



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

AGENDA

City of Munford Board of Mayor and Aldermen – Regular Monthly Meeting –
Monday, October 25 , 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 – September 27, 2021
- E. Public Forum

II. OLD BUSINESS AND MONTHLY DEPARTMENTAL REPORTS

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

III. MAYOR'S REPORT

- A. Report
- B. Proclamation/Awards
- C. Appointments
- D. Ordinance – Resolutions – Motions

E. Announcements

F. Acknowledgements

IV. NEW BUSINESS

V. FINANCIAL REPORT

A. Checks over \$10,000

B. Financial Report 09-30-2021

Adjourn —



CITY OF MUNFORD BOARD OF MAYOR AND ALDERMEN

MINUTES – September 27, 2021

**Regular Monthly Meeting – Monday Sept 27, 2021, 7:00 p.m.
Municipal Building, 70 College Street, Munford, Tennessee.**

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

Absent: Alderman Sue Arthur

Department Heads in Attendance: Public Works Director Sherry Bennard, Chief Randal Baskin, Acting Chief Jeremy Reeves, P&R Director Griff Fisher and Code Officer Glenn Stringfellow.

I. CALL TO ORDER

Mayor Cole called the September 27, 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 six members present and one absent.

III. APPROVE MINUTES

Mayor Cole presented the minutes from the Regular Monthly Meeting of August 23, 2021, for approval.

Minute's stand approved as distributed.

IV. PUBLIC FORUM

No one present to speak.

V. 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: Acting Chief Jeremy Reeves presented the monthly report. See attached sheet.

- Parks & Recreation – Director Griff Fisher presented the monthly report. See attached sheet.
- Code Enforcement – Building Inspector Glenn Stringfellow presented the monthly report. Reference report as written.
- Library – Reference report as written.
- Mayor’s Report and Comments – Mayor Cole presented his monthly report.
- Mayor Cole presented for a second reading **ORDINANCE: 2021-08-05** An Ordinance of the City of Munford, Tennessee amending the text of the Munford Municipal Code, (Property Maintenance Regulations), Title 13, Section 105 (Weeds/Grass). *Motion was made by Alderman Bomar to approve **ORDINANCE: 2021-08-05**. Motion was seconded by Alderman Turner. Motion carried; all members present voting aye.*
- Mayor Cole presented **RESOLUTION: 2021-09-01** A Resolution authorizing the execution, terms, issuance, sale, and payment of not to exceed \$572,514 General Obligation Refunding Bonds, Series 2021, of the City of Munford Tennessee. *Motion was made by Alderman Glass to approve **RESOLUTION: 2021-09-01**. Motion was seconded by Alderman Reed. Motion carried; all members present voting aye.* The Mayor requested the members confirm their reading of the Comptroller’s Refunding Letter dated 09-15-2021 prior to the vote.
- Mayor Cole presented **RESOLUTION: 2021-09-02** A Resolution authorizing the execution, terms, issuance, sale, and payment of not to exceed \$1,497,479 General Obligation Refunding Bonds, Series 2021a, of the City of Munford Tennessee. *Motion was made by Alderman Bomar to approve **RESOLUTION: 2021-09-02**. Motion was seconded by Alderman Deneka. Motion carried; all members present voting aye.* The Mayor requested the members confirm their reading of the Comptroller’s Refunding Letter dated 09-23-2021 prior to the vote.
- Mayor Cole confirms receipt and acknowledgement of the Report on Debt Obligation in regard to General Obligation Refunding Bond, Series 2021. This Resolution (2021-08-02) passed in August and will be funded on September 29,2021.

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 August. *A motion was made by Alderman Deneka to approve all checks over \$10,000 as presented. Motion was seconded by Alderman Reed. Motion carried; all members present voting aye.*

- **Financial**– no report.

With no further discussion, a motion was made by the Mayor to adjourn at 7:32 pm.

Dwayne Cole, Mayor

Sherry Yelvington, City Recorder

CITY HALL MONTHLY REPORT

	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	TOTAL
ACCOUNTS													
Current Customer Accts													
Water Customers Total	3332	3320	3333	3330	3332	3347	3337	3353	3376	3377	3395	3407	40,239
Sewer Customers Total	2111	2106	2117	2114	2118	2129	2122	2140	2159	2156	2176	2181	25,629
Gas Customers Total	7199	7218	7250	7261	7273	7298	7299	7294	7309	7292	7287	7285	87,265
<i>In Atoka City Limits</i>	2501	2518	2514	2536	2527	2526	2544	2545	2549	2553	2556	2558	30,427
<i>Out of Atoka City Limits</i>	289	290	291	292	292	292	293	293	292	292	293	293	3,502
Trash Customers	1626	1630	1637	1648	1654	1660	1664	1657	1688	1695	1704	1704	19,967
Customer Adjustments													
Connects	102	88	86	68	51	81	75	78	94	81	73	69	946
Finals	86	60	61	53	49	90	74	82	100	88	73	68	884
Meter Sets	68	26	17	10	5	10	1	5	19	11	22	17	211
PAYMENTS													
Payments on line													
Utility paid on line	2588	2249	2690	2604	2797	2834	2742	2382	2618	2686	2379	2596	31,165
ACH Payments	1300	1302	1322	1336	1336	1350	1365	1380	1377	1385	1424	1413	16,290
E-Bills	1375	1390	1406	1416	1435	1467	1474	1495	1506	1508	1518	1522	17,512
Payments Received Lobby/Mail													
CC Payments	760	392	293	294	230	389	960	1130	626	332	349	851	6,606
Cash Payments	666	646	587	538	415	562	556	590	673	668	653	624	7,178
Check Payments	3,815	3,819	3,988	4,005	3,949	4,088	3,867	3,933	2,368	2,279	2,451	2,233	40,795
Money Order Payments	1	0	1	0	0	0	0	0	1	0	0	0	3
Delinquent Accounts													
Delinquent Penalty	87	118	117	177	207	206	139	302	192	126	373	104	2,148
Cut Offs	68	118	117	120	115	122	97	124	185	126	154	103	1,449
Phone Calls	331	368	597	569	589	528	499	0	386	444	409	366	5,086
SERVICE													
Water / Sewer													
Water Service Orders	1	4	4	2	3	3	4	6	8	6	5	6	52
Sewer Service Orders	8	8	3	2	1	4	3	6	13	9	5	7	69
Amount Billed Water	\$83,785	\$83,303	\$85,851	\$86,320	\$90,486	\$85,240	\$87,170	\$90,511	\$102,042	\$97,847	\$103,988	\$100,247	\$1,096,789
Amount Billed Sewer	\$85,956	\$78,692	\$81,825	\$82,618	\$84,988	\$80,941	\$82,724	\$84,422	\$89,005	\$87,775	\$93,025	\$95,176	\$1,027,147
Damaged/Stuck Meters	45	13	39	1	18	17	32	19	23	5	51	24	287
Solid Waste													
Cans Delivered	13	12	13	16	3	9	11	11	23	15	11	17	154
Missed pickup	10	7	4	1	2	12	5	3	40	25	20	25	154
Damaged Cans	0	0	0	1	1	1	0	3	0	0	0	3	9
Other complaints	7	3	3	2	1	6	6	6	10	6	7	6	63
New Customers	25	20	18	14	8	26	16	14	27	24	22	35	249
Discontinued Service	7	5	5	0	2	6	5	6	4	4	5	10	59
Amount Billed	\$30,997	\$31,034	\$31,118	\$31,425	\$31,465	\$32,441	\$32,536	\$32,727	\$33,071	\$33,246	\$33,478	\$33,606	\$387,146
Gas													
Odor Complaints	8	8	19	11	4	11	7	2	5	2	2	2	81
Damaged / Stuck Meters	30	33	33	22	22	83	50	22	8	15	37	28	383
Amount Billed	\$127,342	\$272,104	\$598,805	\$654,561	\$1,138,418	\$340,322	\$228,224	\$124,380	\$119,449	\$97,024	\$115,511	\$122,487	\$3,938,626
Misc Service Orders													
Other complaints	25	14	12	6	14	14	15	1	14	7	10	4	136
Total Utility/Trash Billing	\$328,080	\$465,132	\$797,599	\$854,925	\$1,345,357	\$538,944	\$430,653	\$332,039	\$343,567	\$315,892	\$346,002	\$351,517	\$6,449,707

City of Munford
Public Works Monthly Report

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	2021 Totals	PY Totals
Calls	39	129	84	87	92	70	88	74	71				734	
Water Calls/Leaks	3	8	12	16	11	16	16	15	16				113	
Sewer Calls/Leaks	7	13	12	10	27	18	19	12	13				131	
Gas Calls/Leaks	7	18	6	13	12	10	9	2	10				87	
Street/drainage/yard	0	0	2	3	35	20	3	4	7				74	
Water samples					13	10	10	10	10				13	
Cut-Offs	48	93	120	98	124	120	126	110	75				914	
Locates	264	332	623	555	363	423	338	329	236				3463	
Unread Meters	28	29	21	27	24	30	77	27	53				316	
Meters Repairs	21	91	62	51	34	39	47	69	57				471	
Sewer Taps	0	2	0	1	0	0	0	1	2				2	
Water Sets	10	4	6	6	5	5	14	20	15				85	
Gas Sets	6	11	12	3	0	11	7	7	3				60	
Munford	1	8	10	3	0	5	4	6	3				40	
Atoka	3	1	2	0	0	4	1	1	0				12	
Brighton	2	2	0	0	0	2	2	0	0				8	
Completed Work Orders	243	516	493	575	494	437	500	435	433				4126	
Water Pumped (millions)	24	28	24	27	30	31	30	32	28				254	
Treated Pumped to River	40	39	46	40	40	32	33	29	29				328	

**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	205	233	183	126	179				1350	1891
COURTESY CITATIONS ISSUED	74	27	41	76	79	91	80	67	77				612	1124
TRAFFIC STOPS	276	100	264	281	297	403	360	246	328				2555	3829
SPEEDING	69	21	61	91	107	146	91	69	113				768	1194
SEAT BELT	1	0	0	0	10	3	7	2	0				23	6
ARREST	24	17	29	29	39	38	48	35	22				281	380
ADULT - MALE	18	11	18	22	26	27	37	20	11				190	221
ADULT - FEMALE	5	4	11	5	10	10	11	11	6				73	104
JUVENILE - MALE	1	1	0	1	1	1	0	3	4				12	35
JUVENILE - FEMALE	0	1	0	1	2	0	0	1	1				6	20
WARRANT ARREST	5	4	4	2	5	6	11	6	4				47	57
DRUG ARREST	6	0	9	7	13	13	13	9	4				74	77
ALCOHOL ARREST	1	0	4	5	2	1	4	4	2				23	26
INCIDENT REPORTS	45	45	55	70	70	67	87	67	84				590	755
OFFICER INITIATED INCIDENTS	1111	702	1140	1080	1097	1200	1230	1151	1294				10005	12751
ACCIDENT REPORTS	6	12	11	15	16	13	12	18	14				117	192
MILES PATROLLED	12739	9595	12786	10562	11756	12953	15214	13517	13681				112803	145806
CALLS FOR SERVICE	717	489	687	749	716	826	872	757	658				6471	9019



Munford Fire Department Monthly Board Report - September 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	0	0	0	0	1				2	9
Structure Fires - County	3	1	3	0	2	1	2	1	0				13	15
Grass Fire - Munford	0	0	0	0	0	0	2	0	0				2	9
Grass Fires - County	2	1	1	1	0	1	0	0	0				6	7
Vehicle Fires - Munford	0	1	0	1	2	0	0	1	0				5	4
Vehicle Fires - County	0	0	0	1	0	0	0	0	0				1	1
Vehicle Accidents - Munford	2	1	3	4	2	1	5	5	3				26	31
Vehicle Accidents - County	4	2	1	0	1	1	2	2	1				14	21
EMS Calls - Munford	40	62	57	53	43	65	48	71	61				500	608
EMS Calls - County	5	5	2	5	1	5	6	5	5				39	40
Other Incidents - Munford	21	25	17	11	16	16	24	30	21				181	180
Other Incidents - County	7	5	9	5	10	8	8	2	1				55	87
Mutual Aid Calls	15	12	11	10	11	12	17	10	7				105	128
Burn Permits	0	3	12	7	4	7	7	0	6				46	104
Total Calls - Munford	63	90	77	69	63	82	79	107	86				716	841
Total Calls - County	21	14	16	12	14	16	18	10	7				128	171
Total Calls - Department	84	104	93	81	77	98	97	117	93	0	0	0	844	1012

Department Staffing	Allocated	Filled	Vacant	On Leave
Full Time Positions	13	12	1	0
Part Time Positions	1	1	0	0
Reserves	30	9	21	0
Total Department Staffing	44	22	22	0

Vehicle Fleet Status	Days out of Service	Comments
Unit #1 (Chief)		
Unit # 2 (Captain)		
Inspector # 1 (Inspector)	50	Needs Complete Brake System Overhaul
Med 8		
Rescue 8		
Engine 81		
Engine 88		
Brush Truck 81		
Brush Truck 82		
Tower 81		Can be used for Rescues

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

Payment Plan

Current	9/745.50	47/4,155	6/392.50	22/1950	50/4885	6/378	5/340	6/450	14/1,057.5	37/2,675	4/250	14 / \$982		
Past Due														

RENTALS

Friday Night Skate	0	0	0	0	0	241		322	405	475	233	245		
Skate Parties	14	14	10	9	16	17	18	27	16	17	17	19		
Band Room	0	0	2	1	1	1	4	6	2	4	2	5		
Community Room	MMS wrestling	MMS wrestling	MMS wrestling	MMS wrestling	MMS wrestling		3	4	3	2	0	1		

SENIOR SERVICES

Congregate Meals	0	0	0	0	0	0	0	0	0	0	12	352		
Home Delivery	130 Weekly	130 Weekly	130 Weekly	130 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	98,675	98,885	99,249	99,721	99,928	100,370	100,787	101,175	101,564	101,755	102,165	102,510		
P&R-15 Chevy 4Door	34,988	35,863	36,283	36,901	37,353	37,950	38,612	39,561	40,027	41,047	42,147	42,599		
CP-05 Chevy Single Cab	138,895	139,040	139,180	139,325	139,470	140,129	140,322	140,847	140,104	141,138	141,422	141,635		
P&R-08 Chevy Ext. Cab	106,442	106,480	106,922	107,222	107,534	107,745	108,021	108,446	108,575	108,795	109,234	109,423		
P&R-01' Expedition			171,405	171,641	171,786	171,891	171,982	172,143	172,217	172,623	172,813	172,876		

Equipment Hours

Jacobsen Truckster	366	366	366	370	371	379	386	403	412	418	427	435		
ToroInfield Drag	1,500	1,502	1,502	1,502	1,510	1,533	1,558	1,579	1,582	1,589	1,605	1,625		
2014-61" Snapper	918	918	918	918	923	937	950	985	1,003	1,010	1,015	1,017		
2015-72" Snapper	577	577	577	577		597	607	612	620	658	784	784		
2015-61" Snapper-CP	749	749	749	749	752	771	784	806	823	829	839	846		
2012-72" Xmark	1,546	1,546	1,546	1,546	1,546	1,546	1,558	1,558	1,558	1,558	1,558	1,558		
Bad Boy	1,028	1,028	1,028	1,028	1,028	1,028	1,028	1,056	1,065	1,065	1,065	1,065		
Dixie Chopper	606	606	606	606	606	606	609	611	611	611	612	614		
JD4700 Tractor	3,830	3,830	3,830	3,830	3,839	3,840	3,840	3,841	3,842	3,842	3,843	3,845		
2021 Snapper61"									17	49	111	131		
Polaris SXS									603	653	660	672		

Sports Registration

Basketball		507	507	507	507							198		
Cheerleading		46	46	0	0							52		
Flag Football					90	90	90							
Soccer					201	201	201			219		232		
Baseball					357	357	357			348		348		

	PERMIT NO	DATE	LOCATION	R-C	NAME	TYPE OF PROJECT	SQUARE FOOTAGE	PROJECT VALUE	PERMIT FEE	
1	1346	09/08/21	11257 HWY 51 S.	C	WENDY'S	COMMERICAL	27,857	\$193,000.00	\$478.00	
2	1348	09/07/21	126 S. TIPTON	C	CHRIS GORDON	FENCE	N/A	N/A	\$25.00	
3	1349	09/09/21	29 S.PATSON CV.	C	DR HORTON	NEW S.F. DWELLING	2,029	\$143,000.00	\$378.00	
4	1350	09/09/21	257 COLONIAL HEIGHTS	C	DR HORTON	NEW S.F. DWELLING	2,296	\$161,000.00	\$414.00	
5	1351	09/09/21	15 S. PATSON CV.	C	DR HORTON	NEW S.F. DWELLING	2,461	\$173,000.00	\$438.30	
6	1352	09/09/21	44 BELL LN.	C	D&D CUSTOM HOMES	NEW S.F. DWELLING	3,750	\$263,000.00	\$618.00	
7	1353	09/09/21	12 BINGHAM CV.	C	D&D CUSTOM HOMES	NEW S.F. DWELLING	2,854	\$200,000.00	\$429.00	
8	1354	09/14/21	94 PRITCHETT CV.	C	D&D CUSTOM HOMES	NEW S.F. DWELLING	3,073	\$216,000.00	\$524.00	
9	1355	09/14/21	13999 HWY.51 S.	C	GLENN TURNER	ADDITION	1,800	\$126,000.00	\$344.00	
10	1356	09/17/21	1698 JOE JOYNER	R	JOSE RUIZ	ADDITION	1,296	\$10,000.00		\$100.00
11	1357	09/21/21	25 GREEN MEADOWS BLVD.	C	CHRIS RUTLEDGE	POOL	655	\$49,500.00	\$100.00	
12	1358	09/27/21	243 COLONIAL HEIGHTS	C	DR HORTON	NEW S.F. DWELLING	2,126	\$149,000.00	\$390.00	
13	1359	09/27/21	235 COLONIAL HEIGHTS	C	DR HORTON	NEW S.F. DWELLING	2,183	\$153,000.00	\$398.00	
14	1360	09/27/21	242 COLONIAL HEIGHTS	C	DR HORTON	NEW S.F. DWELLING	2,269	\$161,000.00	\$414.00	
15	1361	09/28/21	LOT 4 MARSHALL RD.	R	JEFFERY WOODARD	NEW S.F. DWELLING	3,381	\$237,000.00		\$566.00
16	1362	09/28/21	LOT 4 CHARLES AVE.	C	S&K DEVELOPERS LLC	NEW S.F. DWELLING	2,496	\$173,000.00	\$438.00	
17	1363	09/30/21	721 TIPTON RD.	C	D&D CUSTOM HOMES	NEW S.F. DWELLING	4286	\$300,000.00	\$682.00	
18	1364	09/30/21	90 MARY	C	SCOTT WILLIAMS	ACC. BLDG.	240	\$5,000.00	\$100.00	
19										
20										
21										
22										
23										
24										
									\$6,170.30	\$666.00
Total								\$2,712,500.00	\$6,836.30	

C - CITY LIMITS
R - REGION

Complaints	21	Building Permits	18
Inspections	51	Sign permits	
Certificate Of Occupancy	3	Use & Occupancy Permits	1
PREFORMANCE BOND	WALKERS MEADOW	CENTRAL PARK	2018

[Signature]
Building Inspector



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



September 2021 Library Report

Overview:

- The library has sold **\$48.50** in books with the ongoing book sale.
 - The library has collected **\$61.80** in library fines, overdue fees, and lost items.
 - The monthly collection for copies and faxing was **\$323.10**.
 - The library eared **\$75.00** in donations through Kroger Community Rewards.
 - The Library had **191** people use our computers and **102** requiring computer help. In addition we had **248** use the Wi-Fi. The library had **545** reference questions asked and answered.
 - Library staff provided **26** one-on-one technology device sessions lasting more than 10 minutes.
 - The Library has gained **49** new users, with **1,863** materials checked out (including books, movies, audio, R.E.A.D.S circulation, etc.). We have a total of **4,401** patrons.
 - Through Interlibrary Loan **15** books were loaned out, and **34** were borrowed.
-
- ❖ Tennessee R.E.A.D.S. had **986** books checked out.
 - ❖ Lindsey was used as a Notary Public 5 times.
 - ❖ The Library had **6** volunteers.
 - ❖ The adult book club met, there were **4** people in attendance
 - ❖ Through in-person and passive programming we had 11 programs with 79 attendees.
 - ❖ The Library had many passive program displays for September, including: Banned Books Week , Color your own Bookmark, Staff Recommendations, Book Spotlight, Superhero books (with Library Card Sign Up Month), Fall in Love with a Book, & Adult Thrillers.
 - ❖ We continue to offer curbside services to patrons. **4** patrons were assisted curbside.
 - ❖ 5 hotspots were circulated in the month of September.
 - ❖ September was Library Card Sign-Up Month. We partnered with Munford Elementary and gave goodie bags and a free book to all kids who signed up. There were 49 patrons signed up during the initiative.

Munford-Tipton County

Monthly Report

September 2020

PHYSICAL COLLECTION											LOCAL ELECTRONIC COLLECTION (Advantage, etc.)	Current Balance	
Material Type		Beginning	Added	Deleted	Balance		Beginning	Added	Deleted	Balance			
Print Materials	Locally Owned	7,152	5	1	7,156	Regionally Owned	10,055	15	0	10,070	Locally Owned	E-books	0
Audio Materials		394	0	0	394		1,628	0	1	1,627		Audio Downloadable	0
Video Materials		448	0	0	448		566	0	0	566		Video Downloadable	0
Other Materials		0	0	0	0		0	0	0	0		TOTAL	0
TOTAL		7,994	5	1	7,998		12,249	15	1	12,263	TOTAL PHYSICAL COLLECTION	20,261	

Electronic Circulation-READS includes Advantage & other local e collections	Physical Circulation Book & Non-Book	CIRCULATION TOTALS - Auto Fill (all formats - Physical & Electronic)			
Adult **	907	Adult	571	Adult (includes number from libguides **4.4)	1,478
Children **	79	Children	306	Children (includes number from libguides **4.5)	385
Total	986	Total	877	Total for All Circulation	1,863

READS Unique Users 129

Title VI Survey Information	Library Services	In-Person Programs Offered					
White	27	Library Visits	725	Adult	Young Adult	Children	
Black	1	Reference Transactions	545	Inside the Library	5	0	6
American Indian-Alaska Native	0	Computer Users	191	Outside the Library	0	0	0
Hispanic or Latino of any race	0	Wireless Sessions	248	Total	5	0	6
Native Hawaiian/Pacific Islander	0	Website Visits	0	In-Person Programs Attendance			
Asian	0	Hotspots/MiFi	5	Adult	Young Adult	Children	
Other	0			Inside the Library	35	0	44
Two or more races	2			Outside the Library	0	0	0
Total	30	Tech Training/help	0	Total	35	0	44

Borrowers	Current Balance
Adult Borrowers >14 yrs old	3,415
Children Borrowers <14 yrs old	986
Total Borrowers	4,401

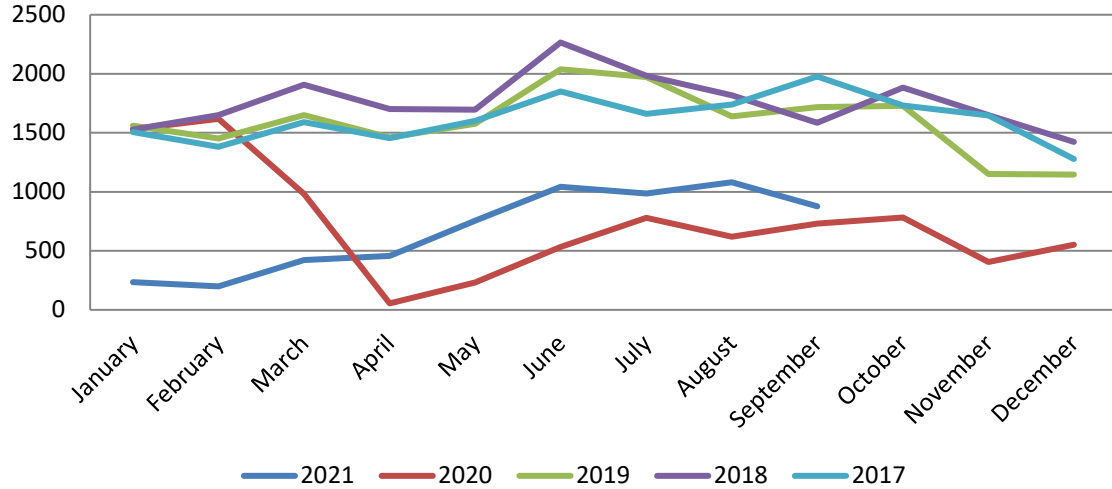
Live Virtual Programming	
Live Virtual Programs	0
Views of Live Virtual Programs	0
On-Demand Views	0

Recorded Programming	
Recorded Programs	0
Views of Recorded Programs	0

Resource Sharing	
ILL - Borrowed	34
ILL - Loaned	15

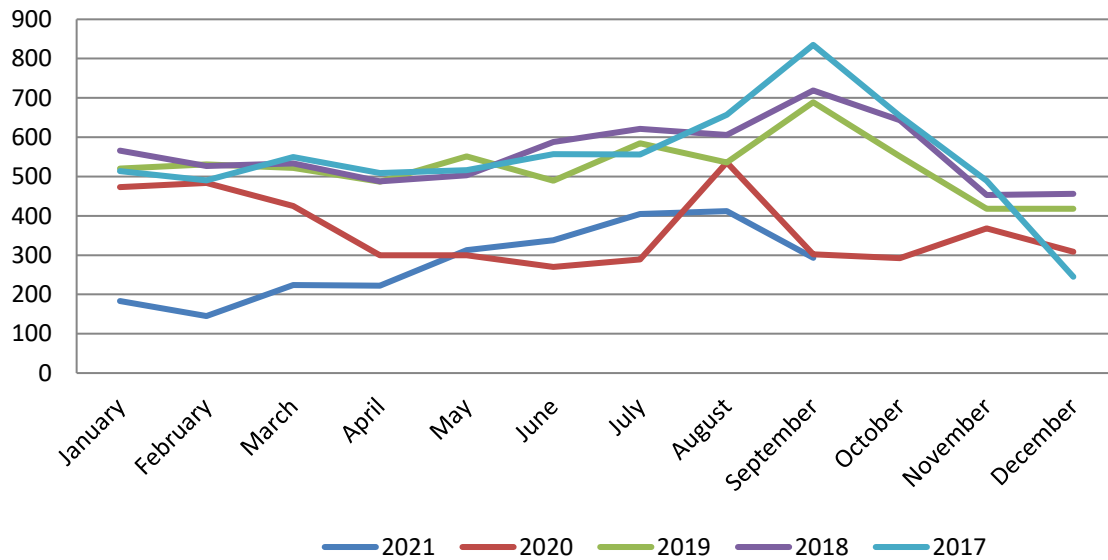
TOTAL PROGRAMS	11
TOTAL PROGRAM ATTENDANCE	79

Circulation Growth 2017-2021



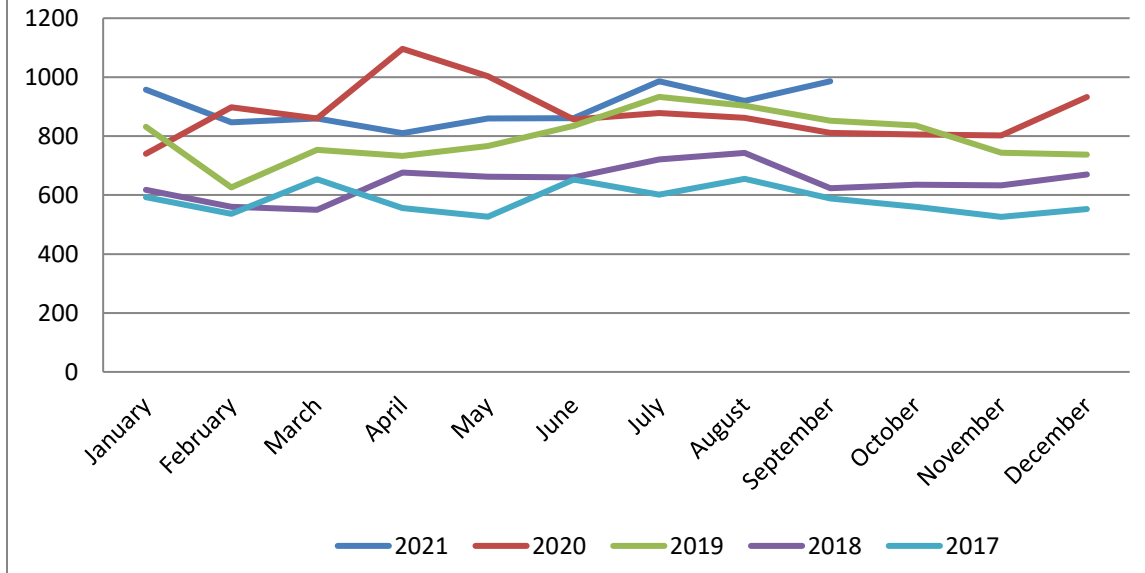
* As of 9/30/2021

Computer Usage 2017-2021



* As of 9/30/2021

Tennessee R.E.A.D.S Circulation



*** As of 9/30/2021**



City of Munford, Tennessee

1397 Munford Avenue
Munford, TN 38058
City Hall (901) 837-0171
www.munford.com
Dwayne Cole, Mayor

October 25, 2021

Celebrate Munford 2021 was a phenomenal success this year! The day was sun-kissed and God-blessed as thousands joined us downtown to enjoy cooler weather and musical entertainment, arts and crafts, our classic car show, plenteous food, and fun. Roger and Stacy McMullen, owners of Admiral Roofing and Remodeling, were our title sponsors for the fourth consecutive year. These fine friends are strong and generous supporters of our community, and we thank them for their support. The Classic Car Show was sponsored by Quality Tire and Auto Service, exhibiting over 100 cars. Celebrate Chairman and City of Munford employee Cynthia Zickefoose and the entire Celebrate Committee did an awesome job of coordinating this event and our City Departments did a superb job of setting up and taking down the infrastructure for Celebrate. So many hands contributed to the spectacular success of Celebrate Munford 2021. Thank you!

MFD Chief Alan Barkelew informed me of his intent to retire at the end of the year. His last day of employment will be December 31, 2021. Chief Barkelew was seriously injured on July 5, 2021, in a freak accident and after many days in The Med, he was able to come home but his injuries are severe, and recovery will be long. He and his family thought it best for him to retire at this time. Possibly no one better exemplifies long-term commitment to the Munford Fire Department, having served as a volunteer as a teenager, many years on the MFD Command Staff, and his final role as Chief for the past eleven years. We will miss you, Chief, and wish you all the best in your retirement.

We are blessed with a number of quality residential developers and builders and among them is D.R. Horton, "America's Builder." D.R. Horton is building in the Central Park neighborhood and recently announced that these homes are Number One in customer satisfaction out of 55 divisions in their company! We are pleased to have satisfied new friends and neighbors in Central Park.

The Ford Motor Company announced the location of their new electric vehicle manufacturing plant at the Mega-Site along I-40 in Haywood County. This plant will employ 5,600-5,800 initially and will be state of the art in the industry. The impact to Tipton County and the City of Munford remains to be seen but the potential is huge.

While the City of Munford does not officially coordinate Halloween festivities, many churches and businesses do events. The central business district, downtown businesses of Munford are hosting Munford Halloween Madness on OCTOBER 30 5-8 PM. Last year was a very successful blast and we look forward to treating our kids to candy at around 20 downtown businesses on Saturday Night, October 30.

Tipton County Trustee Kristie Glass Maxwell has announced the Munford Office 2021 Tax Collection schedule: The office will be open EVERY WEDNESDAY through February 23, 2022. We are pleased to be able to provide a space for Trustee Maxwell and thankful for her willingness to provide this service for our citizens.

The MHS Football Cougars play Central High School in Memphis for the District Championship on Friday, October 29. Let's show our support for our Cougars and wear Maroon and White on Thursday and Friday. Our Cougars are undefeated in District games and are 7-2 overall. GO COUGARS!!

Warm regards,
Dwayne Cole



CHECKS OVER \$10,000

September 2021

<u>PAYABLE TO</u>	<u>CHECK #</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
BlueCross BlueShield	18136	\$ 64,651.10	Medical Insurance September
Consolidated Pipe	18053	\$ 10,357.20	Gas Pipe and Tracer Wire
	18140	<u>\$ 13,960.00</u>	Gas Pipe and Supplies
	Total Consolidated	\$ 24,317.20	
DozerTrax USA	18059	\$ 33,722.58	12" Force Main and Sutherland Prop
Jack Tyler Engineering	18077	\$ 11,836.69	Sewer Pumps, Motors, and Parts
Precision Door	18173	\$ 14,630.29	Lagoon Gate
Southwest TN Electric	18101	\$ 29,060.93	Electrical Services (July-August)
	18176	<u>9,245.70</u>	Electrical Services (July-August)
	Total Southwest Elect	\$ 38,306.63	
TN Energy Acquisition Corp	18111	\$ 52,401.71	Natural Gas Purchase/Transport
Vermeer Midsouth	18187	\$ 49,619.00	Trencher TR44
Waste Pro	18118	\$ 19,521.92	Solid Waste
Watkins Uiberall, PLLC	18192	\$ 10,000.00	Financial Audit Services
WEX Bank – Valero	18120	\$ 11,119.13	Fuel for August
	Total	\$330,126.25	

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

ASSETS	Cash	Accounts Rec, net of bad debt allowance	Due From Other Funds	Inventories Other Assets	Capital Assets net of depreciation	Total Assets
General Fund	\$1,014,251	\$28,081	\$243,037	\$0	\$0	\$1,285,369
State Street Aid Fund	\$391,013	\$0	\$0	\$0	\$0	\$391,013
Drug Fund	\$21,716	\$0	\$0	\$0	\$0	\$21,716
Solid Waste Fund	\$113,323	\$36,379	\$0	\$0	\$0	\$149,702
Water-Sewer Fund	\$952,895	\$228,924	\$2,389	\$0	\$8,713,196	\$9,897,404
Gas Fund	\$7,647,027	\$124,459	\$13,418	\$109,880	\$5,337,093	\$13,231,878
	\$10,140,225	\$417,842	\$258,844	\$109,880	\$14,050,289	\$24,977,081

LIABILITIES	Accounts Payable	Customer Deposits	Due to Other Funds	Outstanding Debt	Total Liabilities
General Fund	\$51,063	\$1,200	\$15,808	\$0	\$68,071
State Street Aid Fund	\$11,873	\$0	\$0	\$0	\$11,873
Drug Fund	\$7,798	\$0	\$0	\$0	\$7,798
Solid Waste Fund	\$10,719	\$0	\$53,730	\$0	\$64,449
Water-Sewer Fund	\$37,122	\$113,697	\$82,413	\$2,457,788	\$2,691,021
Gas Fund	\$89,844	\$49,437	\$106,893	\$1,343,448	\$1,589,621
	\$208,420	\$164,334	\$258,844	\$0	\$3,801,236

FUND BALANCE OR EQUITY	Beginning Fund Balance	Revenues over Expenses: Surplus	Revenues over Expenses: Loss	Ending Fund Balance
General Fund	\$1,811,066		(\$593,768)	\$1,217,298
State Street Aid Fund	\$477,627		(\$88,487)	\$389,140
Drug Fund	\$19,639		(\$5,721)	\$13,918
Solid Waste Fund	\$77,905	\$7,348		\$85,253
Water-Sewer Fund	\$6,942,779	\$263,604		\$7,206,383
Gas Fund	\$11,889,048		(\$246,792)	\$11,642,256
	\$21,218,064	\$270,952	(\$934,768)	\$20,554,248

Fund Analysis	Total Assets	Total Liabilities	Beginning Fund Balance or Equity	Increase from FY 2021 Activity	Decrease from FY 2021 Activity	Ending Fund Balance or Equity
Government Funds	1,698,097	87,742	2,308,332	0	(687,976)	1,620,356
Enterprise Funds	23,278,984	4,345,091	18,909,733	270,952	(246,792)	18,933,893
	24,977,081	4,432,833	21,218,064	270,952	(934,768)	20,554,248

General Fund Budget Update

General Fund
Budget Update
09/30/2021

25.00%

	BUDGET	ACTUAL	% MET
REVENUES			
LOCAL TAXES	2,923,000.00	118,868.00	4.07%
LICENSES & PERMITS	49,450.00	10,894.00	22.03%
INTERGOVERNMENTAL	895,248.00	198,862.00	22.21%
CHARGES FOR SERVICE			
<i>POLICE SERVICES</i>	<i>2,500.00</i>	<i>300.00</i>	<i>12.00%</i>
<i>FIRE PROTECTION</i>	<i>2,450.00</i>	<i>1,191.00</i>	<i>48.61%</i>
<i>FEES & COMMISIONS</i>	<i>9,000.00</i>	<i>704.00</i>	<i>7.82%</i>
<i>P&R - PROGRAMS</i>	<i>136,500.00</i>	<i>27,963.00</i>	<i>20.49%</i>
<i>P&R - CONCESSIONS</i>	<i>12,000.00</i>	<i>3,771.00</i>	<i>31.43%</i>
<i>P&R - CENTENNIAL</i>	<i>121,000.00</i>	<i>43,509.00</i>	<i>35.96%</i>
<i>RENTAL FEES</i>	<i>138,625.00</i>	<i>37,470.00</i>	<i>27.03%</i>
<i>LIBRARY SERVICES</i>	<i>2,950.00</i>	<i>1,747.00</i>	<i>59.22%</i>
<i>COMMUNITY DEV</i>	<i>5,625.00</i>	<i>0.00</i>	<i>0.00%</i>
	<u>430,650.00</u>	<u>116,655.00</u>	<u>27.09%</u>
FINES & FORFEITURES	132,100.00	40,790.00	30.88%
OTHER REVENUES	4,500.00	18,062.00	401.38%
TOTAL REVENUES	4,434,948.00	504,131.00	11.37%
EXPENSES			
GENERAL GOVERNMENT			
<i>LEGISLATIVE</i>	<i>25,247.00</i>	<i>6,453.00</i>	<i>25.56%</i>
<i>JUDICIAL</i>	<i>13,460.00</i>	<i>4,624.00</i>	<i>34.35%</i>
<i>ELECTIONS</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00%</i>
	<u>38,707.00</u>	<u>11,077.00</u>	<u>28.62%</u>
FINANCE & ADMINISTRATION	58,336.00	16,156.00	27.69%
CODE ENFORCEMENT	52,729.00	10,415.00	19.75%
PUBLIC SAFETY			
<i>POLICE</i>	<i>1,597,959.00</i>	<i>428,200.00</i>	<i>26.80%</i>
<i>FIRE</i>	<i>1,252,184.00</i>	<i>301,285.00</i>	<i>24.06%</i>
	<u>2,850,143.00</u>	<u>729,485.00</u>	<u>25.59%</u>
STREETS			
STREETS	141,840.00	59,874.00	42.21%
PARKS & RECREATION			
<i>P & R ADMIN</i>	<i>377,926.00</i>	<i>88,437.00</i>	<i>23.40%</i>
<i>P & R PROGRAMS</i>	<i>75,350.00</i>	<i>10,812.00</i>	<i>14.35%</i>
<i>CENTENNIAL</i>	<i>324,757.00</i>	<i>68,643.00</i>	<i>21.14%</i>
<i>PARKS</i>	<i>69,050.00</i>	<i>17,519.00</i>	<i>25.37%</i>
<i>TIPTON PLAZA</i>	<i>39,250.00</i>	<i>8,847.00</i>	<i>22.54%</i>
	<u>886,333.00</u>	<u>194,258.00</u>	<u>21.92%</u>
LIBRARY	112,915.00	25,285.00	22.39%
COMMUNITY DEVELOPMENT	37,009.00	7,160.00	19.35%
DEBT SERVICE	239,593.00	44,189.00	18.44%
TOTAL EXPENSES	4,417,605.00	1,097,899.00	24.85%
RESERVE	0.00	0.00	
Net Surplus/(loss)	17,343.00	(593,768.00)	

Budget Update **09/2021**
State Street Aid

Percentage of Budget Yr Complete 25.00%

	BUDGET	ACTUAL	% MET
REVENUES			
STATE - FUND BALANCE	0	0	0.00%
STATE - GAS & MOTOR FUEL TAX	120,000	10,013	8.34%
STATE - \$0.03 GASOLINE TAX	34,000	3,040	8.94%
STATE - 1989 GASOLINE TAX INCREASE	20,000	1,641	8.21%
STATE - GAS 2017 TAX	49,000	4,992	10.19%
STATEST - INTEREST EARNINGS	2,500	515	20.60%
STATEST - OTHER FINANCING SOURCES	0	0	0.00%
TOTAL REVENUES	225,500	20,201	8.96%
EXPENSES			
STATE ST - ELECTRIC	25,000	5,426	21.70%
STATE ST - PROFESSIONAL SERVICES	0	0	0.00%
STATE ST - REP/MT STORM DRAINS	0	0	0.00%
STATE ST - REP/MT STREETS/ROADS	250,000	84,873	33.95%
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	26,988	0	0.00%
STATE ST - INTEREST TML#5	30,185	18,389	60.92%
STATE ST - CAPITAL OUTLAY	0	0	0.00%
TOTAL EXPENSES	332,173	108,688	32.72%
Net Surplus/(loss)	(106,673)	(88,487)	

Budget Update **09/2021**
Drug Fund

Percentage of Budget Yr Complete 25.00%

	BUDGET	ACTUAL	% MET
REVENUES			
DRUG - FUND BALANCE			
DRUG - GENERAL SESSIONS	600	300	50.00%
DRUG - CIRCUIT COURT	400	0	0.00%
DRUG - OTHER MISC REV	0	0	0.00%
DRUG - FORFEITS (from seizure acct)	2,000	0	0.00%
OR - INTEREST EARNINGS	80	20	25.00%
TOTAL REVENUES	3,080	320	10.39%
EXPENSES			
DRUG - MEMBERSHIPS	300	0	0.00%
DRUG - MEDICAL/VET	800	92	11.50%
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	76	10.13%
DRUG - OPERATING SUPPLIES	0	873	0.00%
DRUG - CAPITAL OUTLAY	5,000	5,000	0.00%
TOTAL EXPENSES	6,850	6,041	88.19%
Net Surplus/(loss)	(3,770)	(5,721)	

Budget Update **09/2021**
Solid Waste Fund

Percentage of Budget Yr Complete 25.00%

	BUDGET	ACTUAL	% MET
REVENUES			
TRASH COLLECTION - RESIDENTIAL	413,374	96,224	23.28%
TRASH COLLECTION - POPLAR GROVE	20,000	4,303	21.52%
TRASH COLLECTION- LATE PENALTIES	7,500	2,595	34.60%
TRASH COLLECTION - INTEREST REVENUE	250	104	41.60%
TOTAL SOLID WASTE REVENUES	441,124	103,226	23.40%
EXPENSES			
TRASH -VENDOR SERVICES	239,760	47,654	19.88%
TRASH - OTHER PROFESSIONAL SRVS	0	0	0.00%
TRASH - OTHER OPERATING SUPPLIES	0	0	0.00%
TRASH - CAPITAL OUTLAY MISC	0	0	0.00%
Allocations		0	0.00%
<i>Legislative</i>	14,851	3,796	25.56%
<i>Finance & Administration</i>	160,425	44,428	27.69%
	175,276	48,224	27.51%
TOTAL SOLID WASTE COLLECTION	415,036	95,878	23.10%
Surplus/(loss)	26,088	7,348	

Budget Update **09/2021**
Water - Sewer Fund

Percentage of Budget Yr Complete 25.00%

	BUDGET	ACTUAL	% MET
REVENUES			
Sales	2,210,769	576,911	26.10%
Rent Revenue	4,000	0	0.00%
Service Charges	435,726	271,639	62.34%
Other Revenues	4,703	1,444	30.70%
TOTAL WATER-SEWER REVENUES	2,655,198	849,994	32.01%
EXPENSES			
Water - Treatment	522,153	156,577	29.99%
Water - Distribution	73,104	15,384	21.04%
Sewer - Treatment	369,059	105,774	28.66%
Sewer - Collection	234,142	53,090	22.67%
Personnel	689,685	111,865	16.22%
Contract Services	110,250	11,012	9.99%
Supplies	153,850	30,638	19.91%
Fixed Charges	65,900	13,209	20.04%
Rebates/Debt Service	128,053	17,056	13.32%
	2,346,196	514,605	21.93%
Allocations			
<i>Legislative</i>	14,109	3,606	25.56%
<i>Finance & Administration</i>	218,762	60,584	27.69%
<i>Code Enforcement</i>	26,365	5,208	19.75%
<i>Community Development</i>	12,336	2,387	19.35%
	271,572	71,785	26.43%
TOTAL WATER-SEWER EXPENSES	2,617,768	586,390	22.40%
Net Surplus/(loss)	37,430	263,604	

Budget Update **09/2021**
Gas Fund

Percentage of Budget Yr Complete 25.00%

	BUDGET	ACTUAL	% MET
REVENUES			
Sales	4,025,000	309,459	7.69%
Service Charges	223,400	65,776	29.44%
Other Revenues	25,000	19,234	76.94%
TOTAL GAS REVENUES	4,273,400	394,469	9.23%
EXPENSES			
Personnel	858,756	151,998	17.70%
Contract Services	249,600	56,850	22.78%
Materials/Supplies	2,127,832	198,402	9.32%
Fixed Charges	553,850	112,367	20.29%
Rebates/Debt Service	51,020	28,146	55.17%
Econ Development	0	0	0.00%
Allocations			
<i>Legislative</i>	<i>20,049</i>	<i>5,125</i>	<i>25.56%</i>
<i>Finance & Administration</i>	<i>291,682</i>	<i>80,778</i>	<i>27.69%</i>
<i>Code Enforcement</i>	<i>26,365</i>	<i>5,208</i>	<i>19.75%</i>
<i>Community Development</i>	<i>12,336</i>	<i>2,387</i>	<i>19.35%</i>
	350,432	93,498	26.68%
TOTAL GAS EXPENSES	4,191,490	641,261	15.30%
Net Surplus/(loss)	81,910	(246,792)	

Upcoming Meeting Dates and Events

November

2021

Nov 4 (Thursday)

4:00 General Welfare

4:30 Public Works

Nov 5 (Friday)

8:00 First Friday Coffee

Nov 9 (Tuesday)

6:30 Planning Commission

Nov 11 (Thursday)

All City Offices Closed in Observance of Veteran's Day

Nov 18 (Thursday)

2:30 Birthday Coffee

4:00 Parks and Recreation Committee

4:30 Public Safety Committee

Nov 22 (Monday)

7:00 Board Meeting

Nov 25-26 (Thurs-Friday)

***All City Offices Closed in Observance of Thanksgiving*



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

Munford Municipal-Regional Planning Commission
September 14, 2021

The regular monthly meeting of the Munford Municipal-Regional Planning Commission met on Tuesday, September 14, 2021 at 6:30 P.M. With the following:

PRESENT: Chairman Roy Meadors, John Moren, Mayor Dwayne Cole, David Keeton and Vernon Pairmore.

ABSENT: Secretary Sue Arthur, Vice-Chairman Rick Wilson

ALSO, PRESENT: David Hilsdon, Billy Arnold. Planner Will Radford and Code Enforcement /Building Inspector Glenn Stringfellow.

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

I. APPROVAL OF MINUTES – from August 10, 2021

There was a motion by John Moren, seconded by Vernon Pairmore to approve the minutes from August 10, 2021 as presented. Motion carried all present voting aye

II. OLD BUSINESS - None

III. NEW BUSINESS

A. 51 Self Storage Site Plan - Addition

Background

A site plan has been submitted on behalf of Billy Ray and Barbara Arnold to add 40 units to an existing mini-storage facility. The property is located on U.S. Highway 51 South near its intersection with Joe Joyner Road. The properties can be further identified as Parcel 4.00 and 24.03 on Tipton County Tax Map 144. 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

The site plan appears to have enough parking spaces to meet the following requirement in the Munford Municipal Zoning Ordinance:

Self-Storage / Mini Storage	3 spaces plus 1 space for each 100 units
-----------------------------	--

The City Engineer has reviewed the site plan in regard to grading and drainage to ensure no additional run off occurs onto adjacent properties or the TDOT right of way.

The driving lanes and turning radiuses as well as the dumpster placement should be reviewed by the Munford Fire Department to determine adequate space for fire protection and maneuvering of public safety vehicles.

The building appears to meet all of the setbacks and lot requirements of the P-B zoning district.

More information is needed to ensure the site plan meets the 10% minimum landscaped area requirement.

Recommendation

Staff is withholding a recommendation of approval at this time until the above mentioned issues are adequately addressed.

All Staff issues have been resolved. There was a motion by David Keeton, seconded by John Moren to approve the 51 Self Storage Site Plan – Addition as presented. Motion carried, all present voting aye.

IV. OTHER BUSINESS

V. REPORTS

Mayoral Comments and Issues

- Wendy's is coming and they plan to be open by the first of the year 2022.
- The city is in the process of having a street study done.
- Many people and organizations from around Tipton County attended the 20th anniversary Memorial of 9/11 that was held at Atoka Town Hall.
- Study shows that the daily traffic on Munford Avenue is 12,500 vehicles
- Official Census count is in the new number for population is 6302
- Fire Chief Alan Barkelew sent a letter to thank everyone for all of their prayers and support.
- Received a very good rating from the water board.

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 6:50 PM.

Chairman Roy Meadors

Sue Arthur, Secretary

Barbara Younger,
Recording Secretary