



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

**AGENDA**

City of Munford Board of Mayor and Aldermen – Regular Monthly Meeting –  
Monday, May 24, 2021 7:00 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 regular Monthly Meeting – April 26, 2021
- E. Public Forum

**II. PUBLIC HEARING**

- **ORDINANCE: 2021-04-01** An Ordinance to adopt the annual operating budgets and tax rate for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

**III. OLD BUSINESS AND MONTHLY DEPARTMENTAL REPORTS**

- A. Public Works Dir. Sherry Bennard
- B. Public Safety Chief Randal Baskin  
Chief Alan Barkelew
- C. Parks & Recreation Dir. Griff Fisher
- D. Building Inspector/  
Code Enforcement Insp. Glenn Stringfellow

**IV. MAYOR'S REPORT**

- A. Report
- B. Proclamation
- C. Appointments

D. Ordinance – Resolutions – Motions

*Second Reading*

- **ORDINANCE: 2021-04-01** An Ordinance to adopt the annual operating budgets and tax rate for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

*First Reading*

- **ORDINANCE: 2021-05-01** An Ordinance of the City of Munford, Tennessee adopting the 2018 edition of the International Fuel Gas Code.

*First Reading*

- **ORDINANCE: 2021-05-02** An Ordinance to amend the Municipal Zoning Map to rezone property on Tipton Road and McCormick Road from B-1(Neighborhood Business) to B-2 (General Business).

*\*Ordinance 2021-05-02 comes with a negative recommendation from City of Munford Planning Commission*

*First Reading*

- **RESOLUTION: 2021-05-03** A Resolution to annex property located at the intersection of McCormick Road and Campground Road (owned by REI Capital LLC)

*First Reading*

- **ORDINANCE: 2021-05-03** An Ordinance to zone property in annexed area located at the intersection of McCormick Road and Campground Road (owned by REI Capital LLC).
- **RESOLUTION: 2021-05-01** A Resolution approving Parks and Recreation 12 year Master Plan.
- **RESOLUTION: 2021-05-02** A Resolution approving Contract Award of clearing and house removal , new site contract to Dozertrax.

E. Announcements

F. Acknowledgements

**V. NEW BUSINESS**

**VI. FINANCIAL REPORT**

A. Checks over \$10,000

B. Financial Report 04-30-2021

Adjourn –



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

**MINUTES – April 26, 2021**

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**Regular Monthly Meeting – Monday April 26, 2021, 7:00 p.m.  
Municipal Building, 70 College Street, Munford, Tennessee.**

Members present: Mayor Dwayne Cole, Alderman Sue Arthur, Jack Bomar, Ray Deneka, Lonnie Glass, Deborah Reed and Glenn Turner.

Absent:

Department Heads in Attendance: Public Works Director Sherry Bennard, Chief Randal Baskin, Chief Alan Barkeley, Parks and Recreation Director Griff Fisher and Code Enforcement Officer Glenn Stringfellow.

**I. CALL TO ORDER**

Mayor Cole called the April 26, 2021 meeting of the Board of Mayor and Aldermen of the City of Munford to order at 7:00 p.m. Mayor Dwayne Cole gave the invocation.

**II. ESTABLISH A QUORUM**

Mayor Cole noted the Board had a quorum with all members present.

**III. APPROVE MINUTES**

Mayor Cole presented the minutes from the Regular Monthly Meeting of Mar 22, 2021. *A motion to approve the March 22, 2021 minutes was made by Alderman Glass. Motion was seconded by Alderman Bomar. Motion carried, all members present voting aye.*

Mayor Cole presented the minutes from the Special Called Meeting of April 8, 2021. *A motion to approve the April 8, 2021 minutes was made by Alderman Deneka. Motion was seconded by Alderman Arthur. Motion carried, all members present voting aye.*

**IV. PUBLIC FORUM**

Bill Radtke, a resident of Wooten Oaks, wanted to make the Board aware a zoning change request for the property at the corner of Tipton Road and McCormick had been made. The developer has plans for a gas station/convenience store.

Dick Youmans asked the board to outline the process for a zoning change. The Mayor explained zoning changes went to the Planning Commission first. Then to the Board of Mayor and Aldermen

with a positive or negative recommendation. A zoning ordinance change is heard by the Board two times (two separate meetings) with a Public Hearing on the change prior to the second reading of the Ordinance. Mr. Youmans requested the information in writing (*was provided this information in writing as well, immediately following the board meeting*).

## V. PUBLIC HEARING

- **RESOLUTION:2021-03-01** A Resolution to annex territories west of the Munford Corporate Limits: Property located on George Ellis Drive (owned by Stephen Toarmina and Anthony Terhune)

*\*Resolution 2021-03-01 comes with a positive recommendation from City of Munford Planning Commission*

Jennifer and Keith Wilson asked if there would be additional drainage issues for those in the Countryside neighborhood due to development. They stated their neighborhood, especially Plum Tree Circle, already had problems with drainage. Mayor Cole responded there should be no additional problems due to the development. The city follows strict guidelines in regard to drainage and those guidelines are the states requirements. Pinky Dik, the engineer for the development assured those present he heard their concerns and would be taking extra precautions.

- **ORDINANCE: 2021-03-01** An Ordinance to zone territories west of the Munford Corporate limits: Property located at George Ellis Drive (owned by Stephen Toarmina and Anthony Terhune) R-1 (Low Density Residential).

*\*Ordinance 2021-03-01 comes with a positive recommendation from City of Munford Planning Commission*

- **RESOLUTION: 2021-04-01** A Resolution adopting a plan of service for area to be annexed into the City of Munford, Tennessee: Property located on George Ellis Drive (owned by Stephen Toarmina and Anthony Terhune).

*\*Resolution 2021-04-01 comes with a positive recommendation from City of Munford Planning Commission*

## VI. OLD BUSINESS AND 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 Alan Barkelew presented the monthly report. See attached sheet.
- Parks & Recreation – Director Griff Fisher presented the monthly report. See attached sheet.

- Code Enforcement – Reference report as written.
- Library – Reference report as written.
- Mayor’s Report and Comments – Mayor Cole referenced his monthly report. See attached sheet.
- Mayor Cole presented for a second reading **RESOLUTION: 2021-03-01** A Resolution to annex territories west of the Munford Corporate Limits: Property located on George Ellis Drive (owned by Stephen Toarmina and Anthony Terhune). *Motion was made by Alderman Bomar to approve **RESOLUTION: 2021-03-01**. Motion was seconded by Alderman Glass. Motion carried, all members present voting aye.*
- Mayor Cole presented for a second reading **ORDINANCE: 2021-03-01** An Ordinance to zone territories west of the Munford Corporate limits: Property located at George Ellis Drive (owned by Stephen Toarmina and Anthony Terhune) R-1 (Low Density Residential). *Motion was made by Alderman Arthur to approve **ORDINANCE: 2021-03-01**. Motion was seconded by Alderman Reed. Motion carried, all members present voting aye.*
- Mayor Cole presented **RESOLUTION: 2021-04-01** A Resolution adopting a plan of service for area to be annexed into the City of Munford, Tennessee: Property located on George Ellis Drive (owned by Stephen Toarmina and Anthony Terhune). *Motion was made by Alderman Deneka to approve **RESOLUTION: 2021-04-01**. Motion was seconded by Alderman Bomar. Motion carried, all members present voting aye.*
- Mayor Cole presented for a second reading **ORDINANCE: 2021-03-02** An Ordinance of the City of Munford, Tennessee adopting the 2018 edition of the International Energy Conservation Code. *Motion was made by Alderman Turner to approve **ORDINANCE: 2021-03-02**. Motion was seconded by Alderman Glass. Motion carried, all members present voting aye.*
- Mayor Cole presented for a second reading **ORDINANCE: 2021-03-03** An Ordinance of the City of Munford, Tennessee adopting the 2018 edition of the International Building Code. *Motion was made by Alderman Bomar to approve **ORDINANCE: 2021-03-03**. Motion was seconded by Alderman Arthur. Motion carried, all members present voting aye.*
- Mayor Cole presented for a second reading **ORDINANCE: 2021-03-04** An Ordinance of the City of Munford, Tennessee adopting the 2018 edition of the International Mechanical Code. *Motion was made by Alderman Arthur to approve **ORDINANCE: 2021-03-04**. Motion was seconded by Alderman Reed. Motion carried, all members present voting aye.*
- Mayor Cole presented for a second reading **ORDINANCE: 2021-03-05** An Ordinance of the City of Munford, Tennessee adopting the 2018 edition of the International Existing Building Code. *Motion was made by Alderman Glass to approve **ORDINANCE: 2021-03-05**. Motion was seconded by Alderman Turner. Motion carried, all members present voting aye.*

- Mayor Cole presented for a second reading **ORDINANCE: 2021-03-06** An Ordinance of the City of Munford, Tennessee adopting the 2018 edition of the International Residential Code. *Motion was made by Alderman Bomar to approve **ORDINANCE: 2021-03-06**. Motion was seconded by Alderman Deneka. Motion carried, all members present voting aye.*
- Mayor Cole presented for a second reading **ORDINANCE: 2021-03-07** An Ordinance of the City of Munford, Tennessee adopting the 2018 edition of the International Plumbing Code. *Motion was made by Alderman Reed to approve **ORDINANCE: 2021-03-07**. Motion was seconded by Alderman Glass. Motion carried, all members present voting aye.*
- Mayor Cole presented for a second reading **ORDINANCE: 2021-03-08** An Ordinance of the City of Munford, Tennessee adopting regulations for Swimming Pools, Spas and Hot Tub enclosures. *Motion was made by Alderman Arthur to approve **ORDINANCE: 2021-03-08**. Motion was seconded by Alderman Reed. Motion carried, all members present voting aye.*
- Mayor Cole presented for a first reading **ORDINANCE: 2021-04-01** An Ordinance to adopt the annual operating budgets and tax rate for fiscal year beginning July 1, 2021 and ending June 30, 2022. *Motion was made by Alderman Deneka to approve **ORDINANCE: 2021-04-01**. Motion was seconded by Alderman Bomar. Motion carried, all members present voting aye.*

#### **VIII. NEW BUSINESS –**

No new business to report/discuss.

#### **IX. FINANCIAL REPORT –**

- **Checks over \$10,000** – Mayor Cole presented the checks over \$10,000 for March. A *motion was made by Alderman Bomar to approve all checks over \$10,000 as presented. Motion was seconded by Alderman Turner. Motion carried, all members present voting aye.*
- **Financial 03/31/2021** – Mayor Cole presented the financial report for the period ending March 31, 2021. *A motion to accept the report was made by Alderman Turner. Motion was seconded by Alderman Arthur. Motion carried, all members present voting aye.*

With no further discussion, a motion was made by Alderman Arthur to adjourn at 8:01 pm.

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Dwayne Cole, Mayor

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Sherry Yelvington, City Recorder

CITY HALL MONTHLY REPORT

	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	TOTAL
<b>ACCOUNTS</b>													
<b>Current Customer Accts</b>													
Water Customers Total	3313	3319	3343	3343	3337	3332	3320	3333	3330	3332	3347	3337	39,986
Sewer Customers Total	2099	2102	2125	2117	2120	2111	2106	2117	2114	2118	2129	2122	25,380
Gas Customers Total	7160	7188	7198	7191	7182	7199	7218	7250	7261	7273	7298	7299	86,717
<i>In Atoka City Limits</i>	2489	2495	2488	2482	2509	2501	2518	2514	2536	2527	2526	2544	30,129
<i>Out of Atoka City Limits</i>	293	290	287	287	287	289	290	291	292	292	292	293	3,483
Trash Customers	1606	1603	1612	1616	1623	1626	1630	1637	1648	1654	1660	1664	19,579
<b>Customer Adjustments</b>													
Connects	67	66	94	90	75	102	88	86	68	51	81	75	943
Finals	67	91	97	105	75	86	60	61	53	49	90	74	908
Meter Sets	7	20	17	18	12	68	26	17	10	5	10	1	211
<b>PAYMENTS</b>													
<b>Payments on line</b>													
Utility paid on line	2464	2504	2192	2450	2200	2588	2249	2690	2604	2797	2834	2742	30,314
ACH Payments	1240	1248	1271	1274	1285	1300	1302	1322	1336	1336	1350	1365	15,629
E-Bills	1305	1304	1333	1358	1366	1375	1390	1406	1416	1435	1467	1474	16,629
<b>Payments Received Lobby/Mail</b>													
CC Payments	202	248	300	286	548	760	392	293	294	230	389	960	4,902
Cash Payments	421	648	594	683	659	666	646	587	538	415	562	556	6,975
Check Payments	3,937	3,945	3,628	3,599	3,680	3,815	3,819	3,988	4,005	3,949	4,088	3,867	46,320
Money Order Payments	13	0	2	0	0	1	0	1	0	0	0	0	17
<b>Delinquent Accounts</b>													
Delinquent Penalty	270	120	162	139	109	87	118	117	177	207	206	139	1,851
Cut Offs	132	51	81	56	96	68	118	117	120	115	122	97	1,173
Phone Calls	702	478	260	379	307	331	368	597	569	589	528	499	5,607
<b>SERVICE</b>													
<b>Water / Sewer</b>													
Water Service Orders	1	3	3	4	3	1	4	4	2	3	3	4	35
Sewer Service Orders	5	2	8	8	4	8	8	3	2	1	4	3	56
Amount Billed Water	\$89,062	\$102,398	\$126,634	\$95,858	\$92,442	\$83,785	\$83,303	\$85,851	\$86,320	\$90,486	\$85,240	\$87,170	\$1,108,547
Amount Billed Sewer	\$88,624	\$93,943	\$119,634	\$92,111	\$93,940	\$85,956	\$78,692	\$81,825	\$82,618	\$84,988	\$80,941	\$82,724	\$1,065,996
Damaged/Stuck Meters	4	41	15	57	25	45	13	39	1	18	17	32	307
<b>Solid Waste</b>													
Cans Delivered	15	10	16	16	13	13	12	13	16	3	9	11	147
Missed pickup	19	8	44	17	27	10	7	4	1	2	12	5	156
Damaged Cans	0	0	0	0	0	0	0	0	1	1	1	0	3
Other complaints	12	1	8	10	23	7	3	3	2	1	6	6	82
New Customers	23	15	30	23	28	25	20	18	14	8	26	16	246
Discontinued Service	2	8	13	10	8	7	5	5	0	2	6	5	71
Amount Billed	\$29,830	\$30,153	\$31,013	\$30,908	\$30,954	\$30,997	\$31,034	\$31,118	\$31,425	\$31,465	\$32,441	\$32,536	\$373,876
<b>Gas</b>													
Odor Complaints	6	4	4	5	2	8	8	19	11	4	11	7	89
Damaged / StuckMeters	21	33	30	10	31	30	33	33	22	22	83	50	398
Amount Billed	\$144,917	\$93,611	\$124,523	\$91,527	\$93,413	\$127,342	\$272,104	\$598,805	\$654,561	\$1,138,418	\$340,322	\$228,224	\$3,907,767
<b>Misc Service Orders</b>													
Other complaints	13	19	36	20	21	25	14	12	6	14	14	15	209
<b>Total Utility/Trash Billing</b>	<b>\$352,433</b>	<b>\$320,105</b>	<b>\$401,805</b>	<b>\$310,404</b>	<b>\$310,748</b>	<b>\$328,080</b>	<b>\$465,132</b>	<b>\$797,599</b>	<b>\$854,925</b>	<b>\$1,345,357</b>	<b>\$538,944</b>	<b>\$430,653</b>	<b>\$6,456,186</b>





**City of Munford  
Police Department**

													2021	PY
	21-Jan	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Totals	Totals
CITATIONS ISSUED	114	32	126	152									424	1891
COURTESY CITATIONS ISSUED	74	27	41	76									218	1124
TRAFFIC STOPS	276	100	264	281									921	3829
SPEEDING	69	21	61	91									242	1194
SEAT BELT	1	0	0	0									1	6
ARREST	24	17	29	29									99	380
ADULT - MALE	18	11	18	22									69	221
ADULT - FEMALE	5	4	11	5									25	104
JUVENILE - MALE	1	1	0	1									3	35
JUVENILE - FEMALE	0	1	0	1									2	20
WARRANT ARREST	5	4	4	2									15	57
DRUG ARREST	6	0	9	7									22	77
ALCOHOL ARREST	1	0	4	5									10	26
INCIDENT REPORTS	45	45	55	70									215	755
OFFICER INITIATED INCIDENTS	1111	702	1140	1080									4033	12751
ACCIDENT REPORTS	6	12	11	15									44	192
MILES PATROLLED	12739	9595	12786	10562									45682	145806
CALLS FOR SERVICE	717	489	687	749									2642	9019



## Munford Fire Department Monthly Board Report - April 2021

Incidents	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	July 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Total 2021	Total 2020
Structure Fires - Munford	0	1	0	0									1	9
Structure Fires - County	3	1	3	0									7	15
Grass Fire - Munford	0	0	0	0									0	9
Grass Fires - County	2	1	1	1									5	7
Vehicle Fires - Munford	0	1	0	1									2	4
Vehicle Fires - County	0	0	0	1									1	1
Vehicle Accidents - Munford	2	1	3	4									10	31
Vehicle Accidents - County	4	2	1	0									7	21
EMS Calls - Munford	40	62	57	53									212	608
EMS Calls - County	5	5	2	5									17	40
Other Incidents - Munford	21	25	17	11									74	180
Other Incidents - County	7	5	9	5									26	87
Mutual Aid Calls	15	12	11	10									48	128
Burn Permits	0	3	12	7									22	104
<b>Total Calls - Munford</b>	<b>63</b>	<b>90</b>	<b>77</b>	<b>69</b>									<b>299</b>	<b>841</b>
<b>Total Calls - County</b>	<b>21</b>	<b>14</b>	<b>16</b>	<b>12</b>									<b>63</b>	<b>171</b>
<b>Total Calls - Department</b>	<b>84</b>	<b>104</b>	<b>93</b>	<b>81</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>362</b>	<b>1012</b>

Department Staffing	Allocated	Filled	Vacant	On Leave
Full Time Positions	13	13	0	0
Part Time Positions	1	1	0	0
Reserves	30	9	21	0
<b>Total Department Staffing</b>	<b>44</b>	<b>23</b>	<b>21</b>	<b>0</b>

Vehicle Fleet Status	Days out of Service	Comments
Unit #1 ( Chief)		
Unit # 2 (Captain)		
Inspector # 1 (Inspector)		
Med 8		
Rescue 8		
Engine 81		
Engine 88		
Brush Truck 81		
Brush Truck 82		
Tower 81	30	

# Munford Parks Recreation Monthly Report

Jul-20 Aug-20 Sep-20 Oct-20 Nov-20 Dec-20 Jan-21 Feb-21 Mar-21 Apr-21 May-21 Jun-21 YTD Past Year

## Payment Plan

Current		26/2,165	4/377.50	9/745.50	47/4,155	6/392.50	22/1950	50/4885	6/378	5/340				
Past Due														

## RENTALS

Friday Night Skate		0	0	0	0	0	0	0	241					241
Skate Parties		2	8	14	14	10	9	16	17	18				108
Band Room		0	1	0	0	2	1	1	1	4				10
Community Room		YMCA (M-F)	MMS wrestling	MMS wrestling	MMS wrestling	MMS wrestling	MMS wrestling	MMS wrestling		3				

## SENIOR SERVICES

Congregate Meals		0	0	0	0	0	0	0	0	0				0
Home Delivery	115 Weekly	115 Weekly	130 Weekly	130 Weekly	130 Weekly	130 Weekly	130 Weekly	130 Weekly	130 Weekly	130 Weekly				

## Vehicle Miles

P&R-08 Chevy Ext. Cab	97,032	97,677	98,278	98,675	98,885	99,249	99,721	99,928	100,370	100,787				
P&R-15 Chevy 4Door	32,976	33,162	34,581	34,988	35,863	36,283	36,901	37,353	37,950	38,612				
CP-05 Chevy Single Cab	138,010		138,701	138,895	139,040	139,180	139,325	139,470	140,129	140,322				
P&R-08 Chevy Ext. Cab	106,208	106,281	106,360	106,442	106,480	106,922	107,222	107,534	107,745	108,021				
P&R-01' Expedition						171,405	171,641	171,786	171,891	171,982				

## Equipment Hours

Jacobsen Truckster	336	348	365	366	366	366	370	371	379	386				
Torolnfield Drag	1,450	1,467	1,489	1,500	1,502	1,502	1,502	1,510	1,533	1,558				
2014-61" Snapper	867	907	917	918	918	918	918	923	937	950				
2015-72" Snapper	530	562	575	577	577	577	577		597	607				
2015-61" Snapper-CP	686	723	738	749	749	749	749	752	771	784				
2012-72" Xmark	1,546	1,546	1,546	1,546	1,546	1,546	1,546	1,546	1,546	1,558				
Bad Boy	1025	1,028	1,028	1,028	1,028	1,028	1028	1,028	1,028	1,028				
Dixie Chopper	598	606	606	606	606	606	606	606	606	609				
JD4700 Tractor	3,828	3,830	3,830	3,830	3,830	3,830	3,830	3,839	3,840	3,840				

## Sports Registration

Basketball					507	507	507	507						
Cheerleading					46	46	0	0						
Flag Football								90	90	90				
Soccer								201	201	201				
Baseball								357	357	357				

Spring Sport games begins April 5th (baseball) , April 10th (Soccer) , April 17th (flag football)

PERMIT NO	DATE	LOCATION	R-C	NAME	TYPE OF PROJECT	SQUARE FOOTAGE	PROJECT VALUE	PERMIT FEE	
1	1243	04/06/21	1818 TIPTON RD.	C	STEVE RAE	REPAIR	N/A	\$20,000.00	\$100.00
2	1244	04/12/21	57 WOOTEN AVE.	C	RANDY REED	NEW S.F. DWELLING	2,161	\$145,000.00	\$380.00
3	1245	04/13/21	1079 TIPTON RD.	C	DOUGLAS COLLIER	FENCE	N/A	N/A	\$25.00
4	1246	04/15/21	567 DACUS	C	HOPE SMITH	FENCE	N/A	N/A	\$25.00
5	1247	04/19/21	208G LAFONT	C	LLOYD CONWELL	POOL	N/A	N/A	\$100.00
6	1248	04/19/21	126 TIPTON RD.	C	CHRIS GORDON	ADDITION	100	\$20,000.00	\$100.00
7	1249	04/21/21	348 EGYPT RD.	R	CHRISTINA CUNNINGHAM	POOL	N/A	N/A	\$100.00
8	1250	04/23/21	3088 BEAVER	R	JAMES MCCRAW	ACC. BLDG.	200	\$20,000.00	\$100.00
9	1252	04/28/21	455 LAXTON LN	R	JUSTIN SPICER	ACC. BLDG.	864	\$20,000.00	\$100.00
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
								\$730.00	\$300.00
Total							\$225,000.00	\$1,030.00	

**C - CITY LIMITS**

**R - REGION**

Complaints	15	Building Permits	9
Inspections	36	Sign permits	1
Certificate Of Occupancy	2	Use & Occupancy Permits	2
PREFORMANCE BOND	WALKERS MEADOW	CENTRAL PARK	2018

*Justin Spicer*  
**Building Inspector**



## Munford-Tipton County Memorial Library

1476 Munford Avenue

Munford, TN 38058

(901) 837-2665

[www.munford.com](http://www.munford.com)



April 2021 Library Report

### Overview:

- The library has sold **\$21.00** in books with the ongoing book sale.
  - The library has collected **\$21.00** in library fines, overdue fees, and lost items.
  - The monthly collection for copies and faxing was **\$224.35**.
  - The Library collected **\$315** in donations. **\$265** in memory of Joyce Bibb & **\$50** in memory of Judy Fite Ward.
  - The Library had **57** people use our computers and **49** requiring computer help. In addition we had **165** use the Wi-Fi. The library had **396** reference questions asked and answered.
  - Library staff provided **21** one-on-one technology device sessions lasting more than 10 minutes.
  - Library staff served as proctors for **3** TWRA Boat Tests.
  - The Library has gained **13** new users, with **1,266** materials checked out (including books, movies, audio, R.E.A.D.S circulation, etc.). We have a total of **4,205** patrons.
  - Through Interlibrary Loan **14** books were loaned out, and **20** were borrowed.
- 
- ❖ Tennessee R.E.A.D.S. had **810** books checked out.
  - ❖ Virtual Story Times were posted to Facebook. Staff reads a book and posts the video to Facebook. We posted **4** videos in April with **252** views.
  - ❖ The Library staff made take home crafts for children. **13** crafts were picked up from the Library.
  - ❖ The Library had many passive program displays for April, including: Read it and Weep display, April Shower's display & Bookflix display. **14** patrons participated in these passive programs.
  - ❖ Library staff started a monthly Staff Recommendation and Book Spotlight display that we shared to our Facebook page.
  - ❖ We continue to offer curbside services to patrons. **117** patrons were assisted curbside.

Munford-Tipton County

Monthly Report

April 2021

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>	7,637	1	36	<b>7,602</b>	<b>Regionally Owned</b>	10,169	0	15	<b>10,154</b>	<b>Locally Owned</b>	E-books	0
Audio Materials		396	0	0	<b>396</b>		1,630	0	0	<b>1,630</b>		Audio Downloadable	0
Video Materials		497	0	1	<b>496</b>		607	0	0	<b>607</b>		Video Downloadable	0
Other Materials		0	0	0	<b>0</b>		0	0	0	<b>0</b>		<b>TOTAL</b>	<b>0</b>
<b>TOTAL</b>		<b>8,530</b>	<b>1</b>	<b>37</b>	<b>8,494</b>		<b>12,406</b>	<b>0</b>	<b>15</b>	<b>12,391</b>		<b>TOTAL PHYSICAL COLLECTION</b>	<b>20,885</b>

Electronic Circulation-READS includes Advantage & other local e collections		Physical Circulation Book & Non-Book		CIRCULATION TOTALS - Auto Fill (all formats - Physical & Electronic)	
Adult **	714	Adult	366	Adult (includes number from libguides **4.4)	1,080
Children **	96	Children	90	Children (includes number from libguides **4.5)	186
<b>Total</b>	<b>810</b>	<b>Total</b>	<b>456</b>	<b>Total for All Circulation</b>	<b>1,266</b>

Unique Users 127

Title VI Survey Information		Library Services		In-Person Programs Offered			
White	7	Library Visits	417	Adult	Young Adult	Children	
Black	0	Reference Transactions	396	Inside the Library	3	0	1
American Indian-Alaska Native	0	Computer Users	57	Outside the Library	0	0	0
Hispanic or Latino of any race	0	Wireless Sessions	165	<b>Total</b>	<b>3</b>	<b>0</b>	<b>1</b>
Native Hawaiian/Pacific Islander	0	Website Visits	0	In-Person Programs Attendance			
Asian	0	Hotspots/MiFi	0	Adult	Young Adult	Children	
Other	0			Inside the Library	14	0	13
Two or more races	1	Local Database Usage	0	Outside the Library	0	0	0
<b>Total</b>	<b>8</b>	Tech Training/help	0	<b>Total</b>	<b>14</b>	<b>0</b>	<b>13</b>

Borrowers	Current Balance
Adult Borrowers >14 yrs old	3,287
Children Borrowers <14 yrs old	918
<b>Total Borrowers</b>	<b>4,205</b>

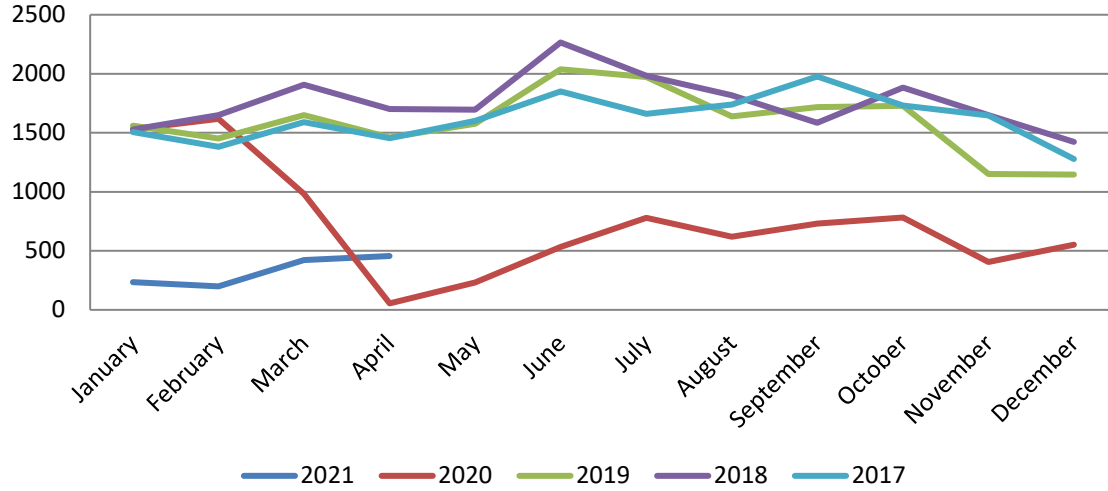
Live Virtual Programming	
Live Virtual Programs	0
Views of Live Virtual Programs	0
On-Demand Views	0

Recorded Programming	
Recorded Programs	4
Views of Recorded Programs	252

Resource Sharing	
ILL - Borrowed	20
ILL - Loaned	14

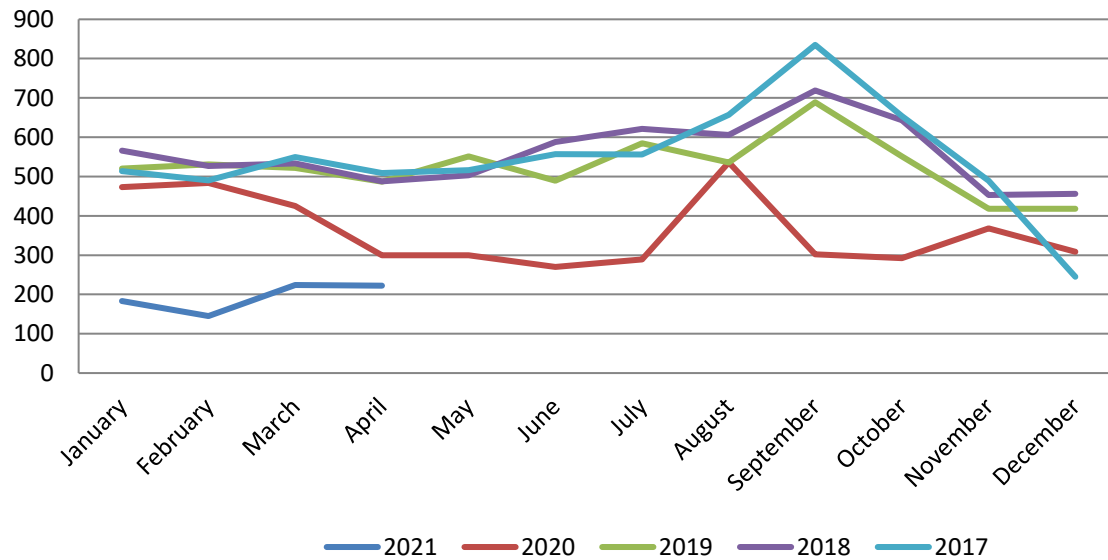
<b>TOTAL PROGRAMS</b>	<b>8</b>
<b>TOTAL PROGRAM ATTENDANCE</b>	<b>279</b>

### Circulation Growth 2017-2021



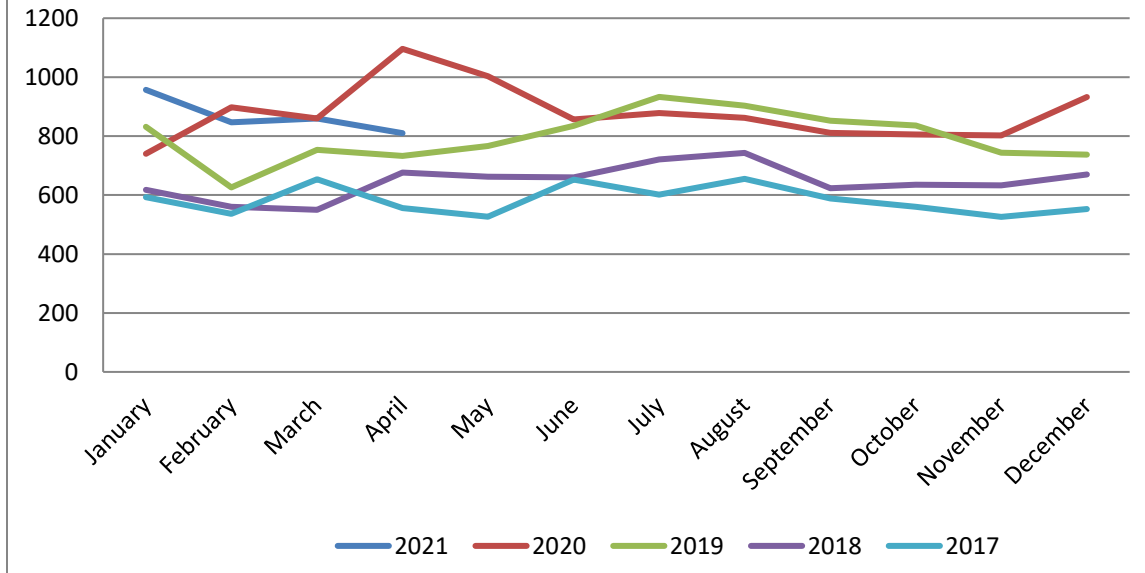
\* As of 4/30/2021

### Computer Usage 2017-2021



\* As of 4/30/2021

## Tennessee R.E.A.D.S Circulation



**\* As of 4/30/2021**



**ORDINANCE 2021-04-01**

AN ORDINANCE OF THE CITY OF MUNFORD, TENNESSEE  
ADOPTING THE ANNUAL BUDGET AND TAX RATE FOR THE FISCAL YEAR BEGINNING JULY  
1, 2021 AND ENDING JUNE 30, 2022

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 2021:

<b>General Fund</b>	FY20 Actual	FY21 Estimated	FY22 Proposed
Local Taxes	2,709,083	2,965,244	2,923,000
Licenses & Permits	43,235	51,350	49,450
Intergovernmental	867,198	1,095,762	895,247
Charges for Services	312,045	329,088	430,650
Fines & Forfeitures	151,732	139,250	132,100
Misc income	140,086	33,304	4,500
Total Revenue	4,223,379	4,613,998	4,434,947
Beginning Fund Balance	1,241,433	1,469,920	1,596,243
Total Available Funds	5,464,812	6,083,918	6,031,190

		FY21	
<b>State Street Aid</b>	FY20 Actual	Estimated	FY22 Proposed
State Gas and Motor Fuel	111,198	100,265	120,000
3% Gas Tax Increase	50,159	54,074	54,000
Gas Tax 2017	55,784	41,181	49,000
Interest Income	1,139	2,500	2,500
Debt Issuance	510,810	300,000	0
Total Revenue	729,090	498,020	225,500
Beginning Fund Balance	336,967	521,648	553,184
Total Available Funds	1,066,057	1,019,668	778,684

		FY21	
<b>Drug Fund</b>	FY20 Actual	Estimated	FY22 Proposed
Grants	0	0	0
Drug Fines	2,111	4,345	3,000
Other Misc. Revenue	1,104	80	80
Total Revenue	3,215	4,425	3,080
Beginning Fund Balance	23,286	16,277	18,314
Total Available Funds	26,501	20,702	21,394

		FY21	
<b>Solid Waste Fund</b>	FY20 Actual	Estimated	FY22 Proposed
Charges for Service	378,565	412,445	441,124
Total Revenue	378,565	412,445	441,124
Beginning Fund Balance	96,059	63,110	75,116
Total Available Funds	378,565	475,555	516,240

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

		FY21	
<b>General Fund</b>	FY20 Actual	Estimated	FY22 Proposed
Legislative	50,877	45,531	38,707
Finance & Administration	75,605	71,156	58,336
Code Enforcement	46,871	47,732	52,729
Police	1,528,478	1,538,396	1,597,958
Fire Protection	1,166,851	1,275,193	1,252,183

Street Department	111,028	285,105	141,840
Parks & Recreation	690,920	829,248	886,333
Library	101,096	105,286	112,914
Community Development	36,390	39,831	37,009
Debt Service	186,776	250,197	239,593
Reserve	0	0	0
Total Appropriations	3,994,892	4,487,675	4,417,602
Surplus/(Deficit)	228,487	126,323	17,345
Ending Fund Balance	1,469,920	1,596,243	1,613,588

	FY20 Actual	FY21 Estimated	FY22 Proposed
<b>State Street Aid</b>			
Utilities	20,311	20,000	25,000
Road Repairs/Supplies	482,475	376,884	250,000
Capital Improvements	0	0	0
Debt Service	41,623	69,600	57,173
Total Appropriations	544,409	466,484	332,173
Surplus/(Deficit)	184,681	31,536	(106,673)
Ending Fund Balance	521,648	553,184	446,511

	FY20 Actual	FY21 Estimated	FY22 Proposed
<b>Drug Fund</b>			
Police Department	10,224	2,388	6,850
Total Appropriations	10,224	2,388	6,850
Surplus/(Deficit)	(7,009)	2,037	(3,770)
Ending Fund Balance	16,277	18,314	14,544

	FY20 Actual	FY21 Estimated	FY22 Proposed
<b>Solid Waste Fund</b>			
Contractual Services	221,981	247,170	239,760
Capital Outlay	0	0	0
Administrative Charges	189,533	153,269	175,276
Total Appropriations	411,514	400,439	415,036
Surplus/(Deficit)	(32,949)	12,006	26,088
Ending Fund Balance	63,110	75,116	101,204

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

General Fund	\$ 1,596,243
State Street Aid Fund	\$ 553,184
Drug Fund	\$ 18,314
Solid Waste Fund	\$ 75,116

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

Bonded/Other Indebtedness	Principal Owed 6/30/21	Debt	Interest
Bonds	1,018,336	133,276	45,994
Notes	252,987	78,541	6,669

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

<b>Proposed Capital Projects</b>	<b>Proposed Amount Financed by Appropriations</b>	<b>Proposed Amount Financed by Debt</b>
NONE	NONE	NONE

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 \$ 1.1695 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, 2021, the public welfare requiring it.

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Passed First Reading

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Mayor Dwayne Cole

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Passed Second Reading

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Sherry Yelvington, City Recorder

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Public Hearing

**ORDINANCE: 2021-05-01**

**AN ORDINANCE OF THE CITY OF MUNFORD, TENNESSEE ADOPTING THE 2018 EDITION OF THE INTERNATIONAL FUEL GAS CODE**

**WHEREAS** regulating and governing fuel gas systems and gas-fired appliances in the City of Munford, Tennessee; and

**WHEREAS**, providing for the issuance of permits and collection of fees; therefore, and

**WHEREAS**, repealing Ordinance No. 2016-02-07 of the City of Munford, Tennessee and all other ordinances or parts of laws in conflict therewith:

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

**Section 1.** That a certain document, one (1) copy of which are on file in the office of the City Recorder of the City of Munford, Tennessee , being marked and designated as the *International Fuel Gas Code*, 2018 edition, including Appendix Chapters (being none) (see *International Fuel Gas Code* Section 101.3, 2018 edition), as published by the International Code Council, be and is hereby adopted as the Fuel Gas Code of the City of Munford, in the State of Tennessee for regulating and governing fuel gas systems and gas-fired appliances as herein provided; providing for the issuance of permits and collection of fees therefor; and each and all of the regulations, provisions, penalties, conditions and terms of said Fuel Gas Code on file in the office of the City Recorder are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 2 of this ordinance.

**Section 2.** The following sections are hereby revised:

**Section 101.1.**      Insert: City of Munford

**Section 106.6.2.**      Insert: The fee schedule specified in Sections 106.6 and 106.6.2 shall be as periodically set by the City of Munford Board of Mayor and Alderman.

**Section 108.4.**      Insert: "Misdemeanor" a maximum of "fifty dollars" (\$50.00) shall be specified; all references to imprisonment are deleted.

**Section 3.** That Ordinance No. 2016-02-07 of City of Munford, Tennessee referencing the 2018 International Codes and all other ordinances or parts of laws in conflict herewith are hereby repealed.

**Section 4.** That if any section, subsection, sentence, clause, or phrase of this legislation is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City of Munford, Board of Mayor and Alderman hereby declares that it would have passed this law, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional.

**Section 5.** That nothing in this ordinance or in the Fuel Gas Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 3 of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this ordinance.

**Section 6.** That the City Recorder is hereby ordered and directed to cause this legislation to be published.

**Section 7.** This ordinance shall take effect from and after its passage, the welfare of the city requiring it.

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Passed First Reading

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Mayor Dwayne Cole

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Passed Second Reading

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City Recorder





**RADFORD PLANNING SOLUTIONS**  
LOCAL PLANNERS. LOCAL SOLUTIONS.

P.O. BOX 112 | Huntingdon, TN 38344 | 731.234.7798 | RadfordPlanning@gmail.com

**MEMORANDUM**

**TO: The Munford Board of Mayor and Aldermen**

**FROM: Will Radford, AICP**

**DATE: May 18, 2021**

**SUBJECT: TBL LLC Rezoning Request**

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On May 11, 2021, The Planning Commission reviewed a rezoning request for TBL LLC property near the intersection of McCormick and Tipton Road. The properties can be further identified as Parcel 39.00 on Tipton County Tax Map 112K. The request was to rezone the properties from B-1 (Neighborhood Business) District to B-2 (General Business) District. The area is approximately 4.12 acres per tax map.

The Planning Commission voted to send a negative recommendation to the Board of Mayor and Alderman on the Rezoning Request, however the applicant is exercising their right to have the Board of Mayor and Aldermen overturn the Planning Commission's recommendation.

TCA 13-7-203 states:

*(b) No change in or departure from the text or maps as certified by the planning commission shall be made, unless such change or departure be first submitted to the planning commission and approved by it, or, **if disapproved, shall receive the favorable vote of a majority of the entire membership of the chief legislative body.***

A change to the zoning map requires review by the Planning Commission but does not require approval by the Planning Commission if a majority of the entire membership of the Board of Mayor and Aldermen vote to approve the request. This requirement is different when the Board is affirming the Planning Commission decision, in that instance only a simple majority of the membership is required.

## ORDINANCE 2021-05-02

### AN ORDINANCE TO AMEND THE MUNFORD MUNICIPAL ZONING MAP TO REZONE PROPERTY ON TIPTON ROAD AND MCCORMICK ROAD (TBL LLC PROPERTY) FROM B-1 (NEIGHBORHOOD BUSINESS) DISTRICT TO B-2 (GENERAL BUSINESS) 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 B-1 (Neighborhood Business) District to B-2 (General Business) District:

Parcel 39.00 on Tipton County Tax Map 112K.

Beginning at a point, said point being the northern most corner of Parcel 39.00 on Tipton County Tax Map 112K; thence moving in a southwesterly, then southerly direction along the western boundary of Parcel 39.00 to a point, said point being the southwestern most corner of Parcel 39.00; thence moving in an easterly direction along the southern boundary of Parcel 39.00 to a point, said point being the southeastern most corner of Parcel 39.00; thence moving in a northeasterly direction along the western

boundary of Parcel 39.00; thence moving in a northwesterly direction and curving in a northeastern direction along the unnamed right of way on Tipton County Tax Map 112K and the northern boundary of Parcel 39.00 to a point, said point being the intersection of the unnamed right of way and the southwestern most corner of Parcel 38.00 on Tipton County Tax Map 112K; thence moving in a northerly, then northwesterly direction along the southwestern boundary of Parcel 38.00 and the northeastern boundary of Parcel 39.00 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.”

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

\_\_\_\_\_  
Mayor

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

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

## NOTICE OF PUBLIC HEARING

### **AN ORDINANCE TO AMEND THE MUNFORD MUNICIPAL ZONING MAP TO REZONE PROPERTY ON TIPTON ROAD AND MCCORMICK ROAD (TBL LLC PROPERTY) FROM B-1 (NEIGHBORHOOD BUSINESS) DISTRICT TO B-2 (GENERAL BUSINESS) DISTRICT**

Notice is hereby given that a public hearing will be held before the Munford Board of Mayor and Aldermen on proposed modifications to the Munford Municipal Zoning Map.

Said hearing will be held pursuant to the provisions of Section 13-7-105, Tennessee Code Annotated. Said hearing will be held at the regular meeting of the Munford Board of Mayor and Aldermen on June 28, 2021 **BEGINNING AT 7:00 P.M. AT MUNFORD CITY HALL.**

Any interested party is invited to appear before the Munford Board of Mayor and Aldermen and be heard in objection or in favor of the adoption thereof. Copies of the proposed ordinance will be available for public examination at Munford City Hall.

**RESOLUTION 2021-05-03**

**AN RESOLUTION TO ANNEX PROPERTY LOCATED ON AT THE INTERSECTION OF MCCORMICK ROAD AND CAMPGROUND ROAD (OWNED BY REI CAPITAL LLC)**

**WHEREAS,** a public hearing before this body was held on \_\_\_\_\_ the \_\_\_ day of \_\_\_\_\_, 2021, pursuant to a notice thereof published in the Covington Leader on \_\_\_\_\_, 2021; and,

**WHEREAS,** it now appears that the prosperity of this City and of the territory herein described will be materially retarded and the safety and welfare of the inhabitants and property thereof is endangered if such territory is not annexed; and,

**WHEREAS,** the annexation of such territory is deemed necessary for the welfare of the residents the property owners thereof and this City as a whole; and,

**WHEREAS,** a Plan of Service for this area was adopted by resolution on \_\_\_\_\_, 2021 as required by Section 6-51-102, Tennessee Code Annotated and notice thereof published in the Covington Leader on the \_\_\_ day of \_\_\_\_\_, 2021.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Mayor and Alderman of the City of Munford, Tennessee:

**Section 1.** Pursuant to authority conferred by Sections 6-51-101 to 6-51-123, Tennessee Code Annotated, there is hereby annexed to the City of Munford, Tennessee and incorporated within the corporate boundaries thereof, the following described territory adjoining the present corporate boundaries:

**PROPERTY DESCRIPTION FOR POTION OF PARCEL 16.00 MAP 126 TO BE ANNEXED INTO THE CITY OF MUNFORD**

Beginning in the North Line of Campground Road said point also being the Southernmost corner of Lot 1, Section "A", Happy Valley Subdivision, thence Northerly a distance of 292 feet more or less to the interior corner of Lot 1, Section "A" Happy Valley, thence Easterly with the Southern line of Happy Valley Subdivision a distance of 1,527 feet more or less to the Southeastern Corner of Lot 12 Section "A" Happy Valley Subdivision, thence Southerly with the East line of the Hanks and Sons property a distance of 839 feet more or less to the Southwest corner of the Hanks and Sons property, thence Easterly with the South line of the Hanks and Sons Property 2,274 feet more or less to an interior corner,

thence South 50 feet plus or minus to the West line of McCormick Road, thence with the West line of McCormick Road 907 feet more or less to the Northeast Corner of Lot 1 of the Watson McCormick Road Subdivision, thence Northwestwardly 473 feet more or less to the Northern most corner of Lot 1, thence Southwesterly a distance of 1,560 feet more or less to the Northwest corner of Parcel 127 042.11, thence Westerly with the North line of Parcel 126E A009.00 a distance of 360 feet more or less to the North line of McCormick Road, thence with the North line of McCormick and East line of Campground Road a distance of 2,575 feet more or less containing 118 Acres more or less.

**Section 2.** This Resolution shall become effective thirty days from and after its passage, the public welfare requiring it.

1st Reading \_\_\_\_\_

2nd Reading \_\_\_\_\_

\_\_\_\_\_  
Date published in local newspaper

\_\_\_\_\_  
Date of Public Hearing

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest: City Recorder

\_\_\_\_\_  
Date

April 19, 2021

Mr. Glenn Stringfellow  
Department of Planning  
1397 Munford Avenue  
Munford, Tennessee 38058

RE: Request for Annexation and Rezoning

Dear Glenn,

On Behalf of REI Capital LLC owners of property location within the Regional Planning Boundaries of the Tow of Munford we are requesting consideration of annexation of approximately 118 Acres more or less, located on McCormick Road and Campground Road. With this request for Annexation, we would like to concurrently ask for rezoning form Agricultural to Residential R-2 zoning. As an attachment to this letter, we are providing a tax map highlighting the area requested for the annexation along with the Trust deed which includes the overall property ownership of the deeded property. If this request is accepted, we will provide a Legal Description of only the property to be annexed. Also, to expedite the process we can provide the mailing labels for the public notice upon your request. We will only need the radius which coverage is expected.

If you need any further information or documentation, please let me know. I look forward to hearing back from you.

Respectfully,

Kevin Ledford, P.E.

Property  
Owner: Hubert T. Meyers Date: 4/26/2021

**ORDINANCE 2021-05-03**

**AN ORDINANCE TO ZONE PROPERTY IN ANNEXED AREA LOCATED ON AT THE INTERSECTION OF MCCORMICK ROAD AND CAMPGROUND ROAD (OWNED BY REI CAPITAL LLC)**

**WHEREAS**, Sections 13-7-201 through 13-7-212 of the Tennessee Code Annotated empowered the City of Munford to enact the Munford Zoning Ordinance and zone all properties in the City or annexed into the City; and,

**WHEREAS**, the annexation of such territory is deemed necessary for the welfare of the residents and property owners thereof and of this City as a whole; and,

**WHEREAS**, the Munford Municipal / Regional Planning Commission has reviewed said proposed zoning amendment pursuant to Sections 13-7-203 and 13-7-204 of the Tennessee Code Annotated and recommends such amendment to the Munford Board of Mayor and Alderman; and,

**WHEREAS**, the Munford Board of Mayor and Alderman has given due public notice of hearings on said amendment and has held a public hearing; and,

**WHEREAS**, all the requirements of Section 13-7-201 through 13-7-212 of the Tennessee Code Annotated, with regard to the amendment of the Munford Zoning Map by the Planning Commission and subsequent action of the Board of Mayor and Alderman of the City of Munford have been met.

**Secton 1. NOW, THEREFORE, BE IT ORDAINED** by the Board of Mayor and Alderman of the City of Munford, Tennessee, that the following property be zoned R-1 (Low Density Residential) District:

**PROPERTY DESCRIPTION FOR POTION OF PARCEL 16.00 MAP 126 TO BE ANNEXED INTO THE CITY OF MUNFORD**

Beginning in the North Line of Campground Road said point also being the Southernmost corner of Lot 1, Section "A", Happy Valley Subdivision, thence Northerly a distance of 292 feet more or less to the interior corner of Lot 1, Section "A" Happy Valley, thence Easterly with the Southern line of Happy Valley Subdivision a distance of 1,527 feet more or less to the Southeastern Corner of Lot 12 Section "A" Happy Valley Subdivision, thence Southerly with the East line of the Hanks and Sons property a distance of 839 feet more or less to the Southwest corner of the Hanks and Sons property, thence Easterly with the South line of the Hanks and Sons Property 2,274 feet more or less to an interior corner, thence South 50 feet plus or minus to the West line of McCormick Road, thence with the West line of McCormick Road 907 feet more or less to the Northeast Corner of Lot 1 of the Watson McCormick Road Subdivision, thence Northwestwardly 473 feet more or less to the Northern most corner of Lot 1, thence



Southwesterly a distance of 1,560 feet more or less to the Northwest corner of Parcel 127 042.11, thence Westerly with the North line of Parcel 126E A009.00 a distance of 360 feet more or less to the North line of McCormick Road, thence with the North line of McCormick and East line of Campground Road a distance of 2,575 feet more or less containing 118 Acres more or less.

**Section 2.** This Ordinance shall become effective thirty days from and after its passage, the public welfare requiring it.

1st Reading \_\_\_\_\_

2nd Reading \_\_\_\_\_

\_\_\_\_\_  
Date published in local newspaper

\_\_\_\_\_  
Date of Public Hearing

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest: City Recorder

\_\_\_\_\_  
Date

## **NOTICE OF PUBLIC HEARINGS**

Pursuant to Tennessee Code Annotated Sections 13-7-203, 6-51-102, and 6-51-104 notice is hereby given of a public hearing to be held by the Munford Mayor and Board of Aldermen on June the 28th day of, 2021 at 7:00 pm in the City of Munford Municipal Board Room. The hearing is to receive public input on the following:

- 1. A RESOLUTION ADOPTING A PLAN OF SERVICE FOR AREA TO BE ANNEXED INTO THE CITY OF MUNFORD, TENNESSEE: PROPERTY LOCATED ON AT THE INTERSECTION OF MCCORMICK ROAD AND CAMPGROUND ROAD (OWNED BY REI CAPITAL LLC)**
  
- 2. AN RESOLUTION TO ANNEX PROPERTY LOCATED ON AT THE INTERSECTION OF MCCORMICK ROAD AND CAMPGROUND ROAD (OWNED BY REI CAPITAL LLC)**
  
- 3. AN ORDINANCE TO ZONE PROPERTY LOCATED ON AT THE INTERSECTION OF MCCORMICK ROAD AND CAMPGROUND ROAD (OWNED BY REI CAPITAL LLC)**

Copies of the resolution to adopt the Plan of Service, The Resolution to Annex, and the Ordinance to establish zoning be viewed in the Office of the City Recorder at City Hall, The Munford Codes Enforcement Office, and the Munford Public Works Office during normal business hours. All interested persons are invited to attend and comment.

**RESOLUTION 2021-05-01**

**A RESOLUTION OF THE CITY MAYOR AND  
BOARD OF MUNFORD, TENNESSEE,  
ADOPTING THE CITY OF MUNFORD PARKS  
AND RECREATION 12 YEAR MASTER PLAN;  
AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** The City of Munford partnered with A2H, Inc. to complete a comprehensive Parks and Recreation Master Plan designed to reflect the needs and desires of the City and of its citizens as related to future parks and recreation planning within the City limits; and

**WHEREAS,** the result of that partnership is the "Munford, Tennessee Parks and Recreation 12 Year Master Plan 2021-2033" attached hereto, a copy of which shall be on permanent file in Munford City Hall; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF MUNFORD, TENNESSEE, AS FOLLOWS:**

**Section 1. Recitals.** The above recitals are true and correct and are incorporated herein by this reference.

**Section 2. Adoption.** The Comprehensive Parks and Recreation Master Plan document attached hereto is adopted as a guide in directing the future development of the City's park system.

**Section 3. Effective Date.** This resolution shall take effect immediately upon adoption.

PASSED and ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
DWAYNE COLE, Mayor

Attest:

\_\_\_\_\_

**RESOLUTION 2021-05-02**

**RESOLUTION APPROVING CONTRACT AWARD OF CLEARING AND HOUSE REMOVAL, NEW SHOP SITE CONTRACT**

WHEREAS, bids were received on May 14, 2021 for clearing of the site west of and adjacent to public works, and;

WHEREAS, the low bidder has been investigated by the City Engineer and the best interest of the City has been anticipated to be served by awarding the contract to the low bidder.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Munford, Tennessee as follows:

That the Mayor be authorized to execute a contract in the amount of \$50,249.75 for the base bid with the low bidder, Dozertrax USA, 351 Wilkinsville Road, Drummonds, Tennessee 38023.

Passed and so ordered, this the \_\_\_\_\_ day of \_\_\_\_\_, 2021, the public welfare requiring it.

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

\_\_\_\_\_  
Sherry Yelvington, City Recorder



## CHECKS OVER \$10,000

April 2021

<u>PAYABLE TO</u>	<u>CHECK #</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
BlueCross BlueShield	17179	\$ 62,664.69	Medical Insurance May
Columbia Chrysler Dodge	17103	\$ 31,382.00	Police Vehicle
Danny Goulder	17282	\$ 39,481.50	Tract # 4 STP
Delta Marketing	17109	\$ 15,411.21	Baseball Uniforms
Dozertrax USA	17110	\$ 106,352.55	Force Main (Sewer)
Mastercard	17129	\$ 11,665.43	Sewer Pump Shannon(\$3000), Lagoon Motor (\$692), Aerator Parts (\$647.15) Misc. Charges
Southwest TN Electric	17145	\$ 21,260.78	Electrical Services (February - March)
	17230	<u>6,924.44</u>	Electrical Services (February - March)
	<b>Total Southwest Elect</b>	<b>\$ 28,185.22</b>	
Tipton County 9-1-1 Board	17236	\$ 11,623.36	4 <sup>th</sup> Quarter
TN Energy Acquisition Corp	17158	\$ 243,200.20	Natural Gas Purchase/Transport
Waste Pro	17163	\$ 38,393.31	February and March bills
Wasteserv Company	17164	\$ 17,758.07	Valve Replacement Hwy 51 Tower
WEX Bank- Valero	17165	\$ 10,008.83	Vehicle Fuel
	<b>Total</b>	<b>\$616,126.37</b>	

**City of Munford**  
**Balance Sheet Summary**  
**For the Period Ended April 30, 2021**

<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	\$1,702,091	\$58,428	\$69,776	\$0	\$0	\$1,830,295
State Street Aid Fund	\$605,257	\$0	\$0	\$0	\$0	\$605,257
Drug Fund	\$27,005	\$0	\$0	\$0	\$0	\$27,005
Solid Waste Fund	\$66,177	\$36,758	\$0	\$0	\$0	\$102,935
Water-Sewer Fund	\$756,134	\$195,854	\$0	\$0	\$8,692,111	\$9,644,099
Gas Fund	\$7,844,400	\$271,302	\$0	\$109,880	\$5,349,449	\$13,575,031
	<b>\$11,001,062</b>	<b>\$562,342</b>	<b>\$69,776</b>	<b>\$109,880</b>	<b>\$14,041,560</b>	<b>\$25,784,620</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	\$55,307	\$1,200	\$0	\$0	\$56,507
State Street Aid Fund	\$166,277	\$0	\$0	\$0	\$166,277
Drug Fund	\$7,405	\$0	\$0	\$0	\$7,405
Solid Waste Fund	\$19,200	\$0	\$13,658	\$0	\$32,858
Water-Sewer Fund	\$44,753	\$113,877	\$24,620	\$2,599,649	\$2,782,898
Gas Fund	\$52,419	\$69,677	\$31,498	\$1,394,829	\$1,548,423
	<b>\$345,360</b>	<b>\$184,753</b>	<b>\$69,776</b>	<b>\$0</b>	<b>\$3,994,478</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	\$1,461,271	\$312,518		\$1,773,789
State Street Aid Fund	\$521,648		(\$82,669)	\$438,979
Drug Fund	\$16,277	\$3,323		\$19,600
Solid Waste Fund	\$63,110	\$6,966		\$70,076
Water-Sewer Fund	\$6,618,797	\$242,403		\$6,861,200
Gas Fund	\$11,598,984	\$427,623		\$12,026,607
	<b>\$20,280,088</b>	<b>\$992,833</b>	<b>(\$82,669)</b>	<b>\$21,190,252</b>

<b>Fund Analysis</b>	<b>Total Assets</b>	<b>Total Liabilities</b>	<b>Beginning Fund Balance or Equity</b>	<b>Increase from FY 2021 Activity</b>	<b>Decrease from FY 2021 Activity</b>	<b>Ending Fund Balance or Equity</b>
Government Funds	2,462,556	230,188	1,999,196	315,841	(82,669)	2,232,368
Enterprise Funds	23,322,064	4,364,179	18,280,892	676,992	0	18,957,884
	<b>25,784,620</b>	<b>4,594,367</b>	<b>20,280,088</b>	<b>992,833</b>	<b>(82,669)</b>	<b>21,190,252</b>

General Fund Budget Update

General Fund  
Budget Update  
04/30/2021

83.33%

	BUDGET	AMENDED	ACTUAL	% MET
<b>REVENUES</b>				
LOCAL TAXES	2,674,531.00	2,965,244.00	2,584,210.00	87.15%
LICENSES & PERMITS	51,350.00	51,350.00	34,045.00	66.30%
INTERGOVERNMENTAL CHARGES FOR SERVICE	831,581.00	1,095,762.00	867,302.00	79.15%
<i>POLICE SERVICES</i>	4,600.00	2,500.00	1,691.00	67.64%
<i>FIRE PROTECTION</i>	4,500.00	2,990.00	3,015.00	100.84%
<i>FEES &amp; COMMISSIONS</i>	18,000.00	8,000.00	121,276.00	1515.95%
<i>P&amp;R - PROGRAMS</i>	132,735.00	80,666.00	81,722.00	101.31%
<i>P&amp;R - CONCESSIONS</i>	12,000.00	4,500.00	3,672.00	81.60%
<i>P&amp;R - CENTENNIAL</i>	128,100.00	91,820.00	95,255.00	103.74%
<i>RENTAL FEES</i>	142,616.00	129,100.00	98,667.00	76.43%
<i>LIBRARY SERVICES</i>	6,050.00	4,262.00	4,355.00	102.18%
<i>COMMUNITY DEV</i>	5,250.00	5,250.00	5,025.00	95.71%
	<u>453,851.00</u>	<u>329,088.00</u>	<u>414,678.00</u>	<u>126.01%</u>
FINES & FORFEITURES	139,250.00	139,250.00	107,135.00	76.94%
OTHER REVENUES	5,002.00	33,304.00	40,645.00	122.04%
<b>TOTAL REVENUES</b>	<b>4,155,565.00</b>	<b>4,613,998.00</b>	<b>4,048,015.00</b>	<b>87.73%</b>
<b>EXPENSES</b>				
GENERAL GOVERNMENT				
<i>LEGISLATIVE</i>	25,785.00	28,487.00	25,858.00	90.77%
<i>JUDICIAL</i>	17,044.00	17,044.00	11,336.00	66.51%
<i>ELECTIONS</i>	0.00	0.00	0.00	0.00%
	<u>42,829.00</u>	<u>45,531.00</u>	<u>37,194.00</u>	<u>81.69%</u>
FINANCE & ADMINISTRATION	42,092.00	71,156.00	58,719.00	82.52%
CODE ENFORCEMENT	46,029.00	47,732.00	41,170.00	86.25%
PUBLIC SAFETY				
<i>POLICE</i>	1,532,356.00	1,538,396.00	1,345,101.00	87.44%
<i>FIRE</i>	1,177,835.00	1,275,193.00	1,072,350.00	84.09%
	<u>2,710,191.00</u>	<u>2,813,589.00</u>	<u>2,417,451.00</u>	<u>85.92%</u>
STREETS				
STREETS	89,542.00	285,105.00	319,143.00	111.94%
PARKS & RECREATION				
<i>P &amp; R ADMIN</i>	364,597.00	342,385.00	274,696.00	80.23%
<i>P &amp; R PROGRAMS</i>	62,850.00	60,964.00	49,770.00	81.64%
<i>CENTENNIAL</i>	327,002.00	319,858.00	228,368.00	71.40%
<i>PARKS</i>	37,290.00	37,353.00	33,861.00	90.65%
<i>TIPTON PLAZA</i>	67,194.00	68,688.00	46,713.00	68.01%
	<u>858,933.00</u>	<u>829,248.00</u>	<u>633,408.00</u>	<u>76.38%</u>
LIBRARY	95,449.00	105,286.00	82,972.00	78.81%
COMMUNITY DEVELOPMENT	20,303.00	39,831.00	15,620.00	39.22%
DEBT SERVICE	250,197.00	250,197.00	129,820.00	51.89%
<b>TOTAL EXPENSES</b>	<b>4,155,565.00</b>	<b>4,487,675.00</b>	<b>3,735,497.00</b>	<b>83.24%</b>
RESERVE	0.00	0.00	0.00	
<b>Net Surplus/(loss)</b>	<b>0.00</b>	<b>126,323.00</b>	<b>312,518.00</b>	

**Budget Update  
State Street Aid**

**04-2021**

Percentage of Budget Yr Complete

83.33%

	BUDGET	AMENDED	ACTUAL	% MET
<b>REVENUES</b>				
STATE - FUND BALANCE	0	0	0	0.00%
STATE - GAS & MOTOR FUEL TAX	100,265	100,265	73,048	72.85%
STATE - \$0.03 GASOLINE TAX	33,300	33,300	21,144	63.50%
STATE - 1989 GASOLINE TAX INCREASE	20,774	20,774	11,411	54.93%
STATE - GAS 2017 TAX	41,181	41,181	36,736	89.21%
STATEST - INTEREST EARNINGS	1,000	2,500	2,157	86.27%
STATEST - OTHER FINANCING SOURCES	300,000	300,000	102,861	34.29%
<b>TOTAL REVENUES</b>	<b>496,520</b>	<b>498,020</b>	<b>247,357</b>	<b>49.67%</b>
<b>EXPENSES</b>				
STATE ST - ELECTRIC	20,000	20,000	18,762	93.81%
STATE ST - PROFESSIONAL SERVICES	0	4,519	4,286	94.84%
STATE ST - REP/MT STORM DRAINS	30,000	0	0	0.00%
STATE ST - REP/MT STREETS/ROADS	300,000	372,365	267,896	71.94%
STATE ST - MAJOR PROJECT - PAVING	0	0	0	0.00%
STATE ST - GRAVEL & SAND	0	0	0	0.00%
STATE ST - ASPHALT & FILTER	0	0	0	0.00%
STATE ST - CONCRETE	0	0	0	0.00%
STATE ST - DEBT TML#5	39,600	39,600	23,632	59.68%
STATE ST - INTEREST TML#5	30,000	30,000	15,450	51.50%
STATE ST - CAPITAL OUTLAY	0	0	0	0.00%
<b>TOTAL EXPENSES</b>	<b>419,600</b>	<b>466,484</b>	<b>330,026</b>	<b>70.75%</b>
<b>Net Surplus/(loss)</b>	<b>76,920</b>	<b>31,536</b>	<b>(82,669)</b>	

**Budget Update  
Drug Fund**

**04-2021**

Percentage of Budget Yr Complete

83.33%

	BUDGET	AMENDED	ACTUAL	% MET
<b>REVENUES</b>				
DRUG - FUND BALANCE				
DRUG - GENERAL SESSIONS	600		775	129.17%
DRUG - CIRCUIT COURT	400		0	0.00%
DRUG - OTHER MISC REV	0		0	0.00%
DRUG - FORFEITS (from seizure acct)	500		4,345	869.00%
OR - INTEREST EARNINGS	80		75	93.75%
<b>TOTAL REVENUES</b>	<b>1,580</b>	<b>0</b>	<b>5,195</b>	<b>328.80%</b>
<b>EXPENSES</b>				
DRUG - MEMBERSHIPS	0		288	0.00%
DRUG - MEDICAL/VET	750		585	78.00%
DRUG - PROF SERV TRAINING	0		0	0.00%
DRUG - REPAIR/MT VEHICLE	0		0	0.00%
DRUG - TRAVEL/LODGING	0		0	0.00%
DRUG - DOG SUPPLIES	750		409	54.53%
DRUG - OPERATING SUPPLIES	80		590	737.50%
DRUG - CAPITAL OUTLAY	0		0	0.00%
<b>TOTAL EXPENSES</b>	<b>1,580</b>	<b>0</b>	<b>1,872</b>	<b>118.48%</b>
<b>Net Surplus/(loss)</b>	<b>0</b>	<b>0</b>	<b>3,323</b>	



**Budget Update** **04-2021**  
**Solid Waste Fund**

Percentage of Budget Yr Complete 83.33%

	<b>BUDGET</b>	<b>AMENDED</b>	<b>ACTUAL</b>	<b>% MET</b>
<b>REVENUES</b>				
TRASH COLLECTION - RESIDENTIAL	385,000	385,000	296,179	76.93%
TRASH COLLECTION - POPLAR GROVE	18,045	18,045	17,785	98.56%
TRASH COLLECTION- LATE PENALTIES	9,100	9,100	6,585	72.36%
TRASH COLLECTION - INTEREST REVENUE	300	300	172	57.44%
<b>TOTAL SOLID WASTE REVENUES</b>	<b>412,445</b>	<b>412,445</b>	<b>320,722</b>	<b>77.76%</b>
<b>EXPENSES</b>				
TRASH -VENDOR SERVICES	217,170	217,170	185,261	85.31%
TRASH - OTHER PROFESSIONAL SRVS	0	0	1,112	0.00%
TRASH - OTHER OPERATING SUPPLIES	0	0	0	0.00%
TRASH - CAPITAL OUTLAY MISC	30,000	30,000	0	0.00%
Allocations			0	0.00%
<i>Legislative</i>	13,998	10,957	9,946	90.77%
<i>Finance &amp; Administration</i>	168,367	142,312	117,437	82.52%
	182,365	153,269	127,383	83.11%
<b>TOTAL SOLID WASTE COLLECTION</b>	<b>429,535</b>	<b>400,439</b>	<b>313,756</b>	<b>78.35%</b>
<b>Surplus/(loss)</b>	<b>(17,090)</b>	<b>12,006</b>	<b>6,966</b>	

**Budget Update** **04-2021**  
**Water - Sewer Fund**

Percentage of Budget Yr Complete 83.33%

	<b>BUDGET</b>	<b>AMENDED</b>	<b>ACTUAL</b>	<b>% MET</b>
<b>REVENUES</b>				
Sales	2,083,530		1,745,167	83.76%
Rent Revenue	4,000		4,000	100.00%
Service Charges	315,800		529,961	167.82%
Other Revenues	2,700		5,951	220.41%
<b>TOTAL WATER-SEWER REVENUES</b>	<b>2,406,030</b>		<b>2,285,079</b>	<b>94.97%</b>
<b>EXPENSES</b>				
Water - Treatment	496,873		413,966	83.31%
Water - Distribution	63,925		87,683	137.17%
Sewer - Treatment	362,990		295,943	81.53%
Sewer - Collection	210,200		204,162	97.13%
Personnel	511,191		516,401	101.02%
Contract Services	104,900		57,356	54.68%
Supplies	65,850		82,335	125.03%
Fixed Charges	70,600		66,909	94.77%
Rebates/Debt Service	90,708		103,375	113.96%
	1,977,237		1,828,130	92.46%
Allocations				
<i>Legislative</i>	13,998		12,598	90.00%
<i>Finance &amp; Administration</i>	210,459		176,156	83.70%
<i>Code Enforcement</i>	23,014		20,585	89.45%
<i>Community Development</i>	6,767		5,207	76.95%
	254,238		214,546	84.39%
<b>TOTAL WATER-SEWER EXPENSES</b>	<b>2,231,475</b>		<b>2,042,676</b>	<b>91.54%</b>
<b>Net Surplus/(loss)</b>	<b>174,555</b>		<b>242,403</b>	

**Budget Update  
Gas Fund**

**04-2021**

Percentage of Budget Yr Complete

83.33%

	<b>BUDGET</b>	<b>AMENDED</b>	<b>ACTUAL</b>	<b>% MET</b>
<b>REVENUES</b>				
Sales	3,785,000		3,624,227	95.75%
Service Charges	242,000		213,433	88.20%
Other Revenues	90,000		26,050	28.94%
<b>TOTAL GAS REVENUES</b>	<b>4,117,000</b>		<b>3,863,710</b>	<b>93.85%</b>
<b>EXPENSES</b>				
Personnel	672,341		549,759	81.77%
Contract Services	236,780		156,213	65.97%
Materials/Supplies	2,017,150		1,945,860	96.47%
Fixed Charges	537,350		461,207	85.83%
Rebates/Debt Service	60,648		44,480	73.34%
Econ Development Allocations	87,280		0	0.00%
	<i>Legislative</i>		17,902	90.00%
	<i>Finance &amp; Administration</i>		280,612	83.70%
	<i>Code Enforcement</i>		23,014	89.45%
	<i>Community Development</i>		6,767	76.95%
			330,285	84.34%
<b>TOTAL GAS EXPENSES</b>	<b>3,941,834</b>		<b>3,436,087</b>	<b>87.17%</b>
<b>Net Surplus/(loss)</b>	<b>175,166</b>		<b>427,623</b>	



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 11, 2021**

The regular monthly meeting of the Munford Municipal-Regional Planning Commission met on Tuesday, May 11, 2021 at 6:30 P.M. With the following:

**PRESENT:** Chairman Roy Meadors, Vice-Chairman Rick Wilson, Secretary Sue Arthur, John Moren, Mayor Dwayne Cole, David Keeton and Vernon Pairmore.

**ABSENT:** None

**ALSO, PRESENT:** Steve Childress, Jason Nolen, Kevin Ledford, Barbara and Rick Dorn, Scott and Ruby Turner, Matt, Mary and Andrew Burke, John and Ainslie Garrett, Stephen Pickett, Stephanie Tedford, Conan Castellaw, Tony Terhune, Leslie and Delaine Johnson, Bill and Bonnie Radtke, Nida and Roy Lambert, Henry Proctor, Tim Billings, Stephani Billings, John Turner, Janice Bomar, Wayne Boulter, Sherman McGill, John Levesla, Claire and Steve Yonan, Jessica Tabacca, Jake Montgomery, Larry Miller, Steve Browder, Keith Madison, Planner Will Radford, Code Enforcement /Building Inspector Glenn Stringfellow and Recording Secretary Barbara Younger.

The meeting was called to order at 6:30 PM by Chairman Roy Meadors. There was a quorum present.

**I. APPROVAL OF MINUTES – from April 13, 2021**

*There was a motion by Vernon Pairmore, seconded by Rick Wilson to approve the minutes from April 13, 2021 as presented, all present voting aye. Motion carried.*

**II. OLD BUSINESS - None**

**III. NEW BUSINESS**

**A. McCormick Road/Campground Road Annexation Request**

**Background**

An annexation request has been submitted by REI Capital LLC to be annexed into the City of Munford. The property can be further identified as Parcel 16.00 on Tipton County Tax Map 126. A portion of the property appears to be located in a Zone AE Flood Hazard Area according to FIRM #47167C0315G, effective on 05/04/2009.

Analysis

According to TCA 6-51-105, a City may annex residential property by resolution and only upon request from the property owner. The City is in possession of a statement from the owners of record requesting the annexation.

Staff will prepare a Resolution to adopt a Plan of Services, a Resolution to Annex, and an Ordinance to Establish Zoning. The Resolution to Annex and Ordinance to Establish Zoning is not available at this time due to lack of the legal description. The Ordinance and Resolution will be provided for review prior to the Planning Commission Meeting.

The request for zoning upon Annexation is for R-2 (Medium Density Residential) District (8,000 sq.ft. minimum lots). The Planning Commission may consider establishing other designated municipal zoning districts. The R-1(Low Density Residential) District (10,000 sq.ft. minimum lots) may be more appropriate for this area given its distance from the City center and consideration in regard to utility capacity. The property is currently zoned FAR (Forestry, Agricultural, Residential) District.

The Plan of Services will show that all City Services will be able to be provided immediately upon annexation with little or no cost to the City. Future Development will be required to install all public utilities in accordance with the Municipal Subdivision Regulations as development occurs.

Recommendation

The Planning Commission shall determine the benefits to the City upon annexation and determine the appropriate zoning district for the area.

**1. Resolution to Annex McCormick Road/Campground Road**

*There was a motion by David Keeton, seconded by Rick Wilson to send a positive recommendation to the Board of Mayor and Aldermen to approve the Annexation of the McCormick Road/Campground Road as presented. Motion carried, all present voting aye.*

**2. Resolution to adopt Plan of Service for McCormick Road/Campground Road Annexation**

*There was a motion by Rick Wilson, seconded by Vernon Pairemore to send a positive recommendation to the Board of Mayor and Aldermen to approve the Resolution to adopt the Plan of Service for McCormick Road/Campground Road as presented. Motion carried, all present voting aye.*

**3. Ordinance to Establish Zoning for McCormick Road/Campground Road Annexation**

*There was a motion by Sue Arthur, seconded by John Moren to send a positive recommendation to the Board of Mayor and Aldermen to approve the Ordinance to Establish Zoning R-2 (Medium Density Residential) District for McCormick Road/Campground Road as presented. Motion carried, all present voting aye.*

## **B. Glenview Estates Section D Construction Plat**

### Background

A construction plat has been submitted on behalf of Apex Homes to create 21 lots and new right of way including the extension of George Ellis Drive. The properties are located near George Ellis Drive in the newly requested annexation area of Munford's Planning Region. The property can be further identified as Parcel number 5.01 on Tipton County Tax Map #112. The area is zoned R-1 (Low Density Residential) District consistent with the proposed zoning of the annexation area. The property does not appear to be located in a federally identified flood hazard area according to FIRM #47167C0305F effective on 12/19/2006.

### Analysis

The Construction plans have been received and approved by the City Engineer.

After installation of improvements, staff recommends the City Engineer inspect the installed improvements to determine the bonding amount that is necessary to cover any uninstalled infrastructure (final wearing surface) and an appropriate warranty period.

City Staff has requested a development contract be entered into with the development and the City prior to final plat approval.

### Recommendation

Staff recommends approval of the construction plat provided all above-mentioned issues have been adequately addressed.

*There was a motion by David Keeton, seconded by John Moren to approve the Glenview Estates Section D Construction Plat as presented. Motion carried, all present voting aye.*

## **C. TBL LLC Rezoning Request**

### Background

A zoning request has been submitted by TBL LLC to rezone properties near the intersection of McCormick and Tipton Road. The properties can be further identified as Parcel 39.00 on Tipton County Tax Map 112K. The request is to rezone the properties from B-1 (Neighborhood Business) District to B-2 (General Business) District. The area is approximately 4.12 acres per tax map. The properties do not appear to be located in a federally identified flood hazard area.

### Analysis

Commercial areas benefit from access to arterial streets. Tipton Road is an arterial street and McCormick Road is a Collector Street on the Munford Major Road Plan.

The parcel is located as part of a larger B-1 District. The Planning Commission should consider the appropriateness of changing the entire district to B-2 to encourage consistency in planning throughout the district. If this request is granted, it will create a stronger case for future requests for B-2 in the area.

The Planning Commission should give consideration to surrounding residential properties and the potential impact of commercial development.

The Munford Future Land Use Map designates the area as commercial.

The utilities in place should be adequate to support commercial development.

#### Recommendation

Staff recommends in favor of the rezoning request along with rezoning surrounding B-1 properties upon verification of adequate utilities as well as the location at the intersection of an arterial street and collector street.

#### **Comments and concerns from Wooten Oak Subdivision Property owners:**

Approximately 35 Wooten Oak property owners were present.

- Increase in crime. statistics show 6% of robberies happen at gas stations.
- Increase in litter from wrappers and containers.
- Decreased property values
- Fuel tank storage tank leakage
- Increase in alcohol and possible drug use
- Detriment to the neighborhood safety

*There was a motion by David Keeton, seconded by John Moren to send a Negative recommendation to the Board of Mayor and Aldermen for the TBL LLC Rezoning Request. Motion carried, all present voting aye.*

#### **IV. OTHER BUSINESS – None**

#### **V. REPORTS**

##### **Mayoral Comments and Issues**

- The Fire Department received a grant from Southwest Tennessee Electric.
- The Planning Commission should have a new site plan coming in June. I have met with a developer and they are ready to move forward.
- FY-22 budget passed on the first reading.
- Late June Park Street and Plum Tree will have major road work and paving taking place.
- The City purchased 1256 Munford Avenue and are taking bids to have the house demolished and the property cleaned up.
- Public Works will be building a shop for storing Natural Gas Pipe.
- May 16-22 is National Public Works Appreciation Week.

**Building Inspector – Permitting and Enforcement Report**

*There was a motion by David Keeton, seconded by John Moren 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 7:52 PM.

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Chairman Roy Meadors

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Sue Arthur, Secretary

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Barbara Younger,  
Recording Secretary

## Upcoming Meeting Dates and Events

**June**

**2021**

### ***May 31 (Monday)***

*City Offices Closed in Observance of Memorial Day*

### ***June 3 (Thursday)***

4:00 General Welfare  
4:30 Public Works

### ***June 8 (Tuesday)***

6:30 Planning Commission

### ***June 17 (Thursday)***

2:30 Birthday Coffee  
4:00 Parks and Recreation Committee  
4:30 Public Safety Committee

### ***June 28 (Monday)***

7:00 Board Meeting