



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

AGENDA

City of Munford Board of Mayor and Aldermen - Regular Monthly Meeting –
Monday, August 22, 2022 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 – July 25, 2022
- E. Public Forum

II. OLD BUSINESS AND MONTHLY DEPARTMENTAL REPORTS

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

III. MAYOR'S REPORT

- A. Report
- B. Proclamation/Awards

C. Appointments

D. Ordinance – Resolutions – Motions

First Reading

- **ORDINANCE 2022-08-01** An Ordinance to amend the 2021-2022 General Operating budget.

First Reading

- **ORDINANCE 2022-08-02** An Ordinance to amend the 2021-2022 State Street Aid Budget.

First Reading

- **ORDINANCE 2022-08-03** An Ordinance to amend the 2021-2022 Drug Fund Budget.

First Reading

- **ORDINANCE 2022-08-04** An Ordinance to amend the 2021-2022 Solid Waste Fund Budget.
- **RESOLUTION: 2022-08-01** A Resolution authorizing application for Public Entity Partners Safety Grant.
- **RESOLUTION: 2022-08-02** A Resolution accepting recently constructed and completed streets into city system.

E. Announcements

F. Acknowledgements

IV. NEW BUSINESS

V. FINANCIAL REPORT

- A. Checks over \$10,000
- B. Financials 06-30-2022 Draft

Adjourn –



CITY OF MUNFORD BOARD OF MAYOR AND ALDERMEN

MINUTES – July 25, 2022

**Regular Monthly Meeting – Monday July 25, 2022, 7:00 p.m.
Municipal Building, 70 College Street, Munford, Tennessee.**

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

Absent: Alderman Sue Arthur and Deborah Reed

Department Heads in Attendance: Code Enforcement Officer Glenn Stringfellow, Captain James Taube, Chief Jeremy Reeves, and Director Griff Fisher.

I. CALL TO ORDER

Mayor Cole called the July 25, 2022, scheduled 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 four aldermen and one mayor present.

III. APPROVE MINUTES

Mayor Cole presented the minutes from the Regular Monthly Meeting of June 27, 2022, for approval. *With no corrections, minutes approved as distributed.*

IV. PUBLIC FORUM

No one present to speak.

V. OLD BUSINESS:

- Public Works – Reference report as written.
- Public Safety
 - a. Police: Captain James Taube presented the monthly report. See attached sheet.
 - b. Fire: 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. See attached sheet.
- Library – Reference report as written.
- Mayor’s Report and Comments – Mayor Cole presented his monthly report.
 - Mayor Cole requested a motion to authorize signing of the proposed Sewer Agreement with Poplar Grove Utilities concerning the McCormick Hills development. *Motion was made by Alderman Bomar to authorize Mayor Cole to sign the agreement. Alderman Glass seconded motion. Motion carried, all members present voting aye.*
 - Mayor Cole requested a motion to authorize signing letter of intent with First Citizens Bank in regard to property located at 1483 Munford Avenue for the site of Veterans Plaza. *Motion was made by Alderman Glass to authorize Mayor Cole to sign the letter of intent. Alderman Deneka seconded motion. 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 June. *A motion was made by Alderman Bomar to accept all checks over \$10,000 as presented. Alderman Turner seconded motion. Motion carried, all members present voting aye.*
- **Financials**– Mayor Cole presented the preliminary financial report for the period ending June 30, 2022. *A motion to accept the report was made by Alderman Turner. Alderman Bomar seconded motion. Motion carried, all members present voting aye.*

With no further discussion, Mayor Cole made a motion to adjourn at 7:30 pm.

Dwayne Cole, Mayor

Sherry Yelvington, City Recorder

CITY HALL MONTHLY REPORT

	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	TOTAL
ACCOUNTS													
Current Customer Accts													
Water Customers Total	3395	3407	3423	3457	3458	3452	3458	3462	3456	3456	3478	3482	41,384
Sewer Customers Total	2176	2181	2194	2226	2217	2218	2219	2234	2229	2226	2244	2250	26,614
Gas Customers Total	7287	7285	7311	7351	7355	7369	7425	7437	7441	7433	7455	7445	88,594
<i>In Atoka City Limits</i>	2556	2558	2559	2561	2562	2564	2564	2566	2565	2566	2567	2569	30,757
<i>Out of Atoka City Limits</i>	293	293	293	292	293	293	294	294	293	293	294	294	3,519
Trash Customers	1704	1704	1715	1724	1728	1744	1749	1749	1770	1781	1788	1793	20,949
Customer Adjustments													
Connects	73	69	87	98	77	47	56	68	94	72	69	75	885
Finals	73	68	88	82	69	41	61	74	83	75	78	118	910
Meter Sets	22	17	15	2	8	0	10	35	6	9	13	7	144
PAYMENTS													
Payments on line													
Utility paid on line	2379	2596	2703	2660	2793	2793	2689	2916	2675	2419	2425	2508	31,556
ACH Payments	1424	1413	1432	1432	1462	1475	1501	1517	1534	1586	1608	1618	18,002
E-Bills	1518	1522	1537	1540	1539	1540	1555	1540	1583	1596	1619	1636	18,725
Payments Received Lobby/Mail													
CC Payments	349	851	1201	525	396	444	369	514	943	496	710	629	7,427
Cash Payments	653	624	720	627	577	570	540	584	612	645	636	646	7,434
Check Payments	2,451	2,233	2,587	2,427	2,610	2,563	2,680	2,376	2,322	2,376	2,172	2,143	28,940
Money Order Payments	0	0	0	0	2	1	1	0	0	0	0	0	4
Delinquent Accounts													
Delinquent Penalty	373	104	142	135	186	236	224	253	165	339	125	185	2,467
Cut Offs	154	103	84	0	1	220	178	125	106	234	125	151	1,481
Phone Calls	409	366	441	324	558	690	597	728	730	868	439	592	6,742
SERVICE													
Water / Sewer													
Water Service Orders	5	6	5	3	2	4	3	10	4	16	8	6	72
Sewer Service Orders	5	7	10	14	5	7	9	9	5	3	6	6	86
Amount Billed Water	\$103,988	\$100,247	\$90,285	\$84,941	\$92,494	\$94,165	\$89,338	\$85,479	\$89,615	\$93,538	\$106,852	\$126,239	\$1,157,181
Amount Billed Sewer	\$93,025	\$95,176	\$83,166	\$80,169	\$121,833	\$121,386	\$116,420	\$117,051	\$120,031	\$122,211	\$132,575	\$147,048	\$1,350,091
Damaged/Stuck Meters	51	24	58	47	1	1	5	18	0	4	65	2	276
Solid Waste													
Cans Delivered	11	17	12	21	10	15	9	25	22	13	8	18	181
Missed pickup	20	25	17	24	18	22	8	13	9	20	24	15	215
Damaged Cans	0	3	0	0	0	1	0	1	0	1	1	1	8
Other complaints	7	6	3	8	4	2	0	8	6	0	1	2	47
New Customers	22	35	27	21	29	23	20	26	33	25	25	22	308
Discontinued Service	5	10	4	10	5	4	3	8	3	11	7	8	78
Amount Billed	\$33,478	\$33,606	\$33,740	\$34,014	\$34,053	\$35,586	\$35,925	\$36,275	\$36,573	\$36,584	\$36,831	\$36,782	\$423,447
Gas													
Odor Complaints	2	2	10	12	9	7	5	13	0	11	4	7	82
Damaged / Stuck Meters	37	28	42	24	16	54	41	39	4	38	49	52	424
Amount Billed	\$115,511	\$122,487	\$150,208	\$488,094	\$628,653	\$917,094	\$929,219	\$579,916	\$359,529	\$67,826	\$192,474	\$121,752	\$4,672,763
Misc Service Orders													
Other complaints	10	4	3	7	12	8	9	5	2	2	4	5	71
Total Utility/Trash Billing	\$346,002	\$351,517	\$357,399	\$687,218	\$877,032	\$1,168,231	\$1,170,902	\$818,721	\$605,749	\$320,159	\$468,732	\$431,821	\$7,603,482

City of Munford
Public Works Monthly Report

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	2022 Totals	PY Totals
Calls	76	73	112	81	78	87	53						560	986
Water Calls/Leaks	19	9	10	7	28	14	16						103	128
Sewer Calls/Leaks	24	16	16	38	8	5	11						118	170
Gas Calls/Leaks	26	11	18	7	15	16	12						105	146
Street/Yard/Drainage Calls	3	6	11	3	8	5	5						41	93
Water Samples	10	10	10	10	10	10	10						70	13
Cut-Offs	135	110	124	110	287	120	153						1039	998
Locates	177	155	299	263	276	267	230						1667	5505
Unread Meters	24	25	25	47	145	106	112						484	379
Meters Repairs	63	68	51	9	46	114	57						408	667
Sewer Taps	1	1	0	0	0	1	0						3	2
Water Sets	1	0	0	0	4	11	8						24	112
Gas Sets	10	23	21	2	5	10	18						89	81
Munford	8	19	14	2	5	6	11						65	52
Atoka	1	4	5	0	0	4	7						21	20
Brighton	1	0	2	0	0	0	0						3	9
Closed Work Orders	501	512	545	433	764	635	586						3976	5344
Water Pumped (millions)	32	25	27	27	31	34	38						214	331
Treated Pumped to River	39	39	42	44	38	29	30						261	420

**City of Munford
Police Department**

	2022												PY	
	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Totals	Totals
CITATIONS ISSUED	163	224	216	169	194	232	261						1459	1826
COURTESY CITATIONS ISSUED	64	79	77	59	70	86	97						532	810
TRAFFIC STOPS	339	379	408	252	402	428	500						2708	3375
SPEEDING	84	117	114	104	123	160	127						829	1041
SEAT BELT	0	0	0	0	0	0	1						1	25
ARREST	36	30	23	30	46	48	45						258	346
ADULT - MALE	14	19	11	19	27	32	30						152	230
ADULT - FEMALE	13	9	11	7	18	16	15						89	94
JUVENILE - MALE	6	2	0	3	0	0	0						11	13
JUVENILE - FEMALE	0	0	1	1	1	0	0						3	9
WARRANT ARREST	2	4	2	2	6	2	4						22	57
DRUG ARREST	10	11	6	1	10	8	17						63	85
ALCOHOL ARREST	4	1	1	3	1	1	3						14	28
INCIDENT REPORTS	97	82	67	90	70	80	78						564	807
OFFICER INITIATED INCIDENTS	1189	1102	1425	1179	1089	1073	1125						8182	13628
ACCIDENT REPORTS	11	22	6	11	8	18	8						84	166
MILES PATROLLED	12777	12702	15821	13014	12972	13547	14817						95650	152151
CALLS FOR SERVICE	706	817	844	771	948	945	983						6014	8580



Munford Fire Department Monthly Board Report - July 2022

Incidents	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Total 2022	Total 2021
Structure Fires - Munford	2	3	1	1	0	1	0						8	2
Structure Fires - County	1	0	4	1	1	0	1						8	17
Grass Fire - Munford	1	1	3	0	0	3	1						9	2
Grass Fires - County	2	1	2	0	1	1	1						8	6
Vehicle Fires - Munford	0	1	0	0	0	0	0						1	9
Vehicle Fires - County	0	0	0	0	0	0	0						0	1
Vehicle Accidents - Munford	5	8	4	3	3	7	2						32	48
Vehicle Accidents - County	0	1	0	0	1	5	0						7	18
EMS Calls - Munford	58	52	43	38	48	66	60						365	664
EMS Calls - County	1	1	4	2	5	5	2						20	46
Other Incidents - Munford	34	31	14	23	24	30	12						168	261
Other Incidents - County	5	3	8	3	6	13	5						43	65
Mutual Aid Calls	9	6	18	6	14	24	9						86	130
Burn Permits	2	3	11	5	8	0	0						29	51
Total Calls - Munford	110	96	65	65	75	107	74						592	979
Total Calls - County	9	6	18	6	14	24	9						86	153
Total Calls - Department	119	102	83	71	89	131	83	0	0	0	0	0	678	1132

Department Staffing	Allocated	Filled	Vacant	On Leave
Full Time Positions	13	13	0	0
Part Time Positions	1	1	0	0
Reserves	30	11	19	0
Total Department Staffing	44	25	19	0

Vehicle Fleet Status	Days out of Service	Comments
Unit #1 (Chief)		
Unit # 2 (Captain)		
Inspector # 1 (Inspector)		
Med 8		
Rescue 8	4	Light bar repair/electrical issues
Engine 81		
Engine 88	10	Motor overheating
Brush Truck 81		
Brush Truck 82		
Tower 81		

	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	21-Dec	22-Jan	22-Feb	22-Mar	22-Apr	22-May	22-Jun	22-Jul	Past Year
Payment Plan															
Current	14/1,057.5	37/2,675	4/250	14 / \$982	25 / 1938	5 / 315	2 / 140	21 / 2010.00	38 / 3750	12 / 680	7 / 747	4 / 535	8 / 850	30/2547	
Past Due															

RENTALS															
Friday Night Skate	405	475	233	245	297	162	158	187	217	229	354	198	215	135	
Skate Parties	16	17	17	19	24	27	17	28	27	28 / 28	28 / 29	24 / 31	16 / 28	\$ 23.00	
Band Room	2	4	2	5	2	5	3	6	4	3	6	8	2	6	
Community Room	3	2	0	1	3	2	2	0	4	3	2	1	3	2	
Valentine Park Gazebo					6							6	3		

SENIOR SERVICES															
Congregate Meals	0	0	12	352		330		217	293	566	526	540	540	499	
Home Delivery	130 Weekly	130 Weekly	130 weekly	130 weekly	130 Weekly			123	143	231	129	140	140	130	

Vehicle Miles															
P&R-08 Chevy Ext. Cab	101,564	101,755	102,165	102,510	102,915	103,204	103,392	103,545	103,545	103,545	103,727	104,151	104,374	104,647	
P&R-15 Chevy 4Door	40,027	41,047	42,147	42,599	43,947	44,578	45,238	45,875	46,484	47,279	48,854	49,690	49,839	50,403	
CP-05 Chevy Single Cab	140,104	141,138	141,422	141,635	142,025	142,275	142,475	142,647	142,891	143,086	143,609	144,105	144,215	144,481	
P&R-08 Chevy Ext. Cab	108,575	108,795	109,234	109,423	109,954	110,406	110,489	111,255	111,855	112,218	112,301	113,260	113,399	113,655	
P&R-01' Expedition	172,217	172,623	172,813	172,876	172,903	172,946	173,142	173,243	173,348	173,388	173,422	173,524	174,573		

Equipment Hours															
Jacobsen Truckster	412	418	427	435	448	456	457	460	464	468	478	490	496	514.3	
ToroInfield Drag	1,582	1,589	1,605	1,625	1,646	1,654	1,658	1,658	1,660	1,675	1,722	1,748	1,749	1,753.3	
2014-61" Snapper	1,003	1,010	1,015	1,017	1,017	1,017	1,017	1,017	1,017	1,017	1,017	1,022	1,022	1,022	
2015-72" Snapper	620	658	784	784	784	784	784	784	784	784	784	788	788	702.7	
2015-61" Snapper-CP	823	829	839	846	856	856	856	859	868	868	868	913	917	931.5	
2022-72" Xmark	1,558	1,558	1,558	1,558	1,558	1,558	1,558	1,558	1,558	1,558	1,558	72	83	108.9	
Bad Boy	1,065	1,065	1,065	1,065	1,065	1,065	1,065	1,065	1,065	1,065	1,065	1,068	1,070	1,070	
Dixie Chopper	611	611	612	614	614	614	614	614	614	614	614	614	614	611.4	
JD4700 Tractor	3,842	3,842	3,843	3,845	3,847	3,851	3,851	3,851	3,851	3,851	3,853	3,853	3,853	3,853	
2021 Snapper61"	17	49	111	131	153	156	156	156	172	187	217	240	274	295.5	
Polaris SXS	603	653	660	672	679	679	679	680	680	687	704	726	766	812.9	

Sports Registration															
Basketball				198	367	367	367	367	367						
Cheerleading				52	56	56	56	56	56						
Flag Football									164	164					
Soccer		219		232					242	242				220	
Baseball		348		348					394	394				356	

	PERMIT NO	DATE	LOCATION	R-C	NAME	TYPE OF PROJECT	SQUARE FOOTAGE	PROJECT VALUE	PERMIT FEE
1	1503	07/01/22	4295 MARSHALL RD.	C	ALAINA PHILLIPS	POOL/DECK	N/A	N/A	\$125.00
2	1504	07/01/22	38 S. MEADOWS CV.	C	ELIZABETH PRUETT	FENCE	N/A	N/A	\$25.00
3	1505	07/08/22	COLONIAL HEIGHTS	C	BRANDON TAYLOR	FENCE	N/A	N/A	\$25.00
4	1506	07/08/22	9750 EVANDER	R	BRIAN STIMPSON	POOL	N/A	N/A	\$100.00
5	1507	07/08/22	86 FORSYTH	C	MERDIAN GROUP	FENCE	N/A	N/A	\$25.00
6	1508	07/08/22	104 FORSYTH	C	MERDIAN GROUP	FENCE	N/A	N/A	\$25.00
7	1509	7/8/22	14N. PAYSON CV.	C	SEAN BRESLIN	FENCE	N/A	N/A	\$25.00
8	1510	07/08/22	28 N. PAYSON CV.	C	CHANDRA JACKSON	FENCE	N/A	N/A	\$25.00
9	1511	07/08/22	101 CHANCE ST.	C	LINDA JONES	ALTERATION	N/A	N/A	\$100.00
10	1512	07/08/22	28 WALNUT	C	JOHN BRASFIELD	FENCE	N/A	N/A	\$25.00
11	1513	07/15/22	100 WHITTEN PL.	C	ZACHARY HANDLEY	NEW S.F. DWELLING	5,034	\$353,000.00	\$798.00
12	1514	07/15/22	100 MARGRET PL	C	CLIFTON POWELL	FENCE	N/A	N/A	\$25.00
13	1515	07/18/22	467 GEORGE ELLIS	C	APEX	NEW S.F. DWELLING	3,358	\$236,000.00	\$564.00
14	1516	07/18/22	436 GEORGE ELLIS	C	APEX	NEW S.F. DWELLING	3,518	\$247,000.00	\$586.00
15	1517	07/18/22	431GEORGE ELLIS	C	APEX	NEW S.F. DWELLING	4,993	\$350,000.00	\$792.00
16	1518	07/26/22	94 G LAFONT	C	HOLLY INGRAM	ADDITION	360	\$15,000.00	\$100.00
17	1526	07/18/22	67 . MEADOWS CV.	C	LINDA HUMPHREY	POOL	N/A	N/A	\$100.00
18	1527	07/29/22	233 JAMES DREW	C	BRENT BARR	FENCE	N/A	N/A	\$25.00
19	1528	07/29/22	214 N. GRETNA GREEN	C	DENISE MARMION	FENCE	N/A	N/A	\$25.00
20									
21									
22									
23									
24									
25									
26									
27									
28									
29									
30									
31									
32									
33									
								\$3,415.00	\$100.00

Total **\$1,201,000.00** **\$3,515.00**

C - CITY LIMITS
R - REGION

Complaints	26	Building Permits	19
Inspections	79	Sign permits	3
Certificate Of Occupancy	20	Use & Occupancy Permits	1
PREFORMANCE BOND		WALKERS MEADOW I	2018
		WALKER MEADOWS II	2020
		CENTRAL PARK	2020
		WALKER MEADOWS N.	2021

[Signature]
Building Inspector



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



July 2022 Library Report

Overview:

- The library has sold **\$182.50** in books with the ongoing book sale.
 - The library has collected **\$143.55** in library fines, overdue fees, and lost items.
 - The monthly collection for copies and faxing was **\$350.50**.
 - There was a \$20.00 in-kind donation.
 - The Library had **277** people use our computers and **89** requiring computer help. In addition we had **335** use the Wi-Fi. The library had **829** reference questions asked and answered.
 - Library staff provided **24** one-on-one technology device sessions lasting more than 10 minutes.
 - The Library has gained **81** new users, with **3,065** materials checked out (including books, movies, audio, R.E.A.D.S circulation, etc.). We have a total of **4,828** patrons.
 - Through Interlibrary Loan **42** books were loaned out, and **62** were borrowed.
-
- ❖ Tennessee R.E.A.D.S. had **1,034** books checked out.
 - ❖ Lindsey was used as a Notary Public 6 times.
 - ❖ Library staff proctored 2 TWRA Boaters License tests.
 - ❖ The Library had 10 volunteers.
 - ❖ The adult book club met, there were **6** people in attendance
 - ❖ Through in-person and passive programming we had 9 programs with 196 attendees.
 - LEGO Club met twice with 19 in attendance.
 - Summer Reading Program was held twice, there were 74 in attendance!
 - The Summer Reading Challenge continued, 21 people signed up in July, making our total number of participants 163.
 - Passive Programs included: Color Your Own Bookmark, Summer Sweet Reads, Staff Recommendations, Book Spotlight, Dive into a Good Book and Summer Reading Displays.
 - ❖ We continue to offer curbside services to patrons. 2 patrons were assisted curbside.
 - ❖ We continue to do virtual story times. We posted two videos with 183 views.
 - ❖ We hosted our end of summer party. All the children who participated in the summer program were given a goody bag, book and prizes for the games they played. We had games set up and story time at our final program.
 - ❖ All staff was recognized for completing the TSLA Public Library Staff training. All staff members are now Certified Public Library Staff.

Munford-Tipton County

Monthly Report

July 2022

PHYSICAL COLLECTION											LOCAL ELECTRONIC COLLECTION (Advantage, etc.)		Current Balance
Material Type		Beginning	Added	Deleted	Balance		Beginning	Added	Deleted	Balance			
Print Materials	Locally Owned	7,685	10	69	7,626	Regionally Owned	10,419		81	10,338	Locally Owned	E-books	85
Audio Materials		398			398		1,627			1,627		Audio Downloadable	156
Video Materials		449	1	1	449		589	1	1	589		Video Downloadable	0
Other Materials		0			0		0			0		TOTAL	241
TOTAL		8,532	11	70	8,473		12,635	1	82	12,554		TOTAL PHYSICAL COLLECTION	21,027

Electronic Circulation-READS includes Advantage & other local e collections	Physical Circulation Book & Non-Book	CIRCULATION TOTALS - Auto Fill (all formats - Physical & Electronic)			
Adult **	974	Adult	868	Adult (includes number from libguides **4.4)	1,842
Children **	60	Children	1,163	Children (includes number from libguides **4.5)	1,223
Total	1,034	Total	2,031	Total for All Circulation	3,065

Unique Users 150

Title VI Survey Information		Library Services		In-Person Programs Offered			
White	39	Library Visits	950		Adult	Young Adult	Children
Black	4	Reference Transactions	829	Inside the Library	4	1	6
American Indian-Alaska Native	0	Computer Users	277	Outside the Library	0	0	0
Hispanic or Latino of any race	2	Wireless Sessions	335	Total	4	1	6
Native Hawaiian/Pacific Islander	0	Website Visits		In-Person Programs Attendance			
Asian	0				Adult	Young Adult	Children
Other	0	Hotspots/MiFi		Inside the Library	92	8	150
Two or more races	2	Local Database Usage		Outside the Library	0	0	0
Total	47	Tech Training		Total	92	8	150

Borrowers	Current Balance
Adult Borrowers >14 yrs old	3,674
Children Borrowers <14 yrs old	1,154
Total Borrowers	4,828

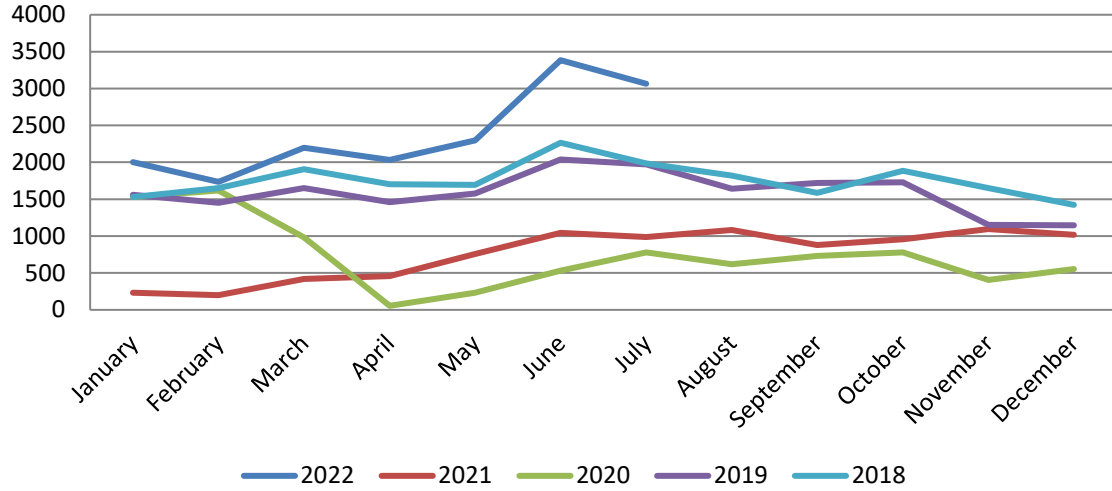
Live Virtual Programming	
Live Virtual Programs	0
Views of Live Virtual Programs	0
On-Demand Views	0

Recorded Programming	
Recorded Programs	2
Views of Recorded Programs	183

Resource Sharing	
ILL - Borrowed	62
ILL - Loaned	42

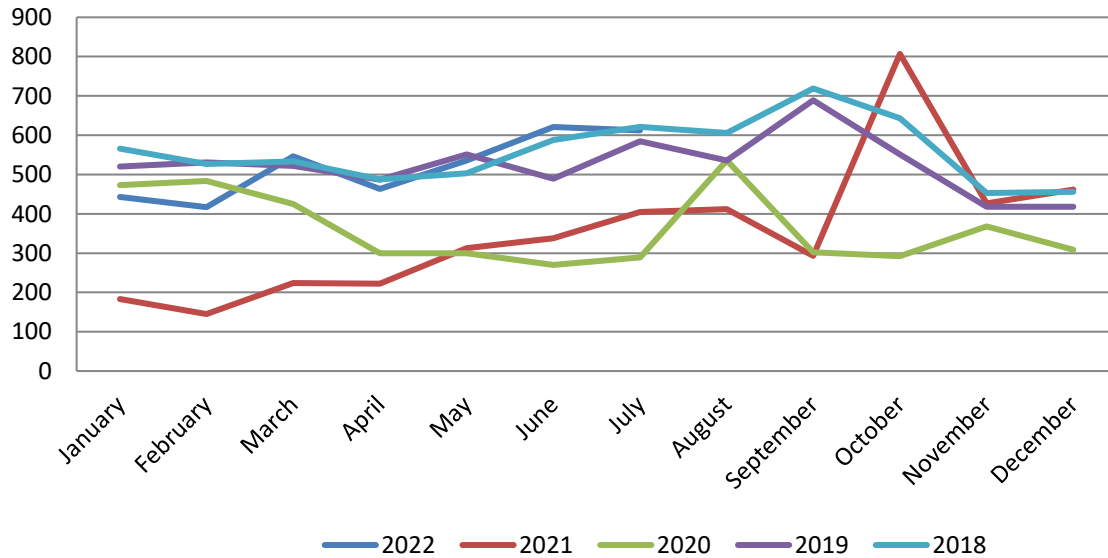
TOTAL PROGRAMS	13
TOTAL PROGRAM ATTENDANCE	433

Circulation Growth 2018-2022



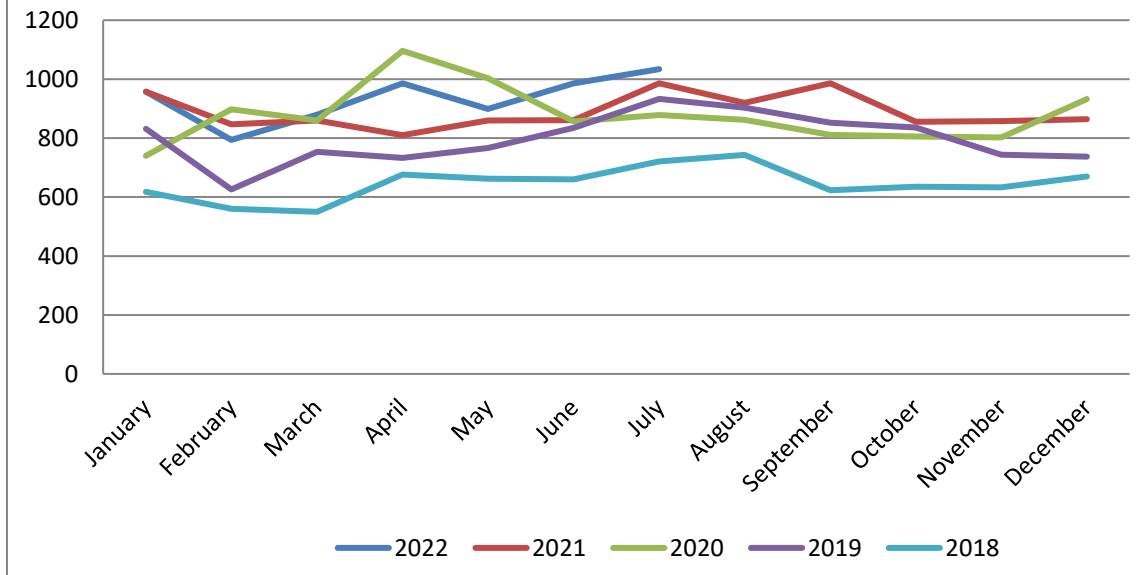
* As of 07/31/2022

Computer Usage 2018-2022



* As of 07/31/2022

Tennessee R.E.A.D.S Circulation



*** As of 07/31/2022**



City of Munford, Tennessee

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

Mayor's Report
August 22, 2022

Tipton County Schools began on August 2 with all the excitement of the new year. I am pleased to report that all three Munford schools had School Resource Officers on the first day. This is a cooperative effort between Tipton County Government, Tipton County School Superintendent Dr. John Combs, and the City of Munford. Our School Resource Officers (SRO) are Munford Elementary School - SRO Jason Byars, Munford Middle School - SRO Lance Willis, and Munford High School - SRO Chris Atkinson. These highly trained officers are on site daily to interact with and protect our children.

As always traffic on the first few days of school is chaotic, to say the least. Chief Randal Baskin has committed several officers to direct traffic at the school and various intersections to improve traffic flow. Thank you, Chief Baskin. We will continue to consider various other alternatives.

I am ecstatic to announce that our Intersection and Sidewalk Improvement project has been approved and funded by TDOT and we have scheduled our pre-construction meeting with Ford Construction Company on August 31. This project includes turn lanes at Beaver Road and Munford Avenue, Munford Avenue at Doctor Drive, sidewalk rehabilitation from Park Street to College Street, and curb and gutter from Chance to College Street. Let us get it started!

Recently we performed emergency sewer repairs on West Main Street (Drummonds Road) and, in doing so, had to open cut some areas of the road. These have been patched and we are now planning to repave the affected area very soon. We will announce the schedule and do our best to reduce inconvenience as much as possible.

As well as West Main Street, we will also be performing additional street repair and paving. Each of the streets to be paved are listed in our recent Street Maintenance Survey as 'critical' and are only a part of our paving plan for the current fiscal year.

The Munford High School football team got off to a great start with a huge win (28-7) against perennial power and in-county rival Covington on August 18 at Covington Athletic Field. Please join me Friday night at Dr. Sid Witherington Field in Munford (Munford High School) as our Cougars take on the Millington Trojans. Congratulations Cougars and we look forward to a magical season!

Warmest late summer regards,
Dwayne Cole

ORDINANCE: 2022-08-01

**AN ORDINANCE OF THE CITY OF MUNFORD, TENNESSEE
AMENDING THE ANNUAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2021
AND ENDING JUNE 30, 2022**

WHEREAS, the City of Munford adopted the fiscal year 2021-2022 budget by passage of Ordinance: 2021-04-01; and

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

WHEREAS, the City of Munford’s General Operating Fund has experienced increased tax revenues as well as increased grant funds, this combination increases revenues in total of \$919,390. Expenses have also increased by \$852,025 to include ARPA grant purchases, roof for City Hall and Fire, increased fuel cost, and new AC unit at Tipton Plaza. The net result is additional surplus of \$67,366.

WHEREAS, the revenues for the General Fund will be higher and expenses for the same will be higher than anticipated; now

THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MUNFORD, TENNESSEE THAT CHANGES BE MADE TO THE FISCAL YEAR 2021-2022 BUDGET AS FOLLOWS:

SECTION 1. ORDINANCE: 2021-04-01 is hereby amended by increasing General Fund revenues by \$919,390 and increasing General Fund expenses by \$852,025.

SECTION 2. The Board of Mayor and Aldermen of the City of Munford authorize the City Recorder to make said changes in the accounting system.

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

Passed First Reading

Mayor Dwayne Cole

Passed Second Reading

City Recorder

**City of Munford
2021-2022 Operating Budget
General Fund - Revenues**

Department	Fund	Original Budget	1st Amended Budget	2nd Amended Budget	Change	Comment
Taxes	31000	\$2,923,000	\$3,177,886	\$3,183,181	\$5,295	inc local and local option sales tx
License & Permits	32000	\$49,450	\$41,100	\$47,450	\$6,350	inc in building permits
Intergovernmental	33000	\$895,248	\$1,006,052	\$1,793,158	\$787,106	ARPA grants/State Sales Tax
Charges for Services	34000	\$430,650	\$413,693	\$494,203	\$80,510	sports registrations, concessions and rentals up
Fines & Forfeitures	35000	\$132,100	\$144,500	\$171,900	\$27,400	increased court revenue
Miscellaneous	36900-37900	\$4,500	\$30,628	\$43,357	\$12,729	ins recoveries, sales of assets
Total		\$4,434,948	\$4,813,859	\$5,733,249	\$919,390	

City of Munford
2021-2022 Operating Budget
General Fund - Expenses

Department	Fund	Original Budget	1st Amended Budget	2nd Amended Budget	Change	Comment
Legislative	41110	\$38,707	\$44,311	\$45,133	\$822	
Finance & Administration	41500	\$58,336	\$80,094	\$83,300	\$3,206	roof, computer purchase
Code Enforcement	41700	\$52,729	\$50,911	\$53,621	\$2,710	
Police Department	42100	\$1,597,959	\$1,662,929	\$1,845,612	\$182,683	salaries, ARPA purchase (cars), fuel cost
Fire Department	42200	\$1,252,184	\$1,320,446	\$2,053,477	\$733,031	salaries, OT, ARPA purchase (engine), roof
Street Department	43100	\$141,840	\$268,591	\$150,994	(\$117,597)	did not pave AC Tipton Plaza, programs, concessions inc in
Parks & Recreation	44000	\$886,333	\$863,874	\$889,267	\$25,393	relation to revenue inc
Library	44800	\$112,915	\$117,653	\$135,470	\$17,817	ARPA grant purchases
Community Development	46500	\$37,009	\$42,955	\$43,550	\$595	
Debt Service		\$239,593	\$239,135	\$242,500	\$3,365	interest rate inc
		<u>\$4,417,605</u>	<u>\$4,690,899</u>	<u>\$5,542,924</u>	<u>\$852,025</u>	

ORDINANCE: 2022-08-02

**AN ORDINANCE OF THE CITY OF MUNFORD, TENNESSEE
AMENDING THE ANNUAL STATE STREET AID FUND BUDGET FOR THE FISCAL YEAR BEGINNING
JULY 1, 2021 AND ENDING JUNE 30, 2022**

WHEREAS, the City of Munford adopted the fiscal year 2021-2022 budget by passage of Ordinance: 2021-04-01; and

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

WHEREAS, the City of Munford's State Street Aid Fund has experienced a decrease in some state shared tax revenues, this decreases revenues by \$13,455. Expenses have decreased by \$126,046 to include a combination of lower expenses related to not paving major street. The net result is a additional surplus of \$112,591.

WHEREAS, the revenues for the State Street Aid Fund will be lower and expenses for the same will be lower than anticipated; now

THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MUNFORD, TENNESSEE THAT CHANGES BE MADE TO THE FISCAL YEAR 2021-2022 BUDGET AS FOLLOWS:

SECTION 1. ORDINANCE: 2021-04-01 is hereby amended by decreasing State Street Aid Fund revenues by \$13,455 and decreasing State Street Aid expenses by \$126,046.

SECTION 2. The Board of Mayor and Aldermen of the City of Munford authorize the City Recorder to make said changes in the accounting system.

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

Passed First Reading

Mayor Dwayne Cole

Passed Second Reading

City Recorder

**City of Munford
2021-2022 Operating Budget
State Street Aid Fund - Revenues**

Department	Fund	Original Budget	1st Amended Budget	2nd Amended Budget	Change	Comment
Taxes	33000	\$223,000	\$223,000	\$209,500	(\$13,500)	reduction in state shared tax
Inerest	36101	\$2,500	\$2,100	\$2,145	\$45	
Other Financing Sources	36900	\$0	\$2,121	\$2,121	\$0	
Total		\$225,500	\$227,221	\$213,766	(\$13,455)	

**City of Munford
2021-2022 Operating Budget
State Street - Expenses**

Department	Fund	Original Budget	Amended Budget	Amended Budget	Change	Comment
			1st	2nd		
Street Lighting	51610	\$25,000	\$25,000	\$20,000	(\$5,000)	
Repairs	51610	\$0	\$2,121	\$26,075	\$23,954	road striping
Paving	41700	\$250,000	\$230,000	\$85,000	(\$145,000)	did not pave major roads
Debt Service	42100	\$57,173	\$64,727	\$64,727	\$0	
		<u>\$332,173</u>	<u>\$321,848</u>	<u>\$195,802</u>	<u>(\$126,046)</u>	

ORDINANCE: 2022-08-03

**AN ORDINANCE OF THE CITY OF MUNFORD, TENNESSEE
AMENDING THE ANNUAL DRUG FUND BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1,
2021 AND ENDING JUNE 30, 2022**

WHEREAS, the City of Munford adopted the fiscal year 2021-2022 budget by passage of Ordinance: 2021-04-01; and

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

WHEREAS, the City of Munford's Drug Fund has increased revenue in the 2021-2022 of \$6,193 due to a higher number of seized forfeitures, court and miscellaneous revenues; and has increased expenses of \$1,874 due to equipping new police cars; and

WHEREAS, the revenues for the Drug fund will be the higher and expenses for the same will be higher than anticipated; the net result will be a surplus addition of \$4,319.

THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MUNFORD, TENNESSEE THAT CHANGES BE MADE TO THE FISCAL YEAR 2021-2022 BUDGET AS FOLLOWS:

SECTION 1. ORDINANCE: 2021-04-01 is hereby amended by increasing Drug Fund revenues by \$6,193 and increasing expenses by \$1,874.

SECTION 2. The Board of Mayor and Aldermen of the City of Munford authorize the City Recorder to make said changes in the accounting system.

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

Passed First Reading

Mayor Dwayne Cole

Passed Second Reading

City Recorder

**City of Munford
2021-2022 Operating Budget
Drug Fund - Revenues**

Department	Fund	Original Budget	1st Amended Budget	2nd Amended Budget	Change	Comment
Court Revenues	35100	\$1,000	\$2,200	\$4,770	\$2,570	increased court fees
Forfeitures-Misc Rev	35200	\$2,000	\$11,298	\$14,900	\$3,602	increase in forfeitures of seized funds
Other-Interest	36100	\$80	\$80	\$101	\$21	
Total		\$3,080	\$13,578	\$19,771	\$6,193	

**City of Munford
2021-2022 Operating Budget
Drug Fund - Expenses**

Department	Fund	Original Budget	1st Amended Budget	2nd Amended Budget	Change	Comment
Drug Dog-Vet/Supplies	42100	\$1,550	\$1,200	\$900	(\$300)	
Memberships/Repairs	42100	\$300	\$0	\$0	\$0	
Operating/Cap Outlay	42100	\$5,000	\$10,326	\$12,500	\$2,174	outfitting vehicles
					\$0	
Total		\$6,850	\$11,526	\$13,400	\$1,874	

ORDINANCE: 2022-08-04

**AN ORDINANCE OF THE CITY OF MUNFORD, TENNESSEE
AMENDING THE ANNUAL SOLID WASTE FUND BUDGET FOR THE FISCAL YEAR BEGINNING
JULY 1, 2021 AND ENDING JUNE 30, 2022**

WHEREAS, the City of Munford adopted the fiscal year 2021-2022 budget by passage of Ordinance: 2021-04-01; and

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

WHEREAS, the City of Munford's Solid Waste Fund has increased revenue in 2021-2022 of \$3,284 due to an increase in customers; and has increased expenses of \$4,351 due to increased allocations to the General Fund; and

WHEREAS, the revenues for the Solid Waste fund will be increased and expenses for the same will be higher than anticipated; The net result is a loss of \$1,067.

THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MUNFORD, TENNESSEE THAT CHANGES BE MADE TO THE FISCAL YEAR 2021-2022 BUDGET AS FOLLOWS:

SECTION 1. ORDINANCE: 2021-04-01 is hereby amended by increasing Solid Waste Fund revenues by \$3,284 and increasing expenses by \$4,351.

SECTION 2. The Board of Mayor and Aldermen of the City of Munford authorize the City Recorder to make said changes in the accounting system.

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

Passed First Reading

Mayor Dwayne Cole

Passed Second Reading

City Recorder

**City of Munford
2021-2022 Operating Budget
Solid Waste Fund - Revenues**

Department	Fund	Original Budget	1st Amended Budget	2nd Amended Budget	Change	Comment
Customer Pmts	34400	\$440,874	\$440,874	\$444,000	\$3,126	addition of customers
Other Rev-Interest	36100	\$250	\$250	\$408	\$158	
Total		\$441,124	\$441,124	\$444,408	\$3,284	

**City of Munford
2021-2022 Operating Budget
Solid Waste Fund - Expenses**

Department	Fund	Original Budget	1st Amended Budget	2nd Amended Budget	Change	Comment
Vendor Services	43230	\$239,760	\$254,000	\$252,000	(\$2,000)	
Repairs/Supplies	43230	\$0	\$0	\$0	\$0	
Allocation to Gen Fund	43230	\$175,276	\$175,649	\$182,000	\$6,351	reflection of additional exp in General Fund
Total		<u>\$415,036</u>	<u>\$429,649</u>	<u>\$434,000</u>	<u>\$4,351</u>	

RESOLUTION: 2022-08-01

CITY OF MUNFORD, TENNESSEE

TO PARTICIPATE IN

Safety Partners Matching Grant Program

WHEREAS, the safety and well-being of the employees of the City of Munford, Tennessee is of greatest importance, and

WHEREAS, all efforts shall be made to provide a safe and hazard-free workplace for the City of Munford employees; and

WHEREAS, Public Entity Partners seeks to encourage the establishment of a safe workplace by offering a "Safety Partners" Matching Grant Program; and

WHEREAS, the City of Munford now seeks to participate in this important program.

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

SECTION 1. That the City of Munford is hereby authorized to submit application for a "Safety Partners" Matching Grant Program through Public Entity Partners.

SECTION 2. That the City of Munford is further authorized to provide a matching sum to serve as a match for any monies provided by this grant.

READ and ADOPTED this the _____ day of _____, 2022.

Mayor Dwayne Cole

Sherry Yelvington, City Recorder

RESOLUTION 2022-08-02

RESOLUTION TO ACCEPT NEW STREETS RECENTLY CONSTRUCTED AND COMPLETED

WHEREAS, the city has received notice from the City Building and Code Inspector that the below streets have been constructed in accordance with the approved design; and

WHEREAS, the City of Munford has been notified of the completion of Walker Meadows I and Central Park subdivisions; and

WHEREAS, the City of Munford needs to accept the streets in Walker Meadows I *Meadows Dr, S. Meadows Cove and N. Meadows Cove*; and

WHEREAS, the City of Munford needs to accept the streets in Central Park; *Colonial Cove, Tevor Cove, Frances Lane, Colonial Heights Drive (extension), N. Payson Cove, and S. Payson Cove*; and

WHEREAS, the City of Munford needs to accept these streets into the city for maintenance and mapping purposes.

NOW, THEREFORE IT BE RESOLVED, the Board of Mayor and Aldermen of the City of Munford, Tennessee, authorize the following:

Section 1. The following streets be accepted into the city system.

Meadows Dr, S. Meadows Cove, N. Meadows Cove, Colonial Cove, Tevor Cove, Frances Lane, Colonial Heights Dr (Extension), N. Payson Cove, and S. Payson Cove.

Passed and Adopted by the Board of Mayor and Alderman of the City of Munford, Tennessee on the ___ day of _____, 2022.

City Recorder

Mayor

Central Park Development, LLC

5055 Pleasant Views Rd
Memphis, TN 38134
(901) 730-1104 Office
(901) 730-1140 Fax

August 16, 2022

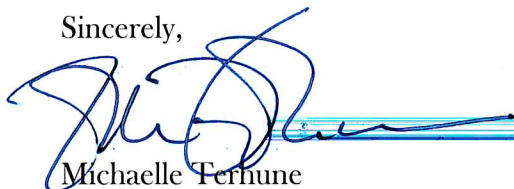
Dwayne Cole
Mayor
Town of Munford, Tennessee
1397 Munford Ave
Munford, TN 38058

RE: Request for Central Park Phase II Streets acceptance and bond release

Dear Mr. Cole,

Central Park Development, LLC would like to request acceptance of the Central Park Phase II Streets by the Town of Munford and the release of bond #9354408.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michaelle Fernhune", is written over a horizontal blue line that spans the width of the page.

Michaelle Fernhune
Member

Walker Meadows, LLC
P.O. Box 373
Atoka, TN 38004

March 9, 2022

City Of Munford
ATTN: Glenn Stringfellow
1397 Munford Avenue
Munford, TN 38058

RE: Walker Meadows Planned Development – Subdivision Acceptance **VIA EMAIL**

Mr. Stringfellow:

Please accept this letter as notice that we are ready for the City of Munford to formally accept all of the utilities and public streets in the Walker Meadows Planned Development. Please let me know of any questions, comments, or concerns you may have concerning this matter.

Sincerely,

Douglas W. Bouler, Jr.

Douglas W. Bouler, Jr.
President
Walker Meadows, LLC



CHECKS OVER \$10,000

July 2022

<u>PAYABLE TO</u>	<u>CHECK #</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Cigna Healthcare	20042	\$ 67,367.66	Insurance (63,736.12) and HRA (3631.54)
Haddad's	20078	\$ 14,616.51	Mower (10,900 Public Works)& misc. supplies
King Engineering	19999	\$ 14,404.27	Sewer Expansion, Lagoon Pump Station
Local Government	19957	\$ 48,125.00	Software Utility, Court, Property Tax
M & M Construction	20004	\$ 126,987.00	Storage Building Beaver Road
Southwest TN Electric	20028	\$ 848.93	Electrical Service (May-June)
	20114	<u>14,336.71</u>	Electrical Service (May-June)
	Total Southwest Elect	\$ 15,185.64	
Tipton County 9-1-1 Board	20033	\$ 11,623.39	FY-23 First Quarter
TN Energy Acquisition Corp	20037	\$217,642.25	Natural Gas Purchase/Transport
Waste Pro	20043	\$ 22,192.82	Solid Waste
Wex Bank Valero	20044	\$ 17,802.16	Fuel
	Total	\$ 555,946.70	

City of Munford
Balance Sheet Summary
Preliminary For the Period Ended June 30, 2022 as of 08-11-2022

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	\$1,849,191	\$2,020,021	\$95,571	\$0	\$0	\$3,964,783
State Street Aid Fund	\$475,568	\$38,185	\$0	\$0	\$0	\$513,753
Drug Fund	\$31,474	\$400	\$0	\$0	\$0	\$31,874
Solid Waste Fund	\$32,171	\$107,415	\$0	\$0	\$0	\$139,586
Water-Sewer Fund	\$506,013	\$538,752	\$0	\$0	\$9,167,812	\$10,212,577
Gas Fund	\$6,378,858	\$1,096,299	\$0	\$250,607	\$5,637,554	\$13,363,318
	\$9,273,276	\$3,801,072	\$95,571	\$250,607	\$14,805,366	\$28,225,892

LIABILITIES	Accounts Payable	Customer Deposits	Due to Other Funds	Outstanding Debt	Total Liabilities
General Fund	\$1,859,644	\$1,200	\$0	\$0	\$1,860,844
State Street Aid Fund	\$1,848	\$0	\$0	\$0	\$1,848
Drug Fund	\$4,804	\$0	\$0	\$0	\$4,804
Solid Waste Fund	\$22,193	\$0	\$19,316	\$0	\$41,509
Water-Sewer Fund	\$147,326	\$112,716	\$33,380	\$2,660,184	\$2,953,607
Gas Fund	\$338,258	\$67,697	\$42,875	\$1,218,251	\$1,667,080
	\$2,374,073	\$181,613	\$95,571	\$0	\$3,878,435

FUND BALANCE OR EQUITY	Beginning Fund Balance	Revenues over Expenses: Surplus	Revenues over Expenses: Loss	Ending Fund Balance
General Fund	\$1,786,372	\$317,568		\$2,103,940
State Street Aid Fund	\$477,627	\$34,278		\$511,905
Drug Fund	\$19,639	\$7,432		\$27,071
Solid Waste Fund	\$75,397	\$22,681		\$98,078
Water-Sewer Fund	\$6,914,246	\$344,724		\$7,258,970
Gas Fund	\$11,873,544		(\$177,306)	\$11,696,238
	\$21,146,823	\$726,683	(\$177,306)	\$21,696,200

Fund Analysis	Total Assets	Total Liabilities	Beginning Fund Balance or Equity	Increase from FY 2022 Activity	Decrease from FY 2022 Activity	Ending Fund Balance or Equity
Government Funds	4,649,997	1,909,005	2,359,034	381,959	0	2,740,993
Enterprise Funds	23,575,895	4,620,687	18,787,789	344,724	(177,306)	18,955,207
	28,225,892	6,529,692	21,146,823	726,683	(177,306)	21,696,200

General Fund Budget Update

**General Fund
Budget Update
06-30-2022**

	BUDGET	AMENDED	AMENDED	PROJ ACTUAL	100.00% % MET
REVENUES					
LOCAL TAXES	2,923,000.00	3,177,885.00	3,183,181.00	3,241,723.00	101.84%
LICENSES & PERMITS	49,450.00	41,100.00	47,450.00	48,309.00	101.81%
INTERGOVERNMENTAL CHARGES FOR SERVICE	895,248.00	1,006,052.00	1,793,158.00	1,816,792.00	101.32%
<i>POLICE SERVICES</i>	2,500.00	3,000.00	3,000.00	3,155.00	105.17%
<i>FIRE PROTECTION</i>	2,450.00	3,863.00	4,363.00	4,383.00	100.46%
<i>FEES & COMMISIONS</i>	9,000.00	3,500.00	11,000.00	11,184.00	101.67%
<i>P&R - PROGRAMS</i>	136,500.00	118,196.00	125,346.00	126,895.00	101.24%
<i>P&R - CONCESSIONS</i>	12,000.00	11,000.00	14,000.00	14,139.00	100.99%
<i>P&R - CENTENNIAL</i>	121,000.00	126,330.00	165,244.00	166,227.00	100.59%
<i>RENTAL FEES</i>	138,625.00	137,125.00	156,800.00	158,633.00	101.17%
<i>LIBRARY SERVICES</i>	2,950.00	5,054.00	8,150.00	8,249.00	101.21%
<i>COMMUNITY DEV</i>	5,625.00	5,625.00	6,300.00	6,300.00	100.00%
	<u>430,650.00</u>	<u>413,693.00</u>	<u>494,203.00</u>	<u>499,165.00</u>	<u>101.00%</u>
FINES & FORFEITURES	132,100.00	144,500.00	171,900.00	173,447.00	100.90%
OTHER REVENUES	4,500.00	30,628.00	43,357.00	43,562.00	100.47%
TOTAL REVENUES	<u>4,434,948.00</u>	<u>4,813,858.00</u>	<u>5,733,249.00</u>	<u>5,822,998.00</u>	<u>101.57%</u>
EXPENSES					
GENERAL GOVERNMENT					
<i>LEGISLATIVE</i>	25,247.00	26,282.00	27,753.00	26,511.00	95.52%
<i>JUDICIAL</i>	13,460.00	18,030.00	17,380.00	16,486.00	94.86%
	<u>38,707.00</u>	<u>44,312.00</u>	<u>45,133.00</u>	<u>42,997.00</u>	<u>95.27%</u>
FINANCE & ADMINISTRATION	58,336.00	80,094.00	83,300.00	81,609.00	97.97%
CODE ENFORCEMENT	52,729.00	50,911.00	53,621.00	52,843.00	98.55%
PUBLIC SAFETY					
<i>POLICE</i>	1,597,959.00	1,662,929.00	1,845,612.00	1,831,859.00	99.25%
<i>FIRE</i>	1,252,184.00	1,320,446.00	2,053,477.00	2,048,022.00	99.73%
	<u>2,850,143.00</u>	<u>2,983,375.00</u>	<u>3,899,089.00</u>	<u>3,879,881.00</u>	<u>99.51%</u>
STREETS					
STREETS	141,840.00	268,591.00	150,994.00	148,730.00	98.50%
PARKS & RECREATION					
<i>P & R ADMIN</i>	377,926.00	369,844.00	381,400.00	379,493.00	99.50%
<i>P & R PROGRAMS</i>	75,350.00	68,100.00	76,557.00	75,809.00	99.02%
<i>CENTENNIAL</i>	324,757.00	318,416.00	332,999.00	329,403.00	98.92%
<i>PARKS</i>	69,050.00	69,591.00	62,929.00	62,839.00	99.86%
<i>TIPTON PLAZA</i>	39,250.00	37,923.00	35,382.00	34,957.00	98.80%
	<u>886,333.00</u>	<u>863,874.00</u>	<u>889,267.00</u>	<u>882,501.00</u>	<u>99.24%</u>
LIBRARY	112,915.00	117,653.00	135,470.00	134,878.00	99.56%
COMMUNITY DEVELOPMENT	37,009.00	42,955.00	43,550.00	42,837.00	98.36%
DEBT SERVICE	239,593.00	239,135.00	242,500.00	239,151.00	98.62%
TOTAL EXPENSES	<u>4,417,605.00</u>	<u>4,690,900.00</u>	<u>5,542,924.00</u>	<u>5,505,427.00</u>	<u>99.32%</u>
RESERVE	0.00	0.00		0.00	
Net Surplus/(loss)	<u>17,343.00</u>	<u>122,958.00</u>	<u>190,325.00</u>	<u>317,571.00</u>	

Budget Update	06/2022
State Street Aid	

Percentage of Budget Yr Complete 100.00%

	BUDGET	AMENDED	AMENDED	PROJ ACTUAL	% MET
REVENUES					
STATE - GAS & MOTOR FUEL TAX	120,000	115,000	110,000	113,088	102.81%
STATE - \$0.03 GASOLINE TAX	34,000	34,000	30,000	32,590	108.63%
STATE - 1989 GASOLINE TAX INCREASE	20,000	19,000	16,500	17,593	106.62%
STATE - GAS 2017 TAX	49,000	55,000	53,000	56,910	107.38%
STATEST - INTEREST EARNINGS	2,500	2,100	2,145	2,145	100.00%
STATEST - OTHER FINANCING SOURCES	0	2,121	2,121	2,121	100.00%
TOTAL REVENUES	225,500	227,221	213,766	224,447	105.00%
EXPENSES					
STATE ST - ELECTRIC	25,000	25,000	20,000	19,344	96.72%
STATE ST - PROFESSIONAL SERVICES	0	2,121	26,075	26,075	100.00%
STATE ST - REP/MT STORM DRAINS	0		0	0	0.00%
STATE ST - MAJOR PROJECT - PAVING	250,000	230,000	85,000	84,873	99.85%
STATE ST - GRAVEL & SAND	0	0	0	0	0.00%
STATE ST - ASPHALT & FILTER	0	0	0	0	0.00%
STATE ST - CONCRETE	0	0	0	0	0.00%
STATE ST - DEBT TML#5	26,988	29,582	29,582	29,582	100.00%
STATE ST - INTEREST TML#5	30,185	35,145	35,145	30,296	86.20%
STATE ST - CAPITAL OUTLAY	0	0	0	0	0.00%
TOTAL EXPENSES	332,173	321,848	195,802	190,170	97.12%
Net Surplus/(loss)	(106,673)	(94,627)	17,964	34,277	

Budget Update	06/2022
Drug Fund	

Percentage of Budget Yr Complete 100.00%

	BUDGET	AMENDED	AMENDED	PROJ ACTUAL	% MET
REVENUES					
DRUG - FUND BALANCE					
DRUG - GENERAL SESSIONS	600	1,100	1,870	1,871	100.05%
DRUG - CIRCUIT COURT	400	1,100	2,900	2,929	101.00%
DRUG - OTHER MISC REV	0	3,500	3,500	3,500	100.00%
DRUG - FORFEITS (from seizure acct)	2,000	7,798	11,400	11,483	100.73%
OR - INTEREST EARNINGS	80	80	101	101	100.00%
TOTAL REVENUES	3,080	13,578	19,771	19,884	100.57%
EXPENSES					
DRUG - MEMBERSHIPS	300	0	0	0	0.00%
DRUG - MEDICAL/VET	800	800	500	481	96.24%
DRUG - PROF SERV TRAINING	0	0	0	0	0.00%
DRUG - REPAIR/MT VEHICLE	0	0	0	0	0.00%
DRUG - TRAVEL/LODGING	0	0	0	0	0.00%
DRUG - DOG SUPPLIES	750	400	400	206	51.49%
DRUG - OPERATING SUPPLIES	0	2,096	4,000	3,536	88.40%
DRUG - CAPITAL OUTLAY	5,000	8,230	8,500	8,230	96.82%
TOTAL EXPENSES	6,850	11,526	13,400	12,453	92.93%
Net Surplus/(loss)	(3,770)	2,052	6,371	7,431	

Budget Update	06/2022
Solid Waste Fund	

Percentage of Budget Yr Complete 100.00%

	BUDGET	AMENDED	AMENDED	PROJ ACTUAL	% MET
REVENUES					
TRASH COLLECTION - RESIDENTIAL	413,374	413,374	410,000	417,762	101.89%
TRASH COLLECTION - POPLAR GROVE	20,000	20,000	25,000	25,264	101.06%
TRASH COLLECTION- LATE PENALTIES	7,500	7,500	9,000	9,258	102.87%
TRASH COLLECTION - INTEREST REVENUE	250	250	408	408	100.00%
TOTAL SOLID WASTE REVENUES	441,124	441,124	444,408	452,692	101.86%
EXPENSES					
TRASH -VENDOR SERVICES	239,760	254,000	252,000	251,196	99.68%
TRASH - OTHER PROFESSIONAL SRVS	0	0	0	0	0.00%
TRASH - OTHER OPERATING SUPPLIES	0	0	0	0	0.00%
TRASH - CAPITAL OUTLAY MISC	0	0	0	0	0.00%
Allocations				0	0.00%
<i>Legislative</i>	14,851	15,460	16,000	15,595	97.47%
<i>Finance & Administration</i>	160,425	160,189	165,000	163,219	98.92%
	175,276	175,649	181,000	178,814	98.79%
TOTAL SOLID WASTE COLLECTION	415,036	429,649	433,000	430,010	99.31%
Surplus/(loss)	26,088	11,475	11,408	22,682	

Budget Update	06/2022
Water - Sewer Fund	

Percentage of Budget Yr Complete 100.00%

	BUDGET	PROJ ACTUAL	% MET
REVENUES			
Sales	2,210,769	2,444,276	110.56%
Rent Revenue	4,000	4,000	100.00%
Service Charges	435,726	544,493	124.96%
Other Revenues	4,703	4,630	98.45%
TOTAL WATER-SEWER REVENUES	2,655,198	2,997,399	112.89%
EXPENSES			
Water - Treatment	522,153	483,246	92.55%
Water - Distribution	73,104	57,282	78.36%
Sewer - Treatment	369,059	407,312	110.37%
Sewer - Collection	234,142	227,430	97.13%
Personnel	689,685	752,225	109.07%
Contract Services	110,250	73,700	66.85%
Supplies	153,850	178,438	115.98%
Fixed Charges	65,900	90,567	137.43%
Rebates/Debt Service	128,053	108,944	85.08%
	2,346,196	2,379,144	101.40%
Allocations			
<i>Legislative</i>	14,109	14,638	103.75%
<i>Finance & Administration</i>	218,762	245,075	112.03%
<i>Code Enforcement</i>	26,365	25,779	97.78%
<i>Community Development</i>	12,336	14,277	115.73%
	271,572	299,769	110.38%
TOTAL WATER-SEWER EXPENSES	2,617,768	2,678,913	102.34%
Net Surplus/(loss)	37,430	318,486	

Budget Update	06/2022
Gas Fund	

Percentage of Budget Yr Complete

100.00%

	BUDGET	PROJ ACTUAL	% MET
REVENUES			
Sales	4,025,000	4,629,692	115.02%
Service Charges	223,400	302,570	135.44%
Other Revenues	25,000	46,683	186.73%
TOTAL GAS REVENUES	4,273,400	4,978,945	116.51%
EXPENSES			
Personnel	858,756	841,842	98.03%
Contract Services	249,600	260,065	104.19%
Materials/Supplies	2,127,832	3,059,283	143.77%
Fixed Charges	553,850	561,561	101.39%
Rebates/Debt Service	51,020	45,307	88.80%
Allocations			
<i>Legislative</i>	20,049	21,053	105.01%
<i>Finance & Administration</i>	291,682	326,438	111.92%
<i>Code Enforcement</i>	26,365	26,422	100.22%
<i>Community Development</i>	12,336	14,279	115.75%
	350,432	388,192	110.78%
TOTAL GAS EXPENSES	4,191,490	5,156,250	123.02%
Net Surplus/(loss)	81,910	(177,305)	

Upcoming Meeting Dates and Events

September 2022

Sept 1 (Thursday)

4:00 General Welfare/Public Works Committees

Sept 5 (Monday)

****All Offices Closed in Observance of Labor Day****

Sept 13 (Tuesday)

6:30 Planning Commission

Sept 15 (Thursday)

4:00 Parks and Rec/Public Safety Committees

Sept 26 (Monday)

7:00 BOMA Meeting



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
July 12, 2022

The regular monthly meeting of the Munford Municipal-Regional Planning Commission met on Tuesday, July 12, 2022, at 6:30 P.M. With the following:

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

ABSENT- Secretary Sue Arthur

ALSO, PRESENT, Chad Fischer, Rusty Norville, Wayne Bouler, Planner Will Radford, Building Inspector/Code Enforcement Officer 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 – May 10, 2022

There was a motion by David Keeton, seconded by Vernon Pairmore to approve the minutes from May 10, 2022 as presented. Motion carried all present voting aye

II. OLD BUSINESS - None

III. NEW BUSINESS

A. Ellis Maple Hill Minor Subdivision Plat (Phyllis Y. Roe)

Background

A minor subdivision plat has been submitted on behalf of Phyllis Roe and Robert and Virginia Ellis to resubdivide two lots near 107 and 117 Maple Hill Drive. The properties can be further identified as Parcel 29.00 and 29.01 on Tipton County Tax Map 112D, Group E. The properties are zoned R-1 (Low Density Residential) District. The properties do not appear to be located in a federally identified flood hazard area according to FIRM #47167C0310F, effective on 12/19/2006.

Analysis

The purpose of the plat appears to be to resubdivide two parcels between the owners. The new lots meet the Minimum Lot Requirement (12,500 sq.ft.) of the R-1 District.

The existing structure on Parcel 29.01 currently relies on an access easement. This subdivision does not appear to be abandoning the easement but improves the access for the structure by creating more road frontage.

Maple Hill Drive is not classified as an arterial street on the Munford Major Road Plan, but the plat appears to be dedicating the required 25 feet of right of way from the centerline of the road.

Recommendation

Staff recommends approval of the minor Subdivision Plat.

Mayor Cole and Glenn Stringfellow recused themselves. There was a motion by Vernon Pairmore, seconded by John Moren to allow administrative approval of the Ellis Maple Hill Minor Subdivision Plat (Phyllis Y. Roe) as presented. Motion carried, all present voting aye.

B. Parker Minor Subdivision Plat

Background

A minor subdivision plat has been submitted for Parker Properties South to create two commercial lots. 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) District 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

The purpose of the subdivision plat is to create a new 1.21 acre tract and a 6.29 acre tract from a 32.37 acre parent tract.

The lot has more than 80 feet of right of way when taking the entirety of Highway 51 into account. Staff seeks coordination with the Tennessee Department of Transportation to ensure the right of way is sufficient.

The Planning Commission has the authority to require sidewalks when deemed necessary to public safety according to the Munford Municipal Subdivision Regulations.

G. CURBS, GUTTERS, SIDEWALKS AND HANDICAP RAMPS

The developer shall install, at their expense, sidewalks, curbs and gutters, curb cuts and driveway aprons and handicap ramps within the subdivision and within the right of way of all existing streets bordering the subdivision, under conditions specified herein.

Sidewalks shall be required to be installed by the developer on either or both sides of the street within the right of way of all new streets and may be required along any street if so desired by the Planning Commission when the Planning Commission deems it necessary for Public Safety.

This section of the regulations shall apply to all residential, commercial, and industrial developments within the City of Munford.

Recommendation

Staff recommends approval of the Minor Subdivision Plat.

This item was tabled due to no representation.

C. Need Space Storage – Mini Storage Site Plan

Background

A site plan has been submitted on behalf of Need Space Storage to build a new mini-storage facility with a 2,400 sq.ft. retail space. The entire project consists of 9 buildings. The property is located on Tabb Drive between the intersections of Munford Avenue and U.S. Highway 51 (North of Walgreens). The property can be further identified as Parcel 8.00 on Tipton County Tax Map 111G, Group B. 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 is showing 30 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
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The proposed retail use is unknown at this time, staff feels the parking proposed is likely sufficient but seeks assurances that enough parking has been proposed to accommodate all potential retail uses.

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

The driving lanes and turning radiuses 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.

The site plan is claiming 46% of the site is dedicated to “Open Space”

Recommendation

Staff recommends approval of the Site Plan provided all above-mentioned issues (parking) are adequately addressed.

There was a motion by David Keeton, seconded by John Moren to approve the Need Space Storage – Mini Storage Site Plan as presented. Motion carried with all members voting aye.

IV. OTHER BUSINESS

A. Cluster Box Units Discussion

Background/Analysis

Staff will present Cluster Mailbox Regulations recently adopted in Oakland, TN for review by the Planning Commission. A similar resolution is being prepared by staff and a public hearing is scheduled before the Planning Commission at the August, 2022 meeting.

V. REPORTS

Mayor Comments:

- Ortho Express is currently under construction.
- The city received an offer to sell the drive-thru at the old 1st Citizens Bank, this is where the city will develop the Veterans Plaza with a grant that has been awarded to the City.
- The Glenview PRD (Planned Residential Development) passed the Board of Mayor and Aldermen.
- The city had a street survey done by MTAS and the report showed that 13% of the streets need to be completely redone. The city plans to develop a street maintenance and repaving plan.

Building Inspector – Permitting and Enforcement Report


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

There being no further business, the meeting was adjourned at 7:09 PM.



Chairman Roy Meadors

Sue Arthur, Secretary



Barbara Younger,
Recording Secretary