



## CITY OF MUNFORD BOARD OF MAYOR AND ALDERMEN

### AGENDA

City of Munford Board of Mayor and Aldermen - Regular Monthly Meeting –  
Monday, September 26, 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 Special Called Meeting – Aug 30, 2022
- E. Public Forum

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

- A. Public Works Dir. Sherry Bennard
- B. Public Safety Chief Randal Baskin
  - a. Oath of Office –  
Officers Kenneth Garcia, Gary Bryant, Anthony Jordan  
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

- The Mayor requests a motion to relocate the Eagle Scout project from Valentine Park to Hope Park.
- The Mayor requests a motion to officially recognize the Munford Downtown Development Committee (MDDC). This committee was established for the purpose of promoting the aesthetic enhancement and beautification of the Central Business District (B-1) through various methods including the creation of the Downtown Improvement Grant Program. The grant program is designed to offer financial assistance to property owners and/or commercial tenants who seek to make exterior improvements to their buildings, landscaping, and parking areas and interior improvements for New Business Start-Ups. Grants are funded by the Munford Industrial Development Board.
- The Mayor requests a motion authorizing the creation of the City of Munford trash service for a service start date of December 1, 2023.

E. Announcements

F. Acknowledgements

**IV. NEW BUSINESS**

**V. FINANCIAL REPORT**

A. Checks over \$10,000

Adjourn —



## CITY OF MUNFORD BOARD OF MAYOR AND ALDERMEN

### MINUTES – Aug 30, 2022

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#### **Special Called Meeting – Tuesday Aug 30, 2022, 5:00 p.m. Municipal Building, 70 College Street, Munford, Tennessee.**

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

Absent: Alderman Sue Arthur, Jack Bomar, Lonnie Glass

Department Heads in Attendance:

#### **I. CALL TO ORDER**

Mayor Cole called the Aug 30, 2022, scheduled meeting of the Board of Mayor and Aldermen of the City of Munford to order at 5:00 pm. Mayor Dwayne Cole gave the invocation.

#### **II. ESTABLISH A QUORUM**

Mayor Cole noted the Board had a quorum with three aldermen and the mayor present.

#### **III. APPROVE MINUTES**

Mayor Cole presented the minutes from the Regular Monthly Meeting of August 22, 2022, for approval. *With no corrections, minutes approved as distributed.*

#### **IV. OLD BUSINESS:**

- Mayor Cole presented for a second reading **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. *Motion was made by Alderman Turner to approve **ORDINANCE: 2022-08-01**. Motion was seconded by Alderman Deneka. Motion carried, all members present voting aye.*
- Mayor Cole presented for a second reading **ORDINANCE: 2022-08-02** An Ordinance of the City of Munford, Tennessee amending the State Street Budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022. *Motion was made by Alderman Deneka to approve **ORDINANCE: 2022-08-02**. Motion was seconded by Alderman Reed. Motion carried, all members present voting aye.*

- Mayor Cole presented for a second reading **ORDINANCE: 2022-08-03** An Ordinance of the City of Munford, Tennessee amending the Drug Fund Budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022. *Motion was made by Alderman Turner to approve **ORDINANCE: 2022-08-03**. Motion was seconded by Alderman Reed. Motion carried, all members present voting aye.*
- Mayor Cole presented for a second reading **ORDINANCE: 2022-08-04** An Ordinance of the City of Munford, Tennessee amending the Solid Waste Budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022. *Motion was made by Alderman Turner to approve **ORDINANCE: 2022-08-04**. Motion was seconded by Alderman Deneka. Motion carried, all members present voting aye.*

With no further discussion, Mayor Cole made a motion to adjourn at 5:06 pm.

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Dwayne Cole, Mayor

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Sherry Yelvington, City Recorder

## CITY HALL MONTHLY REPORT

	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	TOTAL
<b>ACCOUNTS</b>													
<b>Current Customer Accts</b>													
Water Customers Total	3407	3423	3457	3458	3452	3458	3462	3456	3456	3478	3482	3490	41,479
Sewer Customers Total	2181	2194	2226	2217	2218	2219	2234	2229	2226	2244	2250	2258	26,696
Gas Customers Total	7285	7311	7351	7355	7369	7425	7437	7441	7433	7455	7445	7417	88,724
<i>In Atoka City Limits</i>	2558	2559	2561	2562	2564	2564	2566	2565	2566	2567	2569	2570	30,771
<i>Out of Atoka City Limits</i>	293	293	292	293	293	294	294	293	293	294	294	295	3,521
Trash Customers	1704	1715	1724	1728	1744	1749	1749	1770	1781	1788	1793	1812	21,057
<b>Customer Adjustments</b>													
Connects	69	87	98	77	47	56	68	94	72	69	75	82	894
Finals	68	88	82	69	41	61	74	83	75	78	118	81	918
Meter Sets	17	15	2	8	0	10	35	6	9	13	7	13	135
<b>PAYMENTS</b>													
<b>Payments on line</b>													
Utility paid on line	2596	2703	2660	2793	2793	2689	2916	2675	2419	2425	2508	2349	31,526
ACH Payments	1413	1432	1432	1462	1475	1501	1517	1534	1586	1608	1618	1632	18,210
E-Bills	1522	1537	1540	1539	1540	1555	1540	1583	1596	1619	1636	1636	18,843
<b>Payments Received Lobby/Mail</b>													
CC Payments	851	1201	525	396	444	369	514	943	496	710	629	372	7,450
Cash Payments	624	720	627	577	570	540	584	612	645	636	646	671	7,452
Check Payments	2,233	2,587	2,427	2,610	2,563	2,680	2,376	2,322	2,376	2,172	2,143	2,172	28,661
Money Order Payments	0	0	0	2	1	1	0	0	0	0	0	0	4
<b>Delinquent Accounts</b>													
Delinquent Penalty	104	142	135	186	236	224	253	165	339	125	185	146	2,240
Cut Offs	103	84	0	1	220	178	125	106	234	125	151	70	1,397
Phone Calls	366	441	324	558	690	597	728	730	868	439	592	408	6,741
<b>SERVICE</b>													
<b>Water / Sewer</b>													
Water Service Orders	6	5	3	2	4	3	10	4	16	8	6	29	96
Sewer Service Orders	7	10	14	5	7	9	9	5	3	6	6	14	95
Amount Billed Water	\$100,247	\$90,285	\$84,941	\$92,494	\$94,165	\$89,338	\$85,479	\$89,615	\$93,538	\$106,852	\$126,239	\$108,530	\$1,161,724
Amount Billed Sewer	\$95,176	\$83,166	\$80,169	\$121,833	\$121,386	\$116,420	\$117,051	\$120,031	\$122,211	\$132,575	\$147,048	\$108,294	\$1,365,360
Damaged/Stuck Meters	24	58	47	1	1	5	18	0	4	65	2	27	252
<b>Solid Waste</b>													
Cans Delivered	17	12	21	10	15	9	25	22	13	8	18	23	193
Missed pickup	25	17	24	18	22	8	13	9	20	24	15	15	210
Damaged Cans	3	0	0	0	1	0	1	0	1	1	1	2	10
Other complaints	6	3	8	4	2	0	8	6	0	1	2	2	42
New Customers	35	27	21	29	23	20	26	33	25	25	22	29	315
Discontinued Service	10	4	10	5	4	3	8	3	11	7	8	4	77
Amount Billed	\$33,606	\$33,740	\$34,014	\$34,053	\$35,586	\$35,925	\$36,275	\$36,573	\$36,584	\$36,831	\$36,782	\$37,077	\$427,046
<b>Gas</b>													
Odor Complaints	2	10	12	9	7	5	13	0	11	4	7	7	87
Damaged / Stuck Meters	28	42	24	16	54	41	39	4	38	49	52	28	415
Amount Billed	\$122,487	\$150,208	\$488,094	\$628,653	\$917,094	\$929,219	\$579,916	\$359,529	\$67,826	\$192,474	\$121,752	\$158,782	\$4,716,033
<b>Misc Service Orders</b>													
Other complaints	4	3	7	12	8	9	5	2	2	4	5	5	66
<b>Total Utility/Trash Billing</b>	<b>\$351,517</b>	<b>\$357,399</b>	<b>\$687,218</b>	<b>\$877,032</b>	<b>\$1,168,231</b>	<b>\$1,170,902</b>	<b>\$818,721</b>	<b>\$605,749</b>	<b>\$320,159</b>	<b>\$468,732</b>	<b>\$431,821</b>	<b>\$412,683</b>	<b>\$7,670,163</b>

City of Munford															
Public Works Monthly Report															
														2022	PY
														Totals	Totals
Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22				
Calls	76	73	112	81	78	87	53	73						633	986
Water Calls/Leaks	19	9	10	7	28	14	16	20						123	128
Sewer Calls/Leaks	24	16	16	38	8	5	11	17						135	170
Gas Calls/Leaks	26	11	18	7	15	16	12	8						113	146
Street/Yard/Drainage Calls	3	6	11	3	8	5	5	11						52	93
Water Samples	10	10	10	10	10	10	10	10						80	13
Cut-Offs	135	110	124	110	287	120	153	72						1111	998
Locates	177	155	299	263	276	267	230	381						2048	5505
Unread Meters	24	25	25	47	145	106	112	212						696	379
Meters Repairs	63	68	51	9	46	114	57	78						486	667
Sewer Taps	1	1	0	0	0	1	0	0						3	2
Water Sets	1	0	0	0	4	11	8	3						27	112
Gas Sets	10	23	21	2	5	10	18	7						96	81
Munford	8	19	14	2	5	6	11	1						66	52
Atoka	1	4	5	0	0	4	7	4						25	20
Brighton	1	0	2	0	0	0	0	2						5	9
Closed Work Orders	501	512	545	433	764	635	586	657						4633	5344
Water Pumped (millions)	32	25	27	27	31	34	38	38						252	331
Treated Pumped to River	39	39	42	44	38	29	30	33						294	420

**City of Munford  
Police Department**

													2022	PY
													Totals	Totals
Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22			
CITATIONS ISSUED	163	224	216	169	194	232	261	233					1692	1826
COURTESY CITATIONS ISSUED	64	79	77	59	70	86	97	115					647	810
TRAFFIC STOPS	339	379	408	252	402	428	500	515					3223	3375
SPEEDING	84	117	114	104	123	160	127	139					968	1041
SEAT BELT	0	0	0	0	0	0	1	0					1	25
ARREST	36	30	23	30	46	48	45	34					292	346
ADULT - MALE	14	19	11	19	27	32	30	18					170	230
ADULT - FEMALE	13	9	11	7	18	16	15	9					98	94
JUVENILE - MALE	6	2	0	3	0	0	0	6					17	13
JUVENILE - FEMALE	0	0	1	1	1	0	0	1					4	9
WARRANT ARREST	2	4	2	2	6	2	4	5					27	57
DRUG ARREST	10	11	6	1	10	8	17	7					70	85
ALCOHOL ARREST	4	1	1	3	1	1	3	3					17	28
INCIDENT REPORTS	97	82	67	90	70	80	78	70					634	807
OFFICER INITIATED INCIDENTS	1189	1102	1425	1179	1089	1073	1125	1288					9470	13628
ACCIDENT REPORTS	11	22	6	11	8	18	8	19					103	166
MILES PATROLLED	12777	12702	15821	13014	12972	13547	14817	15713					111363	152151
CALLS FOR SERVICE	706	817	844	771	948	945	983	1069					7083	8580



## Munford Fire Department

### Monthly Board Report - August 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	0					8	2
Structure Fires - County	1	0	4	1	1	0	1	0					8	17
Grass Fire - Munford	1	1	3	0	0	3	1	0					9	2
Grass Fires - County	2	1	2	0	1	1	1	0					8	6
Vehicle Fires - Munford	0	1	0	0	0	0	0	1					2	9
Vehicle Fires - County	0	0	0	0	0	0	0	1					1	1
Vehicle Accidents - Munford	5	8	4	3	3	7	2	6					38	48
Vehicle Accidents - County	0	1	0	0	1	5	0	0					7	18
EMS Calls - Munford	58	52	43	38	48	66	60	56					421	664
EMS Calls - County	1	1	4	2	5	5	2	3					23	46
Other Incidents - Munford	34	31	14	23	24	30	12	24					192	261
Other Incidents - County	5	3	8	3	6	13	5	5					48	65
Mutual Aid Calls	9	6	18	6	14	24	9	9					95	130
Burn Permits	2	3	11	5	8	0	0	0					29	51
Total Calls - Munford	110	96	65	65	75	107	74	89					681	979
Total Calls - County	9	6	18	6	14	24	9	9					95	153
<b>Total Calls - Department</b>	<b>119</b>	<b>102</b>	<b>83</b>	<b>71</b>	<b>89</b>	<b>131</b>	<b>83</b>	<b>98</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>776</b>	<b>1132</b>

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
<b>Total Department Staffing</b>	<b>44</b>	<b>25</b>	<b>19</b>	<b>0</b>

Vehicle Fleet Status	Days out of Service	Comments
Unit #1 ( Chief)		
Unit # 2 (Captain)		
Inspector # 1 (Inspector)		
Med 8		
Engine 81	3	Door sensors
Engine 88	3	Front end alignment
Brush Truck 81		
Brush Truck 82	12	Transmission
Tower 81		



	Aug-21	Sep-21	Oct-21	Nov-21	21-Dec	22-Jan	22-Feb	22-Mar	22-Apr	22-May	22-Jun	22-Jul	22-Aug
<b>Payment Plan</b>													
Current	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	2 / 340
Past Due													

<b>RENTALS</b>													
Friday Night Skate	233	245	297	162	158	187	217	229	354	198	215	135	230
Skate Parties	17	19	24	27	17	28	27	28 / 28	28 / 29	24 / 31	16 / 28	\$ 23.00	23 / 28
Band Room	2	5	2	5	3	6	4	3	6	8	2	6	4
Community Room	0	1	3	2	2	0	4	3	2	1	3	2	1
Valentine Park Gazebo			6							6	3		1

<b>SENIOR SERVICES</b>													
Congregate Meals	12	352		330		217	293	566	526	540	540	499	477
Home Delivery	130 weekly	130 weekly	130 Weekly			123	143	231	129	140	140	130	163

<b>Vehicle Miles</b>													
P&R-08 Chevy Ext. Cab	102,165	102,510	102,915	103,204	103,392	103,545	103,545	103,545	103,727	104,151	104,374	104,647	105109
P&R-15 Chevy 4Door	42,147	42,599	43,947	44,578	45,238	45,875	46,484	47,279	48,854	49,690	49,839	50,403	51008
CP-05 Chevy Single Cab	141,422	141,635	142,025	142,275	142,475	142,647	142,891	143,086	143,609	144,105	144,215	144,481	144688
P&R-08 Chevy Ext. Cab	109,234	109,423	109,954	110,406	110,489	111,255	111,855	112,218	112,301	113,260	113,399	113,655	113958
P&R-01' Expedition	172,813	172,876	172,903	172,946	173,142	173,243	173,348	173,388	173,422	173,524	174,573		

<b>Equipment Hours</b>													
Jacobsen Truckster	427	435	448	456	457	460	464	468	478	490	496	514.3	523
ToroInfield Drag	1,605	1,625	1,646	1,654	1658	1658	1660	1675	1722	1748	1749	1753.3	1773
2014-61" Snapper	1,015	1,017	1,017	1,017	1017	1017	1017	1017	1017	1022	1022	1022	1022
2015-72" Snapper	784	784	784	784	784	784	784	784	784	788	788	702.7	743.3
2015-61" Snapper-CP	839	846	856	856	856	859	868	868	868	913	917	931.5	946
2022-72" Xmark	1,558	1,558	1,558	1,558	1558	1558	1558	1558	1558	72	83	108.9	170.3
Bad Boy	1,065	1,065	1,065	1,065	1065	1065	1065	1065	1065	1068	1070	1070	1074
Dixie Chopper	612	614	614	614	614	614	614	614	614	614	614	614	614
JD4700 Tractor	3,843	3,845	3,847	3,851	3851	3851	3851	3851	3851	3853	3853	3853	3853
2021 Snapper61"	111	131	153	156	156	156	172	187	217	240	274	295.5	308.2
Polaris SXS	660	672	679	679	679	680	680	687	704	726	766	812.9	850

<b>Sports Registration</b>													
Basketball		198	367	367	367	367	367						
Cheerleading		52	56	56	56	56	56						
Flag Football							164	164					
Soccer		232					242	242				220	220
Baseball		348					394	394				356	359

	PERMIT NO	DATE	LOCATION	R-C	NAME	TYPE OF PROJECT	SQUARE FOOTAGE	PROJECT VALUE	PERMIT FEE	
1	1519	08/05/22	277 PARK ST.	C	ZACHARIAH BORDON	ALTERATION	N/A	N/A	\$100.00	
2	1520	08/08/22	76 MAPLE HILL DR.	C	DWAYNE COLE	ALTERATIONS	1,000	\$20,000.00	\$100.00	
3	1521	08/15/22	87 JAMES DREW	C	JAMES BALLARD	ALTERATION	N/A	\$73,000.00	\$225.00	
4	1522	08/15/22	LOT 20 FORSYTH LN.	C	CDI	NEW S.F. DWELLING	2,925	\$205,000.00	\$399.00	
5	1523	08/17/22	163 FORSYTH LN.	C	JAMES WILKES	FENCE	N/A	N/A	\$100.00	
6	1524	08/22/22	28 S. BINGHAM CV.	C	D&D CUSTOM HOMES	NEW S.F. DWELLING	3,018	\$212,000.00	\$516.00	
7	1525	08/25/22	36 PAYSON CV.	C	QUALITY HOME CREATIONS	ALTERATION	120	\$19,000.00	\$100.00	
8	1529	08/08/22	14 FRANCES LN.	C	TIFFANY ALEXANDER	FENCE	N/A	N/A	\$25.00	
9	1530	08/10/22	344 COLONIAL HEIGHTS DR.	C	COERY GREEN	FENCE	N/A	N/A	\$25.00	
10	1551	08/24/22	530 TIPTON RD.	C	JON SHIRLEY	ADDITION	6,255	\$440,000.00	\$972.00	
11	1552	08/29/22	137 CARLYLE PL.	C	DENISE AUDIRSCH	ACC. BLDG.	1,200	\$20,000.00	\$100.00	
12	1553	08/31/22	56 ELSBERRY	C	RICHARD BOMAR	ADDITION	160	N/A	\$100.00	
13	1554	08/31/22	267 NANCE REEDER	C	SARA KEEDER	ACC. BLDG.	240	\$7,000.00	\$100.00	
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										
									\$2,862.00	

Total

\$996,000.00

**C - CITY LIMITS**

Complaints 77

Building Permits 13

**R - REGION**

Inspections 47

Sign permits 1

Certificate Of Occupancy 5

Use & Occupancy Permits 1

PREFORMANCE BOND

WALKERS MEADOWS

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)



### August 2022 Library Report

#### Overview:

- The library has sold **\$112.75** in books with the ongoing book sale.
  - The library has collected **\$110.14** in library fines, overdue fees, and lost items.
  - The monthly collection for copies and faxing was **\$276.60**.
  - There was a \$20.00 donation in memory of John Woody and Thomas Williamson, \$50 in memory of Kathy Hawkins and \$25.00 worth of in-kind donations.
  - The Library had **292** people use our computers and **121** requiring computer help. In addition we had **342** use the Wi-Fi. The library had **767** reference questions asked and answered.
  - Library staff provided **25** one-on-one technology device sessions lasting more than 10 minutes.
  - The Library has gained **42** new users, with **2,786** materials checked out (including books, movies, audio, R.E.A.D.S circulation, etc.). We have a total of **4,870** patrons.
  - Through Interlibrary Loan **21** books were loaned out, and **49** were borrowed.
- 
- ❖ Tennessee R.E.A.D.S. had **1,040** books checked out.
  - ❖ Lindsey was used as a Notary Public 12 times.
  - ❖ Library staff proctored 5 TWRA Boaters License tests.
  - ❖ The Library had 5 volunteers.
  - ❖ The adult book club met, there were **20** people in attendance. This meeting was held at Wells Kitchen in Brighton with a guest speaker; Mary Nelle McLennan.
  - ❖ Through in-person and passive programming we had 15 programs with 167 attendees.
    - LEGO Club met twice with 8 in attendance.
    - Story Time was held twice with 23 in attendance
    - The Summer Reading Challenge ended on August 2<sup>nd</sup>. There was a total of 163 participants and 3199 hours read. This was our most successful Summer Reading Challenge ever!
    - Passive Programs included: Color Your Own Bookmark, BookTok, Staff Recommendations, Book Spotlight, Back to School and Literary Elements, Paracord Keychains and Bracelets, Dive into a Good Book, School Bus (take home craft).
  - ❖ We continue to offer curbside services to patrons. 4 patrons were assisted curbside.
  - ❖ We continue to do virtual story times. We posted two videos with 158 views.
  - ❖ The air conditioner in the eastern most part of the library is out. Ritter Communications maintenance supervisor, Melvin Johnson advised that the unit needs replaced and that Ritter will cover the cost.



Munford-Tipton County

Monthly Report

August 2022

PHYSICAL COLLECTION											LOCAL ELECTRONIC COLLECTION (Advantage, etc.)		Current Balance
Material Type		Beginning	Added	Deleted	Balance		Beginning	Added	Deleted	Balance	Locally Owned		
Print Materials	Locally Owned	7,626	58	23	7,661	Regionally Owned	10,338	57	18	10,377		E-books	0
Audio Materials		398	0	0	398		1,627	0	0	1,627		Audio Downloadable	0
Video Materials		449	1	3	447		589	11	2	598		Video Downloadable	0
Other Materials		0	0	0	0		0	0	0	0		TOTAL	0
TOTAL		8,473	59	26	8,506		12,554	68	20	12,602	TOTAL PHYSICAL COLLECTION		21,108

Electronic Circulation-READS includes Advantage & other local e collections		Physical Circulation Book & Non-Book		CIRCULATION TOTALS - Auto Fill (all formats - Physical & Electronic)	
Adult **	975	Adult	875	Adult (includes number from libguides **4.4)	1,850
Children **	65	Children	871	Children (includes number from libguides **4.5)	936
Total	1,040	Total	1,746	Total for All Circulation	2,786

READS Unique Users 155

Title VI Survey Information		Library Services		In-Person Programs Offered			
White	28	Library Visits	850		Adult	Young Adult	Children
Black	2	Reference Transactions	767	Inside the Library	6	1	8
American Indian-Alaska Native	0	Computer Users	292	Outside the Library	0		
Hispanic or Latino of any race	0	Wireless Sessions	342	Total	6	1	8
Native Hawaiian/Pacific Islander	0	Website Visits	0	In-Person Programs Attendance			
Asian	3	Hotspots/MiFi	0		Adult	Young Adult	Children
Other	0			Inside the Library	97	10	60
Two or more races	1	Local Database Usage	0	Outside the Library	0	0	0
Total	34	Technology Training, help	0	Total	97	10	60

Borrowers	Current Balance
Adult Borrowers >14 yrs old	3,709
Children Borrowers <14 yrs old	1,161
Total Borrowers	4,870

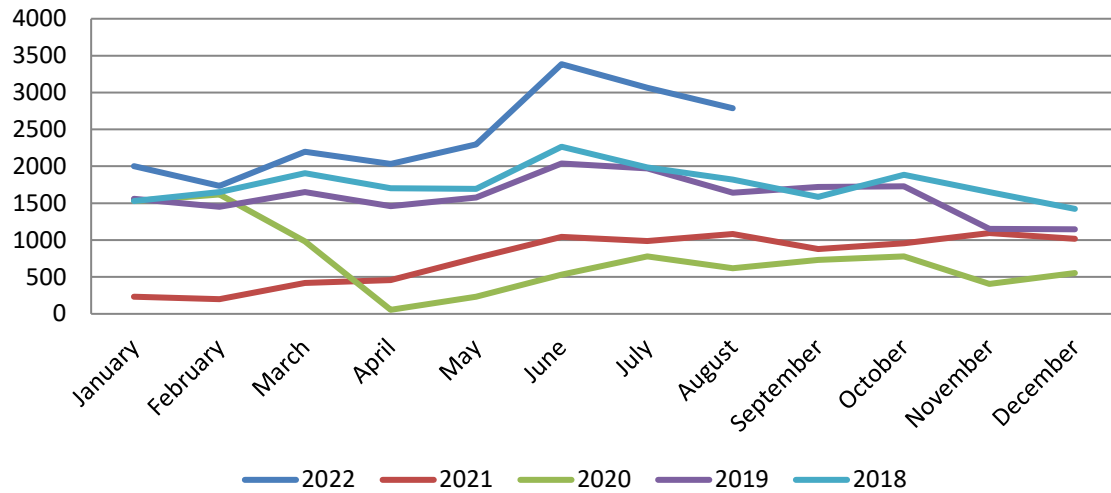
Resource Sharing	
ILL - Borrowed	49
ILL - Loaned	21

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	158

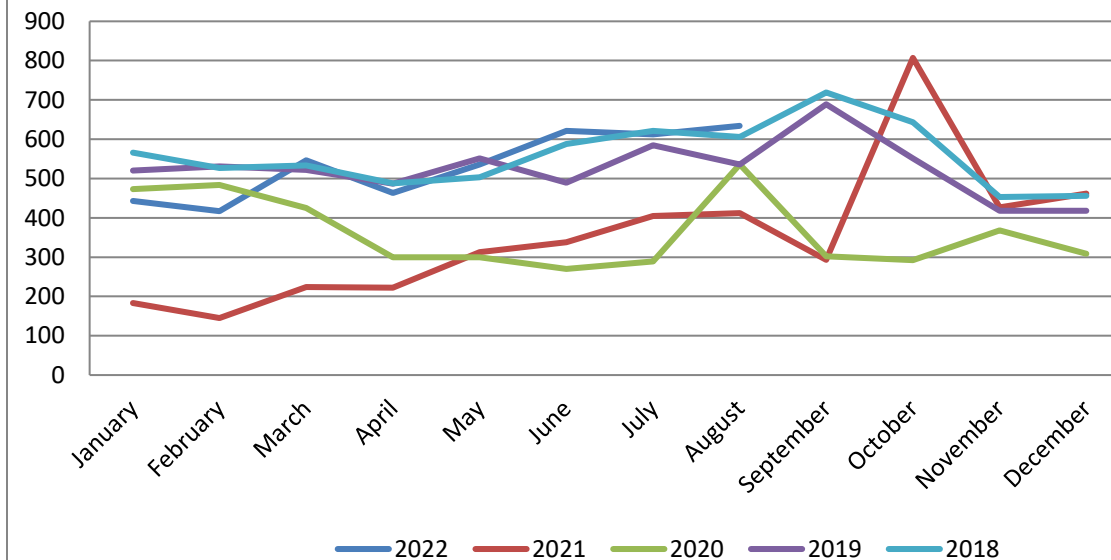
TOTAL PROGRAMS	15
TOTAL PROGRAM ATTENDANCE	167

## Circulation Growth 2018-2022

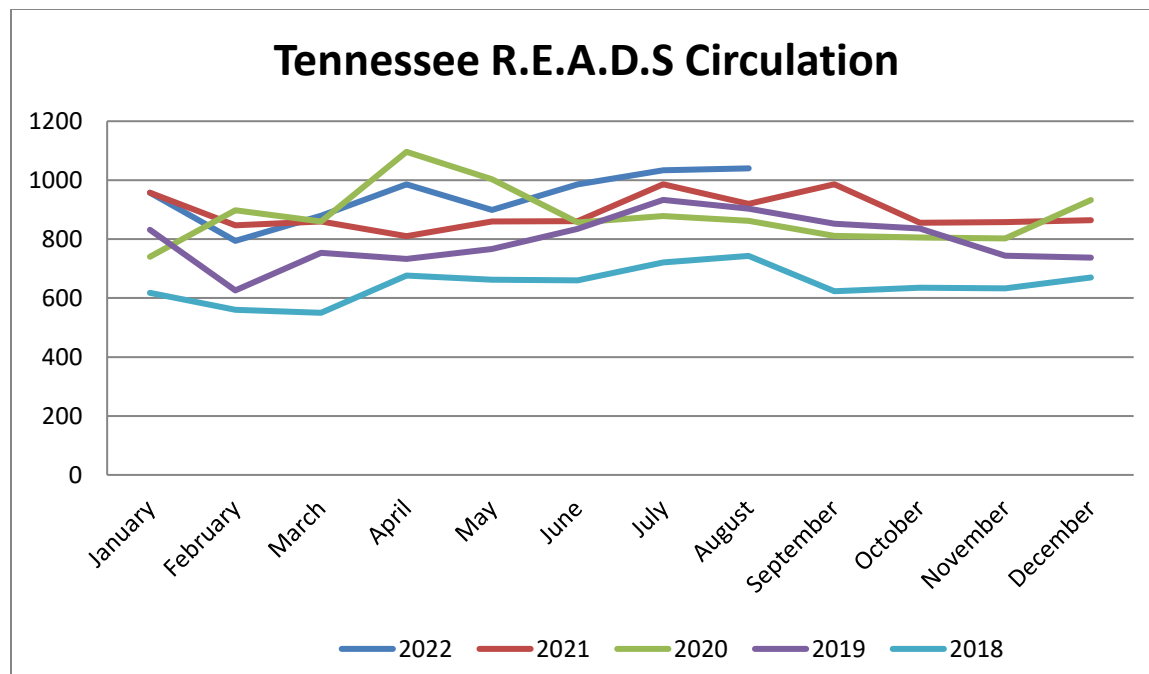


\* As of 08/31/2022

## Computer Usage 2018-2022



\* As of 08/31/2022



**\* As of 08/31/2022**



## CHECKS OVER \$10,000

August 2022

<u>PAYABLE TO</u>	<u>CHECK #</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Cigna Healthcare	20214	\$ 74,443.98	Insurance (73,098.07) and HRA (1345.91)
Cottrell Electric	20232	\$ 39,680.00	Install VFD Well
Dozertrax USA	20237	\$108,429.72	Draw 3 Sutherland Site and Drainage
Public Entity Partners	20192	\$259,724.00	Insurance (Structures, Equipment, WC)
Southern Pipe & Supply	20196	\$ 48,859.80	Storage Building Beaver Road
Southwest TN Electric	20197	\$ 33,384.54	Electrical Service (June-July)
	20114	<u>13,908.26</u>	Electrical Service (June-July)
	<b>Total Southwest Elect</b>	<b>\$ 47,292.80</b>	
TN Energy Acquisition Corp	20208	\$160,140.02	Natural Gas Purchase/Transport
Waste Pro	20215	\$ 22,246.33	Solid Waste
Wex Bank Valero	20217	\$ 15,692.66	Fuel
	<b>Total</b>	<b>\$ 776,509.31</b>	

## **Upcoming Meeting Dates and Events**

**October 2022**

### ***Oct 6 (Thursday)***

4:00      General Welfare/Public Works Committees

### ***Oct 11 (Tuesday)***

6:30      Planning Commission

### ***Oct 15 (Saturday)***

Celebrate Munford

### ***Oct 20 (Thursday)***

4:00      Parks and Rec/Public Safety Committees

### ***Oct 24 (Monday)***

7:00      BOMA Meeting





**UNAPPROVED**

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**  
**September 13, 2022**

The regular monthly meeting of the Munford Municipal-Regional Planning Commission met on Tuesday, September 13, 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-** Bernie Pugsley, Jori Barney, Laralee Page, Billy Gordey, Janice Bomar, Wayne Boulter, Paul Frazier, Jake Chumley, Planner Will Radford, and Building Inspector/Code Enforcement Officer Glenn Stringfellow

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

**I.** Public Hearing for Sod Requirements subdivision regulations amendment. Opened at 6:33 p.m.

No one present to speak for or against the Sod Requirement subdivision regulations amendment.

Public hearing closed at 6:35 p.m.

**II. APPROVAL OF MINUTES – August 9, 2022**

*There was a motion by John Moren, seconded by Vernon Pairmore to approve the minutes from August 9, 2022 as presented. Motion carried all present voting aye*

**III. OLD BUSINESS –**

**IV. NEW BUSINESS**

**A. Veteran's Plaza Review – LPRF Grant**

**Background**

A plan review was presented to the Planning Commission members for the Veteran's Plaza – LPRF grant.

**Analysis**

The plan is to notify the Planning Commission member of the intent by the Board of Mayor and Aldermen to develop the property with the use of the LPRF Grant funds.

*There was a motion by David Keeton, seconded by Vernon Pairmore to approve the Veteran's Plaza Review – LPRF Grant plan as presented. Motion carried, all present voting aye.*

## **B. Walker Meadows North PRD Final Subdivision Plat**

### Background

A Planned Residential Development (PRD) Final Plat has been submitted on behalf of Charles Walker Residuary Trust and Munford Development Company for properties along Doctor Drive and McLaughlin Drive to create 50 lots and new right of way. The property can be further identified as Parcel 11.02 on Tipton County Tax Map 111. 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

A previous Preliminary Plat for this subdivision was approved in January, 2021 and Construction Plats for this development were approved in April, 2021.

The developers have revised the plans from the preliminary plat. This change has resulted in a reduction of the number of lots from 57 to 50 lots.

The lots meet the requirement of the R-3 district. (7,500 sq ft)

Construction Plat staff report stated that a development contract was requested by the City prior to final plat approval.

The plat is showing necessary certificated for approval.

### Recommendation

Staff recommends approval of the plat.

*There was a motion by John Moren, seconded by David Keeton to approve the Walker Meadows North PRD Final Subdivision Plat as presented. Motion carried, all present voting aye.*

## **C. Resolution amending the Municipal Subdivision Regulations Sod Requirements.**

### Background/Analysis

Staff will present a Resolution that will amend the Municipal Subdivision Regulations by amending the language for Sod Requirements for review by the Planning Commission.

### Recommendation

Staff recommends adoption of the Resolution

*There was a motion by John Moren, seconded by Vernon Pairmore to adopt Resolution amending the Municipal Subdivision Regulations for Sod Requirements. Motion carried all present voting aye.*

V. **REPORTS**

**Mayor Comments:**

- Welcome Terry Waits as the new Planning Commission member.
- Bernie Pugsley will be a new Board of Zoning Appeals member.
- Smoothie Shack will be relocating.
- Tipton Road is undergoing major Sewer repairs and will be closed during the week.

**Building Inspector – Permitting and Enforcement Report**

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

There being no further business, the meeting was adjourned at 7:00 pm..

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Chairman Roy Meadors

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Sue Arthur, Secretary

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Barbara Younger,  
Recording Secretary



**UNAPPROVED**

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 Board of Zoning Appeals**  
**September 13, 2022**

The called meeting of the Munford Municipal Board of Zoning Appeals met on Tuesday, September 13, 2022, at 6:00 P.M. in the Munford Municipal building located at 70 College Street with the following:

**PRESENT:** Chairman David Keeton, Vice-Chairman Janice Bomar, Secretary John Moren and Roy Meadors

**ABSENT:**

**ALSO PRESENT:** Planner Will Radford, Code Enforcement/Building Inspector Glenn Stringfellow, and Jake Chumley.

The meeting was called to order at 6:00 PM by Chairman David Keeton. There was a quorum present.

**I. APPROVAL OF MINUTES**

*There was a motion by Roy Meadors, seconded by Janice Bomar to approve the minutes from August 8, 2022, as distributed. All present voting aye. Motion carried.*

**II. OLD BUSINESS:** None

**III. NEW BUSINESS**

**A. Variance Request – 260 Tipton Road**

**Background**

A variance request has been submitted for property located at 260 Tipton Road. The property can be further identified as Parcel 10.00 on Tipton County Tax Map 112E, Group B. The property is zoned R-1 (Low Density Residential) District. The property does not appear to be located in a federally identified flood hazard area.

**Analysis**

TCA- 13-7-207 grants the Board of Zoning Appeals the power to grant variances in the following cases:

*(3) Where, by reason of exceptional narrowness, shallowness or shape of a specific piece of property at the time of the enactment of the zoning regulation, or by reason of exceptional topographic conditions or other extraordinary and exceptional situation or condition of such piece of property, the strict application of any regulation enacted under this part and part 3 of this chapter would result in peculiar and exceptional practical difficulties to or exception or undue hardship upon the owner of such property, authorize, upon an appeal relating to the property, a variance from such strict application so as to relieve such difficulties or hardship; provided, that such relief may be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of the zone plan and zoning ordinance.*

The Munford Municipal Zoning Ordinance defines a Lot of Record as:

Lots of Record: A parcel legally recorded in the Office of the Tipton County Register of Deeds at the date of the adoption of this Ordinance.

The Munford Municipal Zoning Ordinance further states:

**Section 36 Lot of Record**

Where the owner of a lot of official record at the time of the adoption of this Ordinance does not own sufficient land to enable him to conform to the yard or other requirements of this Ordinance, an application may be submitted to the Board of Zoning Appeals for a variance from the terms of this Ordinance, in accordance with Article XIII. Permission to use such lot as a building site may be granted, however, providing that the yards and other requirements of the district are complied with as closely as is possible in the opinion of the Board of Zoning Appeals. Where two or more substandard lots of record with a continuous frontage are under the same ownership, or where a substandard lot of record has continuous frontage with a larger tract under the same ownership, such lots shall be combined to form one or more building sites meeting the minimum requirements of the district in which they are located.

The first year listed on the Property Assessor's data is 1942.

**Recommendation**

Staff recommends approval of the variance as the lot appears to be a Lot of Record.

*There was a motion by Roy Meadors, seconded by Janice Bomar to approve the Variance Request for 260 Tipton Road as presented. Motion carried with all members voting aye.*

With no additional business to conduct, the meeting was adjourned at 6:06 PM by Chairman David Keeton

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David Keeton, Chairman

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John Moren, Secretary

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Barbara Younger, Recording Secretary