



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

**AGENDA**

City of Munford Board of Mayor and Aldermen – Regular Monthly Meeting –  
Monday, November 22 , 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 – October 25, 2021
- E. Approve the Beer Board Minutes from special call Meeting – October 25, 2021
- F. Public Forum

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

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

**III. MAYOR'S REPORT**

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

D. Ordinance – Resolutions – Motions

- **RESOLUTION: 2021-11-01** A Resolution approving the award from Public Entity Partners Safety Gant to the Munford Fire Department.
- The Mayor confirms receipt and acknowledgement of the Report on Debt Obligation in regard to General Obligation Refunding Bond, Series 2021A. This resolution (RESOLUTION: 2021-09-02) passed in September and was funded November 1, 2021.
- The Mayor confirms receipt and acknowledgement of the Report on Debt Obligation in regard to Water and Sewer System Revenue and Tax Refunding Bond, Series 2021. This resolution (RESOLUTION: 2021-09-01) passed in September and was funded November 4, 2021.

E. Announcements

F. Acknowledgements

**IV. NEW BUSINESS**

**V. FINANCIAL REPORT**

- A. Checks over \$10,000
- B. Financial Report 10-31-2021

Adjourn –



CITY OF MUNFORD BOARD OF MAYOR AND ALDERMEN

MINUTES – October 25, 2021

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**Regular Monthly Meeting – Monday October 25, 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 October 25, 2021, meeting of the Board of Mayor and Aldermen of the City of Munford to order at 7:00 pm. Mayor Dwayne Cole gave the invocation.

**II. ESTABLISH A QUORUM**

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

**III. CLOSE MEETING – TEMPORARILY**

Hold Beer Board Meeting.

**IV. APPROVE MINUTES**

Mayor Cole presented the minutes from the Regular Monthly Meeting of September 27, 2021, for approval.

*Minute's stand approved as distributed.*

**V. PUBLIC FORUM**

Tom Henderson brought the attention of the board to the need for more businesses downtown to drive up sales tax revenues. He is particularly interested in the city's perceived purchase of property in the downtown area for an outdoor event center.

**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: 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.
- *No Ordinances and/or Resolutions are being presented for approval tonight.*

**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 September. *A motion was made by Alderman Arthur to approve all checks over \$10,000 as presented. Motion was seconded by Alderman Turner. Motion carried; all members present voting aye.*
- **Financial 09/30/2021**– Mayor Cole presented the financial report for the period ending September 30, 2021. A motion to accept the report was made by Alderman Bomar. Motion was seconded by Alderman Deneka. Motion carried, all members present voting aye.

With no further discussion, a motion was made by the Alderman Arthur to adjourn at 8:00 pm.

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Dwayne Cole, Mayor

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Sherry Yelvington, City Recorder



CITY OF MUNFORD BEER BOARD

MINUTES – October 25, 2021

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City of Munford Beer Board – Special Called Meeting and Public Hearing – **Monday, October 25, 2021**, 7:00 p.m., Municipal Building, 70 College Street, Munford, Tennessee.

Present: Mayor Dwayne Cole; Aldermen Sue Arthur, Jack Bomar, Ray Deneka, Lonnie Glass, Deborah Reed and Glenn Turner.

Absent:

Permit Holders Present: Rick Morris

I. CALL TO ORDER

Mayor Cole called the Beer Board meeting to order at 7:04 pm. He stated that the meeting had been properly advertised. The purpose of the meeting was to review of the Off-Premises Beer Permits for Fastimes#5 in Munford who is currently in violation of this permit by selling beer to a minor:

II. REVIEW OF VIOLATION

Mayor Cole asked Chief Baskin to give an overview of Operation “Friday Night Lights” that took place on September 24, 2021. Detective Daniel Hamm led the operation. Captain Baskin summarized the events and findings of the operation. Five stores selling beer off-premises in the city were visited, all refused the sale of an alcoholic beverage to a minor with the exception of Fastimes #5, owned by James Vandergrift and Richard Morris. At Fastimes # 5 Patience Danielle Glass was issued a citation to appear in the City Court of Tipton County.

The owner, Rick Morris, explained the extensive training each of his employees has regarding sale of alcohol and tobacco to minors prior to employment, the monthly training, and surprise “customers” they send to test the clerks sporadically. Fastimes does not participate in the Responsible Beer Vendor Program due to its high cost. He went onto explain the many problems he was having in retaining his employees for any length of time or even getting applicants to apply for the positions.

The board is authorized to revoke the permit, suspend the permit, or impose a civil penalty not to exceed \$1,000 for “responsible vendors” and not in excess of \$2,500 for permit holders not in compliance with a responsible vendor status for each offense involving a sale of beer to a minor-Tenn. Code Ann57-5-108(a) (1)(A) and (B). Any fine imposed by this board is required to be paid within seven (7) days.

*Alderman Deneka made a motion to fine the establishment \$500, due within seven days. Motion was seconded by Alderman Reed. Motion carried with all present voting aye.*

There was no other business on the agenda. The meeting was adjourned at 7:30 pm.

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Dwayne Cole, Mayor

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Sherry Yelvington, City Recorder/Treasurer

## CITY HALL MONTHLY REPORT

	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	TOTAL
<b>ACCOUNTS</b>													
<b>Current Customer Accts</b>													
Water Customers Total	3320	3333	3330	3332	3347	3337	3353	3376	3377	3395	3407	3423	40,330
Sewer Customers Total	2106	2117	2114	2118	2129	2122	2140	2159	2156	2176	2181	2194	25,712
Gas Customers Total	7218	7250	7261	7273	7298	7299	7294	7309	7292	7287	7285	7311	87,377
<i>In Atoka City Limits</i>	2518	2514	2536	2527	2526	2544	2545	2549	2553	2556	2558	2559	30,485
<i>Out of Atoka City Limits</i>	290	291	292	292	292	293	293	292	292	293	293	293	3,506
Trash Customers	1630	1637	1648	1654	1660	1664	1657	1688	1695	1704	1704	1715	20,056
<b>Customer Adjustments</b>													
Connects	88	86	68	51	81	75	78	94	81	73	69	87	931
Finals	60	61	53	49	90	74	82	100	88	73	68	88	886
Meter Sets	26	17	10	5	10	1	5	19	11	22	17	15	158
<b>PAYMENTS</b>													
<b>Payments on line</b>													
Utility paid on line	2249	2690	2604	2797	2834	2742	2382	2618	2686	2379	2596	2703	31,280
ACH Payments	1302	1322	1336	1336	1350	1365	1380	1377	1385	1424	1413	1432	16,422
E-Bills	1390	1406	1416	1435	1467	1474	1495	1506	1508	1518	1522	1537	17,674
<b>Payments Received Lobby/Mail</b>													
CC Payments	392	293	294	230	389	960	1130	626	332	349	851	1201	7,047
Cash Payments	646	587	538	415	562	556	590	673	668	653	624	720	7,232
Check Payments	3,819	3,988	4,005	3,949	4,088	3,867	3,933	2,368	2,279	2,451	2,233	2,587	39,567
Money Order Payments	0	1	0	0	0	0	0	1	0	0	0	0	2
<b>Delinquent Accounts</b>													
Delinquent Penalty	118	117	177	207	206	139	302	192	126	373	104	142	2,203
Cut Offs	118	117	120	115	122	97	124	185	126	154	103	84	1,465
Phone Calls	368	597	569	589	528	499	0	386	444	409	366	441	5,196
<b>SERVICE</b>													
<b>Water / Sewer</b>													
Water Service Orders	4	4	2	3	3	4	6	8	6	5	6	5	56
Sewer Service Orders	8	3	2	1	4	3	6	13	9	5	7	10	71
Amount Billed Water	\$83,303	\$85,851	\$86,320	\$90,486	\$85,240	\$87,170	\$90,511	\$102,042	\$97,847	\$103,988	\$100,247	\$90,285	\$1,103,289
Amount Billed Sewer	\$78,692	\$81,825	\$82,618	\$84,988	\$80,941	\$82,724	\$84,422	\$89,005	\$87,775	\$93,025	\$95,176	\$83,166	\$1,024,357
Damaged/Stuck Meters	13	39	1	18	17	32	19	23	5	51	24	58	300
<b>Solid Waste</b>													
Cans Delivered	12	13	16	3	9	11	11	23	15	11	17	12	153
Missed pickup	7	4	1	2	12	5	3	40	25	20	25	17	161
Damaged Cans	0	0	1	1	1	0	3	0	0	0	3	0	9
Other complaints	3	3	2	1	6	6	6	10	6	7	6	3	59
New Customers	20	18	14	8	26	16	14	27	24	22	35	27	251
Discontinued Service	5	5	0	2	6	5	6	4	4	5	10	4	56
Amount Billed	\$31,034	\$31,118	\$31,425	\$31,465	\$32,441	\$32,536	\$32,727	\$33,071	\$33,246	\$33,478	\$33,606	\$33,740	\$389,888
<b>Gas</b>													
Odor Complaints	8	19	11	4	11	7	2	5	2	2	2	10	83
Damaged / Stuck Meters	33	33	22	22	83	50	22	8	15	37	28	42	395
Amount Billed	\$272,104	\$598,805	\$654,561	\$1,138,418	\$340,322	\$228,224	\$124,380	\$119,449	\$97,024	\$115,511	\$122,487	\$150,208	\$3,961,492
<b>Misc Service Orders</b>													
Other complaints	14	12	6	14	14	15	1	14	7	10	4	3	114
<b>Total Utility/Trash Billing</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>\$332,039</b>	<b>\$343,567</b>	<b>\$315,892</b>	<b>\$346,002</b>	<b>\$351,517</b>	<b>\$357,399</b>	<b>\$6,479,025</b>

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	102			836	
Water Calls/Leaks	3	8	12	16	11	16	16	15	16	9			122	
Sewer Calls/Leaks	7	13	12	10	27	18	19	12	13	14			145	
Gas Calls/Leaks	7	18	6	13	12	10	9	2	10	24			111	
Street/drainage/yard	0	0	2	3	35	20	3	4	7	10			84	
Water samples					13	10	10	10	10	10			13	
Cut-Offs	48	93	120	98	124	120	126	110	75	84			998	
Locates	264	332	623	555	363	423	338	329	236	278			3741	
Unread Meters	28	29	21	27	24	30	77	27	53	30			346	
Meters Repairs	21	91	62	51	34	39	47	69	57	105			576	
Sewer Taps	0	2	0	1	0	0	0	1	2	0			2	
Water Sets	10	4	6	6	5	5	14	20	15	25			110	
Gas Sets	6	11	12	3	0	11	7	7	3	3			63	
Munford	1	8	10	3	0	5	4	6	3	0			40	
Atoka	3	1	2	0	0	4	1	1	0	3			15	
Brighton	2	2	0	0	0	2	2	0	0	0			8	
Completed Work Orders	243	516	493	575	494	437	500	435	433	539			4665	
Water Pumped (millions)	24	28	24	27	30	31	30	32	28	24			278	
Treated Pumped to River	40	39	46	40	40	32	33	29	29	30			358	



**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	171			1521	1891
COURTESY CITATIONS ISSUED	74	27	41	76	79	91	80	67	77	76			688	1124
TRAFFIC STOPS	276	100	264	281	297	403	360	246	328	318			2873	3829
SPEEDING	69	21	61	91	107	146	91	69	113	101			869	1194
SEAT BELT	1	0	0	0	10	3	7	2	0	1			24	6
ARREST	24	17	29	29	39	38	48	35	22	10			291	380
ADULT - MALE	18	11	18	22	26	27	37	20	11	5			195	221
ADULT - FEMALE	5	4	11	5	10	10	11	11	6	4			77	104
JUVENILE - MALE	1	1	0	1	1	1	0	3	4	0			12	35
JUVENILE - FEMALE	0	1	0	1	2	0	0	1	1	1			7	20
WARRANT ARREST	5	4	4	2	5	6	11	6	4	1			48	57
DRUG ARREST	6	0	9	7	13	13	13	9	4	3			77	77
ALCOHOL ARREST	1	0	4	5	2	1	4	4	2	2			25	26
INCIDENT REPORTS	45	45	55	70	70	67	87	67	84	62			652	755
OFFICER INITIATED INCIDENTS	1111	702	1140	1080	1097	1200	1230	1151	1294	1299			11304	12751
ACCIDENT REPORTS	6	12	11	15	16	13	12	18	14	19			136	192
MILES PATROLLED	12739	9595	12786	10562	11756	12953	15214	13517	13681	14359			127162	145806
CALLS FOR SERVICE	717	489	687	749	716	826	872	757	658	750			7221	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	0			2	9
Structure Fires - County	3	1	3	0	2	1	2	1	0	1			14	15
Grass Fire - Munford	0	0	0	0	0	0	2	0	0	0			2	9
Grass Fires - County	2	1	1	1	0	1	0	0	0	0			6	7
Vehicle Fires - Munford	0	1	0	1	2	0	0	1	0	3			8	4
Vehicle Fires - County	0	0	0	1	0	0	0	0	0	0			1	1
Vehicle Accidents - Munford	2	1	3	4	2	1	5	5	3	7			33	31
Vehicle Accidents - County	4	2	1	0	1	1	2	2	1	1			15	21
EMS Calls - Munford	40	62	57	53	43	65	48	71	61	46			546	608
EMS Calls - County	5	5	2	5	1	5	6	5	5	2			41	40
Other Incidents - Munford	21	25	17	11	16	16	24	30	21	33			214	180
Other Incidents - County	7	5	9	5	10	8	8	2	1	2			57	87
Mutual Aid Calls	15	12	11	10	11	12	17	10	7	6			111	128
Burn Permits	0	3	12	7	4	7	7	0	6	1			47	104
<b>Total Calls - Munford</b>	<b>63</b>	<b>90</b>	<b>77</b>	<b>69</b>	<b>63</b>	<b>82</b>	<b>79</b>	<b>107</b>	<b>86</b>	<b>81</b>			<b>797</b>	<b>841</b>
<b>Total Calls - County</b>	<b>21</b>	<b>14</b>	<b>16</b>	<b>12</b>	<b>14</b>	<b>16</b>	<b>18</b>	<b>10</b>	<b>7</b>	<b>6</b>			<b>134</b>	<b>171</b>
<b>Total Calls - Department</b>	<b>84</b>	<b>104</b>	<b>93</b>	<b>81</b>	<b>77</b>	<b>98</b>	<b>97</b>	<b>117</b>	<b>93</b>	<b>87</b>	<b>0</b>	<b>0</b>	<b>931</b>	<b>1012</b>

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
<b>Total Department Staffing</b>	<b>44</b>	<b>22</b>	<b>22</b>	<b>0</b>

Vehicle Fleet Status	Days out of Service	Comments
Unit #1 ( Chief)		
Unit # 2 (Captain)		
Inspector # 1 (Inspector)	80	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



**Payment Plan**

Current	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	25 / 1938		
Past Due														

**RENTALS**

Friday Night Skate	0	0	0	0	241		322	405	475	233	245	297		
Skate Parties	14	10	9	16	17	18	27	16	17	17	19	24		
Band Room	0	2	1	1	1	4	6	2	4	2	5	2		
Community Room	MMS wrestling	MMS wrestling	MMS wrestling	MMS wrestling			3	4	3	2	0	1	3	

Valentine Park Gazebo

6

**SENIOR SERVICES**

Congregate Meals	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	98,885	99,249	99,721	99,928	100,370	100,787	101,175	101,564	101,755	102,165	102,510	102,915		
P&R-15 Chevy 4Door	35,863	36,283	36,901	37,353	37,950	38,612	39,561	40,027	41,047	42,147	42,599	43,947		
CP-05 Chevy Single Cab	139,040	139,180	139,325	139,470	140,129	140,322	140,847	140,104	141,138	141,422	141,635	142,025		
P&R-08 Chevy Ext. Cab	106,480	106,922	107,222	107,534	107,745	108,021	108,446	108,575	108,795	109,234	109,423	109,954		
P&R-01' Expedition		171,405	171,641	171,786	171,891	171,982	172,143	172,217	172,623	172,813	172,876	172,903		

**Equipment Hours**

Jacobsen Truckster	366	366	370	371	379	386	403	412	418	427	435	448		
ToroInfield Drag	1,502	1,502	1,502	1,510	1,533	1,558	1,579	1,582	1,589	1,605	1,625	1,646		
2014-61" Snapper	918	918	918	923	937	950	985	1,003	1,010	1,015	1,017	1,017		
2015-72" Snapper	577	577	577		597	607	612	620	658	784	784	784		
2015-61" Snapper-CP	749	749	749	752	771	784	806	823	829	839	846	856		
2012-72" Xmark	1,546	1,546	1,546	1,546	1,546	1,558	1,558	1,558	1,558	1,558	1,558	1,558		
Bad Boy	1,028	1,028	1028	1,028	1,028	1,028	1,056	1,065	1,065	1,065	1,065	1,065		
Dixie Chopper	606	606	606	606	606	609	611	611	611	612	614	614		
JD4700 Tractor	3,830	3,830	3,830	3,839	3,840	3,840	3,841	3,842	3,842	3,843	3,845	3,847		
2021 Snapper61"								17	49	111	131	153		
Polaris SXS								603	653	660	672	679		

**Sports Registration**

Basketball	507	507	507	507							198	367		
Cheerleading	46	46	0	0							52	56		
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	1365	10/06/21	120 PEGGY ANN LN.	C	PHILIP GREGOR	ACC. BLDG	240	N/A	\$100.00	
2	1366	10/06/21	3592 BEAVER RD.	R	ROBERT LACY	NEW S.F. DWELLING	4,596	\$322,000.00		\$736.00
3	1367	10/07/21	3512 BEAVER RD.	R	WESLEY COURTNEY	NEW S.F. DWELLING	4,037	\$283,000.00		\$658.00
4	1368	10/07/21	227 LITTLETON WAY	C	WAYNE GANDY	ADDITION	250	\$10,000.00	\$100.00	
5	1369	10/11/21	2588 CAMPGROUND RD.	R	MARY HAYES	REPAIR	64	\$1,000.00		\$100.00
6	1370	10/11/21	1135 MUNFORD AVE.	C	CADE MULLEN	ADDITION	500	\$50,000.00	\$168.00	
7	1371	10/11/21	687 MCLAUGHLIN	C	CHAD TURNER	ACC. BLDG	1,500	\$30,000.00	\$100.00	
8	1372	10/11/21	1558 WALKER FIELD RD.	R	JEFFERY FAYNE	ACC. BLDG	400	\$15,000.00		\$100.00
9	1373	10/12/21	92 NAVY DR.	R	DAN BUTLER	ALTERATION	1,800	\$20,000.00		\$290.00
10	1374	10/12/21	440/444 JOE JOYNER	R	DAN BUTLER	ALTERATION	1,400	\$20,000.00		\$290.00
11	1375	10/12/21	190 FORSYTH LN.	C	CREATIVE DEV.	NEW S.F. DWELLING	3,045	\$214,000.00	\$520.00	
12	1376	10/12/21	163 FORSYTH LN.	C	CREATIVE DEV.	NEW S.F. DWELLING	2,747	\$193,000.00	\$478.00	
13	1377	10/12/21	149 FORSYTH LN.	C	CREATIVE DEV.	NEW S.F. DWELLING	2,657	\$186,000.00	\$464.00	
14	1378	10/12/21	131 FORSYTH LN.	C	CREATIVE DEV.	NEW S.F. DWELLING	2,925	\$205,000.00	\$502.00	
15	1379	10/15/21	44 ADKINS CIR.	C	BILLY BARNES	ACC. BLDG	240	\$1,800.00	\$100.00	
16	1380	10/15/21	707 GILTEDGE RD.	C	DAVID STARNES	ACC. BLDG	900	\$20,000.00	\$100.00	
17	1381	10/15/21	11 RAPHAL CV.	C	WILLIAM SMITH	ACC. BLDG	80	\$500.00	\$100.00	
18	1382	10/25/21	162 WOOTEN OAKS	C	RICK RICKARD	POOL	N/A	N/A	\$100.00	
19	1382	10/28/21	795 MAPLE HILL	C	JOHNATHAN RHODES	POOL	N/A	N/A	\$100.00	
20										
21										
									\$2,932.00	\$2,174.00
								Total	\$1,571,300.00	\$5,106.00

**C - CITY LIMITS**

**R - REGION**

Complaints	26	Building Permits	19
Inspections	51	Sign permits	1
Certificate Of Occupancy	6	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](http://www.munford.com)



### October 2021 Library Report

#### Overview:

- The library has sold **\$79.50** in books with the ongoing book sale.
  - The library has collected **\$120.25** in library fines, overdue fees, and lost items.
  - The monthly collection for copies and faxing was **\$495.75**.
  - The library eared **\$110.00** in in-kind donations.
  - The Library had **255** people use our computers and **134** requiring computer help. In addition we had **552** use the Wi-Fi. The library had **683** reference questions asked and answered.
  - Library staff provided **23** one-on-one technology device sessions lasting more than 10 minutes.
  - The Library has gained **44** new users, with **1,813** 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 **17** books were loaned out, and **24** were borrowed.
- 
- ❖ Tennessee R.E.A.D.S. had **855** books checked out.
  - ❖ Lindsey was used as a Notary Public 3 times.
  - ❖ The Library had **7** volunteers.
  - ❖ The adult book club met, there were **5** people in attendance
  - ❖ Through in-person and passive programming we had 11 programs with 74 attendees. We hosted in person Story Time and Lego Club with 9 attendees.
  - ❖ The Library had many passive program displays for Ooctober, including: adult & juvenile Halloween book displays , Color your own Bookmark, Fall & Halloween Coloring, Staff Recommendations, Book Spotlight, Scary Good Authors and Guess the Character.
  - ❖ We continue to offer curbside services to patrons. **4** patrons were assisted curbside.
  - ❖ 5 hotspots were circulated in the month of October.
  - ❖ Celebrate Munford was October 16<sup>th</sup>. The Library was the host of the Art/Photography contest and our bathrooms were open to the public. Staff had a game set up for the kids on the porch of the library and each participant got some library goodies and a free book.
  - ❖ We resumed virtual story times this month. We had one for Halloween and then had a guest student from Munford Elementary read a fall book.
  - ❖ We resumed take-home crafts and there were 41 crafts given out.

Munford-Tipton County

Monthly Report

October 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>	7,156	8	1	7,163	<b>Regionally Owned</b>	10,070	104	0	10,174	<b>Locally Owned</b>	E-books	0
Audio Materials		394	0	0	394		1,627	0	0	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		<b>TOTAL</b>	<b>0</b>
<b>TOTAL</b>		<b>7,998</b>	<b>8</b>	<b>1</b>	<b>8,005</b>		<b>12,263</b>	<b>104</b>	<b>0</b>	<b>12,367</b>		<b>TOTAL PHYSICAL COLLECTION</b>	<b>20,372</b>

<b>Electronic Circulation-READS</b> includes Advantage & other local e collections	<b>Physical Circulation</b> Book & Non-Book	<b>CIRCULATION TOTALS</b> - Auto Fill (all formats - Physical & Electronic)			
Adult **	788	Adult	468	Adult (includes number from libguides **4.4)	1,256
Children **	67	Children	490	Children (includes number from libguides **4.5)	557
<b>Total</b>	<b>855</b>	<b>Total</b>	<b>958</b>	<b>Total for All Circulation</b>	<b>1,813</b>

Unique Users 123

Title VI Survey Information		Library Services		In-Person Programs Offered			
White	23	Library Visits	1,000		Adult	Young Adult	Children
Black	2	Reference Transactions	683	Inside the Library	5	0	6
American Indian-Alaska Native	0	Computer Users	255	Outside the Library	0	0	0
Hispanic or Latino of any race	0	Wireless Sessions	552	<b>Total</b>	5	0	6
Native Hawaiian/Pacific Islander	0	Website Visits		<b>In-Person Programs Attendance</b>			
Asian	2				Adult	Young Adult	Children
Other	0	Hotspots/MiFi	5	Inside the Library	13	0	61
Two or more races	0	Local Database Usage	0	Outside the Library	0	0	0
<b>Total</b>	<b>27</b>	Tech Training/help	0	<b>Total</b>	13	0	61

Borrowers	Current Balance
Adult Borrowers >14 yrs old	3,438
Children Borrowers <14 yrs old	1,007
<b>Total Borrowers</b>	<b>4,445</b>

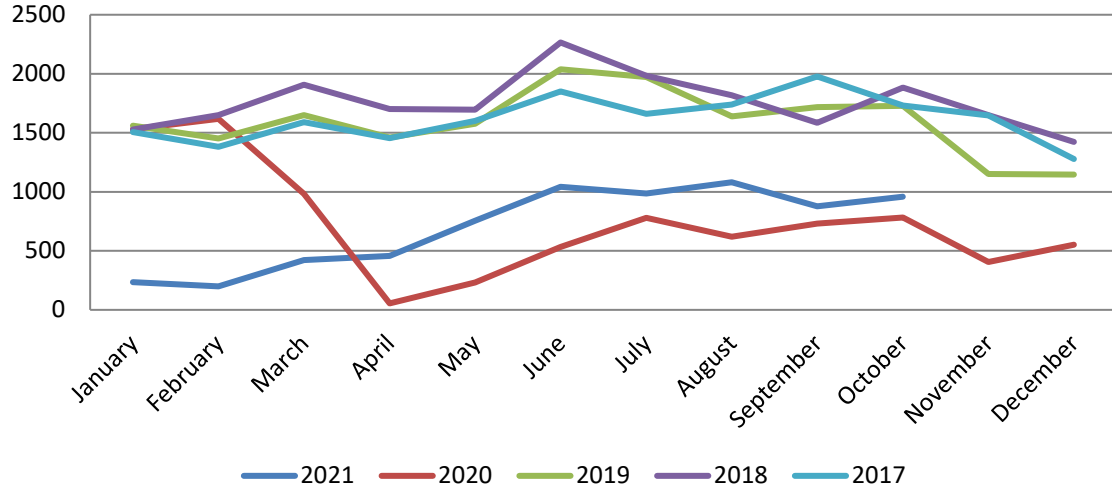
Live Virtual Programming	
Live Virtual Programs	0
Views of Live Virtual Programs	0
On-Demand Views	0

Recorded Programming	
Recorded Programs	2
Views of Recorded Programs	95

Resource Sharing	
ILL - Borrowed	24
ILL - Loaned	17

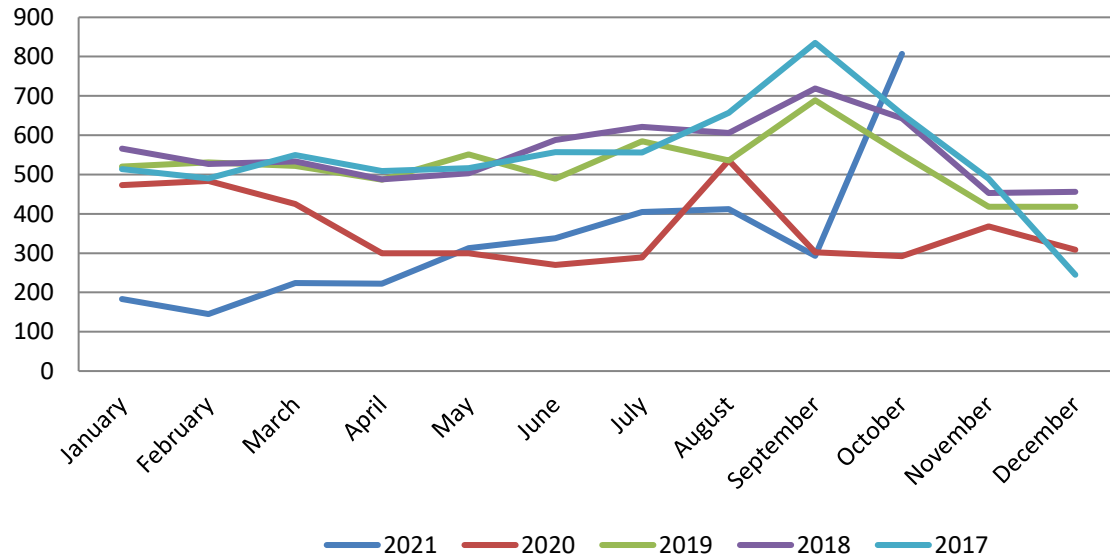
<b>TOTAL PROGRAMS</b>	<b>11</b>
<b>TOTAL PROGRAM ATTENDANCE</b>	<b>74</b>

### Circulation Growth 2017-2021



\* As of 10/31/2021

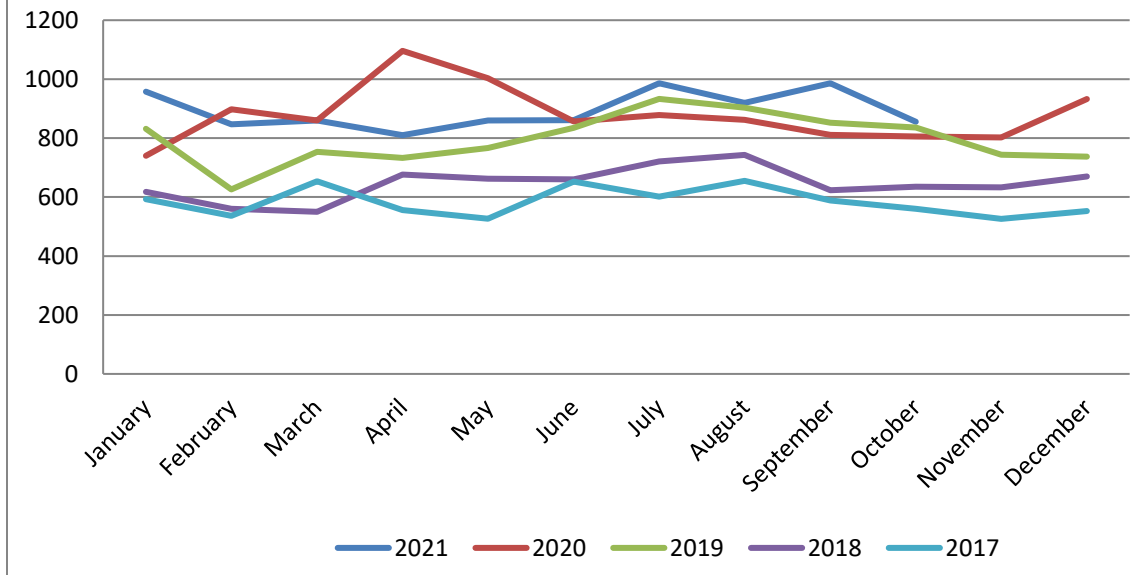
### Computer Usage 2017-2021



\* As of 10/31/2021



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



**\* As of 10/31/2021**

**RESOLUTION: 2021-11-01**

**CITY OF MUNFORD, TENNESSEE**

**FOR**

**MUNFORD FIRE GRANT APPLICATION**

WHEREAS, the City of Munford, Tennessee desires to allow the Munford Fire Department to accept a Public Entity Partners, "Safety Partners" Grant, and

WHEREAS, the grant that is being awarded is a 50/50% matching grant; and

WHEREAS, the Munford Fire Department will apply for funding to provide items for the city to include structural fire-fighting gloves and extrication gloves for all firefighters and volunteers; and

WHEREAS, the Board of Mayor and Aldermen of the City of Munford find it is in the City's best interest to accept for the Public Entity Partners, "Safety Partners" Grant; and

NOW, THEREFORE BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Munford hereby give permission to the Munford Fire Department to proceed with the Public Entity Partners, "Safety Partners" Matching Grant Program.

READ and ADOPTED this the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

---

Mayor Dwayne Cole

---

Sherry Yelvington, City Recorder

### REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-134)

**1. Public Entity:**  
 Name: City of Munford  
 Address: 1397 Munford Avenue  
Munford, TN 38058  
 Debt Issue Name: General Obligation Refunding Bond, Series 2021A  
 If disclosing initially for a program, attach the form specified for updates, indicating the frequency required.

**2. Face Amount:** \$ 1,497,479.00  
 Premium/Discount: \$ 0.00

**3. Interest Cost:** 2.3100 %  Tax-exempt  Taxable  
 TIC  NIC  
 Variable: Index \_\_\_\_\_ plus \_\_\_\_\_ basis points; or  
 Variable: Remarketing Agent \_\_\_\_\_  
 Other: \_\_\_\_\_

**4. Debt Obligation:**  
 TRAN  RAN  CON  
 BAN  CRAN  GAN  
 Bond  Loan Agreement  Financing Lease  
 If any of the notes listed above are issued pursuant to Title 9, Chapter 21, enclose a copy of the executed note with the filing with the Division of Local Government Finance ("LGF").

**5. Ratings:**  
 Unrated  
 Moody's \_\_\_\_\_ Standard & Poor's \_\_\_\_\_ Fitch \_\_\_\_\_

**6. Purpose:**

		BRIEF DESCRIPTION
<input type="checkbox"/> General Government	_____ %	_____
<input type="checkbox"/> Education	_____ %	_____
<input type="checkbox"/> Utilities	_____ %	_____
<input type="checkbox"/> Other	_____ %	_____
<input checked="" type="checkbox"/> Refunding/Renewal	100.00 %	Refunding 2019 PBA Loan

**7. Security:**  
 General Obligation  General Obligation + Revenue/Tax  
 Revenue  Tax Increment Financing (TIF)  
 Annual Appropriation (Financing Lease Only)  Other (Describe): \_\_\_\_\_

**8. Type of Sale:**  
 Competitive Public Sale  Interfund Loan \_\_\_\_\_  
 Negotiated Sale  Loan Program \_\_\_\_\_  
 Informal Bid

**9. Date:**  
 Dated Date: 11/01/2021 Issue/Closing Date: 11/01/2021

**REPORT ON DEBT OBLIGATION**  
(Pursuant to Tennessee Code Annotated Section 9-21-134)

**10. Maturity Dates, Amounts and Interest Rates \*:**

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2022	\$ 62,479.00	2.3100 %	2033	\$ 88,000.00	2.3100 %
2023	\$ 70,000.00	2.3100 %	2034	\$ 90,000.00	2.3100 %
2024	\$ 72,000.00	2.3100 %	2035	\$ 92,000.00	2.3100 %
2025	\$ 73,000.00	2.3100 %	2036	\$ 94,000.00	2.3100 %
2026	\$ 74,000.00	2.3100 %	2037	\$ 97,000.00	2.3100 %
2027	\$ 76,000.00	2.3100 %	2038	\$ 99,000.00	2.3100 %
2028	\$ 78,000.00	2.3100 %	2039	\$ 101,000.00	2.3100 %
2029	\$ 80,000.00	2.3100 %		\$	%
2030	\$ 81,000.00	2.3100 %		\$	%
2031	\$ 84,000.00	2.3100 %		\$	%
2032	\$ 86,000.00	2.3100 %		\$	%

If more space is needed, attach an additional sheet.

If (1) the debt has a final maturity of 31 or more years from the date of issuance, (2) principal repayment is delayed for two or more years, or (3) debt service payments are not level throughout the retirement period, then a cumulative repayment schedule (grouped in 5 year increments out to 30 years) including this and all other entity debt secured by the same source **MUST BE PREPARED AND ATTACHED**. For purposes of this form, debt secured by an ad valorem tax pledge and debt secured by a dual ad valorem tax and revenue pledge are secured by the same source. Also, debt secured by the same revenue stream, no matter what lien level, is considered secured by the same source.

\* This section is not applicable to the Initial Report for a Borrowing Program.

**11. Cost of Issuance and Professionals:**

No costs or professionals

	<b>AMOUNT</b> <small>(Round to nearest \$)</small>	<b>FIRM NAME</b>
Financial Advisor Fees	\$ 0	
Legal Fees	\$ 0	
Bond Counsel	\$ 1,497	Spencer Fane Bone McAllester
Issuer's Counsel	\$ 0	
Trustee's Counsel	\$ 0	
Bank Counsel	\$ 0	
Disclosure Counsel	\$ 0	
_____	\$ 0	
Paying Agent Fees	\$ 0	
Registrar Fees	\$ 0	
Trustee Fees	\$ 0	
Remarketing Agent Fees	\$ 0	
Liquidity Fees	\$ 0	
Rating Agency Fees	\$ 0	
Credit Enhancement Fees	\$ 0	
Bank Closing Costs	\$ 0	
Underwriter's Discount _____%		
Take Down	\$ 0	
Management Fee	\$ 0	
Risk Premium	\$ 0	
Underwriter's Counsel	\$ 0	
Other expenses	\$ 0	
Printing and Advertising Fees	\$ 0	
Issuer/Administrator Program Fees	\$ 0	
Real Estate Fees	\$ 0	
Sponsorship/Referral Fee	\$ 0	
Other Costs _____	\$ 2,982	TMBF fee and misc expenses
<b>TOTAL COSTS</b>	<b>\$ 4,479</b>	

**REPORT ON DEBT OBLIGATION**  
(Pursuant to Tennessee Code Annotated Section 9-21-134)

**12. Recurring Costs:**

No Recurring Costs

	<b>AMOUNT</b> <small>(Basis points/\$)</small>	<b>FIRM NAME</b> <small>(If different from #11)</small>
Remarketing Agent	_____	_____
Paying Agent / Registrar	_____	_____
Trustee	_____	_____
Liquidity / Credit Enhancement	_____	_____
Escrow Agent	_____	_____
Sponsorship / Program / Admin	15	TMBF Administration Fee
Other _____	_____	_____

**13. Disclosure Document / Official Statement:**

None Prepared

EMMA link \_\_\_\_\_ or

Copy attached

**14. Continuing Disclosure Obligations:**

Is there an existing continuing disclosure obligation related to the security for this debt?  Yes  No

Is there a continuing disclosure obligation agreement related to this debt?  Yes  No

If yes to either question, date that disclosure is due \_\_\_\_\_

Name and title of person responsible for compliance \_\_\_\_\_

**15. Written Debt Management Policy:**

Governing Body's approval date of the current version of the written debt management policy 11/28/2011

Is the debt obligation in compliance with and clearly authorized under the policy?  Yes  No

**16. Written Derivative Management Policy:**

No derivative

Governing Body's approval date of the current version of the written derivative management policy \_\_\_\_\_

Date of Letter of Compliance for derivative \_\_\_\_\_

Is the derivative in compliance with and clearly authorized under the policy?  Yes  No

**17. Submission of Report:**

To the Governing Body: on \_\_\_\_\_ and presented at public meeting held on \_\_\_\_\_

Copy to Director, Division of Local Govt Finance: on \_\_\_\_\_ either by:

Mail to: \_\_\_\_\_ OR  Email to: LGF@cot.tn.gov

Cordell Hull Building  
425 Rep. John Lewis Parkway N., 4th Floor  
Nashville, TN 37243-3400

**18. Signatures:**

	<b>AUTHORIZED REPRESENTATIVE</b>	<b>PREPARER</b>
Name	<u>Dwayne Cole</u>	_____
Title	<u>Mayor</u>	_____
Firm	<u>Mayor</u>	<u>TMBF</u>
Email	<u>dcole@munford.com</u>	<u>lmooningham@tmbf.net</u>
Date	_____	_____

**REPORT ON DEBT OBLIGATION**  
(Pursuant to Tennessee Code Annotated Section 9-21-134)

**1. Public Entity:**  
 Name: City of Munford  
 Address: 1397 Munford Avenue  
Munford, TN 38058  
 Debt Issue Name: Water and Sewer System Revenue and Tax Refunding Bond, Series 2021  
 If disclosing initially for a program, attach the form specified for updates, indicating the frequency required.

**2. Face Amount:** \$ 570,355.00  
 Premium/Discount: \$ 0.00

**3. Interest Cost:** 2.3900 %  Tax-exempt  Taxable  
 TIC  NIC  
 Variable: Index \_\_\_\_\_ plus \_\_\_\_\_ basis points; or  
 Variable: Remarketing Agent \_\_\_\_\_  
 Other: \_\_\_\_\_

**4. Debt Obligation:**  
 TRAN  RAN  CON  
 BAN  CRAN  GAN  
 Bond  Loan Agreement  Financing Lease  
 If any of the notes listed above are issued pursuant to Title 9, Chapter 21, enclose a copy of the executed note with the filing with the Division of Local Government Finance ("LGF").

**5. Ratings:**  
 Unrated  
 Moody's \_\_\_\_\_ Standard & Poor's \_\_\_\_\_ Fitch \_\_\_\_\_

**6. Purpose:**

		BRIEF DESCRIPTION
<input type="checkbox"/> General Government	_____ %	_____
<input type="checkbox"/> Education	_____ %	_____
<input type="checkbox"/> Utilities	_____ %	_____
<input type="checkbox"/> Other	_____ %	_____
<input checked="" type="checkbox"/> Refunding/Renewal	<u>100.00 %</u>	<u>Refunding Series 2004 WS USDA Bond</u>

**7. Security:**  
 General Obligation  General Obligation + Revenue/Tax  
 Revenue  Tax Increment Financing (TIF)  
 Annual Appropriation (Financing Lease Only)  Other (Describe): \_\_\_\_\_

**8. Type of Sale:**  
 Competitive Public Sale  Interfund Loan \_\_\_\_\_  
 Negotiated Sale  Loan Program \_\_\_\_\_  
 Informal Bid

**9. Date:**  
 Dated Date: 11/04/2021 Issue/Closing Date: 11/04/2021

**REPORT ON DEBT OBLIGATION**

(Pursuant to Tennessee Code Annotated Section 9-21-134)

**10. Maturity Dates, Amounts and Interest Rates \*:**

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2022	\$ 31,555.00	2.3900 %	2033	\$ 43,000.00	2.3900 %
2023	\$ 32,700.00	2.3900 %	2034	\$ 43,000.00	2.3900 %
2024	\$ 33,500.00	2.3900 %	2035	\$ 44,100.00	2.3900 %
2025	\$ 34,300.00	2.3900 %	2036	\$ 42,200.00	2.3900 %
2026	\$ 35,200.00	2.3900 %		\$	%
2027	\$ 36,100.00	2.3900 %		\$	%
2028	\$ 37,000.00	2.3900 %		\$	%
2029	\$ 38,000.00	2.3900 %		\$	%
2030	\$ 38,900.00	2.3900 %		\$	%
2031	\$ 39,900.00	2.3900 %		\$	%
2032	\$ 40,900.00	2.3900 %		\$	%

If more space is needed, attach an additional sheet.

If (1) the debt has a final maturity of 31 or more years from the date of issuance, (2) principal repayment is delayed for two or more years, or (3) debt service payments are not level throughout the retirement period, then a cumulative repayment schedule (grouped in 5 year increments out to 30 years) including this and all other entity debt secured by the same source **MUST BE PREPARED AND ATTACHED**. For purposes of this form, debt secured by an ad valorem tax pledge and debt secured by a dual ad valorem tax and revenue pledge are secured by the same source. Also, debt secured by the same revenue stream, no matter what lien level, is considered secured by the same source.

\* This section is not applicable to the Initial Report for a Borrowing Program.

**11. Cost of Issuance and Professionals:**

No costs or professionals

	AMOUNT <small>(Round to nearest \$)</small>	FIRM NAME
Financial Advisor Fees	\$ 0	
Legal Fees	\$ 0	
Bond Counsel	\$ 570	Spencer Fane Bone McAllester
Issuer's Counsel	\$ 0	
Trustee's Counsel	\$ 0	
Bank Counsel	\$ 0	
Disclosure Counsel	\$ 0	
_____	\$ 0	
Paying Agent Fees	\$ 0	
Registrar Fees	\$ 0	
Trustee Fees	\$ 0	
Remarketing Agent Fees	\$ 0	
Liquidity Fees	\$ 0	
Rating Agency Fees	\$ 0	
Credit Enhancement Fees	\$ 0	
Bank Closing Costs	\$ 0	
Underwriter's Discount _____%		
Take Down	\$ 0	
Management Fee	\$ 0	
Risk Premium	\$ 0	
Underwriter's Counsel	\$ 0	
Other expenses	\$ 0	
Printing and Advertising Fees	\$ 0	
Issuer/Administrator Program Fees	\$ 0	
Real Estate Fees	\$ 0	
Sponsorship/Referral Fee	\$ 0	
Other Costs _____	\$ 2,832	TMBF fee and misc expenses
<b>TOTAL COSTS</b>	<b>\$ 3,402</b>	

**REPORT ON DEBT OBLIGATION**  
(Pursuant to Tennessee Code Annotated Section 9-21-134)

**12. Recurring Costs:**

No Recurring Costs

	<b>AMOUNT</b> (Basis points/\$)	<b>FIRM NAME</b> (If different from #11)
Remarketing Agent	_____	_____
Paying Agent / Registrar	_____	_____
Trustee	_____	_____
Liquidity / Credit Enhancement	_____	_____
Escrow Agent	_____	_____
Sponsorship / Program / Admin	15	TMBF Administration Fee
Other _____	_____	_____

**13. Disclosure Document / Official Statement:**

None Prepared

EMMA link \_\_\_\_\_ or

Copy attached \_\_\_\_\_

**14. Continuing Disclosure Obligations:**

Is there an existing continuing disclosure obligation related to the security for this debt?  Yes  No

Is there a continuing disclosure obligation agreement related to this debt?  Yes  No

If yes to either question, date that disclosure is due \_\_\_\_\_

Name and title of person responsible for compliance \_\_\_\_\_

**15. Written Debt Management Policy:**

Governing Body's approval date of the current version of the written debt management policy 11/28/2011

Is the debt obligation in compliance with and clearly authorized under the policy?  Yes  No

**16. Written Derivative Management Policy:**

No derivative

Governing Body's approval date of the current version of the written derivative management policy \_\_\_\_\_

Date of Letter of Compliance for derivative \_\_\_\_\_

Is the derivative in compliance with and clearly authorized under the policy?  Yes  No

**17. Submission of Report:**

To the Governing Body: on \_\_\_\_\_ and presented at public meeting held on \_\_\_\_\_

Copy to Director, Division of Local Govt Finance: on \_\_\_\_\_ either by:

Mail to: \_\_\_\_\_ OR  Email to: LGF@cot.tn.gov

Cordell Hull Building  
425 Rep. John Lewis Parkway N., 4th Floor  
Nashville, TN 37243-3400

**18. Signatures:**

	<b>AUTHORIZED REPRESENTATIVE</b>	<b>PREPARER</b>
Name	<u>Dwayne Cole</u>	_____
Title	<u>Mayor</u>	_____
Firm	<u>Mayor</u>	<u>TMBF</u>
Email	<u>dcole@munford.com</u>	<u>lmooningham@tmbf.net</u>
Date	_____	_____





**CHECKS OVER \$10,000**

**October 2021**

<b><u>PAYABLE TO</u></b>	<b><u>CHECK #</u></b>	<b><u>AMOUNT</u></b>	<b><u>DESCRIPTION</u></b>
BlueCross BlueShield	18312	\$ 64,222.16	Medical Insurance October
Core & Main	18224	\$ 12,164.35	Water Expansion Giltedge, Lindsey Marie
	18321	<u>\$ 40,566.40</u>	Water Expansion Giltedge, McCormick
	<b>Total Consolidated</b>	<b>\$ 52,730.75</b>	
Delta Marketing	18231	\$16,482.37	Fall Sport Uniforms
Southwest TN Electric	18273	\$ 29,640.13	Electrical Services (August-September)
	18176	<u>2,292.93</u>	Electrical Services (August-September)
	<b>Total Southwest Elect</b>	<b>\$ 31,933.06</b>	
Sullivan's Natural Gas	18275	\$ 26,167.21	Odor Injection System, 2" transition Tipton Rd.
TN Energy Acquisition Corp	18282	\$ 55,371.55	Natural Gas Purchase/Transport
Waste Pro	18291	\$ 10,719.15	Solid Waste
	<b>Total</b>	<b>\$257,626.25</b>	

# Upcoming Meeting Dates and Events

December

2021

## **Nov 25-26 (Thurs-Friday)**

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

## **Dec 2 (Thursday)**

4:00 General Welfare

4:30 Public Works

## **Dec 4 (Saturday)**

5:00 Celebrate Christmas Parade, Tree Lighting, and Fireworks

## **Dec 9 (Thursday)**

3:00 Alan Barkelew Retirement Reception

## **Dec 14 (Tuesday)**

6:30 Planning Commission

## **Dec 16 (Thursday)**

2:30 Birthday Coffee

4:00 Parks and Recreation Committee

4:30 Public Safety Committee

## **Dec 23-24 (Thursday-Friday)**

*\*\*All City Offices Closed in Observance of Christmas Eve & Christmas\*\**

## **Dec 27 (Monday)**

7:00 BOMA Meeting

## **Dec 31 (Friday)**

*\*\*All City Offices Closed in Observance of New Year's Day\*\**



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**  
**October 12, 2021**

The regular monthly meeting of the Munford Municipal-Regional Planning Commission met on Tuesday, October 12, 2021 at 6:30 P.M. With the following:

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

**ABSENT:** Secretary Sue Arthur

**ALSO, PRESENT:** John Dixon, Janice Bomar, 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 David Keeton, seconded by John Moren to approve the minutes from September 14, 2021 as presented. Motion carried all present voting aye*

**II. OLD BUSINESS - None**

**III. NEW BUSINESS**

**A. Wendy's Master Signage Plan**

**Background**

A master signage plan has been submitted for Parker Properties South for a proposed Wendy's restaurant. The property is located near the intersection of Munford Avenue and Highway 51 in Munford, TN. The property can be further identified as Parcel 12.06 on Tipton County Tax Map 111. The property is zoned P-B (Planned Business) in the Munford Municipal Zoning District. The property does not appear to be located in a federally identified flood hazard area according to FIRM #47167C0310F, effective on 12/19/2006.

**Analysis**

Attached Signs/Wall Signs are allowed 20% of the front wall.

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

Recommendation

Staff recommends approval of the Master Signage Plan

*There was a motion by Rick Wilson, seconded by John Moren to approve the Wendy's Master Signage Plan as presented. Motion carried, all present voting aye.*

**IV. OTHER BUSINESS**

**V. REPORTS**

**Mavoral Comments and Issues**

- Celebrate 2021 is this Saturday 10-16-2021. There will be over 150 booths as well as a car show and entertainment.
- Wendy's is making great progress.
- A Ford Truck plant is coming to the Mega site and plans to be producing trucks by 2025. This will affect all of the counties surrounding the Mega site.
- Brighton, Atoka and Munford are discussing sewer issues and solutions.
- Route 206 (Munford Ave) - the city has received a preliminary notice to proceed. This will be a paving and sidewalk plan.
- Board of Mayor and Alderman approved the Jake Harkness rezoning request at last month's meeting.

**Building Inspector – Permitting and Enforcement Report**

*There was a motion by David Keeton, seconded by Rick Wilson 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 7:00 PM.

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Chairman Roy Meadors

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Sue Arthur, Secretary

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Barbara Younger,  
Recording Secretary