



**CITY OF MUNFORD BOARD OF  
MAYOR AND ALDERMEN**

**AGENDA**

City of Munford Board of Mayor and Aldermen – Re-scheduled Monthly Meeting –  
Monday, May 28, 2024, 6:30 p.m.  
Municipal Building, 70 College Street, Munford, Tennessee

**I. CALL TO ORDER**

- A. Invocation
- B. Pledge of Allegiance to the flag
- C. Establishment of Quorum
- D. Approve the minutes from the
  - a. Regular Monthly Meeting – April 22, 2024
- E. Public Forum
- F. Proclamation and Award Presentation
  - a. Eric and Lacey Price, May Yard of the Month Winners  
21 Bryanna Cove

**II. MONTHLY DEPARTMENTAL REPORTS**

- |  |                          |
|--|--------------------------|
| A. Public Works                            | Dir. Sherry Bennard      |
| B. Public Safety                           | Chief Randal Baskin      |
|  | Chief Jeremy Reeves      |
| C. Parks & Recreation                      | Dir. Griff Fisher        |
| D. Building Inspector/<br>Code Enforcement | Insp. Glenn Stringfellow |

E. Mayor's Report

Mayor Dwayne Cole

1. Report
2. Appointments/Announcements/Acknowledgements

**III. OLD BUSINESS**

**IV. NEW BUSINESS**

Ordinance – Resolutions – Motions

*First Reading*

- **ORDINANCE 2024-05-01** An Ordinance of the City of Munford, Tennessee adopting the annual budget and tax rate for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

*First Reading*

- **ORDINANCE 2024-05-02** An Ordinance of the City of Munford, Tennessee amending the General Operations budget for fiscal year FY2024.

*First Reading*

- **ORDINANCE 2024-05-32** An Ordinance of the City of Munford, Tennessee to amend the Regional Zoning Map to rezone property near 4125 Munford-Gilt Edge Road (James Harkness property) from C (Commercial) District to FAR (Forestry, Agriculture, Residential) District.

*\*Ordinance 2024-05-03 comes with a positive recommendation from City of Munford Planning Commission.*

**V. FINANCIAL REPORT**

- A. Checks over \$10,000.
- B. Financials 04-30-2024

Adjourn –



**CITY OF MUNFORD BOARD OF MAYOR AND ALDERMEN**

**MINUTES – April 22, 2024**

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**Regular Monthly Meeting – Monday April 22, 2024, 6:30 p.m.  
Municipal Building, 70 College Street, Munford, Tennessee.**

Members present: Mayor Dwayne Cole, Jack Bomar, Steve Childress, Richard Cramer, Ray Deneka, Lonnie Glass, and Deborah Reed

Absent:

Department Heads in Attendance: Chief Randal Baskin, Chief Jeremy Reeves, Director Sherry Bennard, and Code Enforcement Officer Alan Patton

**I. CALL TO ORDER**

Mayor Cole called the April 22, 2024, regular meeting of the Board of Mayor and Aldermen of the City of Munford to order at 6:30 pm. Mayor Dwayne Cole gave the invocation.

**II. ESTABLISH A QUORUM**

Mayor Cole noted the Board had a quorum with six (6) aldermen and the mayor present.

**III. APPROVE MINUTES**

Mayor Cole presented the minutes from the Regular Scheduled Meeting of March 25, 2024, for approval. *With no corrections, minutes approved as distributed.*

**IV. PUBLIC FORUM**

No one was present to speak.

**V. PUBLIC HEARING**

No one present to speak for or against Ordinance 2024-03-01, amend zoning on Highway 51 from R-1 to P-B. The owner of the property, Michael O'Brien, was present.

**VI. MONTHLY DEPARTMENTAL REPORTS:**

- Public Works – Director Sherry Bennard presented the monthly report. See attached sheet.
- Public Safety
  - a. Police: Chief Randal Baskin presented the monthly report. See attached sheet.
  - b. Fire: Chief Jeremy Reeves presented the monthly report. See attached sheet.
- Parks & Recreation –Reference report as written.
- Building Inspector – Code Enforcement Officer Alan Patton presented the monthly report in the absence of Inspector Stringfellow. See attached sheet.
- Library – Reference report as written.
- Mayor’s Report and Comments – Mayor Cole presented his monthly report.
- Appointments/Announcements/Acknowledgements
  - Mayor Cole announced the May Board of Mayor and Aldermen meeting would be held on Tuesday, May 28<sup>th</sup> at 6:30, due to the Memorial Holiday on Monday.

**VI. OLD BUSINESS –**

*No Old Business.*

**VII. NEW BUSINESS –**

- Mayor Cole presented for a second reading **ORDINANCE 2024-03-01** An Ordinance to amend the Munford Municipal Zoning Map to rezone property on US Highway 51 S from R-1 District to P-B District. *Motion was made by Alderman Childress to approve **ORDINANCE 2024-03-01**. Motion was seconded by Alderman Reed. Motion carried; all members present voting aye.*
- Mayor Cole presented **RESOLUTION 2024-04-01** A Resolution calling for a city election on November 5, 2024. *Motion was made by Alderman Deneka to approve **RESOLUTION 2024-04-01**. Motion was seconded by Alderman Bomar. Motion carried; all members present voting aye.*

**VIII. FINANCIAL REPORT –**

- **Checks over \$10,000** – Mayor Cole presented the checks over \$10,000 for March. *A motion was made by Alderman Cramer to accept all checks over \$10,000 as presented. Alderman Glass seconded motion. Motion carried; all members present voting aye.*
- **Financials 03-31-2024** – Mayor Cole presented the financials for 03-31-2024. *A motion was made by Alderman Bomar to accept the financials as presented. Alderman Cramer seconded motion. Motion carried; all members present voting aye.*

With no further discussion, Vice-Mayor Deneka made a motion to adjourn at 6:59

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Dwayne Cole, Mayor

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Sherry Yelvington, City Recorder

## CITY HALL MONTHLY REPORT

	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	TOTAL
<b>ACCOUNTS</b>													
<b>Current Customer Accts</b>													
Water Customers Total	3529	3540	3541	3577	3580	3579	3582	3586	3588	3588	3591	3587	42,868
Sewer Customers Total	2302	2309	2314	2340	2345	2344	2349	2351	2351	2351	2355	2349	28,060
Gas Customers Total	7529	7539	7550	7578	7576	7574	7600	7613	7614	7625	7629	7631	91,058
<i>In Atoka City Limits</i>	2890	2893	2894	2892	2896	2885	2886	2897	2891	2899	2890	2895	34,708
Trash Customers	1860	1869	1877	1882	1896	1906	1913	1927	1931	1939	1946	1946	22,892
<b>Customer Adjustments</b>													
Connects	77	70	64	85	72	68	79	53	54	55	49	53	779
Finals	81	59	61	84	73	73	62	46	51	64	59	51	764
Meter Sets	14	26	16	3	5	2	10	6	9	11	15	15	132
<b>PAYMENTS</b>													
<b>Payments on line</b>													
Utility paid on line	2753	2736	2484	2718	2751	2538	2816	2891	3010	2695	3139	3085	33,616
ACH Payments	1796	1857	1816	1934	1847	1852	1862	1874	1896	1898	1930	1957	22,519
E-Bills	1786	1805	1813	1838	1839	1848	1866	1882	1891	1898	1917	1922	22,305
<b>Payments Received Lobby/Mail</b>													
CC Payments	488	370	386	432	496	558	432	431	443	477	432	435	5,380
Cash Payments	683	637	655	659	654	684	667	576	612	561	528	576	7,492
Check Payments	2,067	1,964	1,898	1,872	1,790	1,944	1,908	2,034	2,051	2,306	1,952	1,922	23,708
Money Order Payments	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Deliquent Accounts</b>													
Deliquent Penalty	206	124	165	132	176	128	99	170	197	203	265	213	2,078
Cut Offs	91	95	90	60	88	74	98	116	129	203	263	103	1,410
Phone Calls	412	427	506	395	470	521	436	762	590	724	826	639	6,708
<b>SERVICE</b>													
<b>Water / Sewer</b>													
Water Service Orders	18	3	10	2	6	7	3	1	4	1	3	2	60
Sewer Service Orders	5	1	7	1	3	6	5	6	3	3	2	8	50
Amount Billed Water	\$98,641	\$106,541	\$103,929	\$113,652	\$113,413	\$107,171	\$108,022	\$98,636	\$111,474	\$102,247	\$96,577	\$101,288	\$1,261,592
Amount Billed Sewer	\$94,683	\$102,390	\$99,791	\$103,304	\$105,583	\$99,715	\$102,598	\$125,261	\$137,588	\$131,454	\$122,681	\$131,305	\$1,356,353
Damaged/Stuck Meters	19	5	1	10	158	5	70	28	6	23	60	42	427
<b>Solid Waste</b>													
Cans Delivered	8	14	8	9	12	7	16	11	17	12	9	10	133
Missed pickup	3	24	17	10	6	5	6	8	4	3	4	5	95
Damaged Cans	1	1	2	0	1	3	0	3	3	3	1	1	19
Other complaints	0	1	5	9	3	2	1	2	1	1	1	0	26
New Customers	12	22	20	28	26	21	24	18	17	17	16	14	235
Discontinued Service	6	8	4	11	4	6	4	3	7	1	10	2	66
Amount Billed	\$40,258	\$40,538	\$40,582	\$40,838	\$40,933	\$41,171	\$41,504	\$50,721	\$51,009	\$51,300	\$51,397	\$51,448	\$541,699
<b>Gas</b>													
Odor Complaints	6	2	1	6	3	5	3	1	14	2	3	2	48
Damaged / StuckMeters	15	3	37	22	1	152	20	24	32	183	121	71	681
Amount Billed	\$115,760	\$98,263	\$88,781	\$92,085	\$95,050	\$107,079	\$377,822	\$616,491	\$1,592,290	\$886,262	\$461,052	\$310,843	\$4,841,777
<b>Misc Service Orders</b>													
Other complaints	7	6	4	4	2	1	3	1	2	3	3	4	40
<b>Total Utility/Trash Billing</b>	<b>\$349,341</b>	<b>\$347,732</b>	<b>\$333,083</b>	<b>\$349,880</b>	<b>\$354,978</b>	<b>\$355,136</b>	<b>\$629,946</b>	<b>\$891,109</b>	<b>\$1,892,361</b>	<b>\$1,171,263</b>	<b>\$731,708</b>	<b>\$594,884</b>	<b>\$8,001,422</b>

City of Munford  
Public Works Monthly Report

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	2024 Totals	PY Totals
Calls	48	95	30	30									203	744
Water Calls/Leaks	23	10	6	8									47	130
Sewer Calls/Leaks	4	8	3	12									27	144
Gas Calls/Leaks	14	26	14	9									63	124
Street/Yard/Drainage Calls	32	55	78	110									275	626
Water Samples	10	10	10	0									30	110
Cut-Offs	129	200	180	104									613	1195
Locates	150	178	223	230									781	2855
Unread Meters	31	79	41	37									188	1909
Meters Repairs	63	199	180	98									540	811
Sewer Taps	0	0	0	1									1	1
Water Sets	1	1	4	3									9	80
Gas Sets	6	9	13	9									37	125
Munford	3	3	4	3									13	98
Atoka	2	3	3	0									8	19
Brighton	1	3	6	6									16	8
Closed Work Orders	649	1048	915	789									3401	9220
Water Pumped (millions)	31	25	26	26									108	292
Treated Pumped to River	48	45	37	36									166	426

**City of Munford  
Police Department**

	2024												PY	
	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Totals	Totals
<b>CITY CITATIONS</b>	216	156	157	159									688	2853
<b>MISDEMEANOR CITATIONS</b>		73	84	53									210	
<b>COURTESY CITATIONS ISSUED</b>	72	148	131	139									490	920
<b>TRAFFIC STOPS</b>	489	589	524	574									2176	6884
<b>SPEEDING</b>	82	83	97	89									351	1290
<b>SEAT BELT</b>	6	4	5	5									20	26
<b>ARREST</b>	40	28	37	21									126	695
<b>WARRANT ARREST</b>	2	7	7	6									22	76
<b>DRUG ARREST</b>	8	9	6	8									31	132
<b>ALCOHOL ARREST</b>	2	8	6	5									21	106
<b>INCIDENT REPORTS</b>	106	99	114	109									428	1287
<b>OFFICER INITIATED INCIDENTS</b>	1525	1719	1743	1672									6659	18330
<b>ACCIDENT REPORTS</b>	18	11	7	8									44	126
<b>MILES PATROLLED</b>	18225	17080	17456	17261									70022	188626
<b>CALLS FOR SERVICE</b>	944	1095	981	1093									4113	13196





## Munford Fire Department Monthly Board Report - February 2024

Incidents	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	July 2024	Aug 2024	Sept 2024	Oct 2024	Nov 2024	Dec 2024	Total 2024	Total 2023
Structure Fires - Munford	0	0	0	1									1	5
Structure Fires - County	2	4	1	1									8	14
Grass Fire - Munford	0	4	2	1									7	4
Grass Fires - County	0	0	4	0									4	10
Vehicle Fires - Munford	0	0	0	1									1	4
Vehicle Fires - County	0	0	0	0									0	2
Vehicle Accidents - Munford	6	5	3	6									20	55
Vehicle Accidents - County	1	0	0	1									2	6
EMS Calls - Munford	67	68	77	59									271	713
EMS Calls - County	6	3	0	1									10	40
Other Incidents - Munford	18	11	14	19									62	209
Other Incidents - County	7	2	5	3									17	49
Mutual Aid Calls	16	9	10	6									41	101
Burn Permits	0	0	0	0									0	16
<b>Total Calls - Munford</b>	<b>91</b>	<b>88</b>	<b>95</b>	<b>86</b>									<b>360</b>	<b>999</b>
<b>Total Calls - County</b>	<b>16</b>	<b>9</b>	<b>10</b>	<b>6</b>									<b>41</b>	<b>122</b>
<b>Total Calls - Department</b>	<b>107</b>	<b>97</b>	<b>105</b>	<b>92</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>401</b>	<b>1121</b>

Department Staffing	Allocated	Filled	Vacant	On Leave
Full Time Positions	13	13	0	0
Part Time Positions	1	1	0	0
Reserves	30	4	26	0
<b>Total Department Staffing</b>	<b>44</b>	<b>18</b>	<b>26</b>	<b>0</b>

Vehicle Fleet Status	Days out of Service	Comments
Unit #1 ( Chief)		
Unit # 2 (Captain)		
Inspector # 1 (Inspector)		
Med 8		
Engine 81		
Engine 88		
Brush Truck 81		
Brush Truck 82		

	23-May	23-Jun	23-Jul	23-Aug	23-Sep	23-Oct	23-Nov	23-Dec	24-Jan	24-Feb	24-Mar	24-Apr
<b>Payment Plan</b>												
Current	12 / 935	13 / 1210	35 / 3785	9 / 525	29 / 2970	52 / 5,930	33 / 3,260	35 / 3,4175	32 / 4,225	72 / 7,862.5	13 / 1072	12 / 1,171
Past Due										60 families		

### RENTALS

Friday Night Skate	161	152	165	171	203	203	177	159	152		264	188
Skate Parties	25 / 25	18 / 28	16/28	18 / 28	22 / 28	28 / 32	28 / 28	21 / 22	23 / 23	28 / 28	28 / 28	28 / 28
Band Room	6	5	1	1	1	4	3	8	3	3	5	3
Community Room	5	6	0	1	2	3	2	3	2	2	0	1
Valentine Park Gazebo	3	5	1	1	3	1	1	0			2	2

### SENIOR SERVICES

Congregate Meals	453	453	570	570	599	693	621	297	297	297	297	297
Home Delivery	180			738	925	968	1365	1297	1235	1235	1235	1235

### Vehicle Miles

P&R #1- 2020 Chevy 1500	53117	53697	55073	55648	56491	56927	57817	58088	58717	59422	60162	61314
CP #2-2015 Chevy 4Door	56600	56754	57969	58956	59626	60715	63207	65558	69155	71593	73393	75817
P&R #3-2008 Chevy Ext. Ca	116533	116659	116817	116917	117000	117023	117243	117548	118166	118458	118689	118984
P&R #4 -2010 Chevy Ext. C	107869	108124	108482	108713	109131	109651	110099	110219	110403	110604	110776	111212
CP #5 -2001 Expedition	178930	179202	179469	179642	180084	180760	181299	181885	182425	183004	183218	183817
P&R #6 - Polaris SXS Ranger			5440 miles	5662 miles	5800	5861	5864	5864	5864	5864	5865	6427
P&R #7- 2010 Chevy 3500	44095	44315	44486	44539	44620	44794	44801	44805	44870	44923	44934	44971

### Equipment Hours

Jacobsen Truckster	569	571	576	580	591	608	609	609	612	627	628	635
ToroInfield Drag	1880	1887	1892	1914	1934	1949	1949	1949	1962	1983	1998	2013
2014-61" Snapper	1022	1022	1024	1028	1028	1028	1034	1034	1034	1034	1034	1034
2015-72" Snapper	802	803	821	839	851	860	860	860	860	870	892	925
2015-61" Snapper-CP	1014	1034	1056	1073	1078	1078	1082	1082	1085	1099	1112	1121
2022-72" Xmark	283	321	360	385	404	412	416	416	417	449	475	534
Bad Boy	1098	1105	1117	1121	1135	1136	1137	1137	1138	1140	1142	1147
JD4700 Tractor	3855	3856	3856	3856	3856	3856	3856	3856	3856	3856	3857	3890
2021 Snapper61"	405	440	466	491	501	501	501	501	505	511	511	546

### Sports Registration

Basketball					267	448	448	448	448			
Cheerleading					31	47	47	47	47			
Flag Football										239	239	239
Soccer			218	218						250	250	250
Baseball			334	334						363	363	363

Permit #	DATE	LOCATION	R-C	NAME	TYPE OF PROJECT	Sq.Ft.	PROJECT VALUE	PERMIT FEE						
1	1904	04/01/24		221 ADKKINS CIR.	C	JR CONRAD	ACC. BLDG.	500	\$4,000.00	\$100.00				
2	1905	04/01/24		1080 MCLAUGHLIN	C	MUNFORD SCHOOL	BROAD BAN	N/A	N/A	\$100.00				
3	1906	04/02/24		11 DACUS DR.	C	BROAD BAN TEC	BROAD BAN	N/A	N/A	\$100.00				
4	1907	04/02/24		59 CULLUM	C	BROAD BAN TEC	BROAD BAN	N/A	N/A	\$100.00				
5	1908	04/02/24		16 E. MAIN	C	BROAD BAN TEC	BROAD BAN	N/A	N/A	\$100.00				
6	1909	04/04/24		224 STARNES	R	ALLEN BRODIS	NEW S.F. DWELLING	3,393	\$334,000.00		\$714.00			\$1,450.00
7	1910	04/09/24		JOE JOYNER	R	CREEKSIDE HOMES	NEW S.F. DWELLING	2,762	\$249,000.00	\$598.00				\$1,100.00
8	1911	04/10/24		279 MUNFORD AVE.	C	A-1 DOOR	FENCE	N/A	N/A	\$25.00				
9	1912	04/11/24		425 WINDCHASE	C	AIR SERV	HVAC	N/A	N/A	\$50.00				
10	1913	04/14/24		31 GLENCOE CV.	C	GARRETT SIZEMORE	FENCE	N/A	N/A	\$25.00				
11	1914	04/14/24		78 WALKER EADOWS	C	ED WALLACE	FENCE	N/A	N/A	\$25.00				
12	1915	04/17/24		76 HEARST CV.	C	CDI	NEW S.F. DWELLING	2,359	\$213,000.00	\$560.00		\$1,300.00	\$3,500.00	\$1,100.00
13	1916	04/18/24		246 STEWART RD.	C	DEMETRIUS THOMPSON	FENCE	N/A	N/A	\$25.00				
14	1917	04/22/24		10984 BEAVER RD.	C	URIAH MOREN	PLUMBING	N/A	N/A	\$50.00				
15	1918	04/23/24		987 PLANTATION	R	BLAKE SUDBURY	NEW S.F. DWELLING	2,400	\$216,000.00		\$532.00	\$1,200.00		
16	1919	423/24		1656 AKINS RC.	R	MIKE WINGER	ACC. BLDG.	N/A	20,000.00		\$100.00			
17	1920	04/23/24		43 PENNSYLVANIA	C	MITCH HIGDON	HVAC	N/A	N/A	\$50.00				
18	1921	04/25/24		309 PRITCHETT CV.	C	D&D	NEW S.F. DWELLING	3,001	\$271,000.00	\$642.00		\$1,300.00	\$3,500.00	\$1,450.00
19	1922	04/24/24		296 PRITCHETT CV.	C	D&D	NEW S.F. DWELLING	3,503	\$316,000.00	\$734.00		\$1,300.00	\$3,500.00	\$1,450.00
20	1923	04/24/24		LOT 51 PRITCHETT CV.	C	D&D	NEW S.F. DWELLING	3,373	\$304,000.00	\$708.00		\$1,300.00	\$3,500.00	\$1,450.00
21	1982	04/01/24		1076 DRUMMONDS	R	JOSH SMITH	ACC. BLDG.	1,700	\$100,000.00		\$200.00			
22	1893	04/01/24		1912 WATSON RD.	R	JIMMY DUNLAP	DECK	N/A	N/A		\$100.00			
23	1894	04/02/24		26 STEWART RD.	C	CLAY BALLARD	ADDITION	70	\$3,000.00	\$100.00				
24	1895	04/02/24		240 WALKER MEADOWS	C	JASON BRYANT	FENCE	N/A	N/A	\$25.00				
25	1896	04/04/24		5 NANCYE REEDER	C	THOMAS BARNES	ACC. BLDG.	224	\$1,800.00	\$100.00				
26	1897	04/11/24		92 DAVID REED	R	PAUL WAKEFIELD	ACC. BLDG.	576	\$5,000.00	\$100.00				
27	1898	04/12/24		290 WOODHOLLOW	R	CARTER GRIZZARD	ACC. BLDG.	200	\$6,500.00		\$100.00			
28	1926	04/24/24		275 WALER MEADOWS	C	KIMBERLY QUOTA	FENCE	N/A	N/A	\$25.00				
29	1927	04/24/24		265 WALKER MEADOWS	C	JEREMIAH HOWELL	FENCE	N/A	N/A	\$25.00				
30	1928	VOID		VOID		VOID								
31	1929	04/30/24		177 COONIAL DR	C	MIGUEL AGUILA	POOL	448	\$61,408.00	\$100.00				
32														
33														
34														
35														
36														
37														
38														
39														
40														
41														
42														
										\$4,467.00	\$1,746.00			
												\$6,400.00	\$14,000.00	\$8,000.00
							<b>Total</b>	<b>\$2,084,708.00</b>	<b>\$6,213.00</b>					

**C - CITY LIMITS**  
**R - REGION**

Complaints	45	Building Permits	31
Inspections	75	Sign permits	1
Certificate Of Occupancy		Use & Occupancy Permits	2
PREFORMANCE BOND	WALKER MEADOWS NORTH		2022
	WALKER MEADOWS II		2020
	VGM 4A		2023

*Shana S. Johnson*  
**Building Inspector**



Munford-Tipton County Memorial Library  
1476 Munford Avenue  
Munford, TN 38058  
(901) 837-2665  
[www.munford.com](http://www.munford.com)



## April 2024 Library Report

### Overview:

- The library has sold **\$115.00** in books with the ongoing book sale.
- The library has collected **\$174.44** in library fines, overdue fees, and lost items.
- The monthly collection for copies and faxing was **\$312.30**.
- The library received **\$770.00** in donations, \$50.00 in memory of Thelma Turner, \$100.00 in memory of Faye Adkins, \$100 from Munford Self Storage for the Summer Reading Program, and \$500 from Celebrate Munford.
- The Library had **276** people use our computers and **87** requiring computer help. In addition we had **324** use the Wi-Fi. The library had **555** reference questions asked and answered.
- Library staff provided **19** one-on-one technology device sessions lasting more than 10 minutes.
- The Library has gained **55** new users, with **2,721** materials checked out (including books, movies, audio, R.E.A.D.S circulation, etc.). We have a total of **5,731** patrons.
- Through Interlibrary Loan **33** books were loaned out, and **58** were borrowed.
- Tennessee R.E.A.D.S. had **1,124** books checked out.
- Lindsey was used as a Notary Public **4** times.
- The Library had **18** volunteers.
- Staff proctored 2 TWRA Boaters Licensing Tests
- The adult book club met, there were **16** people in attendance.
- Through in-person and passive programming we had **13** programs with **158** attendees.
  - LEGO Club met twice with 25 in attendance.
  - Story Time was held twice with 17 in attendance.
  - Through our Seed Library, we gave out 44 packets in April.
  - Passive Programs included: Staff Recommendations, Book Spotlight, Spring into Reading, YA Fantasy, April Showers, Seed Games, and Let's Go!
  - The library served as a tutoring location **3** times.
- We continue to offer curbside services to patrons. **8** patrons were assisted curbside.
- The Library was awarded the Southwest Members Care grant in the amount of \$6,585.00. We were also awarded a \$500.00 grant from Celebrate Munford. These grants will be used to update our children's area with a touch table, new rug and chairs.

<b>Munford-Tipton County</b>
<b>Monthly Report</b>

<b>April 2024</b>
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PHYSICAL COLLECTION											LOCAL ELECTRONIC COLLECTION (Advantage, etc.)	Current Balance	
Material Type		Beginning	Added	Deleted	Balance		Beginning	Added	Deleted	Balance			
Print Materials	<b>Locally Owned</b>	7,301	49	32	<b>7,318</b>	<b>Regionally Owned</b>	10,632	67	16	<b>10,683</b>	<b>Locally Owned</b>	E-books	75
Audio Materials		361	0	0	<b>361</b>		1,576	0	0	<b>1,576</b>		Audio Downloadable	156
Video Materials		395	8	3	<b>400</b>		534	0	6	<b>528</b>		Video Downloadable	0
Other Materials		0	0	0	<b>0</b>		0	0	0	<b>0</b>		<b>TOTAL</b>	<b>231</b>
<b>TOTAL</b>		<b>8,057</b>	<b>57</b>	<b>35</b>	<b>8,079</b>	<b>TOTAL</b>	<b>12,742</b>	<b>67</b>	<b>22</b>	<b>12,787</b>	<b>TOTAL PHYSICAL COLLECTION</b>	<b>20,866</b>	

Electronic Circulation <small>includes READS Advantage &amp; other local e-collections</small>	Physical Circulation <small>Book &amp; Non-Book (Audio, Video, Serials)</small>	Other Physical Items Circulation <small>Hotspots, sewing machines, tools, cake pans, telescopes, board games, video games, etc.</small>	TOTAL FOR ALL CIRCULATED ITEMS-Auto Fill <small>(Electronic, Physical &amp; Other Physical)</small>	TOTAL PHYSICAL ITEM CIRCULATION <small>(no Electronic formats)</small>
Adult **	1,021	Adult 714	Adult 0	Adult Total <b>1,735</b>
Children **	103	Children 846	Children 37	Children's Total <b>986</b>
<b>Total</b>	<b>1,124</b>	<b>Total 1,560</b>	<b>Total 37</b>	<b>Total for All Circulation 2,721</b>

Unique Users **208**

Title VI Survey Information		Library Services		Programs						
White	19	Library Visits	1,000	<b>In-Person Programs</b>	<b>Inside the Library</b>	# of Programs	Attendance	<b>Outside the Library</b>	# of Programs	Attendance
Black	0	Reference Transactions	555		Adult	1	16	Adult	0	0
American Indian-Alaska Native	0	Computer Users	276		Young Adult	0	0	Young Adult	0	0
Hispanic or Latino of any race	2	Wireless Sessions	324		Children 0-5	3	15	Children 0-5	0	0
Native Hawaiian/Pacific Islander	0	Website Visits	0		Children 6-11	5	35	Children 6-11	0	0
Asian	4	Databases Owned	0		General Interest	0	0	General Interest	0	0
Other	0	Local Database Usage	0		<b>Inside Total</b>	<b>9</b>	<b>66</b>	<b>Outside Total</b>	<b>0</b>	<b>0</b>
Two or more races	0	TEL Usage (June only)	0		<b>Total (Inside &amp; Outside)</b>	<b>9</b>	<b>66</b>			
<b>Total</b>	<b>25</b>	ILL -Borrowed	58	<b>Live Virtual Programs</b>		Adult	Young Adult	Children's	Total	
		ILL - Loaned	33		Number of Live Virtual Programs	0	0	0	<b>0</b>	
					Views of Live Virtual Programs	0	0	0	<b>0</b>	
				On-Demand Views of Live Programs	0	0	0	<b>0</b>		

Meeting Room Use	
Number of Events Not Sponsored by the Library	0
Attendance at These Events	0

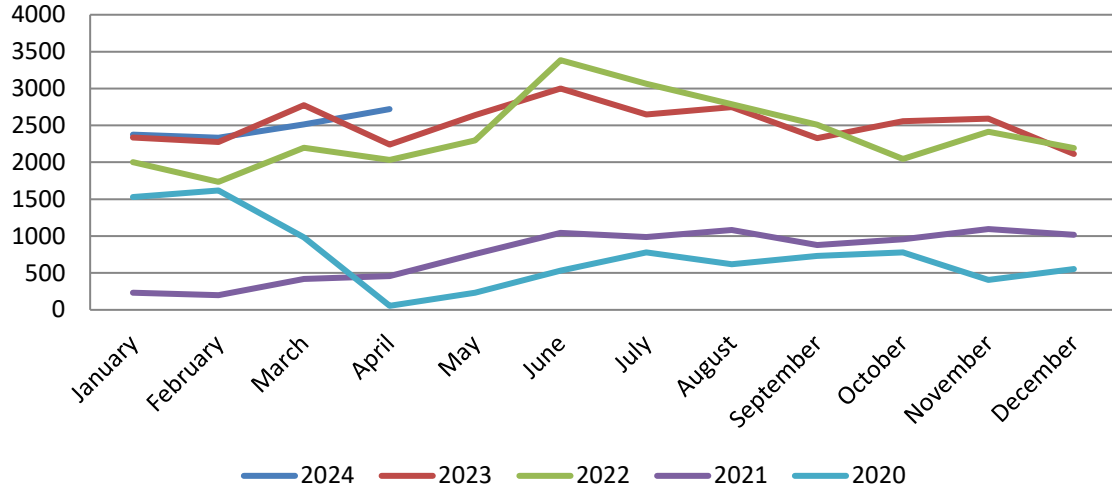
<b>Total of All In-Person and Live Virtual Programs</b>	# of Programs	Attendance/Views
	<b>9</b>	<b>66</b>

Borrowers	Current Balance
Adult Borrowers >14 yrs old	4,193
Children Borrowers <14 yrs old	1,538
<b>Total Borrowers</b>	<b>5,731</b>

Recorded Programs	# of Programs	Views/Attendance
	0	0
<b>Total On-Demand Views of Live Programs &amp; Recorded Programs</b>		<b>0</b>

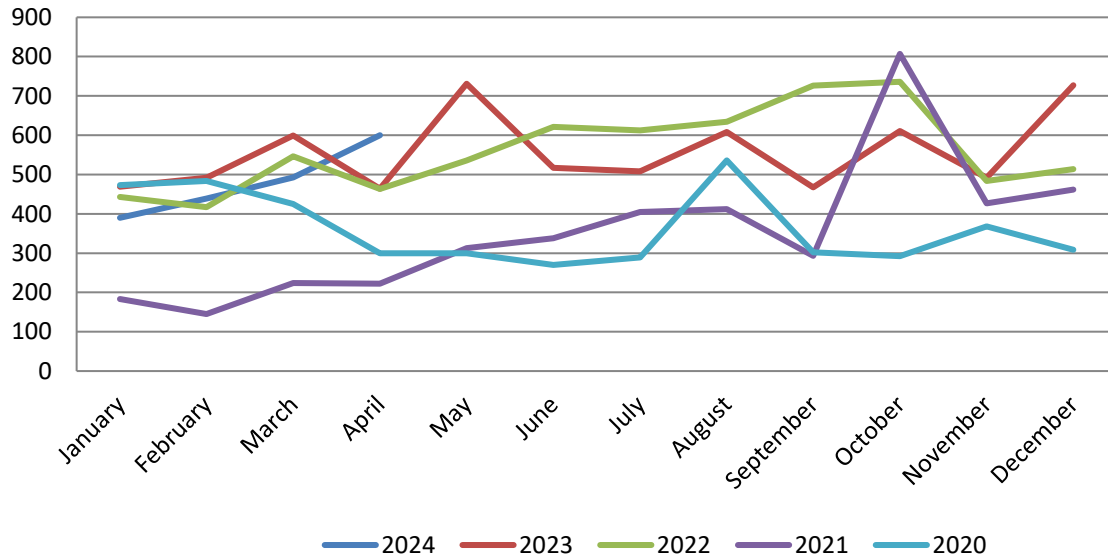
	Programs	Attendance
<b>Self-directed/Passive Activities</b> <small>(activity that does not meet program definition)</small>	4	92

### Circulation Growth 2020-2024

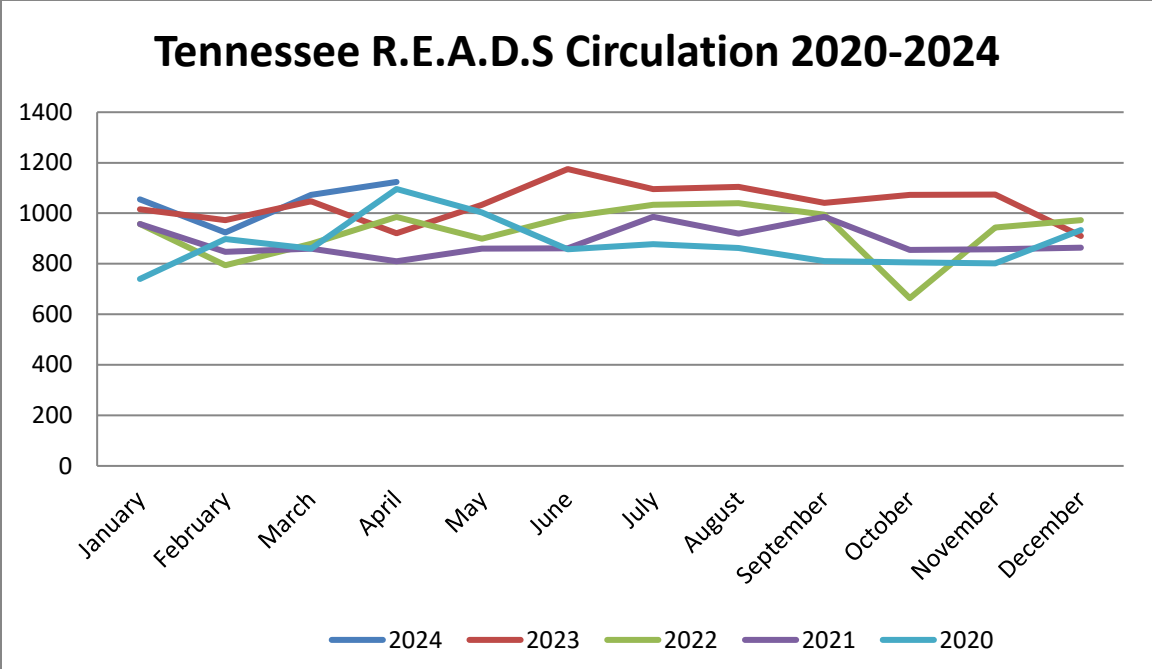


\* As of 04/30/2024

### Computer Usage 2020-2024



\* As of 04/30/2024



**\* As of 04/30/2024**

**ORDINANCE 2024-05-01**

AN ORDINANCE OF THE CITY OF MUNFORD, TENNESSEE  
ADOPTING THE ANNUAL BUDGET AND TAX RATE FOR THE FISCAL YEAR BEGINNING  
JULY 1, 2024, AND ENDING JUNE 30, 2025

WHEREAS, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated: and

WHEREAS, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and

WHEREAS, the Board of Mayor and Aldermen has published the annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the Board will consider final passage of the budget.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MUNFORD, TENNESSEE AS FOLLOWS:

SECTION 1: That the governing body estimates anticipated revenues of the municipality from all sources to be as follows for fiscal year 2025:

<b>General Fund</b>	<b>FY23 Actual</b>	<b>FY24 Estimated</b>	<b>FY25 Proposed</b>
Local Taxes	3,181,160	3,376,776	3,448,735
Licenses & Permits	69,559	61,800	62,150
Intergovernmental	3,151,141	1,808,978	1,202,422
Charges for Services	562,216	488,305	510,225
Fines & Forfeitures	204,487	188,250	184,000
Misc income	91,263	364,027	890,750
Total Revenue	7,259,826	6,288,136	6,298,282
Beginning Fund Balance	2,126,307	2,315,985	2,378,740
Total Available Funds	9,386,133	8,604,121	8,677,022



<b>State Street Aid</b>	<b>FY23 Actual</b>	<b>FY24 Estimated</b>	<b>FY25 Proposed</b>
State Gas and Motor Fuel	113,737	112,365	112,365
3% Gas Tax Increase	32,450	34,330	34,330
Gas Tax 2017	72,741	73,875	73,875
Interest Income	4,469	4,131	3,900
Debt Issuance	0	0	0
Total Revenue	223,397	224,701	224,470
Beginning Fund Balance	506,176	526,335	539,402
Total Available Funds	729,573	751,036	763,872

<b>Drug Fund</b>	<b>FY23 Actual</b>	<b>FY24 Estimated</b>	<b>FY25 Proposed</b>
Grants	0	0	0
Drug Fines	7,471	8,414	3,100
Other Misc Revenue	1,351	202	250
Total Revenue	8,822	8,616	3,350
Beginning Fund Balance	27,070	25,938	26,354
Total Available Funds	35,892	34,554	29,704

<b>Scholarship Fund</b>	<b>FY23 Actual</b>	<b>FY24 Estimated</b>	<b>FY25 Proposed</b>
Donations/Fund Raising	0	4,944	4,000
Other	0	55	0
Total Revenue	0	4,944	4,000
Beginning Fund Balance	0	7,039	8,568
Total Available Funds	0	11,983	12,568

<b>Solid Waste Fund</b>	<b>FY23 Actual</b>	<b>FY24 Estimated</b>	<b>FY25 Proposed</b>
Charges for Service	501,486	570,000	591,600
Total Revenue	501,486	570,000	591,600
Beginning Fund Balance	94,121	96,681	165,203
Total Available Funds	501,486	666,681	756,803

SECTION 2: That the governing body appropriates from these anticipated revenues and unexpended and unencumbered funds as follows for fiscal year 2025:

<b>General Fund</b>	<b>FY23 Actual</b>	<b>FY24 Estimated</b>	<b>FY25 Proposed</b>
Legislative	47,640	47,528	46,906
Finance & Administration	73,054	66,634	67,570
Code Enforcement	116,782	97,417	97,629
Police	1,867,126	2,038,111	2,147,840
Fire Protection	1,460,431	1,412,167	1,445,225
Street Department	1,854,424	1,029,297	121,025
Parks & Recreation	1,226,041	1,125,508	1,883,501
Library	123,820	128,356	131,695
Community Development	58,971	68,439	36,842
Debt Service	241,859	211,924	318,370
Reserve	0	0	0
Total Appropriations	7,070,148	6,225,381	6,296,603
Surplus/(Deficit)	189,678	62,755	1,679
Ending Fund Balance	2,315,985	2,378,740	2,380,419

<b>State Street Aid</b>	<b>FY23 Actual</b>	<b>FY24 Estimated</b>	<b>FY25 Proposed</b>
Utilities	22,763	26,000	26,000
Road Repairs/Supplies	100,000	125,000	400,000
Capital Improvements	20,000	0	0
Debt Service	60,475	60,634	60,191
Total Appropriations	203,238	211,634	486,191
Surplus/(Deficit)	20,159	13,067	(261,721)
Ending Fund Balance	526,335	539,402	277,681

<b>Drug Fund</b>	<b>FY23 Actual</b>	<b>FY24 Estimated</b>	<b>FY25 Proposed</b>
Police Department	9,954	8,200	2,084
Total Appropriations	9,954	8,200	2,084
Surplus/(Deficit)	(1,132)	416	1,266
Ending Fund Balance	25,938	26,354	27,620

<b>Scholarship Fund</b>	<b>FY23 Actual</b>	<b>FY24 Estimated</b>	<b>FY25 Proposed</b>
Scholarships	0	3,000	4,000
Fundraising	0	415	0
Total Appropriations	0	3,415	4,000
Surplus/(Deficit)	0	1,529	0
Ending Fund Balance	0	8,568	8,568

<b>Solid Waste Fund</b>	<b>FY23 Actual</b>	<b>FY24 Estimated</b>	<b>FY25 Proposed</b>
Contractual Services	281,519	326,317	357,000
Capital Outlay	47,425	0	0
Administrative Charges	169,982	175,161	186,054
Total Appropriations	498,926	501,478	543,054
Surplus/(Deficit)	2,560	68,522	48,546
Ending Fund Balance	96,681	165,203	213,749

SECTION 3: At the end of the current fiscal year the governing body estimates balances/ (deficits) as follows:

General Fund	\$ 2,378,740
State Street Aid Fund	\$ 539,402
Drug Fund	\$ 26,354
Scholarship Fund	\$ 8,568
Solid Waste Fund	\$ 165,203

SECTION 4: That the governing body recognizes that the municipality has bonded, and other indebtedness as follows:

Bonded/Other Indebtedness	Principal Owed 6/30/24	Debt	Interest
Bonds	\$1,633,253	\$216,049	\$51,421
Notes	\$47,544	\$47,544	\$1,253
	\$1,680,797	\$263,593	\$52,674

SECTION 5: During the coming fiscal year, the governing body has the following planned capital projects and proposed funding:

Proposed Capital Project	Proposed Amount Financed by Appropriations	Proposed Amount Financed by Debt
Veterans Plaza	\$881,000	\$690,000

SECTION 6: No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 T.C.A. Section 6-56-208. In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Section 6-56-205 of the *Tennessee Code Annotated*.

SECTION 7: Money may be transferred from one appropriation to another in the same fund in an amount up to \$1,000 by the Mayor/and or City Recorder, subject to limitations and procedures as set in the Budget Policy adopted by section 6-56-209 of the Tennessee Code Annotated. Any resulting transfers shall be reported to the governing body at its next regular meeting and entered into the minutes.

SECTION 8: A detailed financial plan will be attached to this budget and become part of this budget ordinance. In addition, the published operating budget and budgetary comparisons shown by fund with beginning and ending fund balances and the number of full-time equivalent employees required by Section 6-56-206, *Tennessee Code Annotated* will be attached.

SECTION 9: There is hereby levied a property tax of \$ 0.8509 per \$100 of assessed value on all real and personal property.

SECTION 10: This annual operating and capital budget ordinance and supporting documents shall be submitted to the Comptroller of the Treasury or Comptroller's Designee for approval if the City has notes issued pursuant to Title 9, Chapter 21, Tennessee Code Annotated or loan agreements with a public building authority issued pursuant to Title 12, Chapter 10, Tennessee Code Annotated approved by the Comptroller of the Treasury or Comptroller's Designee within fifteen (15) days of its adoption. This budget shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or Comptroller's Designee in accordance with Title 9, Chapter 21, Tennessee Code Annotated (the "Statutes".) If the Comptroller of the Treasury or

Comptroller’s Designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes, or as directed by the Comptroller of the Treasury or Comptroller’s Designee. If the City does not such debt outstanding, it will file this annual operating and capital budget ordinance and supporting documents with the Comptroller of the Treasury or Comptroller’s Designee.

SECTION 11: All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 12: All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.

SECTION 13: This ordinance shall take effect July 1, 2024, the public welfare requiring it.

\_\_\_\_\_

Passed First Reading

\_\_\_\_\_

Mayor Dwayne Cole

\_\_\_\_\_

Passed Second Reading

\_\_\_\_\_

Sherry Yelvington, City Recorder

\_\_\_\_\_

Public Hearing

**ORDINANCE: 2024-05-02**

**AN ORDINANCE OF THE CITY OF MUNFORD, TENNESSEE  
AMENDING THE ANNUAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1,  
2023, AND ENDING JUNE 30, 2024**

WHEREAS, the City of Munford adopted the fiscal year 2023-2024 budget by passage of Ordinance: 2023-06-01; and through the course of the year amendments have become necessary; and *Tennessee State Constitution* Section 24 of Article 11, states no public monies shall be expended except pursuant to appropriations made by law; and

WHEREAS, *Tennessee State Constitution* Section 24 of Article 11, states no public monies shall be expended except pursuant to appropriations made by law; and

WHEREAS, Changes in revenue due to reduced drawdown on General Obligations loan for Parks and Recreation generator, now moved to FY2025 budget;

WHEREAS, Changes in expenses primarily due to approval of the following purchases: Police Vehicle, Fire extrication equipment, and additional paving. In addition, expected expenses related to Parks and Recreation generator are now moved to FY2025 budget;

THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MUNFORD, TENNESSEE THAT CHANGES BE MADE TO THE FISCAL YEAR 2023-2024 BUDGET AS FOLLOWS:

SECTION 1. ORDINANCE: 2023-06-01 is hereby amended by decreasing General Fund revenues by \$64,301 and increasing General Fund expenses by \$194,076.

	Original FY2024 Budget	1st Amended FY2024 Budget	2nd Amended FY2024 Budget	Change FY2024 Budget
<b>Revenues</b>				
Local Taxes	\$3,423,400	\$3,376,776	\$3,397,095	\$20,319
Licenses & Permits	\$47,000	\$61,800	\$65,600	\$3,800
Intergovernmental	\$1,034,777	\$1,808,978	\$1,827,365	\$18,387
Fees for Service	\$489,600	\$488,305	\$528,886	\$40,581
Fines & Forfeitures	\$180,750	\$188,250	\$182,550	(\$5,700)
Other Revenues	\$12,400	\$364,027	\$222,339	(\$141,688)
	\$5,187,927	\$6,288,136	\$6,223,835	(\$64,301)

**Expenses**

Legislative	\$44,479	\$47,528	\$47,912	\$384
Finance & Admin	\$63,560	\$66,634	\$66,336	(\$298)
Code Enforcement	\$98,152	\$97,417	\$91,985	(\$5,432)
Police Department	\$1,892,988	\$2,038,111	\$2,094,528	\$56,417
Fire Department	\$1,382,886	\$1,412,167	\$1,439,564	\$27,397
Street Department	\$291,225	\$779,297	\$1,039,497	\$260,200
Parks & Recreation	\$966,037	\$1,125,508	\$980,148	(\$145,360)
Library	\$128,356	\$128,356	\$134,941	\$6,585
Community Dev	\$27,163	\$68,439	\$61,319	(\$7,120)
Debt Service	\$209,260	\$211,924	\$213,227	\$1,303
	<u>\$5,104,106</u>	<u>\$5,975,381</u>	<u>\$6,169,457</u>	<u>\$194,076</u>

<b>Surplus to Fund Bal</b>	<u>\$83,821</u>	<u>\$312,755</u>	<u>\$54,378</u>
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SECTION 2. The Board of Mayor and Aldermen of the City of Munford authorize the City Recorder to make said changes in the accounting system.

THIS ORDINANCE SHALL TAKE EFFECT IMMEDIATELY UPON THE FINAL PASSAGE, THE WELFARE OF THE CITY REQUIRING IT.

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

\_\_\_\_\_  
Mayor Dwayne Cole

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

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

## **ORDINANCE: 2024-05-03**

### **AN ORDINANCE TO AMEND THE MUNFORD REGIONAL ZONING MAP TO REZONE PROPERTY NEAR 4125 MUNFORD-GILT EDGE ROAD (JAMES HARKNESS PROPERTY) FROM C (COMMERCIAL) DISTRICT TO FAR (FORESTRY, AGRICULTURAL, RESIDENTIAL) DISTRICT**

WHEREAS, Sections 13-7-201 through 13-7-210 of the *Tennessee Code Annotated* empowered the City of Munford to enact the Munford Zoning Ordinance and Official Zoning Map, and provide for its administration and enforcement; and,

WHEREAS, the Board of Mayor and Aldermen deems it necessary, for the purpose of promoting the health, safety, prosperity, morals, and general welfare of the City to amend the Official Zoning Map; and,

WHEREAS, the Munford Planning Commission has reviewed said proposed zoning amendment pursuant to Sections 13-7-203 and 13-7-204 of the *Tennessee Code Annotated*; and,

WHEREAS, the Munford Board of Mayor and Aldermen has given due public notice on said amendment and has held public hearing; and,

WHEREAS, all the requirements of Section 13-7-201 through 13-7-210 of the *Tennessee Code Annotated*, with regard to the amendment of the Munford Municipal Zoning Ordinance by the Planning Commission and subsequent action of the Munford Board of Mayor and Aldermen, have been met.

### **NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MUNFORD:**

**SECTION 1.** That the following described property be rezoned from C (Commercial) Property to FAR (Forestry, Agricultural, Residential) District:

Parcel 3.01 on Tipton County Tax Map 082;

Beginning at a point, said point northeastern most corner of Parcel 3.01 on Tipton County Tax Map 082 and the western right of way of Munford-Gilt Edge Road; thence moving in a southerly direction along the eastern boundary of Parcel 3.01 and the western right of way of Munford-Gilt Edge Road to a point, said point being the southeastern most corner of Parcel 3.01 and the western right of way of Munford-Gilt Edge Road; thence moving in an westerly



direction along the southern boundary of Parcel 3.01 to a point, said point being the southwestern most corner of Parcel 3.01; thence moving in a northerly direction along the western boundary of Parcel 3.01 to a point, said point being the northwestern most corner of Parcel 3.01; thence moving in a northeasterly direction along the northern boundary of Parcel 3.01 to the point of beginning.

**SECTION 2.** BE IT FURTHER ORDAINED that this Ordinance shall become effective immediately upon its passage after second and final reading, this ordinance shall take effect from and after its passage, the welfare of the city requiring it.”

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

\_\_\_\_\_  
Mayor

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

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



**CHECKS OVER \$10,000**

**April 2024**

<b><u>PAYABLE TO</u></b>	<b><u>CHECK #</u></b>	<b><u>AMOUNT</u></b>	<b><u>DESCRIPTION</u></b>
A2H Engineers	23907	\$ 12,011.96	Parks LRRF Grant
Amteck	23908	\$ 18,299.31	High Service Pump Well C
Cigna	24042	\$ 78,381.10	Insurance (68,490.56) HRA (9,890.54)
Delta Marketing Service	24003	\$ 31,903.11	Spring Sports Uniforms
Green Meadows Development	24008	\$ 10,080.00	Sewer Incentive Rebates
Mastercard	23933	\$ 13,519.47	Travel, PD Software, PW Safety Supplies
Southwest TN Electric	23952	\$ 32,506.99	Electrical Service (February-March)
	24031	<u>2,470.85</u>	Electrical Service (February-March)
	<b>Total Southwest Elect</b>	<b>\$ 34,977.84</b>	
Tipton County	24054	\$ 23,818.18	ARPA-TDEC Administrative Expenses
TN Energy Acquisition Corp	23960	\$ 79,858.75	Natural Gas Purchase/Transport
Waste Pro	23967	\$ 35,197.33	Solid Waste Services
Wex Bank Valero	23982	\$ 12,535.11	Fuel
Wilson County Motors	23971	\$ 45,362.20	2024 Silverado Water Dept.
	<b>Total</b>	<b>\$ 395,944.36</b>	

**City of Munford**  
**Balance Sheet Summary**  
**For the Period Ended April 30, 2024**

<b>ASSETS</b>	<b>Cash</b>	<b>Accounts Rec, net of bad debt allowance</b>	<b>Due From Other Funds</b>	<b>Inventories Other Assets</b>	<b>Capital Assets net of depreciation</b>	<b>Total Assets</b>
General Fund	\$2,657,112	\$72,380	\$71,146	\$0	\$0	\$2,800,638
State Street Aid Fund	\$607,474	\$0	\$0	\$0	\$0	\$607,474
Drug Fund	\$31,324	\$0	\$0	\$0	\$0	\$31,324
Scholarship Fund	\$8,616	\$0	\$0	\$0	\$0	\$8,616
Solid Waste Fund	\$135,707	\$57,208	\$0	\$0	\$0	\$192,915
Water-Sewer Fund	\$133,395	\$336,675	\$0	\$0	\$11,209,164	\$11,679,233
Gas Fund	\$5,775,827	\$266,513	\$0	\$112,901	\$7,646,252	\$13,801,493
	<b>\$9,349,455</b>	<b>\$732,776</b>	<b>\$71,146</b>	<b>\$112,901</b>	<b>\$18,855,415</b>	<b>\$29,121,693</b>

<b>LIABILITIES</b>	<b>Accounts Payable</b>	<b>Customer Deposits</b>	<b>Due to Other Funds</b>	<b>Outstanding Debt</b>	<b>Total Liabilities</b>
General Fund	\$72,106	\$1,200	\$0	\$0	\$73,306
State Street Aid Fund	\$1,970	\$0	\$0	\$0	\$1,970
Drug Fund	\$5,654	\$0	\$0	\$0	\$5,654
Scholarship Fund	\$0	\$0	\$0	\$0	\$0
Solid Waste Fund	\$35,364	\$0	\$13,117	\$0	\$48,481
Water-Sewer Fund	\$51,887	\$112,036	\$26,391	\$3,616,531	\$3,806,844
Gas Fund	\$94,261	\$63,207	\$31,638	\$1,027,739	\$1,216,845
	<b>\$261,241</b>	<b>\$176,442</b>	<b>\$71,146</b>	<b>\$0</b>	<b>\$4,644,270</b>

<b>FUND BALANCE OR EQUITY</b>	<b>Beginning Fund Balance</b>	<b>Revenues over Expenses: Surplus</b>	<b>Revenues over Expenses: Loss</b>	<b>Ending Fund Balance</b>
General Fund	\$2,353,525	\$373,808		\$2,727,333
State Street Aid Fund	\$526,335	\$79,169		\$605,504
Drug Fund	\$25,959		(\$289)	\$25,670
Scholarship Fund	\$7,039	\$1,577		\$8,616
Solid Waste Fund	\$93,488	\$50,947		\$144,435
Water-Sewer Fund	\$7,621,427	\$250,962		\$7,872,389
Gas Fund	\$11,027,470	\$1,557,178		\$12,584,648
	<b>\$21,655,243</b>	<b>\$2,313,641</b>	<b>(\$289)</b>	<b>\$23,968,595</b>

<b>Fund Analysis</b>	<b>Total Assets</b>	<b>Total Liabilities</b>	<b>Beginning Fund Balance or Equity</b>	<b>Increase from FY 2024 Activity</b>	<b>Decrease from FY 2024 Activity</b>	<b>Ending Fund Balance or Equity</b>
Government Funds	3,448,052	89,546	2,912,858	454,554	(289)	3,367,123
Enterprise Funds	25,673,641	5,072,169	18,742,385	1,859,087	0	20,601,472
	<b>29,121,693</b>	<b>5,161,715</b>	<b>21,655,243</b>	<b>2,313,641</b>	<b>(289)</b>	<b>23,968,595</b>

General Fund Budget Update

General Fund  
Budget Update  
4-30-2024

Percentage of Budget Yr Complete 83.33%

	BUDGET	AMENDMT	ACTUAL	% MET
<b>REVENUES</b>				
LOCAL TAXES	3,423,400.00	3,376,776.00	2,934,418.00	86.90%
LICENSES & PERMITS	47,000.00	61,800.00	65,660.00	106.25%
INTERGOVERNMENTAL CHARGES FOR SERVICE	1,034,777.00	1,808,978.00	1,552,471.00	85.82%
<i>POLICE SERVICES</i>	2,200.00	5,900.00	5,654.00	95.83%
<i>FIRE PROTECTION</i>	4,000.00	4,760.00	5,489.00	115.32%
<i>FEES &amp; COMMISIONS</i>	7,500.00	7,000.00	5,137.00	73.39%
<i>P&amp;R - PROGRAMS</i>	129,150.00	129,910.00	125,488.00	96.60%
<i>P&amp;R - CONCESSIONS</i>	23,000.00	17,600.00	19,917.00	113.16%
<i>P&amp;R - CENTENNIAL</i>	136,500.00	140,385.00	157,095.00	111.90%
<i>RENTAL FEES</i>	173,500.00	169,500.00	141,857.00	83.69%
<i>LIBRARY SERVICES</i>	5,600.00	5,100.00	5,617.00	110.14%
<i>COMMUNITY DEV</i>	8,150.00	8,150.00	5,648.00	69.30%
	<u>489,600.00</u>	<u>488,305.00</u>	<u>471,902.00</u>	<u>96.64%</u>
FINES & FORFEITURES	180,750.00	188,250.00	153,779.00	81.69%
OTHER REVENUES	12,400.00	364,027.00	80,005.00	21.98%
<b>TOTAL REVENUES</b>	<b>5,187,927.00</b>	<b>6,288,136.00</b>	<b>5,258,235.00</b>	<b>83.62%</b>
<b>EXPENSES</b>				
GENERAL GOVERNMENT				
<i>LEGISLATIVE</i>	26,020.00	28,069.00	22,433.00	79.92%
<i>JUDICIAL</i>	18,459.00	19,459.00	15,128.00	77.74%
	<u>44,479.00</u>	<u>47,528.00</u>	<u>37,561.00</u>	<u>79.03%</u>
FINANCE & ADMINISTRATION	63,560.00	66,634.00	54,447.00	81.71%
CODE ENFORCEMENT	98,152.00	97,417.00	72,447.00	74.37%
PUBLIC SAFETY				
<i>POLICE</i>	1,892,988.00	2,038,111.00	1,752,527.00	85.99%
<i>FIRE</i>	1,382,886.00	1,412,167.00	1,191,975.00	84.41%
	<u>3,275,874.00</u>	<u>3,450,278.00</u>	<u>2,944,502.00</u>	<u>85.34%</u>
STREETS				
STREETS	291,225.00	779,297.00	739,175.00	94.85%
PARKS & RECREATION				
<i>P &amp; R ADMIN</i>	446,549.00	620,885.00	393,163.00	63.32%
<i>P &amp; R PROGRAMS</i>	107,270.00	99,000.00	91,877.00	92.81%
<i>CENTENNIAL</i>	334,768.00	312,757.00	223,866.00	71.58%
<i>PARKS</i>	40,600.00	49,572.00	51,567.00	104.02%
<i>TIPTON PLAZA</i>	36,850.00	43,294.00	34,091.00	78.74%
	<u>966,037.00</u>	<u>1,125,508.00</u>	<u>794,564.00</u>	<u>70.60%</u>
LIBRARY	128,356.00	128,356.00	115,705.00	90.14%
COMMUNITY DEVELOPMENT	27,163.00	68,439.00	29,114.00	42.54%
DEBT SERVICE	209,260.00	211,924.00	96,913.00	45.73%
<b>TOTAL EXPENSES</b>	<b>5,104,106.00</b>	<b>5,975,381.00</b>	<b>4,884,428.00</b>	<b>81.74%</b>
RESERVE	0.00		0.00	
<b>Net Surplus/(loss)</b>	<b>83,821.00</b>	<b>312,755.00</b>	<b>373,807.00</b>	

**Budget Update** **04/2024**  
**State Street Aid**

Percentage of Budget Yr Complete 83.33%

	<b>BUDGET</b>	<b>ACTUAL</b>	<b>% MET</b>
<b>REVENUES</b>			
STATE - FUND BALANCE	0	0	0.00%
STATE - GAS & MOTOR FUEL TAX	112,365	74,029	65.88%
STATE - \$0.03 GASOLINE TAX	34,330	21,435	62.44%
STATE - 1989 GASOLINE TAX INCREASE	17,690	11,608	65.62%
STATE - GAS 2017 TAX	56,185	37,304	66.39%
STATEST - INTEREST EARNINGS	3,900	4,647	119.15%
STATEST - OTHER FINANCING SOURCES	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>224,470</b>	<b>149,023</b>	<b>66.39%</b>
<b>EXPENSES</b>			
STATE ST - ELECTRIC	26,000	20,553	79.05%
STATE ST - PROFESSIONAL SERVICES	0	0	0.00%
STATE ST - REP/MT STORM DRAINS	0	0	0.00%
STATE ST - REP/MT STREETS/ROADS	125,000	0	0.00%
STATE ST - MAJOR PROJECT - PAVING	0	0	0.00%
STATE ST - GRAVEL & SAND	0	0	0.00%
STATE ST - ASPHALT & FILTER	0	0	0.00%
STATE ST - CONCRETE	0	0	0.00%
STATE ST - DEBT TML#5	41,350	41,350	100.00%
STATE ST - INTEREST TML#5	19,284	7,950	41.23%
STATE ST - CAPITAL OUTLAY	0	0	0.00%
<b>TOTAL EXPENSES</b>	<b>211,634</b>	<b>69,853</b>	<b>33.01%</b>
<b>Net Surplus/(loss)</b>	<b>12,836</b>	<b>79,170</b>	

**Budget Update** **04/2024**  
**Drug Fund**

Percentage of Budget Yr Complete 83.33%

	<b>BUDGET</b>	<b>ACTUAL</b>	<b>% MET</b>
<b>REVENUES</b>			
DRUG - FUND BALANCE			
DRUG - GENERAL SESSIONS	600	4,170	695.00%
DRUG - CIRCUIT COURT	700	244	34.86%
DRUG - OTHER MISC REV	0	0	0.00%
DRUG - FORFEITS (from seizure acct)	3,500	5,291	151.17%
OR - INTEREST EARNINGS	180	225	125.00%
<b>TOTAL REVENUES</b>	<b>4,980</b>	<b>9,930</b>	<b>199.40%</b>
<b>EXPENSES</b>			
DRUG - MEMBERSHIPS	150	363	242.00%
DRUG - MEDICAL/VET	600	253	42.17%
DRUG - PROF SERV TRAINING	500	200	40.00%
DRUG - REPAIR/MT VEHICLE	0	0	0.00%
DRUG - TRAVEL/LODGING	0	0	0.00%
DRUG - DOG SUPPLIES	500	50	10.00%
DRUG - OPERATING SUPPLIES	0	0	0.00%
DRUG - CAPITAL OUTLAY	0	9,352	0.00%
<b>TOTAL EXPENSES</b>	<b>1,750</b>	<b>10,218</b>	<b>583.89%</b>
<b>Net Surplus/(loss)</b>	<b>3,230</b>	<b>(288)</b>	

**Budget Update** **04/2024**  
**Scholarship Fund**

Percentage of Budget Yr Complete 83.33%

	BUDGET	ACTUAL	% MET
<b>REVENUES</b>			
SCH - BRUCE POTTER SCHOLARSHIP	3,052	3,100	0.00%
SCH - NICK SMITH SCHOLARSHIP	1,942	1,892	0.00%
<b>TOTAL REVENUES</b>	<b>4,994</b>	<b>4,992</b>	<b>0.00%</b>
<b>EXPENSES</b>			
SCH - BRUCE POTTER SCHOLARSHIP	2,000	2,000	0.00%
SCH - NICK SMITH SCHOLARSHIP	1,415	1,415	0.00%
<b>TOTAL EXPENSES</b>	<b>3,415</b>	<b>3,415</b>	<b>0.00%</b>
<b>Net Surplus/(loss)</b>	<b>1,579</b>	<b>1,577</b>	

**Budget Update** **04/2024**  
**Solid Waste Fund**

Percentage of Budget Yr Complete 83.33%

	BUDGET	ACTUAL	% MET
<b>REVENUES</b>			
TRASH COLLECTION - RESIDENTIAL	534,000	460,850	86.30%
TRASH COLLECTION - POPLAR GROVE	28,000	22,115	78.98%
TRASH COLLECTION- LATE PENALTIES	7,500	8,239	109.85%
TRASH COLLECTION - INTEREST REVENUE	500	705	141.00%
<b>TOTAL SOLID WASTE REVENUES</b>	<b>570,000</b>	<b>491,909</b>	<b>86.30%</b>
<b>EXPENSES</b>			
TRASH -VENDOR SERVICES	322,000	289,506	89.91%
TRASH - OTHER PROFESSIONAL SRVS	0	1,117	0.00%
TRASH - OTHER OPERATING SUPPLIES	0	200	0.00%
TRASH - CAPITAL OUTLAY MISC	0	0	0.00%
<i>Legislative</i>	16,262	14,021	86.22%
<i>Finance &amp; Administration</i>	158,899	136,117	85.66%
	<b>175,161</b>	<b>150,138</b>	<b>85.71%</b>
<b>TOTAL SOLID WASTE COLLECTION</b>	<b>497,161</b>	<b>440,961</b>	<b>88.70%</b>
<b>Surplus/(loss)</b>	<b>72,839</b>	<b>50,948</b>	

Budget Update		04/2024		
Water - Sewer Fund		Percentage of Budget Yr Complete		83.33%
		BUDGET	ACTUAL	% MET
<b>REVENUES</b>				
Sales		2,570,546	2,254,430	87.70%
Rent Revenue		4,000	4,000	100.00%
Service Charges		479,629	309,469	64.52%
Grants/Matching Funds		0	38,576	0.00%
Other Revenues		5,800	10,228	176.34%
<b>TOTAL WATER-SEWER REVENUES</b>		<b>3,059,975</b>	<b>2,616,703</b>	<b>85.51%</b>
<b>EXPENSES</b>				
Water - Treatment		538,995	423,880	78.64%
Water - Distribution		76,750	86,788	113.08%
Sewer - Treatment		439,321	413,715	94.17%
Sewer - Collection		243,755	180,199	73.93%
Personnel		869,729	628,680	72.28%
Contract Services		80,775	63,744	78.92%
Supplies		107,480	111,078	103.35%
Fixed Charges		78,501	70,464	89.76%
Rebates/Debt Service		119,693	104,603	87.39%
		2,554,999	2,083,151	81.53%
	Legislative	16,262	14,021	86.22%
	Finance & Administration	254,239	217,788	85.66%
	Code Enforcement	49,076	36,224	73.81%
	Community Development	13,581	11,963	88.09%
		333,158	279,996	84.04%
<b>TOTAL WATER-SEWER EXPENSES</b>		<b>2,888,157</b>	<b>2,363,147</b>	<b>81.82%</b>
<b>Net Surplus/(loss)</b>		<b>171,818</b>	<b>253,556</b>	
Budget Update		04/2024		
Gas Fund		Percentage of Budget Yr Complete		83.33%
		BUDGET	ACTUAL	% MET
<b>REVENUES</b>				
Sales		4,600,000	4,631,400	100.68%
Service Charges		259,500	262,776	101.26%
Other Revenues		29,800	59,164	198.54%
<b>TOTAL GAS REVENUES</b>		<b>4,889,300</b>	<b>4,953,340</b>	<b>101.31%</b>
<b>EXPENSES</b>				
Personnel		950,078	731,293	76.97%
Contract Services		244,705	208,179	85.07%
Materials/Supplies		2,652,500	1,549,783	58.43%
Fixed Charges		585,500	483,627	82.60%
Rebates/Debt Service		28,873	27,769	96.18%
	Legislative	22,767	19,629	86.22%
	Finance & Administration	317,799	272,235	85.66%
	Code Enforcement	49,076	36,224	73.81%
	Community Development	13,581	14,557	107.19%
		403,223	342,645	84.98%
<b>TOTAL GAS EXPENSES</b>		<b>4,864,879</b>	<b>3,343,296</b>	<b>68.72%</b>
<b>Net Surplus/(loss)</b>		<b>24,421</b>	<b>1,610,044</b>	
<b>less - ECONOMIC DEVELOPMENT</b>				
Econ Dev - Engineering/Architect Service		0	6,400	
Econ Dev - Grant Funding to IDB		0	46,465	
<b>Net Surplus/(loss)</b>		<b>24,421</b>	<b>1,557,179</b>	

## Upcoming Meeting Dates and Events

June 2024

### ***June 6 (Thursday)***

4:00 Public Works/General Welfare Committee

### ***June 11 (Tuesday)***

6:30 Planning Commission

### ***June 19 (Wednesday)***

\*\*\*All City office closed in observance of Juneteenth\*\*\*

### ***June 20 (Thursday)***

4:00 Parks and Recreation/Public Safety

### ***June 24 (Monday)***

6:30 BOMA Meeting





**DRAFT**

City of Munford, Tennessee  
1397 Munford Avenue  
Munford, TN 38058  
City Hall (901) 837-0171  
[www.munford.com](http://www.munford.com)  
Dwayne Cole, Mayor

**Munford Municipal-Regional Planning Commission**  
**May 14, 2024**

The regular monthly meeting of the Munford Municipal-Regional Planning Commission met on Tuesday, May 14, 2024, at 6:30 p.m. with the following:

**PRESENT:** Chairman Terry Waits, Vice-Chairman David Keeton, Mayor Dwayne Cole, Vernon Paimore, Secretary John Moren, Aldermen Steve Childress and Mitchell Parker

**ABSENT-** N/A

**ALSO, PRESENT-** Sam Grisham, Sonny Pittman, Paul Erinin, Janice Bomar, Wayne Boulter, William Kissell, Paul Frazier, Code Enforcement Officer Alan Patton, Building Inspector/Code Enforcement Officer Glenn Stringfellow, Planner Will Radford and Recording Secretary Barbara Younger.

The meeting was called to order at 6:30 p.m. by Chairman Terry Waits. There was a quorum present.

**I. APPROVAL OF MINUTES – April 9, 2024**

*There was a motion by Alderman Steve Childress, seconded by David Keeton to approve the minutes from April 9, 2024, as presented. Motion carried all present voting aye.*

**II. OLD BUSINESS – None**

**III. New Business - None**

**A. Munford Storage – Master Signage Plan**

**Background**

A master signage plan has been submitted for Munford Storage. The property is located at 11221 Highway 51 South. The property is zoned P-B (Planned Business) District. The property does not appear to be located in a federally identified flood hazard area.

**Analysis**

Attached Signs/Wall Signs are allowed 20% of the front wall. Staff has not reviewed plans for attached signage at this time.

The Freestanding sign is less than the 81 sq.ft. restriction of the P-B District.

Staff recommends approval of the Master Signage Plan

*There was a motion by David Keeton, seconded by John Moren to approve the Munford Storage Master Signage Plan as presented. Motion carried, all present voting aye.*

**B. Goulder Ridge Minor Subdivision**

Background

A minor subdivision plat has been submitted on behalf of Dustin Goulder to create three lots. The property is located on Munford Giltedge Road. The property can be further identified as Parcel 60.04 on Tipton County Tax Map 082. The property is zoned FAR (Forestry, Agricultural, Residential) District. The properties do not appear to be located in a federally identified flood hazard area.

Analysis

The new lot meets the lot area and setback requirements for the FAR District

The Plat has the necessary certificated for approval.

The parent tract has over 100 acres and adequate road frontage remaining.

Staff recommends approval of the Goulder Ridge Minor Subdivision

*There was a motion by Alderman Steve Childress , seconded by Vernon Pairmore to approve the Goulder Ridge Minor Subdivision plat as presented. Motion carried, all present voting aye.*

**C. River of Life – McLaughlin Drive Minor Subdivision**

Background

A minor subdivision plat has been submitted on behalf of River of Life Development to create one lot from a 14.08-acre parent tract. The property is located on McLaughlin Drive near its intersection with U.S. Highway 51 South. The property can be further identified as Parcel 12.06 on Tipton County Tax Map 111. The property is zoned B-1 (Neighborhood Business) District. The properties do not appear to be located in a federally identified flood hazard area.

Analysis

The new lot meets the lot area and setback requirements for the B-1 District.

The Plat has the necessary certificated for approval.

Staff recommends approval of the River of Life McLaughlin Drive Minor Subdivision plat.

*There was a motion by David Keeton, seconded by Mitchell Parker to approve the River of Life McLaughlin Drive Minor Subdivision plat as presented. Motion carried, all present voting aye.*

**D. James Harkness Rezoning Request**

Background

A rezoning request has been submitted on behalf of James Harkness to rezone property near 4135 Munford-Gilt Edge Road from C (Commercial) District to FAR (Forestry, Agricultural, Residential) District. The property can be further identified as Parcel 3.01 on Tipton County Tax Map 082. The properties do not appear to be located in a federally identified flood hazard area.

Analysis

The property has adjacent FAR zoning on all sides.

Munford – Gilt Edge Road is classified as an arterial street on the Munford Major Road map.

Staff recommends in favor of the rezoning request.

*There was a motion by David Keeton, seconded by John Moren to send a positive recommendation to the Board of Mayor and Aldermen to approve the James Harkness Rezoning Request as presented. Motion carried, all present voting aye.*

**E. Village of Green Meadows – Phase 3 – Preliminary Plat (Resubmission – Previously Village of Green Meadows Phase V)**

Background

A preliminary subdivision plat has been submitted on behalf of Green Meadows Development Corporation to create 107 (previously 71) lots and 3 common open space areas. The properties are located near Watson Road and Green Meadows Boulevard (proposed extension). The property can be further identified as Parcel number 1.00 on Tipton County Tax Map #127. The area is zoned R-1 (Low Density Residential) with a PVD (Planned Village Development) overlay in the Munford Municipal Zoning District. A portion of the property appears to be situated in a Zone AE Flood area with no floodway designation according to Tipton County FIRM panel #47167C0315G, effective on 05/04/2009.

Analysis

Green Meadows Boulevard is being continued as a Collector Street with a 60-foot right of way.

The plat is showing temporary turnarounds at the end of the three platted roads, staff is requesting to see the plans overall development to determine if the access for these lots is adequate.

Several of the lots are below the 12,500 sq.ft. minimum lot requirement for single family detached homes and many lots are 70 feet in width, which doesn't meet the 75 feet lot width requirement.

The Munford Municipal Zoning Ordinance, PVD Regulations state:

**67.3 Modification of District Regulations**

Planned Village Developments may be constructed subject to the standards and procedures set forth below:

The Ordinance approving the preliminary development plan for the Planned Village Development may provide for such exceptions from the district regulations governing area, setback, width and other bulk regulation, parking, and such subdivision regulations as may be necessary or desirable to achieve the objectives of the proposed Planned Village Development, provided such exceptions are consistent with the standards and criteria contained in this section and have been specifically requested in the application for a Planned Village Development and further provided that no modification of the district requirements or subdivision regulation may be allowed when such proposed modification would result in:

- a. Inadequate or unsafe access to the Planned Village Development.
- b. Traffic Volume exceeding the anticipated capacity of the major street network in the vicinity.
- c. An undue burden on public parks, recreation areas, schools, fire and police protection and other public facilities which serve or are proposed to serve the Planned Village Development.
- d. A development which will be incompatible with the purposes of this Ordinance.

The Zoning Ordinance further states:

The Planning Commission may waive certain minimum lot area requirements in order to provide for cluster-type development. However, the Planning Commission may require additional landscaping and open space requirements.

The plat is showing a 20 ft. sewer easement on the corner of Lot 14. This is presumably for a new sewer pumping station. Staff requests the City Engineer review this preliminary phase to determine appropriate improvements to the City's sewer system are being made.

The maintenance of the Common Open Space Area needs to be clearly articulated in the notes on the final plat.

Construction plans are to be required and submitted to the City Engineer after Preliminary Plat approval and must be approved prior to final plat approval.

Staff is withholding a recommendation of approval of the preliminary plat at this time. The Planning Commission should consider changing the lot width and lot area standards of the PVD district if this design is acceptable for this and future PVD Developments. Approval should also be contingent upon City Engineer approval and a review of the overall development plan.

*There was a motion by Mayor Dwayne Cole, seconded by Mitchell Parker to approve the Village of Green Meadows Phase 3 Preliminary Plat (Resubmission- Previously Village of Green Meadows Phase V) as presented. Motion carried with majority voting aye. David Keeton voted nay.*

**V. REPORTS**

**Mayor Comments:**

- We have several new businesses opening soon. Including another bakery.
- There are possibly more commercial businesses coming to the Highway 51 property

**Building Inspector – Permitting and Enforcement Report**

*There was a motion by Alderman Steve Childress, seconded by Vernon Paimore to accept the Building Inspector-Permitting and Enforcement Report as presented. Motion carried, all present voting aye.*

There being no further business, the meeting was adjourned at 7:10 pm.

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Chairman Terry Waits

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Secretary John Moren

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Barbara Younger,  
Recording Secretary