council next considered the appointment of one (1) member to the Smyrna Housing Authority to serve a five-year term ending in 2030. Appointments are made by the Mayor to this board/committee. Mayor Reed nominated applicant, Timothy Cornwell.

**Consideration of the appointment of three (3) members to the Planning Commission to serve a two-year term ending in 2027.**

The Town Council next considered the appointment of three (3) members to the Planning Commission to serve a two-year term ending in 2027. Appointments to the Planning Commission are made by the Mayor. Mayor Reed appointed applicants, Tim Morrell, Charles Scurr, and Ken Hill.

**Consideration of the appointment of one (1) member to the Historic Zoning Commission to serve a five-year term ending in 2030.**

The Town Council next considered the appointment of one (1) member to the Historic Zoning Commission to serve a five-year term ending in 2030. Appointments to this board/committee are made by nomination of the Mayor and majority Council confirmation. Mayor nominated applicant, Raul Marrero, at this time. Said nomination was confirmed unanimously.

**Consideration of the appointment of four (4) citizen members and one (1) non-voting County representative to the Parks Advisory Board to serve a three-year term ending in 2028.**

The Town Council next considered the appointment of four (4) citizen members and one (1) non-voting County representative to the Parks Advisory Board to serve a three-year term ending in 2028. Appointments to the Parks Board are made by nomination of the Mayor with majority Council confirmation. Mayor Reed nominated applicants, Megan Dietsch, Nicole Green, Mark Hardy, and Dalton Hidalgo to serve as the four (4) citizen members and applicant, Tom Sage, to serve as the non-voting County representative. Said nominations were subsequently approved unanimously by Council.

**Consideration of the appointment of one (1) representative to the Smyrna/Rutherford County Airport Authority to serve a five-year term ending in 2030.**

The Town Council next considered the appointment of one (1) representative to the Smyrna/Rutherford County Airport Authority to serve a five-year term ending in 2030. Appointments to this board/committee are made by recommendation of the Board of Commissioners of the Smyrna/Rutherford County Airport Authority. Mayor Reed appointed Mike Woods upon the recommendation letter provided from the Board of Commissioners of the Smyrna/Rutherford County Airport Authority.

**Consideration of the appointment of two (2) members to the Board of Zoning Appeals to serve a three-year term ending in 2028.**

The Town Council next considered the appointment of two (2) members to the Board of Zoning Appeals to serve a three-year term ending in 2028. Appointments to this board are made by Council nomination and confirmed by majority vote.

Upon discussion, Council Member Steve Sullivan made a nomination for applicants Don Hyde and Jay Michaelson to be appointed to the Board of Zoning Appeals. There were no other nominations at this time. Upon further discussion, said nominations were approved unanimously by the Council.

**Consideration of the appointment of two (2) members to the Beer Board to serve a three-year term ending in 2028.**

The Town Council next considered the appointment of two (2) members to the Beer Board to serve a three-year term ending in 2028. Appointments to this board are made by Council nomination and confirmed by majority vote.

Upon discussion, Vice-Mayor Marc Adkins made a nomination for applicants Amy Harrison and Jacqueline Redmond to be appointed to the Beer Board. There were no other nominations made at this time. Upon further discussion, said nominations were approved unanimously by the Council.

**Consideration of the appointment of two (2) members to the Project Assistance Board to serve a three-year term ending in 2028.**

The Town Council next considered the appointment of two (2) members to the Project Assistance Board to serve a three-year term ending in 2028. Appointments to this board are made by Council nomination and confirmed by majority vote.

Upon discussion, applicants Natalie Wilson and Joy Gaylon were appointed to the Project Assistance Board. There were no other applicants at this time, therefore, appointments were approved unanimously by the Council.

**Consideration of the appointment of one (1) member to the Packaged Liquor Board to serve a three-year term ending in 2028.**

The Town Council next considered the appointment of one (1) member to the Packaged Liquor Board to serve a three-year term ending in 2028. Appointments to this board are made by Council nomination and confirmed by majority vote.

Upon discussion, Council Member Jerome Dempsey made a nomination for applicant, Lisa Reasonover, to be appointed to the Packaged Liquor Board. There were no other nominations made at this time. Following further discussion, said appointment was confirmed unanimously.

**Consideration of the appointment of four (4) members to the Stormwater Advisory Committee to serve a three-year term ending in 2028.**

The Town Council next considered the appointment of four (4) members to the Stormwater Advisory Committee to serve a three-year term ending in 2028. Appointments to this committee are made by Council nomination and confirmed by majority vote.

Upon discussion, applicants Bradley Heilwagen, Doug Brown, Charles Whitfield, and Adam Miller, were nominated to be appointed to the Stormwater Advisory Committee. There were no other applicants at this time. Following further discussion, said appointment was confirmed unanimously.

**Consideration of the appointment of two (2) citizen members to Smyrna Charity Assistance to serve a three-year term ending in 2028 and one (1) Council representative to serve a one-year term ending in 2026.**

The Town Council next considered the appointment of two (2) citizen members to Smyrna Charity Assistance to serve a three-year term ending in 2028 and one (1) Council representative to serve a one-year term ending in 2026. Appointments to this board/committee are made by Council nomination and confirmed by majority vote.

Upon discussion, Council Member Racquel Peebles and Vice-Mayor Marc Adkins nominated applicants Natasha Floyd and Marquise Martin to serve on Smyrna Charity Assistance. There were no other nominations at this time. Upon further discussion, said applicants were confirmed unanimously.

Next, Vice-Mayor Marc Adkins nominated Council Member Racquel Peebles to continue serving as Council Representative on Smyrna Charity Assistance until 2026. There were no other nominations at this time. Said nomination was confirmed unanimously.

**Consideration of the appointment of two (2) members to the Municipal Industrial Development Board to serve a six-year term ending in 2031 and one (1) member to serve an unexpired term ending in 2030.**

The Town Council next considered the appointment of two (2) members to the Municipal Industrial Development Board to serve a six-year term ending in 2031 and one (1) member to serve an unexpired term ending in 2030. Appointments to this Board are made by the nomination and majority confirmation of Council.

Upon discussion, and because there was only one applicant for the three vacancies, applicant Rick Wise was appointed to serve a full, six-year term ending in 2031. This appointment was confirmed unanimously. Mayor Reed announced that the remaining two seats will remain open until such time that they can be filled.

**Consideration of the appointment of one (1) member to the Capt. Jeff Kuss USMC Memorial Funding Sub-Committee to serve a three-year term ending in 2028.**

The Town Council next considered the appointment of one (1) member to the Capt. Jeff Kuss USMC Memorial Funding Sub-Committee to serve a three-year term ending in 2028. Appointments to this sub-committee are made by the nomination and majority confirmation of Council.

Upon discussion, Council Member Jerome Dempsey nominated applicant, Kellye Goosetree, to serve another term on the Capt. Jeff Kuss USMC Memorial Funding Sub-

Committee. There were no other nominations at this time. Following further discussion, said nomination was confirmed unanimously.

**Consideration of the appointment of two (2) members to the Board of Adjustment and Appeals to serve a three-year term ending in 2028.**

The Town Council next considered the appointment of two (2) members to the Board of Adjustment and Appeals to serve a three-year term ending in 2028. Appointments to this Board are made by recommendation of the Town Manager, Building Official and Town Planner. Upon recommendation, appointments are confirmed by majority Council vote.

Upon discussion, and because there is only one applicant at this time, it was recommended that Jim Thompson be re-appointed to the Board of Adjustments and Appeals. Said appointment was confirmed unanimously. Upon further discussion, Mayor Reed announced that the remaining, vacant seat will remain open until such time that they can be filled.

There were no further New Business items to be considered by the Town Council.

**10. Other.**

Town Engineer, Charles King, presented on various Town of Smyrna Road projects and provided Council with a status update relative to each project.

**11. Status Reports.**

Director of Finance and Assistant Town Manager, Rex Gaither, presented Council with February State Shared Tax and February Local Sales Tax numbers.

**12. Announcements.**

Mayor Reed and other Council members, as well as Town Manager, David Santucci, recognized various Town employees for a job well done; spoke of attendance at various community events and also extended well wishes, congratulations and condolences to various individuals.

Without objection, the meeting was adjourned at 7:19 p.m.

TOWN OF SMYRNA, TENNESSEE

  
\_\_\_\_\_  
MARY ESTHER REED, Mayor

ATTEST:

  
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AMBER HOBBS, Town Clerk