Board of Mayor and Aldermen

City Council Meeting

Portland City Hall
100 South Russell Street
Portland, TN 37148
May 1, 2023
5:00 PM

A. Call To Order

B. Prayer And Pledge

C. Roll Call

D. Approval Of Minutes

Documents:

MINUTES APRIL 17 2023.PDF

E. Approval Of Agenda

F. Communications From Council Members

G. Presentation Of Recognitions
Chief Williams with Police Department.

H. Public Recognition
Up to five minutes per person and comments must pertain to items that are listed on the meeting agenda.

I. Public Hearings

J. Mayor's Report

K. Community Development
Alderwoman Megann Thompson

L. Finance
Alderwoman Penny Barnes

1. Ordinance No. 23-23 - First Reading
An Ordinance of the City of Portland, Tennessee, amending Budget Ordinance No. 22-40 for the Fiscal Year beginning July 1, 2022, and ending June 30, 2023.

Documents:

ORD 23-23 BUDGET AMENDING FY 2022-23.PDF

2. Ordinance No. 23-25 - First Reading

   An Ordinance of the City of Portland, Tennessee adopting the Annual Budget and Tax Rate for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024.

   Documents:

   ORD 23-25 ANNUAL BUDGET FY 2023-24.PDF

3. Resolution No. 23-47

   A Resolution pursuant to authority granted by Section 6-54-111 of the Tennessee Code Annotated and in accordance with Section 0380-3-7-02 of the Official Compilation Rules and Regulations of the State of Tennessee which authorizes appropriations for financial aid for Nonprofit Charitable Organizations whose services benefit the general welfare of the residents of this municipality.

   Documents:

   RES 23-47 TEMPLE THEATRE DONATIONS FY 2023.PDF
   RES 23-47 ATTACH TEMPLE THEATRE DONATION.PDF

M. Fire Department

   Vice Mayor Jody McDowell; Financed by: General Fund

N. Human Resources

   Alderwoman Penny Barnes

O. Legislative

   Mayor Mike Callis

1. Ordinance No. 23-18 - Second Reading

   An Ordinance authorizing the City of Portland to enact a Sensitive Data and Intrusion Policy.

   Documents:

   ORD 23-18 2ND SENSITIVE DATA AND INTRUSION PROTECTION 5-1-23.PDF

2. Resolution No. 23-49

   A Resolution to re-appoint two members to the City of Portland's Audit Committee.

   Documents:

   RES 23-49 AUDIT COMM RE-APPT DELANEY-JENNINGS.PDF

P. Municipal Airport

Alderman Mike Hall; Financed by: Special Revenue Fund

Q. Parks & Recreation
Alderman Brian Woodall; Financed by: General Fund/Special Revenue Fund - Golf Course

R. Police Department
Alderman Drew Jennings; Financed by: General Fund

S. Planning & Codes
Alderwoman Megann Thompson; Financed by: General Fund

1. Ordinance No. 23-24 - First Reading

   An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 30.85 acres at (780, 782, 784 College Street) (map 034, parcels 072.07,072.09,072.10) from RS-40 (residential) & R-15 (residential) to Plan Unit Development District (Residential PUD w/base zone R-15 residential) with a Preliminary Master Development Plan for Ruby Springs.

   Documents:

   ORD 23-24 RUBY SPRINGS INCLUDING PUD REZONE 780 782 784 COLLEGE ST.PDF

2. Resolution No. 23-46

   A Resolution to re-appoint one existing member, Jessica Hunter to the Portland Municipal Planning Commission.

   Documents:

   RES 23-46 JESSICA HUNTER-PLANNING COMMISSION MEMBER RESOLUTION.PDF

T. Public Works
Alderwoman LaToya Holcomb; Financed by: General Fund - Streets, City Mechanic / Special Revenue Fund - Sanitation, Stormwater

1. Ordinance No. 23-19 - Second Reading

   An Ordinance to repeal and replace Ordinance No. 22-57 with the following rate structures for Stormwater Land Disturbance Permits and Stormwater Engineering Plan Review fees.

   Documents:

   ORD 23-19 2ND REPEAL AND REPLACE ORD 22-57 FEE STRUCTURE.PDF

U. Utility Infrastructure
Alderman Brian Woodall; Financed by; Enterprise Fund - Water Distribution, Water Plant, Wastewater Collections, Wastewater Plant, Natural Gas Distribution, GIS, Engineering

1. Ordinance 23-15 - Second Reading

An Ordinance to rescind in its entirety Ordinance 22-68 and replace with this ordinance for water, sewer and natural gas fee structure.

Documents:

ORD 23-15 2ND WATER SEWER AND GAS FEE STRUCTURE - WAIVE CONNECTION FEES FOR NATURAL DISASTERS.PDF

2. Ordinance No. 23-20 - Second Reading

   An Ordinance to enter a new/existing contract with Aramark/Martinrea for uniforms and Allied (mats/mops towels) Services for the City of Portland.

   Documents:

   ORD 23-20 2ND ARAMARK UNIFORM AND ALLIED CONTRACT EXPIRING JAN 1 2026.PDF

3. Ordinance No. 23-21 - Second Reading

   An Ordinance to rescind in its entirety Resolution 21-105 and incorporate into this Ordinance and to extend the contract with the City of Mitchellville to accept the discharge of sewer from Mitchellville’s collection system.

   Documents:

   ORD 23-21 2ND TO EXTEND MITCHELLVILLE CONTRACT.PDF

4. Ordinance No. 23-22 - Second Reading

   An Ordinance to enter an agreement with Croft & Associates LLC to provide professional land acquisition services for the City of Portland Oak Hill water system improvements and 2021 Mason Tank 12-inch connector for water system improvements.

   Documents:

   ORD 23-22 2ND ENTER INTO AGREEMENT WITH CROFT AND ASSOCIATES.PDF

5. Resolution No. 23-48

   A Resolution authorizing the release of a sewer tap for Sudden Service to connect to the City of Portland’s Sewer Collections System due to the hardship of a failing septic system.

   Documents:

   RES 23-48 SUDDEN SERVICE SEWER TAP.PDF

V. Adjournment

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

April 17, 2023

A. Call to Order - Mayor Callis called the meeting to order at 6:19 P.M.

B. Prayer/Pledge –Mayor Mike Callis offered the Invocation and the Pledge of Allegiance.

C. Roll Call -

Present:	**Also Present:**
Alderman Mike Hall	City Attorney John R. Bradley
Alderwoman LaToya Holcomb	Finance Director, City Recorder Rachel Slusser
Alderman Drew Jennings	Assistant City Recorder Tracy Kizer
Vice Mayor Jody McDowell	
Alderwoman Megann Thompson	
Alderman Brian Woodall	
Mayor Mike Callis	
Absent	
Alderwoman Penny Barnes	

D. Approval of Minutes from April 3, 2023, Council Meeting. Motion was made by Alderwoman Thompson, seconded by Vice Mayor McDowell to approve the minutes as presented. **Voice vote indicated approval**.

E. Approval of Agenda. Motion was made by Alderman Woodall, second by Alderwoman Holcomb to approve agenda. **Voice vote indicated approval**.

F. Communications from Council Members – Alderman Woodall recognized the City and Main Street area businesses for the photo opportunities. Alderwoman Thompson reminded everyone of the Concert this Saturday at the Temple Theater and Portland High School Theater's show this weekend. Vice Mayor McDowell mentioned that there is technology available for school building security, and the City may want to look into providing some funding. Mayor Callis suggested that maybe the City could coordinate with Sumner County since schools are run by the County.

G. Public Recognition – No items

H. Public Hearing – No items

I. Department Reports - Motion was made by Vice Mayor McDowell, second by Alderwoman Thompson to approve agenda. **Voice vote indicated approval**.

J. Mayor's Report –

1. Mayor invited everyone to the Comprehensive Land Use Plan kickoff on May 23, 2023, at Richland Gym.
2. Mayor called Police Chief Williams to speak on the recent Accreditation of the Police Department. Chief Williams reported it has been a 3-year journey. There are 363 agencies in the State and 76 are either Accredited or in the process of Accreditation.

K. Community Development – Alderwoman Megann Thompson – No items

L. Finance – Alderwoman Penny Barnes – No items

M. Fire Department – Vice Mayor Jody McDowell – No items
Financed by: General Fund

N. Human Resources – Alderwoman Penny Barnes – No items

O. Legislative – Mayor Mike Callis

1. **Resolution No. 23-18 –** An Ordinance authorizing the City of Portland to enact a sensitive data and intrusion policy. Motion by Alderman Jennings, seconded by Alderwoman Thompson. **Voice vote indicated approval**.

P. Municipal Airport – Alderman Mike Hall - No items
Financed by: Special Revenue Fund

Q. Parks & Recreation – Alderman Brian Woodall
Financed by: General Fund / Special Revenue Fund – Golf Course

1. **Discussion of City Pool** – Jamie White wanted to report to the Council that the City Pool will not be able to open this year because there cannot be a guarantee of safe water. After much discussion of repairing the pool, Alderman Woodall made motion to move forward with the bid process; second by Alderwoman Thompson. **Voice vote indicated approval**.

   Alderman Woodall advised that Mr. White is in the process of updating the signs at the Golf Course and adding a "Welcome to Portland" sign.

R. Police Department – Alderman Drew Jennings - No items
Financed by: General Fund

S. Planning & Codes – Alderwoman Megann Thompson - No items
Financed by: General Fund

T. Public Works – Alderwoman LaToya Holcomb
Financed by: General Fund – Streets, City Mechanic / Special Revenue Fund – Sanitation, Stormwater

1. **Ordinance No. 23-19 – First Reading** - An ordinance to repeal and replace Ordinance No. 22-57 with the following rate structures for Stormwater Land Disturbance Permits and Stormwater Engineering Plan Review Fees. Motion by Alderwoman Holcomb, seconded by Alderwoman Thompson. **Voice vote indicated approval**.

U. Utility Infrastructure – Alderman Brian Woodall
Financed by: Enterprise Fund – Water Distribution, Water Plant, Wastewater Collections, Wastewater Plant, Natural Gas Distribution, GIS, Engineering

1. **Ordinance No. 23-14 – Second Reading –** An ordinance to amend section 130 of Title 18 of the City of Portland's municipal code with the following language referencing the City's most recently approved Tennessee Department of Environment and Conservation drought management plan. Motion to approve Alderman Woodall, second by Alderman Jennings. **Voice vote indicated approval**.

2. **Ordinance No. 23-16 –Second Reading –** An ordinance to rescind in its entirety Ordinance 15-34 and replace with this ordinance for standard specification for sewer and water installation for the City of Portland. Motion to accept Alderman Woodall, second by Alderwoman Holcomb. **Voice vote indicated approval**.

3. **Ordinance No. 23-15 –First Reading –** An Ordinance to rescind in its entirety Ordinance 22-68 and replace with this Ordinance for water, sewer, and natural gas fee structure. Motion made by Alderman Woodall, second by Alderwoman Thompson; to rescind Ordinance 22-68. After discussion, motion made by Alderman Woodall, second by Vice Mayor McDowell, to delete the word "Residential" in the Ordinance. **Voice vote indicated approval of the amendment.**

4. **Ordinance 23-20 – First Reading -** An Ordinance to enter a new/existing contract with Aramark/Martinrea for uniforms and Allied (mats/mops towels) services for the city of Portland. Motion to accept Alderman Woodall, second by Alderwoman Thompson. **Voice vote indicated approval**.

5. **Ordinance 23-21 – First Reading -** An Ordinance to rescind in its entirety Resolution 21-105 and incorporate into this ordinance and to extend the contract with the City of Mitchellville to accept the discharge of sewer from Mitchellville's collection system. Motion to accept Alderman Woodall, second by Alderwoman Thompson. **Voice vote indicated approval**.

6. **Ordinance 23-22 – First Reading –** An ordinance to enter an agreement with Croft & Associates LLC to provide professional land acquisition services for the city of Portland Oak Hill water system improvements and 2021 Mason tank 12-inch connector for water system improvements. Motion to accept by Alderman Woodall, second by Alderwoman Holcomb. **Voice vote indicated approval**.

7. **Resolution No. 23-43 –** A resolution to continue a water moratorium for the Oak Grove zone area to not allow the issuance of any new water taps until sufficient supply is available to maintain the service area. Motion to accept Alderman Woodall, second by Alderwoman Thompson. **Voice vote indicated approval**.

8. **Resolution No. 23-44 -** A resolution to approve funding from the current fiscal year 2023 water sewer budget for the establishment of a water service replacement project in the amount of fifty thousand dollars ($50,000). Motion to accept Alderman Woodall, second by Alderwoman Thompson. **Voice vote indicated approval**.

9. **Resolution No. 23-45 -** A resolution to establish guidelines for capacity letters for the Department of Utilities. Motion to accept Alderman Woodall, second by Alderman Hall. **Voice vote indicated approval.**

10. **Discussion – Sudden Service Sewer Service –** Bryan Price advised the Council that a request from Sudden Service in Orlinda has made a request to be added to the city wastewater. Mr. Price advised they are currently on the water and gas services and that Sudden Service has agreed to cover all costs involved with the addition. After discussion, City attorney advised that a resolution needs to be brought to the board.

11. **Discussion – Bidding Process for Collaborative Projects –** Mr. Price wanted to advise the Board that with the Collaborative Grant process, the city may be paying for some items and there may be a long delay in reimbursement.

V. Adjournment – Motion to adjourn made by Alderman Hall. **Meeting adjourned at 7:30 pm**.

_______________________________ Mike Callis, Mayor

_______________________________ Tracy Kizer, Assistant City Recorder

Ordinance

City of Portland, Tennessee

No. 23-23

First Reading

AN ORDINANCE OF THE CITY OF PORTLAND, TENNESSEE, AMENDING BUDGET ORDINANCE NO. 22-40 FOR THE FISCAL YEAR BEGINNING JULY 1, 2022, AND ENDING JUNE 30, 2023

WHEREAS, the Board of Mayor and Aldermen of Portland, Tennessee, assembled in regular session on the _____ day of __________________, ________, that the amounts hereafter set out are hereby appropriated for the purpose of meeting the expenses of the various funds, departments, institutions, offices and agencies of Portland, Tennessee, during the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Section 1. The budget amendment is as follows:

General Fund			
Revenue			
	Taxes	$ 100,000	
	Permits	$ 230,000	
	Intergovernmental	$ 70,000	
	Grants	$ 127,000	
Total Revenue Increase			$ 527,000
Expense			
	General Gov	$ 61,000	
	Court	$ 14,000	
	Police	$ 122,000	
	Fire	$ 48,000	
	Hwy & Streets	$ 27,000	
	Garage	$ 17,000	
	Animal Control	$ 15,000	
	Parks	$ 28,000	
Total Expense Increase			$ 333,000
Airport			
Revenue			$ 530,000
Expense			$ 538,000
Stormwater			
Revenue			$ 76,000
Expense			$ 47,000

Sanitation

Revenue	$ 17,000
Expense	$ 28,000

Golf

Revenue	$ 35,000
Expense	$ 76,000

Water/Sewer

Revenue	$ 200,000
Expense – Water	$ 347,000
Expense – Sewer	$ 104,000

Gas

Revenue	$1,331,000
Expense	$1,298,000

Section 2. Appendix A has the detail account items for the abovementioned totals.

BE IT ENACTED by the Board of Mayor and Alderman of Portland, Tennessee that this ordinance shall take effect from and after its passage, the welfare of the city requiring it.

Attest:

Mike Callis, Mayor

Rachel Slusser, City Recorder

Passed First Reading:
Public Hearing:
Passed Second Reading:

APPENDIX A

General Fund

Revenue		Increase	Decrease	G/L Acct	
Taxes	Real Property Taxes (Current)	100,000		110-31111	
Planning & Codes	Plan Review Fees	160,000		110-32611	
	Mechanical Fees	35,000		110-32612	
	Plumbing Fees	20,000		110-32613	
	Fire Permit Fees	15,000		110-32615	
Interegovernmental	Corporate Excise Tax	70,000		110-33593	
Grants	Fire Grant	29,000		110-38103	
	State Grant	3,000		110-38105	
	West Middle School Sidewalk Grant	140,000		110-38127	
	College Streey Sidewalk Grant	18,000		110-38128	
	Grant - Project Cardinal (Tsuabki)	28,000		110-38130	
	Grant - Scattersville Rd Paving	15,000		110-38132	
	ARPA Funding	6,000		110-38134	
	Misc State Grant		-112,000	110-38101	
	TOTAL REVENUE INCREASE				527,000

Expense		Increase	Decrease	G/L Acct
General Government	Technology	10,000		110-41000-248
	Data Processing	25,000		110-41000-255
	Repair and Maintenance Bldg	6,000		110-41000-266
	Office Supplies	5,000		110-41000-310
	Operating Supplies	3,000		110-41000-320
	Insurance (Prop, Liab)	2,000		110-41000-510
	Cable TV Recording Equip	6,000		110-41000-940
	Office Machinery and Equip	4,000		110-41000-947
Court	Salaries	12,000		110-42000-110
	Data Processing	2,000		110-42000-255
	Office Supplies	1,000		110-42000-310
Police	Workers Compensation Ins	11,000		110-42100-146
	Data Processing	18,000		110-42100-255
	Vehicle Repair and Maintenance	20,000		110-42100-261
	Gas, Oil, Diesel Fuel	15,000		110-42100-331
	Insurance (Prop, Liab)	19,000		110-42100-510
	Machinery and Equipment	39,000		110-42100-940
Fire	Technology	1,000		110-42200-248
	Physicals	3,000		110-42200-251
	Data Processing	6,000		110-42200-255
	Clothing and Uniforms	2,000		110-42200-326
	Equipment Grant	36,000		110-42200-942
Highways and Streets	Overtime	5,000		110-43100-112
	Workers Compensation Ins	3,000		110-43100-146

	Vehicle Repair and Maintenance	7,000	110-43100-261	
	Operating Supplies	5,000	110-43100-320	
	Insurance (Prop, Liab)	7,000	110-43100-510	
Garage	Employee Insurance	10,000	110-43170-142	
	Vehicle Repair and Maintenance	1,000	110-43170-261	
	Insurance (Prop, Liab)	6,000	110-43170-510	
Animal Controll	Overtime	3,000	110-44143-112	
	Electric	2,000	110-44143-241	
	Build Maintenance	10,000	110-44143-266	
Parks	Public Relations	3,000	110-44700-236	
	Data Processing	5,000	110-44700-255	
	Grounds Repair and Maintenance	20,000	110-44700-265	
	TOTAL EXPENSE INCREASE			333,000
Airport				
Revenue	Grant-Airport Runway Rehab	506,000	119-33523	
	ARPA Funding	24,000	119-33526	
	TOTAL REVENUE INCREASE			530,000
Expense	Technology	4,000	119-52500-248	
	Building Maintenance	15,000	119-52500-266	
	Insurance (Prop, Liab)	3,000	119-52500-510	
	Land Acquistition	10,000	119-52500-910	
	Airport Runway Rehab	506,000	119-52500-962	
	TOTAL EXPENSE INCREASE			538,000
Stormwater				
Revenue	Insurance Recoveries	55,000	121-36350	
	Land Disturbance Permit Fee	8,000	121-37330	
	ARPA Funding	13,000	121-38102	
	TOTAL REVENUE INCREASE			76,000
Expense	Workers Compensation	2,000	121-43150-146	
	Data Processing	5,000	121-43150-255	
	Vehicle Maintenance	4,000	121-43150-261	
	Operating Supplies	5,000	121-43150-320	
	Small Items of Equipment	5,000	121-43150-324	
	Bldg/Bldg Improvements	7,000	121-43150-920	
	Developer Agmt Match Project	19,000	121-43150-987	
	TOTAL EXPENSE INCREASE			47,000

		Increase	Decrease	G/L Acct	
Sanitation					
Revenue	ARPA Funding	17,000		122-38102	
	TOTAL REVENUE INCREASE				17,000
Expense	Data Processing	3,000		122-43200-255	
	Vehicle Maintenance	25,000		122-43200-261	
	TOTAL EXPENSE INCREASE				28,000
Golf					
Revenue	Golf Charges - Fees	15,000		123-34710	
	Golf Charges - Annual Fees	12,000		123-34711	
	Pro Shop	8,000		123-34725	
	TOTAL REVENUE INCREASE				35,000
Expense	Employee Health Insurance	6,000		123-44450-142	
	Professional Services	10,000		123-44450-254	
	Chemicals and Supplies	30,000		123-44450-322	
	Pro Shop Inventory	30,000		123-44450-325	
	TOTAL EXPENSE INCREASE				76,000
Water & Sewer					
Revenue	Water Modeling Fee	12,000		413-37140	
	Plan Review Fee - Water	31,000		413-37186	
	Pay-in-Lieu of Fee	50,000		413-37187	
	Road Bore Fee	11,000		413-37188	
	Sewer Modeling	11,000		413-37285	
	Plan Review Fee - Sewer	9,000		413-37286	
	Penalties - Water	50,000		413-37191	
	Over-size Meter Cost	9,000		413-37192	
	Nonrefundable Service Conn	17,000		413-37193	
	TOTAL REVENUE INCREASE				200,000
Expense					
Water Plant	Data Processing	5,000		413-52000-255	
	Other Professional Services	150,000		413-52000-259	
	Travel	5,000		413-52000-280	
	Insurance (Prop, Liab)	3,000		413-52000-510	
Water Distribution	Overtime	40,000		413-52100-112	
	Postage	4,000		413-52100-211	
	Vehicle Maintenance	15,000		413-52100-261	
	Small Items of Equipment	15,000		413-52100-324	
	Inventory	95,000		413-52100-330	
	Insurance (Prop, Liab)	7,000		413-52100-510	
	Office Machinery & Equip	8,000		413-52100-947	

Sewer Collection	On-Call Sewer Modeling	15,000	413-52200-256	
	Other Professional Services	20,000	413-52200-259	
	Vehicle Maintenance	5,000	413-52200-261	
	Insurance (Prop, Liab)	11,000	413-52200-510	
Sewer Plant	Data Processing	7,000	413-52222-255	
	Repair to System	15,000	413-52222-255	
	Chemicals	25,000	413-52222-322	
	Insurance (Prop, Liab)	6,000	413-52222-510	
	TOTAL EXPENSE INCREASE			451,000
Gas				
Revenue	Insurance Recoveries	27,000	415-36350	
	Pipeline Overcharge Reimburse	22,000	415-36990	
	ARPA Funding	26,000	415-36991	
	Nonrefundable Service Connection	39,000	415-37193	
	Metered Gas Sales	1,200,000	415-37410	
	New Tap Fees	17,000	415-37496	
	TOTAL REVENUE INCREASE			1,331,000
Expense	Employee Education	17,000	415-52400-148	
	Technology	7,000	415-52400-248	
	Other Professional Services	22,000	415-52400-259	
	Building Maintenance	17,000	415-52400-266	
	Natural Gas Purchased/Resale	1,200,000	415-52400-351	
	Distribution System	35,000	415-52400-930	
	TOTAL EXPENSE INCREASE			1,298,000

ORDINANCE

City of Portland, Tennessee

No. 23-25

AN ORDINANCE OF THE CITY OF PORTLAND, TENNESSEE ADOPTING THE ANNUAL BUDGET AND TAX RATE FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024

WHEREAS, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

WHEREAS, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by the state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and

WHEREAS, the governing body had published that annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the governing body will consider final passage of the budget.

NOW THEREFORE BE IT ORDAINED BY THE CITY OF PORTLAND, TENNESSEE AS FOLLOWS:

SECTION 1: That the governing body projects anticipated revenues from all sources and appropriates planned expenditures for each department, board, office or other agency of the municipality, herein presented together with the actual annual receipts and expenditures of the last preceding fiscal year and the estimated annual expenditures for the current fiscal year, and from those revenues and unexpended and unencumbered funds as follows for fiscal year 2023/2024, and including the projected ending balances for the budget year, the actual ending balances for the most recent ended fiscal year and the estimated ending balances for the current fiscal years:

GENERAL FUND	Actual FY 2022	Estimated FY 2023	Budget FY 2024
Revenues			
Local Taxes	$ 8,738,269	$ 9,193,506	$ 9,052,000
Licenses And Permits	406,708	2,158,978	675,750
Intergovernmental	2,805,076	2,357,107	2,354,000
Charges For Services	50,565	-	-
Fines And Forfeitures	230,840	216,481	152,500
Other	387,663	165,194	2,021,900
Other Financing Sources			
Issuance of Debt / Debt Proceeds	-	-	-
Sale of Capital Assets	-	-	-
Transfers In - from other funds		-	15,000
Transfers In - from other funds (PILOT)	-	-	-
Total Revenues and Other Financing Sources	$ 12,619,121	$ 14,091,267	$ 14,271,150
Appropriations			
Expenditures			
General Administration	$ 1,367,947	$ 1,042,780	$ 862,226
Administration Mayor	$ 199,352	$ 327,010	$ 349,559
Collection/Business Office	87,974	-	-
HR	109,657	116,072	110,705
Planning	154,855	217,648	318,421
Engineering	12,481	-	-
Codes	124,942	125,112	149,922
Court	15,996	84,145	94,610
Police	3,980,080	4,265,989	4,428,726
Fire	2,663,546	2,391,292	2,438,447
Highway and Streets	1,664,209	1,104,437	1,281,788
City Garage	73,668	107,869	150,575
State Street Aid	583,666	320,829	650,000
Animal Control	64,008	85,279	69,908
Grants and Projects	-	249,504	1,765,000
Swimming Pool	48,371	44,857	50,954
Parks	963,223	852,898	924,607
Community Development	46,455	108,520	125,043
Debt Service (Principal and Interest)	-	815,874	
Other Financing Uses			
Transfers out to Debt Service (Principal and Interest)		1,170,968	909,707
Transfers Out - to other funds (Airport & Golf)	-	340,000	339,000
Total Appropriations	$ 12,160,430	$ 13,771,081	$ 15,019,198
Change in Fund Balance (Revenues - Appropriations)	**458,691**	**320,186**	**(748,048)**
Beginning Fund Balance July 1	6,427,614	6,886,305	7,206,491
Ending Fund Balance June 30	**$ 6,886,305**	**$ 7,206,491**	**$ 5,614,566**
Ending Fund Balance as a % of Total Appropriations	56.6%	52.3%	37.4%

Debt Service paid from General Fund

Debt Management						
Police						
68 Notes-Police Vehicles, Series 2016 (Principal)	$	45,000	$	26,250	$	-
68 Notes-Police Vehicles, Series 2016 (Interest)	$	1,340	$	233	$	-
70 Note - Police Vehicles, Series 2018 (Principal)	$	45,000	$	33,750		
70 Note - Police Vehicles, Series 2018 (Interest)	$	3,259	$	444		
73 Note -Police & Fire Equipment, Series 2019 (P)	$	55,350	$	55,350	$	55,350
73 Note -Police & Fire Equipment, Series 2019 (I)	$	6,665	$	4,982	$	1,618
79 Note - Police Dept Capital Outlay, Series 2022 (P)	$	-	$	-	$	54,000
79 Note - Police Dept Capital Outlay, Series 2022 (I)	$	-	$	-	$	4,438
Fire						
72 Note - Fire Truck, Series 2018 (Principal)	$	30,900	$	30,900	$	-
72 Note - Fire Truck, Series 2018 (Interest)	$	2,965	$	1,802	$	-
59 Note- Fire Equipment Series 2013 (Principal)	$	42,000	$	42,000	$	-
59 Note- Fire Equipment Series 2013 (Interest)	$	2,251	$	1,126	$	-
73 Note -Police & Fire Equipment, Series 2019 (P)	$	18,450	$	18,450	$	18,450
73 Note -Police & Fire Equipment, Series 2019 (I)	$	2,222	$	1,661	$	539
Park						
69 Note-Parks,Pool, Playground Improvements, Series 2017 (Principal) - Refunded	$	15,000	$	87,500	$	-
69 Note-Parks,Pool, Playground Improvements, Series 2017 (Interest) - Refunded	$	3,337	$	2,814	$	-
78 Note- GO Capital Outlay Refunding Note, Series 2022(Park) - (Principal)	$	-	$	-	$	19,200
78 Note- GO Capital Outlay Refunding Note, Series 2022(Park) - (Interest)	$	-	$	-	$	868
Hwy/Sts						
60 Note, Series 2014 (Principal)	$	55,560	$	55,560	$	-
60 Note, Series 2014 (Interest)	$	3,653	$	2,059	$	-
66 Note, Street Paving Series 2015 (Principal)	$	143,760	$	143,760	$	35,860
66 Note, Street Paving Series 2015 (Interest)	$	10,473	$	6,721	$	156
General						
80 Note - Capital Projects, Series 2022 (Principal)	$	-	$	-	$	66,342
80 Note - Capital Projects, Series 2022 (Interest)	$	-	$	-	$	56,980
75 General Obligation Bonds, Series 2020 (Principal)	$	75,000	$	70,000	$	75,000
75 General Obligation Bonds, Series 2020 (Interest)	$	117,485	$	124,394	$	121,594
64 General Obligation Bonds, Series 2015 (Principal)	$	180,000	$	185,000	$	190,000
64 General Obligation Bonds, Series 2015 (Interest)	$	218,438	$	213,938	$	209,313
Total Annual Debt Service Payments	**$**	**1,078,108**	**$**	**1,108,694**	**$**	**909,708**

AIRPORT		Actual FY 2022		Estimated FY 2023		Budget FY 2024
Revenues						
Grants	$	1,494,811	$	5,602,611	$	15,000
Other Revenue		325,184		277,773		247,000
Other Financing Sources						
Transfers In - from other funds				110,000		106,000
Other Financing Sources						
Total Revenues and Other Financing Sources	**$**	**1,819,995**	**$**	**5,990,383**	**$**	**368,000**
Appropriations						
Airport Expeditures	$	1,850,964	$	5,953,707	$	365,193
Sale of Capital Assets				-		-
Total Appropriations	$	1,850,964	$	5,953,707	$	365,193
Change in Fund Balance (Revenues - Appropriations)		**(30,969)**		**36,676**		**2,807**
Beginning Fund Balance July 1		75,416		44,447		81,123
Ending Fund Balance June 30	**$**	**44,447**	**$**	**81,123**	**$**	**78,223**
Ending Fund Balance as a % of Total Appropriations		2.4%		1.4%		21.4%

DRUG		Actual FY 2022		Estimated FY 2023		Budget FY 2024
Revenues						
Fines and Forfeitures	$	3,996	$	5,706	$	2,000
Other Revenue		2,700		-		2,000
Other Financing Sources						
Transfers In - from other funds		-				
Total Revenues and Other Financing Sources	**$**	6,697	**$**	5,706	**$**	4,000
Appropriations						
Drug Fund Expenditures	$	1,935	$	3,563	$	43,000
Transfer Out to other funds		-		-		15,000
Total Appropriations	$	1,935	$	3,563	$	58,000
Change in Fund Balance (Revenues - Appropriations)		**4,762**		**2,144**		**(54,000)**
Beginning Fund Balance July 1		75,960		80,722		82,865
Ending Fund Balance June 30	**$**	**80,722**	**$**	**82,865**	**$**	**60,960**
Ending Fund Balance as a % of Total Appropriations		4171.7%		2326.0%		105.1%

STORMWATER	Actual FY 2022	Estimated FY 2023	Budget FY 2024
Revenues			
Other Revenue	$ 5,943	$ 85,046	$ -
Stormwater Fees	845,332	802,846	815,000
Other Financing Sources			
Transfers In - from other funds	-		
ARPA	2,210	13,653	
Total Revenues and Other Financing Sources	$ 853,485	$ 901,545	$ 815,000
Appropriations			
Stormwater Expenditures	$ 756,154	$ 1,155,870	$ 1,214,718
	-	-	-
Total Appropriations	$ 756,154	$ 1,155,870	$ 1,214,718
Change in Fund Balance (Revenues - Appropriations)	**97,331**	**(254,325)**	**(399,718)**
Beginning Fund Balance July 1	831,545	928,876	674,550
Ending Fund Balance June 30	**$ 928,876**	**$ 674,550**	**$ 431,827**
Ending Fund Balance as a % of Total Appropriations	122.8%	58.4%	35.5%

SANITATION	Actual FY 2022	Estimated FY 2023	Budget FY 2024
Revenues			
Solid Waste	$ 1,080,361	$ 1,232,272	$ 1,355,603
Other Revenue	3,325	259	-
Other Financing Sources			
Sale of Capital Assets	1,150		
ARPA		17,193	
Total Revenues and Other Financing Sources	$ 1,084,836	$ 1,249,724	$ 1,355,603
Appropriations			
Solid Waste Expenditures	$ 1,065,984	$ 1,132,672	$ 1,355,547
	-	-	-
Total Appropriations	$ 1,065,984	$ 1,132,672	$ 1,355,547
Change in Fund Balance (Revenues - Appropriations)	**18,852**	**117,052**	**56**
Beginning Fund Balance July 1	467,866	486,718	603,770
Ending Fund Balance June 30	**$ 486,718**	**$ 603,770**	**$ 467,922**
Ending Fund Balance as a % of Total Appropriations	45.7%	53.3%	34.5%

Debt Service paid from Sanitation

Debt Management			
71 Note - Sanitation Truck, Series 2018 (Princpal)	$ 53,400	$ 53,400	$ -
71 Note - Sanitation Truck, Series 2018 (Interest)	$ 5,124	$ 1,095	$ -
74 Note - Sanitation Truck, Series 2019 (P) Refunded	$ 45,000	$ -	$ -
74 Note - Sanitation Truck, Series 2019 (I) Refunded	$ 6,694	$ -	$ -
78 Note- GO Capital Outlay Refunding Note, Series 2022(Sanitation) - (Principal)	$ -	$ -	$ 40,800
78 Note- GO Capital Outlay Refunding Note, Series 2022(Sanitation) - (Interest)	$ -	$ -	$ 1,844
Total Annual Debt Service Payments	$ 110,218	$ 54,495	$ 42,644

GOLF	Actual FY 2022	Estimated FY 2023	Budget FY 2024
Revenues			
Golf Course Revenue	$ 222,210	$ 161,752	$ 318,400
Other Revenue	520	-	-
Other Financing Sources			
ARPA		4,000	
Transfers In - from other funds	-	63,000	233,000
Total Revenues and Other Financing Sources	$ 222,730	$ 228,752	$ 551,400
Appropriations			
Golf Course Expense	$ 251,954	$ 486,460	$ 550,971
	-	-	-
Total Appropriations	$ 251,954	$ 486,460	$ 550,971
Change in Fund Balance (Revenues - Appropriations)	**(29,224)**	**(257,708)**	**429**
Beginning Fund Balance July 1	11,633	(17,591)	(275,299)
Ending Fund Balance June 30	**$ (17,591)**	**$ (275,299)**	**$ 12,062**
Ending Fund Balance as a % of Total Appropriations	-7.0%	-56.6%	2.2%

IMPACT FEES	Actual FY 2021	Estimated FY 2023	Budget FY 2024
Revenues			
Parks Impact Fees	$ 35,114	$ 11,798	$ 20,000
Police Impact Fees	$ 25,068	$ 125,548	$ 15,000
Fire Impact Fees	49,788	409,929	7,500
Other Financing Sources			
Transfers In - from other funds	-		
Total Revenues and Other Financing Sources	$ 109,970	$ 547,275	$ 42,500
Appropriations			
Parks	$ 2,219	$ 77,307	$ -
Police			$ -
Fire	-	-	76,000
Total Appropriations	$ 2,219	$ 77,307	$ 76,000
Change in Fund Balance (Revenues - Appropriations)	**107,751**	**469,968**	**(33,500)**
Beginning Fund Balance July 1	324,114	431,865	901,832
Ending Fund Balance June 30	**$ 431,865**	**$ 901,832**	**$ 290,614**
Ending Fund Balance as a % of Total Appropriations	19461.4%	1166.6%	382.4%

DEBT SERVICE FUND - NEW	Actual FY 2022	Estimated FY 2022	Budget FY 2024
Revenues			
Other Financing Sources			
Transfers In - from other funds - General Fund	-	1,170,968	909,707
Transfers In - from other funds - Sanitation		98,342	42,644
Total Revenues and Other Financing Sources	$ -	$ 1,269,310	$ 952,351
Appropriations			
General Fund Debt Service	$ -	$ 1,170,968	$ 909,707
Sanitation Debt Service		$ 98,342	$ 42,644
	-	-	-
Total Appropriations	$ -	$ 1,269,310	$ 952,351
Change in Fund Balance (Revenues - Appropriations)	-	-	-
Beginning Fund Balance July 1	-	-	-
Ending Fund Balance June 30	$ -	$ -	$ -
Ending Fund Balance as a % of Total Appropriations	0.0%	0.0%	0.0%

WATER & SEWER FUND	Actual FY 2022	Estimated FY 2023	Budget FY 2024
Revenues			
Other Revenue	$ -	$ 77,296	$ 26,500
Operating Revenue	8,729,260	11,405,103	9,205,500
Non-Operating Revenues			
Other		-	-
Total Revenues and Other Financing Sources	$ 8,729,260	$ 11,482,398	$ 9,232,000
Appropriations			
Water and Sewer Operating	$ 7,762,676	$ 6,168,137	$ 9,214,172
Projects		$ 2,525,383	$ 8,220,000
Non-Operating Expenses			
Total Appropriations	$ 7,762,676	$ 8,693,520	$ 17,434,172
Change in Net Position (Revenues - Appropriations)	**966,584**	**2,788,878**	**(8,202,172)**
Beginning Net Position July 1	26,165,785	27,132,369	29,921,247
Ending Net Position June 30	**$ 27,132,369**	**$ 29,921,247**	**$ 26,183,613**

Debt Management		Principal	Interest	Total
67	Bond - 2016 W&S Bond Refunding	$ 475,000	$ 397,094	$ 872,094
77	Bond - 2020	395,000	497,025	$ 892,025
37	SRF 2006-192	68,880	9,864	$ 78,744
81	PBA Loan, Series 2023	-	-	$ -
76	Note - Jet Vac, Series 2020	47,400	1,812	$ 49,212
	Annual Debt Service Payments	$ 986,280	$ 905,795	$ 1,892,075

GAS	Actual FY 2022	Estimated FY 2023	Budget FY 2024
Revenues			
Other Revenue	$ -	$ 116,241	$ -
Gas Revenue	7,016,281	6,204,686	5,881,000
Non-Operating Revenues			
Other		-	-
Total Revenues and Other Financing Sources	$ 7,016,281	$ 6,320,928	$ 5,881,000
Appropriations			
Gas Department Expenditures	$ 6,320,743	$ 5,261,778	$ 5,237,062
Total Appropriations	$ 6,320,743	$ 5,261,778	$ 5,237,062
Change in Net Position (Revenues - Appropriations)	**695,538**	**1,059,150**	**643,938**
Beginning Net Position July 1	18,769,504	19,465,042	20,524,192
Ending Net Position June 30	**$ 19,465,042**	**$ 20,524,192**	**$ 18,526,442**

SECTION 2: At the end of the current fiscal year (June 30, 2024) the governing body estimates ending fund balances as follows:

Fund		Fund Balance July 1, 2023	Estimated Fund Balance at June 30, 2024
General Fund		6,427,614	5,697,109
Airport		75,415	78,223
Drug Fund		75,960	60,960
Stormwater Fund		831,545	431,827
Sanitation Fund		467,866	467,922
Golf Fund		11,633	12,062
Impact Fee		324,114	290,614
Water & Sewer Fund	*	26,165,785	26,183,613
Gas Fund	*	18,769,504	18,526,442
	* Net Position		

SECTION 3: That the governing body herein certifies that the condition of its sinking funds, if applicable, are compliant pursuant to its bond covenants, and recognizes that the municipality has outstanding bonded and other indebtedness as follows:

Type of Debt	Loan Name	Original Issuance	Outstanding Principal	2023 Principal	2023 Interest	Total
	General Fund					
Notes	General Fund Street Paving Capital Outlay Note, Series 2015 (#66)	1,150,000	35,860	35,860	156	36,016
	General Fund Capital Outlay Note - Police and Fire Equipment, Series 2019 (#73)	369,000	104,551	73,800	2,157	75,957
	Parks Refunding, Series 2022 (#78)	72,400	50,900	19,200	868	20,068
	PBA Clarksville Loan, Series 2022	6,000,000	6,000,000	66,342	56,980	123,322
	Police Cars, Series 2022 (#79)	276,000	224,000	54,000	4,438	58,438
Bonds	General Obligation Bonds, Series 2015 (#64)	7,410,000	6,430,000	190,000	209,313	399,313
	General Obligation Bonds, Series 2020 (#74)	3,780,000	3,635,000	75,000	121,594	196,594
Notes	Sanitation Note Refunded, Series 2022 (#78)	153,850	136,950	40,800	1,844	42,644
	Total General Fund	**19,211,250**	**17,084,900**	**555,002**	**397,349**	**952,351**

	Water & Sewer Fund					
Notes	Enterprise Fund Capital Outlay Note - W&S Jet Vac Truck, Series 2000 (#76)	237,000	142,200	47,400	1,812	49,212
	PBA Loan, Series 2023 (#81)	5,000,000	5,000,000	0	0	0
Loan Agreements	SRF - State Revolving Fund Loan Agreement 06-192 (#37)	1,500,000	678,189	68,880	9,864	78,744
Bonds	Water & Sewer System Revenue Refunding Bonds, Series 2016 (#67)	15,560,000	11,765,000	475,000	397,094	872,094
	Water & Sewer System Revenue Refunding Bonds, Series 2020 (#77)	16,930,000	16,000,000	395,000	497,025	892,025
	Total Water & Sewer	**39,227,000**	**32,552,447**	**986,280**	**905,795**	**1,892,075**
Total Outstanding Debt for the Municipality		**58,438,250**	**46,875,062**	**1,541,282**	**1,303,144**	**2,844,426**

SECTION 4: During the coming fiscal year (2024) the governing body has pending and planned capital projects with proposed funding as follows:

Pending Capital Projects	Pending Capital Projects Total Expense	Pending Capital Projects Expense – Financed by Estimated Revenues and /or Reserves	Pending Capital Projects Expense – Financed by Debt Proceeds
Police Cars (4) – 2 patrol, 2 admin	$180,000	$180,000	$0.00
Fire Pick-Up Trucks (2)	$76,000	$76,000 (Impact Fee)	$0.00
Paving (State St Aid)	$650,000	$650,000	$0.00
Salt Shed	$75,000	$75,000	$0.00
Brine System	$40,000	$40,000	$0.00
Tractor – Highway & Streets	$30,000	$30,000	$0.00
Excavator–Highway& Streets	$30,000	$30,000	$0.00
Sidewalks	$50,000	$50,000	$0.00

Garage – Garage Doors	$15,000	$15,000	$0.00
Repair Pool	$600,000	$600,000 (Bond)	$0.00
Parks – UTV Mule	$10,000	$10,000	$0.00
Golf – Zero-turn mower	$10,200	$10,200	$0.00
Golf – Greens mower	$55,000	$55,000	$0.00
Parks Maintenance Bldg	$165,000	$165,000	$0.00
Police Building Remodel	$1,000,000	$1,000,000 (Bond)	$0.00
Dozer (Stormwater)	$50,000	$50,000	$0.00
Stormwater Building	$250,000	$250,000	$0.00
System Meter Change Out (Water)	$220,000	$220,000	$0.00
WWTP Phase II Construction (Water)	$8,000,000	$8,000,000 (Bond)	$0.00
Gas – Pick-up truck for Meter Reader	$38,000	$38,000	$0.00
Gas – Service pick-up truck	$38,000	$38,000	$0.00
Eubanks Project (Gas)	$40,000	$40,000	$0.00
Radio Reading Metering (Gas)	$380,000	$380,000	$0.00
Gas Improvement (Lines)	$150,000	$150,000	$0.00
Wellington Gas Main	$325,000	$325,000	$0.00

Proposed Future Capital Projects (within 5 years)	Proposed Future Capital Projects – Total Expense	Proposed Future Capital Projects Expense – Financed by Estimated Revenues and /or Reserves	Proposed Future Capital Projects Expense – Financed by Debt Proceeds
Splash Pad	$1,300,000	$1,300,000 (Grant)	$0.00
Golf Irrigation System	$300,000	$300,000 (Grant)	$0.00
Police Cars	$150,000	$150,000	$0.00
Ladder Truck	$1,900,000	$1,900,000	$0.00
Sewer Plant Phase II	$6,000,000	$3,000,000 (ARPA) $3,000,000 (Bond)	$0.00
Repairs to Water System	$2,000,000	$2,000,000	$0.00
TDOT By-Pass Design – North and South Loop(W&S)	$972,000	$972,000	$0.00
TDOT By-Pass Design – North and South Loop(Gas)	$296,000	$296,000	$0.00
Eubanks Road SIA (Water, Sewer, Gas)	$270,00	$270,00	$0.00

SECTION 5: No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 T.C.A. Section 6-56-208. In addition, no appropriation may be made more than available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Section 6-56-205 of the *Tennessee Code Annotated*.

SECTION 6: Money may be transferred from one appropriation to another in the same fund by the Finance Director, not to exceed $10,000.00, subject to such limitations and procedures as it may describe as allowed by Section 6-56-209 of the *Tennessee Code Annotated.* Any resulting transfers shall be reported to the governing body at its next regular meeting and entered into the minutes.

SECTION 7: A detailed financial plan will be attached to this budget and become part of this budget ordinance. In addition, the published operating budget and budgetary comparisons shown by fund with beginning and ending fund balances and the number of full-time equivalent employees required by Section 6-56-206, *Tennessee Code Annotated* will be attached.

SECTION 8: There is hereby levied a property tax of $1.06 per $100 of assessed value of all real and personal property in Robertson County and Sumner County.

SECTION 9: This annual operating and capital budget ordinance and supporting documents shall be submitted to the Comptroller of the Treasury or Comptroller's Designee for approval if the City has debt issued pursuant to Title 9, Chapter 21 of the Tennessee Code Annotated within fifteen (15) days of its adoption. This budget shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or Comptroller's Designee in accordance with Title 9, Chapter 21 of the Tennessee Code Annotated (the "Statutes".) If the Comptroller of the Treasury or Comptroller's Designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes or as directed by the Comptroller of the Treasury or Comptroller's Designee. If the City does not have such debt outstanding, it will file this annual operating and capital budget ordinance and supporting documents with the Comptroller of the Treasury or Comptroller's Designee.

SECTION 11: All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 12: If for any reason a budget ordinance is not adopted prior to the beginning of the next fiscal year, the appropriations in this budget ordinance shall become the appropriations for the next fiscal year until the adoption of the new budget ordinance in accordance with Section 6-56-210, Tennessee Code Annotated provided sufficient revenues are being collected to support the continuing appropriations. Approval of the Director of the Division of Local Finance in the Comptroller of the Treasury for a continuation budget will be requested if any indebtedness is outstanding.

SECTION 13: This ordinance shall take effect July 1, 2023.

BE IT ORDAINED by the City Council of the City of Portland, Tennessee this ordinance shall take effect from and after its passage, the welfare of the city requiring it.

Mike Callis, Mayor	Rachel Slusser, City Recorder

Passed First Reading:
Public Hearing:
Passed Second Reading:

CITY OF PORTLAND, TN

Proud, Progressive Portland

Home of the STRAWBERRY FESTIVAL

City of Portland

Operating Budget

Fiscal Year Ending June 30, 2024

1st Reading – May 1, 2023

GENERAL FUND REVENUE		Proposed	Estimate Only		Last Year's
110	REVENUE	Budget	As of	Projected	Budget
		2023-2024	2/28/2023	6/30/2023	2022-2023
31111	CURRENT PROPERTY TAXES	4,600,000	4,744,890	4,744,890	4,600,000
31211	PROPERTY TAX PRIOR YEARS	120,000	103,057	137,409	150,000
31300	PENALTY-PROPERTY TAX	20,000	19,220	20,000	20,000
31330	POLICE COURT COST	15,000	14,823	14,823	8,000
31500	IN LIEU OF PROPERTY TAXES g/w/s	360,000	0	360,000	360,000
31510	PAY IN LIEU OF TAXES H.A	25,000	0	25,000	25,000
31600	LOCAL OPTION SALES TAX	3,300,000	2,265,122	3,397,683	2,900,000
31710	WHOLESALE BEER	260,000	173,462	260,194	260,000
31711	WHOLESALE LIQUOR	60,000	47,102	70,653	60,000
31800	BUSINESS TAX	185,000	57,784	86,675	185,000
31912	CABLE TV FRANCHISE	106,000	50,120	75,179	106,000
31913	CABLE TV HEADEND LEASE	1,000	0	1,000	1,000
32210	BEER LICENSES	500	500	500	500
32300	ANNUAL BEER PRIVILEGE TAX	3,250	2,900	4,350	3,250
32610	BUILDING PERMIT	165,000	636,729	955,093	720,000
32611	PLAN REVIEW FEES	200,000	445,537	668,306	50,000
32612	MECHANICAL FEES	140,000	171,439	257,159	140,000
32613	PLUMBING FEES	140,000	162,664	243,995	140,000
32615	FIRE PERMIT FEES	2,500	1,685	2,527	2,500
32640	CODE VIOLATION FEES	1,000	1,114	1,671	1,000
32645	FOOD TRUCK FEES	5,000	5,075	7,613	2,000
32660	ZONING PERMITS	500	0	0	500
32670	PROPERTY MAINTENANCE FEES	2,500	4,233	6,350	2,500
32680	ZONING VIOLATION FEES	500	0	0	500
32690	PLANNING/BZA FEES	15,000	7,610	11,415	15,000
33320	TVA IN LIEU PAYMENTS	155,000	79,089	118,634	138,000
33510	STATE SALES TAX	1,570,000	915,334	1,569,144	1,460,000
33515	STATE TELEPHONE TAX INCOME	6,000	3,600	5,401	6,000
33520	STATE INCOME TAX	25,000	0	0	25,000
33530	STATE BEER TAX	6,000	3,267	4,901	6,000
33540	STATE MIX DRINK TAX	10,000	9,864	14,796	10,000
33551	STATE GAS AND MOTOR FUEL	460,000	272,604	408,906	473,000
33552	STATE-CITY STREETS AND TRANSP	24,000	12,051	18,076	24,000
33555	STATE-SPORTSBETTING PAYMENT	13,000	15,060	22,590	19,000
33593	CORPORATE EXCISE TAX	70,000	0	0	0
33800	COUNTY OPERATING REIMB	15,000	1,432	2,148	15,000
34111	DUPLICATING SERVICES	500	739	1,108	500
34121	CLERK'S FEE-BUSINESS TAX	15,000	6,466	9,699	15,000
34314	MOWING LOTS	0	427	640	0
34315	ANIMAL CONTROL	1,000	3,835	5,753	1,000
34421	SOFTBALL	0	80	120	0
34425	SPORTS FEE	5,000	1,000	1,500	5,000
34429	CRAFTS	2,500	2,084	3,126	2,500
34430	EXERCISE REVENUE	600	0	0	600
34721	SWIM TEAM FEES	500	0	0	1,250
34722	POOL ADMITTANCE FEES	7,000	7,708	11,562	13,000
34723	SWIMMING LESSONS	500	525	788	0
34724	POOL RENTAL	2,000	2,632	3,949	3,000

34745	CONCESSIONS	4,000	3,068	4,602	4,000
34746	OTHER PARK REVENUE	1,000	1,101	1,651	1,000
35110	CITY COURT FINES & COSTS	150,000	100,129	150,193	150,000
35142	DRUG TASK FORCE REIMB	0	42,813	64,219	82,000
35143	DRUG FINES	1,500	279	418	1,500
35150	SEX OFFENDER REGISTRY	1,000	1,100	1,650	1,000
36000	OTHER REVENUE	50,000	7,399	11,099	200,000
36100	INTEREST EARNINGS	5,000	4,230	6,345	5,000
36105	INTEREST EARNINGS- PARKS	0	1	1	0
36130	INTEREST EARINGS - ST. AID	0	24	36	0
36210	RENT - PARKS	10,000	9,569	14,354	10,000
36330	SALE OF EQUIPMENT	0	0	0	0
36331	SALE OF EQUIPMENT - POLICE	0	0	0	0
36332	SALE OF EQUIPMENT - STREET	0	0	0	0
36350	INSURANCE RECOVERIES	15,000	21,203	17,331	15,000
36514	SALE OF BOOKS	0	70		0
36515	SALE OF BOOKS - NONPROFITS	0	1,469		0
36520	REIMBURSEMENTS - POLICE	9,000	114	6,531	9,000
36700	DONATIONS FROM PRIVATE SOURCE	65,000	60,000	65,000	65,000
36711	CITY COURT DONATIONS	0	0	0	0
36730	DONATIONS - FIRE DEPT RESTRICTED	0	500	0	0
36731	DONATIONS - POLICE RESTRICTED	0	1,500	0	0
36950	POLICE GRANT	8,300	7,500		0
36964	TRF IN FROM IMPACT	0	0	0	0
38101	MISC STATE GRANT (75/25)	0	1,500	1,500	112,500
38105	FIRE GRANT	0	3,819	3,819	0
38104	GHSO GRANT	0	0		
38105	STATE GRANT	0		0	0
38108	RD BUSINESS GRANT	0		0	0
38121	SRTS - WATT HARDISON	0		0	0
38127	SRTS - WEST MIDDLE SIDEWALK	0	142,937	142,937	0
38130	GRANT - PROJ CARDINAL (TSUABKI)	0	28,692	28,692	0
38132	STBG SCATTERSVILLE RD PAVING	0	15,564	15,564	0
	Charges for Service	0			
	Investment Income	0			
	Debt Proceeds	0			900,000
	Transfer In (from other funds)	15,000			
	Transfer In (PILOT)	0			
	Sale of Capital Assets	0			
	Use of Assigned Fund Balance	1,655,000			1,670,000
	Police Building ($1,000,000)				
	Golf - Green's Mower ($55,000)				
	Pool Repair ($600,000)				
	ARPA	165,000	171,825		165,000
	TOTAL GENERAL FUND REVENUES	**14,271,150**	**10,879,268**	**14,091,267**	**15,196,600**
	Beginning Cash Balance	5,697,109			5,893,989
	USE OF CASH	750,000			430,300
	TOTAL EST AVAILABLE FUND	19,968,259		14,091,267	21,090,589
	2022/2023				
	TOTAL EST EXPENDITURES	**15,019,198**		**13,771,081**	**15,623,602**
BEGINNING FUND BALANCE		**6,427,614**			**4,394,968**
EST UNASSIGNED FUND BALANCE 06/30/23		**5,679,566**			**3,967,966**
	Difference between Revenue and Exp	**1,952**			-504,217
	Beginning Cash 07/01/22	**5,697,109**			5,118,393
	Ending Cash 06/30/23	**4,949,062**			4,614,176

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
41000	GENERAL ADMIN	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	343,416	263,486	395,229	379,172
112	OVERTIME	460	25	37	1,401
141	OASI EMPLOYERS SHARE	26,307	21,365	32,048	29,114
142	EMPLOYEE INSURANCE	75,132	61,373	92,059	73,350
143	RETIREMENT/TCRS	19,361	13,018	19,527	18,092
146	WORKERS COMP	700	226	700	700
148	EMPLOYEE EDUCATION AND TRA	5,000	718	1,076	7,000
149	ADMINISTRATIVE SERVICES	28,800	16,835	25,253	28,800
211	POSTAGE	7,000	5,000	7,500	7,000
235	DUES	1,000	80	121	1,000
237	ADVERTISING	4,000	4,643	6,965	4,000
241	ELECTRIC	18,000	9,275	13,912	18,000
242	WATER & SEWER	1,500	467	701	1,500
244	GAS	2,500	1,555	2,333	2,500
245	TELEPHONE/COMMUNICATIONS	55,000	35,492	53,238	55,000
248	TECHNOLOGY	1,000	14,323	21,484	11,000
251	PHYSICALS	0	157	235	250
252	LEGAL SERVICES	0	0	0	1,000
253	AUDITING	25,000	2,100	3,150	11,000
255	DATA PROCESSING SUPPORT	20,000	16,557	24,836	20,000
258	CODE RED	6,500	6,500	6,500	6,500
259	OTHER PROFESSIONAL SERVICES	0	0	0	5,000
261	VEHICLE MAINTENANCE	500	368	551	1,000
266	REPAIR AND MAINTENANCE BLDG	5,000	9,013	13,520	4,000
280	TRAVEL	500	32	47	1,000
310	OFFICE SUPPLIES & MATERIALS	13,000	12,429	18,643	13,000
320	OPERATING SUPPLIES	11,000	69,091	103,636	11,000
324	SMALL ITEMS	0	300	300	
326	UNIFORMS	2,700	0	0	2,700
331	GAS, OIL, FUEL	1,000	589	884	1,000
510	INSURANCE	15,600	17,405	17,405	15,600
531	RENT FOR BUILDINGS	0	1,000	1,000	0
533	RENTAL OF OFFICE EQUIPMENT	5,000	3,126	4,689	6,000
555	BANK CHARGES	1,000	846	1,268	1,000
720	DONATIONS	85,000	82,825	85,000	85,000
730	STRAWBERRY FESTIVAL	35,000	10,542	30,000	30,000
734	FLOWERS	250	491	736	250
741	BAD DEBT EXPENSE	15,000	0	15,000	15,000
750	LBD TAX - SCSB PORTION	5,000	1,710	2,565	5,000
762	TRANSFER TO AIRPORT	106,000	110,000	110,000	110,000
767	TRANSFER TO GOLF COURSE	233,000	130,000	230,000	230,000
768	TRANSFER TO DEBT SERVICE	909,707	1,007,727	1,170,968	1,170,968
785	TIF PAYMENT	8,500	0	8,500	8,500
790	TAX RELIEF CITY MATCHING	12,500	10,246	15,369	12,500
795	MISCELLANEOUS	5,000	117	176	5,000
920	BUILDING/BLDG IMP	0	0	0	10,000
940	CABLE TV RECORDING EQUIPMENT	0	5,094	7,641	0
947	OFFICE MACHINERY AND EQUIP	0	8,944	8,944	5,000
958	IMPROVEMENTS	0	0	0	0
	TOTAL	2,110,933	1,955,089	2,553,748	2,424,897

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
41300	ADMINISTRATIVE & MAYOR	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	163,730	95,091	142,636	157,787
141	OASI EMPLOYERS SHARE	12,525	9,680	14,519	12,071
142	EMPLOYEE INSURANCE	31,771	35,846	53,769	25,351
143	RETIREMENT/TCRS	9,333	4,633	6,949	7,441
146	WORKERS COMP	800	385	800	800
148	EMPLOYEE EDUCATION AND TRA	1,000	1,027	1,541	1,000
161	ALDERMAN SALARIES	50,400	33,000	49,500	50,400
235	DUES	21,000	14,293	21,440	21,000
236	PUBLIC RELATIONS	15,000	3,727	5,590	15,000
237	ADVERTISING	2,000	1,311	1,967	2,000
245	TELEPHONE/COMMUNICATIONS	2,000	1,441	2,161	2,000
248	TECHNOLOGY	1,000	3,091	4,636	3,500
252	LEGAL SERVICES	1,000	144	216	1,000
255	DATA PROCESSING SUPPORT	2,000	2,554	3,831	2,000
261	VEHICLE MAINTENANCE	1,000	489	733	1,000
280	TRAVEL	2,500	991	1,487	2,500
289	MEETING EXPENSE	2,000	1,313	1,970	2,000
310	OFFICE SUPPLIES & MATERIALS	2,000	820	1,231	2,000
331	GAS, OIL, FUEL	1,000	144	215	1,000
510	INSURANCE	1,500	347	1,500	1,500
730	CHAMBER EVENTS	20,000	6,878	10,317	15,000
731	LIBRARY EXPENSE	1,000	0	0	1,000
790/5	MISCELLANEOUS	5,000	0	0	5,000
	TOTAL	349,559	217,205	327,010	332,350

Personnel - Current Budget
Mayor
Executive Assistant

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110	/	Budget	As of	Projected	Budget
41650	HUMAN RESOURCES	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	61,700	37,186	55,780	55,734
112	OVERTIME	0	172	259	0
141	OASI EMPLOYERS SHARE	4,720	2,672	4,007	4,264
142	EMPLOYEE INSURANCE	10,646	12,452	18,678	16,307
143	RETIREMENT/TCRS	3,488	1,861	2,792	2,617
146	WORKERS COMP	550	76	550	550
148	EMPLOYEE EDUCATION AND TRA	5,000	4,858	7,287	10,000
235	DUES	300	199	299	250
245	TELEPHONE/COMMUNICATIONS	1,000	265	397	1,000
248	TECHNOLOGY	1,000	302	454	1,000
251	PHYSICALS	0	0	0	0
252	LEGAL SERVICES	0	0	0	500
255	DATA PROCESSING SUPPORT	4,500	2,115	3,172	4,500
259	OTHER PROFESSIONAL SERVICES	0	5,550	8,325	0
280	TRAVEL	400	0	0	0
289	MEETING EXPENSE	400	0	0	0
310	OFFICE SUPPLIES & MATERIALS	2,500	2,284	3,426	1,500
312	SAFETY COMMITTEE	0	960	1,440	5,000
315	EMPLOYEE RECOGNITION	2,500	0	0	2,500
316	EMPLOYEE EVENTS	6,000	5,334	8,001	2,000
	EMPLOYEE TRAINING (ALL)	5,000	0	0	
510	INSURANCE	1,000	1,206	1,206	500
					0
	TOTAL	110,705	77,492	116,072	108,222

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
41670	PLANNING & ZONING	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	173,115	76,826	115,238	152,368
141	OASI EMPLOYERS SHARE	13,243	6,225	9,338	11,656
142	EMPLOYEE INSURANCE	32,434	22,377	33,566	19,360
143	RETIREMENT/TCRS	7,228	1,436	2,154	7,177
146	WORKERS COMP	1,000	1,571	2,357	500
148	EMPLOYEE EDUCATION AND TRA	2,500	250	375	2,500
149	MEETING COMPENSATION	15,000	6,200	9,300	15,000
173	CONTRACTUAL SERVICES	2,000	0	0	2,000
174	SITE PLAN REVIEW	10,000	4,418	6,626	10,000
211	POSTAGE	500	0	0	500
235	DUES	1,300	0	0	1,300
237	ADVERTISING	1,000	530	795	1,000
245	TELEPHONE/COMMUNICATIONS	1,500	846	1,270	1,500
248	TECHNOLOGY	3,000	2,355	3,532	1,000
251	PHYSICALS	0	0	0	250
255	DATA PROCESSING SUPPORT	7,000	2,813	4,219	7,000
259	PROFESSIONAL SERVICES	38,000	18,183	27,274	38,000
261	VEHICLE MAINTENANCE	100	0	0	100
280	TRAVEL	2,000	19	29	2,000
289	MEETING EXPENSE	1,000	0	0	1,000
310	OFFICE SUPPLIES & MATERIALS	3,000	443	664	3,000
320	OPERATING SUPPLIES	1,000	0	0	1,000
331	GAS, OIL, FUEL	1,000	0	0	1,000
510	INSURANCE	1,500	912	912	700
533	RENTAL OF OFFICE EQUIPMENT	0		0	0
	TOTAL	318,421	145,403	217,648	279,911

Pay Cash for Comprehensive Plan

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
41700	CODES ADMIN	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	79,433	35,671	53,506	71,022
112	OVERTIME	0	0	0	0
141	OASI EMPLOYERS SHARE	6,077	2,722	4,083	5,433
142	EMPLOYEE INSURANCE	14,535	9,436	14,154	13,603
143	RETIREMENT/TCRS	4,528	1,790	2,685	3,410
146	WORKERS COMP	2,000	3,028	3,028	2,000
148	EMPLOYEE EDUCATION	5,000	1,966	2,949	1,000
173	CONTRACTUAL SERVICES	25,000	19,620	29,430	40,500
235	DUES	350	275	413	350
237	ADVERTISING	0	0	0	100
245	TELEPHONE/COMMUNICATIONS	1,000	503	754	1,000
248	TECHNOLOGY	1,000	3,002	4,503	2,500
255	DATA PROCESSING SUPPORT	3,500	2,327	3,491	3,500
261	VEHICLE EXPENSE	1,000	156	234	1,500
310	OFFICE SUPPLIES	1,500	2,122	3,183	1,500
320	OPERATING SUPPLIES	500	23	35	1,000
322	PROPERTY MAINTENANCE	0	216	324	0
331	GAS, OIL	2,500	780	1,171	2,000
510	INSURANCE/VEHICLE	2,000	1,170	1,170	1,100
	TOTAL	149,922	84,807	125,112	151,518

GENERAL FUND - EXPENDITURES		This Year's	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
42000	COURT	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	57,874	36,367	54,551	42,642
112	OVERTIME	306	165	248	300
141	OASI EMPLOYERS SHARE	4,451	2,681	4,022	3,285
142	EMPLOYEE INSURANCE	21,912	11,757	17,636	16,307
143	RETIREMENT/TCRS	3,316	1,387	2,081	2,043
146	WORKERS COMPENSATION	0	38	57	0
148	EMPLOYEE EDUCATION	1,500	0	0	1,500
170	FEES	0	0	0	0
248	TECHNOLOGY	1,000	0	0	1,000
255	DATA PROCESSING SUPPORT	1,000	1,661	2,492	1,000
280	TRAVEL	1,000	0	0	1,000
310	OFFICE SUPPLIES	1,000	1,449	2,173	1,000
320	OPERATING SUPPLIES	1,000	353	530	1,000
510	INSURANCE	250	237	356	250
					0
	TOTAL	94,610	56,097	84,145	71,327

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
42100	POLICE DEPARTMENT	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	2,309,306	1,457,368	2,186,051	2,080,266
112	SALARIES OVERTIME	71,967	61,006	91,510	64,299
114	SALARY RES OFFICERS & DISPATCH	10,000	0	0	10,000
141	OASI EMPLOYERS SHARE	182,167	113,409	170,113	165,973
142	EMPLOYEE INSURANCE	563,493	322,420	483,630	487,843
143	RETIREMENT/TCRS	132,293	73,436	110,155	105,512
146	WORKERS COMP	85,000	85,262	85,262	75,000
148	EMPLOYEE EDUCATION & TRAINING	9,000	7,985	1,248	8,000
211	POSTAGE	250	128	192	250
235	DUES	3,200	2,265	3,398	3,200
237	ADVERTISING	250	0	0	250
241	ELECTRIC	26,000	20,386	30,578	26,000
242	WATER & SEWER	1,500	238	357	1,500
244	GAS	2,000	984	1,477	2,000
245	TELEPHONE/COMMUNICATIONS	45,000	23,167	34,751	45,000
246	RADIO SYSTEM/LICENSE	10,000	9,293	13,940	10,000
248	TECHNOLOGY	15,000	7,581	11,371	15,000
251	PHYSICALS	3,000	2,084	3,127	3,000
255	DATA PROCESSING SUPPORT	20,000	50,935	76,403	20,000
259	OTHER PROFESSIONAL SERVICES	450,000	268,338	402,507	412,000
261	VEHICLE REPAIR & MAINTENANCE	50,000	51,511	77,266	50,000
266	REPAIR & MAINTENANCE BLDG	10,000	3,554	5,330	10,000
280	TRAVEL	1,500	1,216	1,824	1,000
310	OFFICE SUPPLIES	9,000	4,658	6,988	9,000
320	OPERATING SUPPLIES	22,000	23,820	35,730	22,000
321	OPERATING SUPPLIES/SOR	500	0	0	500
	COMMUNITY AFFAIRS	2,000			
	K-9 OPERATING	15,000	0	0	0
324	SMALL ITEMS	0	1,543	2,315	0
326	CLOTHING & UNIFORMS	30,000	19,921	29,881	15,000
328	DUTY EQUIPMENT	0	4,393	6,589	15,000
	AMMO	15,000	0	0	0
331	GAS, OIL, DIESEL FUEL, GREASE	80,000	64,659	96,989	80,000
510	INSURANCE	70,000	68,554	102,831	50,000
533	RENTAL OFFICE EQUIPMENT	4,000	2,296	3,444	4,000
734	FLOWERS	300	0	0	300
940	MACHINERY AND EQUIPMENT	180,000	127,155	190,733	92,000
~~947~~	~~OFFICE EQUIPMENT~~	0	0	0	2,500
	TOTAL	4,428,726	2,879,566	4,265,989	3,886,393

940 2 cars @$50,000 each, 2 cars @$40,000 each

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
42200	FIRE DEPARTMENT	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	1,274,287	893,207	1,339,810	1,391,361
112	OVERTIME	152,095	109,481	164,221	182,131
114	SALARIES/TEMPORARY	20,000	4,411	6,617	20,000
141	OASI EMPLOYERS SHARE	117,198	75,722	113,583	120,372
142	EMPLOYEE INSURANCE	400,913	230,046	345,068	353,278
143	RETIREMENT/TCRS	81,754	45,329	67,994	74,573
146	WORKERS COMP	40,000	36,706	36,706	35,000
148	EMPLOYEE EDUCATION	10,000	4,102	6,154	10,000
211	POSTAGE	100	0	0	100
235	DUES	1,000	0	0	1,000
237	ADVERTISING	500	0	0	500
241	ELECTRIC	36,000	23,868	35,802	36,000
242	WATER & SEWER	4,250	1,722	2,582	4,250
244	GAS	7,000	4,711	7,067	7,000
245	TELEPHONE/COMMUNICATIONS	33,000	20,871	31,307	33,000
246	RADIO SYSTEM/LICENSE	4,500	6,343	9,514	6,000
248	TECHNOLOGY	1,000	1,421	2,132	1,000
249	OTHER UTILITY SERVICES	600	399	599	600
251	PHYSICALS	20,000	5,732	8,599	6,000
255	DATA PROCESSING SUPPORT	15,000	15,770	23,655	15,000
261	VEHICLE REPAIR & MAINTENANCE	40,000	17,076	25,614	40,000
262	FIRE EQUIPMENT MAINTENANCE	10,000	10,983	16,475	10,000
266	REPAIR & MAINTENANCE BUILDING	20,000	9,228	13,841	20,000
280	TRAVEL EXPENSE	6,000	3,300	4,950	4,000
310	OFFICE SUPPLIES	5,500	668	1,003	1,500
312	SAFETY COMMITTEE	5,000	0	0	0
320	OPERATING SUPPLIES	15,000	11,075	16,612	15,000
324	SMALL ITEMS OF EQUIPMENT	14,000	2,489	3,734	14,000
326	CLOTHING & UNIFORMS	15,000	16,204	24,306	15,000
328	PPEs	20,000	20,681	31,021	20,000
331	GAS, OIL, DIESEL FUEL, GREASE	22,000	14,430	21,645	22,000
510	INSURANCE - LIAB,VEH,BLDG	45,000	27,514	27,514	30,000
533	RENTAL OF OFFICE EQUIPMENT	1,500	671	1,007	1,500
734	FLOWERS	250	0	0	250
940	MACHINERY AND EQUIPMENT	0	1,440	2,160	900,000
942	EQUIPMENT GRANT	0	0	0	0
~~947~~	~~OFFICE EQUIPMENT~~		0	0	4,000
	AMENDMENTS				
	TOTAL	2,438,447	1,615,601	2,391,292	3,394,415

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
43100	HIGHWAY & STREETS	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	309,165	221,588	332,382	348,841
112	SALARIES - OVERTIME	14,843	8,656	12,985	14,464
114	SALARIES/PART-TIME	30,000	0	0	30,000
141	OASI EMPLOYERS SHARE	24,787	17,429	26,144	27,793
142	EMPLOYEE INSURANCE	82,796	79,314	118,971	100,829
143	RETIREMENT/TCRS	17,447	8,553	12,830	17,449
146	WORKERS COMP	27,000	24,300	24,300	22,000
148	EMPLOYEE EDUCATION	2,500	2,139	3,209	2,500
170	FEES	500	0	0	500
237	ADVERTISING	500	0	0	500
241	ELECTRIC	230,000	169,854	254,782	230,000
242	WATER & SEWER	500	74	112	500
244	GAS	1,500	444	666	1,500
245	TELEPHONE/COMMUNICATIONS	5,500	3,451	5,177	5,500
248	TECHNOLOGY	5,000	369	553	5,000
251	PHYSICALS	750	812	1,218	750
255	DATA PROCESSING SUPPORT	5,000	5,176	7,764	5,000
259	OTHER PROFESSIONAL SERVICES	5,000	2,000	3,000	5,000
261	VEHICLE REPAIR	17,500	15,105	22,658	17,500
262	REPAIR SMALL MACHINERY	10,000	4,376	6,563	10,000
264	REPAIR - TRAFFIC LIGHTS	0	9,876	14,813	0
265	PROPERTY MAINTENANCE	1,000	500	750	1,000
266	BUILDING MAINTENANCE	5,000	128	192	5,000
	SEALING PROGRAM	50,000			
268	MAINTENANCE - STREETS Patching, Seal	50,000	7,395	11,093	50,000
269	REPAIRS OTHER	0	0	0	0
	SIDEWALK PROGRAM	50,000			
310	OFFICE SUPPLIES	1,000	415	623	1,000
320	OPERATING SUPPLIES	5,000	7,825	11,738	5,000
321	SIGNS	5,000	2,108	3,161	10,000
322	ROCK	8,000	0	0	8,000
323	SALT	10,000	5,326	7,988	10,000
324	SMALL ITEMS OF EQUIPMENT	0	89	134	35,000
326	UNIFORMS	6,500	3,923	5,884	6,500
330	INVENTORY	5,000			0
331	GAS, OIL, DIESEL FUEL, GREASE	40,000	18,266	27,399	40,000
510	INSURANCE - VEH, BLDG, LIAB	20,000	16,451	24,677	10,000
~~730~~	STREET DECORATIONS	10,000	2,297	3,446	10,000
940	MACHINERY AND EQUIPMENT	225,000	6,850	10,275	89,000
959	DIESEL GRANT - Chipper	0	148,950	148,950	150,000
	TOTAL	**1,281,788**	**794,041**	**1,104,437**	**1,276,126**

			Cash
	Sidewalk Program		50,000
940	Tractor for mowing		30,000
940	Small Excavator for Asphalting		30,000
940	Salt Shed		75,000
940	Brine System		40,000
		TOTAL	225,000

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
43170	CITY GARAGE	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	53,040	32,363	48,545	46,427
112	OVERTIME	1,913	1,093	1,639	1,638
141	OASI EMPLOYERS SHARE	4,204	2,573	3,860	3,677
142	EMPLOYEE INSURANCE	9,236	12,566	18,849	9,044
143	RETIREMENT/TCRS	3,132	1,645	2,467	2,292
146	WORKERS COMP	2,500	1,286	1,286	2,000
241	ELECTRIC	4,000	2,425	3,637	4,000
242	WATER & SEWER	150	7	11	150
244	GAS	1,500	313	469	1,500
245	TELEPHONE/COMMUNICATIONS	3,300	2,184	3,276	3,300
248	TECHNOLOGY	1,000	0	0	1,000
251	PHYSICALS	0	0	0	100
255	DATA PROCESSING SUPPORT	4,000	4,827	7,241	4,000
261	VEHICLE EXPENSE	750	830	1,245	750
266	BUILDING REPAIR & MAINTENANCE	1,000	348	522	1,000
320	OPERATING SUPPLIES	10,000	4,527	6,790	10,000
324	SMALL ITEMS OF EQUIPMENT	5,500	80	120	5,500
326	UNIFORMS	850	332	498	850
331	GAS, OIL, DIESEL FUEL	2,000	580	870	2,000
510	INSURANCE	2,500	6,544	6,544	900
940	MACHINERY & EQUIPMENT	40,000	0	0	0
	TOTAL	150,575	74,523	107,869	100,128

940	Garage Door for 3rd Bay	15000
940	Additional Lift for 2nd Bay	25000
		40000

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
43190	STATE STREET AID	2023-2024	2/28/2023	6/30/2023	2022-2023
		0		0	0
950	STREET PAVING	650,000	213,886	320,829	650,000
	TOTAL	**650,000**	**213,886**	**320,829**	**650,000**

State Street Aid	$450,000
General Fund	$200,000

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
44143	ANIMAL CONTROL	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	38,010	26,060	39,090	35,114
112	OVERTIME	271	1,758	2,638	246
141	OASI EMPLOYERS SHARE	2,928	2,139	3,209	2,705
142	EMPLOYEE INSURANCE	10,646	7,406	11,109	19,360
143	RETIREMENT - CURRENT	2,153	1,382	2,073	1,673
146	WORKERS COMP	1,500	919	1,379	1,100
170	FEES	500	0	0	500
241	ELECTRIC	3,000	3,162	4,743	3,000
244	GAS	1,250	790	1,185	1,250
245	TELEPHONE/COMMUNICATIONS	3,500	1,930	2,894	3,500
248	TECHNOLOGY	1,000	0	0	1,000
255	DATA PROCESSING SUPPORT	400	575	863	400
261	VEHICLE MAINTENANCE	1,500	235	353	1,500
266	BUILDING MAINTENANCE	1,000	9,082	13,623	1,000
310	OFFICE SUPPLIES & MATERIALS	0	0	0	0
320	OPERATING SUPPLIES	500	1,414	2,121	500
326	CLOTHING & UNIFORMS	250	0	0	250
510	INSURANCE/VEH, LIAB, BLDG	1,500	941	0	800
	TOTAL	**69,908**	**57,793**	**85,279**	**73,898**

GENERAL FUND - EXPENDITURES		This Year's	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
44152	GRANTS AND SPECIAL PROJECTS	2023-2024	2/28/2023	6/30/2023	2022-2023
956	SIGNAL LIGHT PROJECT (CMAQ)	0	0	0	0
959	TRAFFIC LIGHT STUDY	0	3,819	3,819	0
965	GATEVIEW SCHOOL ROAD		4,200	4,200	
971	GNRC TRANSPORT SERVICES GRANT	0	193	193	0
975	DOWNTOWN RAILROAD CROSSING	0	2,410	2,410	0
976	POLICE DEPARTMENT RENOVATION	1,000,000	0	0	1,000,000
977	SCATTERSVILLE ROAD PROJECT	0	196,918	196,918	0
979	ATP COLLEGE ST SIDEWALKS		23,398	23,398	
980	RCCC/OEO BLDG IMPROVEMENTS		0	0	600,000
982	ARPA PROJECTS		18,566	18,566	
	POOL REPAIR	600,000			
983	PARKS MAINTENANCE BUILDING	165,000	0	0	165,000
	TOTAL	1,765,000	249,504	249,504	1,765,000

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
44440	SWIMMING POOL	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	19,000	0	0	19,000
114	SALARIES - TEMPORARY		23,959	23,959	0
141	OASI EMPLOYERS SHARE	1,454	2,097	3,146	1,454
148	EMPLOYEE EDUCATION	3,000	0	0	3,000
235	DUES	0	0	0	750
241	ELECTRIC	7,000	4,147	6,220	6,500
242	WATER & SEWER	9,000	5,769	8,654	9,000
245	TELEPHONE/COMMUNICATION	500	0	0	500
260	REPAIR AND MAINTENANCE	3,000	2,952	0	2,500
320	OPERATING SUPPLIES	1,000	191	0	2,000
322	CHEMICALS	7,000	1,919	2,878	7,000
	TOTAL	**50,954**	**41,034**	**44,857**	**51,704**

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		This Year's
110		Budget	As of	Projected	Budget
44700	PARKS & RECREATION	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	444,169	281,542	422,313	403,743
112	OVERTIME	13,702	8,975	13,463	13,557
114	SALARIES - TEMPORARY	0	3,740	5,611	0
141	OASI EMPLOYERS SHARE	34,645	22,051	33,077	31,923
142	EMPLOYEE INSURANCE	131,316	78,572	117,857	111,720
143	RETIREMENT/TCRS	22,774	10,946	16,420	16,486
146	WORKERS COMP	15,000	10,635	15,953	10,000
148	EMPLOYEE EDUCATION	1,000	508	762	1,000
173	CONTRACTUAL SERVICES	2,500	1,660	2,490	2,500
235	DUES	400	399	599	400
236	PUBLIC RELATIONS	1,700	2,446	3,669	1,700
237	ADVERTISING	500	0	0	500
241	ELECTRIC	60,000	32,568	48,851	60,000
242	WATER & SEWER	7,000	1,124	1,686	7,000
244	GAS	8,000	2,782	4,172	8,000
245	TELEPHONE/COMMUNICATIONS	11,500	6,804	10,207	11,500
248	TECHNOLOGY	0	4,766	7,149	5,000
251	EMPLOYEE PHYSICALS	1,000	901	1,351	1,000
255	DATA PROCESSING SUPPORT	1,500	5,214	7,821	1,500
259	OTHER PROFESSIONAL SERVICES	2,400	24,100	36,150	2,000
261	VEHICLE MAINTENANCE	4,000	1,319	1,979	4,000
262	REPAIR OTHER MACHINEY & EQUIP	10,000	1,629	2,444	8,000
265	GROUNDS REPAIR & MAINTENANCE	40,000	23,558	35,337	25,000
266	REPAIR & MAINTENANCE BLDG	12,000	5,426	8,139	80,000
	ATHLETIC FIELD MAINTENANCE	15,000	0	0	0
	COLD SPRINGS SCHOOL MAINT	5,000	0	0	0
280	TRAVEL	0	199	298	0
310	OFFICE SUPPLIES & MATERIALS	1,500	826	1,238	1,500
320	OPERATING SUPPLIES	13,000	7,451	11,177	13,000
324	SMALL ITEMS OF EQUIPMENT	1,500	132	198	2,000
326	UNIFORMS	3,500	2,520	3,779	3,000
331	GAS, OIL, DIESEL FUEL, GREASE	15,500	9,576	14,365	18,000
350	CONCESSION	8,000	2,377	3,565	8,000
510	INSURANCE	25,000	20,088	20,088	20,000
533	RENTAL OF OFFICE EQUIPMENT	1,500	461	691	1,500
920	BLDG/BLDG IMPROVEMENT	0	62,845	94,268	0
940	MACHINERY AND EQUIPMENT	10,000	166,875	250,312	21,000
959	GOVERNORS GRANT	0	0	0	0
			0	0	
	TOTAL	924,607	805,014	852,898	894,529

940 Mule - UTV $10,000

GENERAL FUND - EXPENDITURES		Proposed	Estimate Only		Last Year's
110		Budget	As of	Projected	Budget
46351	COMMUNITY DEVELOPMENT	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	82,097	54,289	81,434	79,154
141	OASI EMPLOYERS SHARE	6,280	4,166	6,249	6,055
142	EMPLOYEE INSURANCE	9,236	6,935	10,402	9,044
143	RETIREMENT/TCRS	4,680	2,666	4,000	3,830
146	WORKERS COMP	300	0	0	300
148	EMPLOYEE EDUCATION	2,000	50	75	2,000
211	POSTAGE	250	0	0	250
235	DUES	500	270	406	500
236	PUBLIC RELATIONS	9,000	136	204	8,500
237	ADVERTISING	250	63	95	250
245	TELEPHONE/COMMUNICATIONS	1,250	265	397	1,250
248	TECHNOLOGY	1,500	201	302	1,500
255	DATA PROCESSING SUPPORT	1,200	827	1,241	1,200
259	OTHER PROFESSIONAL SERVICES	0	0	0	0
280	TRAVEL	2,500	1,141	1,711	2,000
310	OFFICE SUPPLIES	3,000	0	0	1,500
324	SMALL ITEMS OF EQUIPMENT	500	0	0	500
510	INSURANCE	500	2,005	2,005	500
~~947~~	~~OFFICE EQUIPMENT~~		0	0	1,000
	TOTAL	**125,043**	**73,015**	**108,520**	**119,333**

		Proposed	Estimate Only		Last Year's
	AIRPORT	Budget	As of	Projected	Budget
119	REVENUE	2023-2024	2/28/2023	6/30/2023	2022-2023
	GRANTS				
33430	STATE GRANT - YEARLY MAINT	15,000	15,000	15,000	15,000
33431	GRANT - SUMNER CO. MATCH	0	0	0	0
33518	GRANT ACCESS ROAD	0	0	0	0
33522	GRANT - SOUTH TAXI WAY	0		0	0
33523	GRANT - RUNWAY REHAB	0	5,583,611	5,583,611	5,000,000
33526	ARPA FUNDING	0	4,000	4,000	0
	TOTAL GRANTS	15,000	5,602,611	5,602,611	5,015,000
	OTHER REVENUES				
36000	OTHER REVENUES	0	0	0	0
36100	INTEREST	0	92	138	0
36210	AIRPORT GROUND LEASE	4,000	4,000	4,000	4,000
36214	LEASE T-HANGERS	85,000	66,400	99,600	85,000
36220	AIRPORT PROPERTY LEASE	8,000	5,600	8,400	8,000
36962	TRANSFER FROM GENERAL FUND	106,000	110,000	110,000	70,000
	TOTAL OTHER REVENUE	203,000	186,092	222,138	167,000
	AVIATION FUEL				
37512	AVIATION FUEL FLOW FEE	0	0	0	0
37513	RESALE OF AVIATION FUEL	150,000	110,423	165,634	150,000
	TOTAL AVIATION FUEL	150,000	110,423	165,634	150,000
	AMENDMENTS				34,810
	TOTAL REVENUES	368,000	5,899,126	5,990,383	5,366,810
		Budget	As of	Projected	Budget
		2023-2024	2/28/2022	6/30/2022	2022-2023
52500	**AIRPORT EXPENDITURES**				
110	SALARIES	109,931	67,693	101,540	104,418
141	OASI - EMPLOYERS SHARE	8,410	5,251	7,877	8,294
142	EMPLOYEE INSURANCE	9,236	6,967	10,450	9,044
143	RETIREMENT/TCRS	3,717	1,956	2,934	2,759
146	WORKERS COMPENSATION	2,000	1,881	2,822	1,100
148	EMPLOYEE TRAINING	500	250	375	1,500
170	FEES	500	450	675	1,000
236	PUBLIC RELATIONS	750	0	0	750
237	ADVERTISING	250	0	0	250
241	ELECTRIC	25,000	12,232	18,348	25,000
242	WATER & SEWER	1,375	595	892	1,250
244	GAS	3,025	778	1,167	2,750
245	TELEPHONE/COMMUNICATIONS	7,500	4,911	7,367	7,500

248	TECHNOLOGY	1,000	4,258	6,388	1,000
253	AUDITING	6,000	0	0	1,000
255	DATA PROCESSING SUPPORT	2,500	1,204	1,807	2,500
260	LANDSCAPING	500	0	0	500
261	VEHICLE MAINTENANCE	3,000	359	539	3,000
266	BUILDING MAINTENANCE (Hanger, office,	10,000	2,429	3,644	3,000
269	OTHER REPAIR & MAINTENANCE	0	6,460	9,690	25,000
280	TRAVEL EXPENSE	1,000	0	0	1,000
320	OPERATING SUPPLIES	2,000	356	535	2,500
324	SMALL ITEMS OF EQUIPMENT	0	0	0	0
331	GAS & FUEL	3,000	2,851	4,277	3,000
351	JET FUEL PURCHASED FOR RESALE	150,000	100,406	150,609	150,000
510	INSURANCE	8,500	11,424	17,136	8,500
555	BANK/ CC SERVICE CHARGE	5,500	3,428	5,141	5,000
910	LAND ACQUISTITION	0	3,000	4,500	
940	EQUIPMENT	0	8,962	13,443	0
962	AIRPORT RUNWAY REHAB	0	5,580,388	5,580,388	5,000,000
964	OPERATIONS DATA COUNTER GRANT	0	1,165	1,165	0
	TOTAL EXPENDITURES	**365,193**	**5,829,656**	**5,953,707**	**5,371,615**
	BEGINNING FUND BALANCE	**75,416**			**116,260**
	ENDING FUND BALANCE	**78,223**			**116,645**

Beginning Cash 07/01/23	**72,913**	**40,251**
Ending Cash 06/30/24	**75,720**	**40,636**

		Proposed	Estimate Only		Last Year's
	DRUG FUND	Budget	As of	Projected	Budget
120	REVENUE	2023-2024	2/28/2023	6/30/2023	2022-2023
	FINES & FORFEITURES				
35140	FINES - DRUG FUND	2,000	3,804	5,706	2,000
35200	FORFEIT		0	0	
	TOTAL FINES & FORFEITURES	**2,000**	**3,804**	**5,706**	**2,000**
	OTHER REVENUES				
36140	INTEREST - DRUG FUND	0	0	0	0
36330	SALE OF EQUIPMENT	2,000	0	0	2,500
	TOTAL OTHER REVENUES	2,000	**0**	**0**	**2,500**
	TOTAL REVENUES	**4,000**	**3,804**	**5,706**	**4,500**
42129	**EXPENDITURES**				
148	TRAINING	2,500	75	113	2,500
320	OPERATING SUPPLIES	500	2,300	3,450	500
940	CAPITAL OUTLAY	25,000	0	0	25,000
	TRANSFER TO POLICE FOR K-9	15,000			
	TOTAL EXPENDITURES	**43,000**	**2,375**	**3,563**	**28,000**
	CASH/FROM COURT ORDER PY	**-24,000**			
	BEGINNING FUND BALANCE	**75,960**			**20,587**
	ENDING FUND BALANCE	**60,960**			**23,152**

Beginning Cash 07/01/23	**96,213**	**73,194**
Ending Cash 06/30/24	**57,213**	**49,194**

NOTE: Any case settlement resulting from K-9 will be transferred to General Fund for the Police Dept expense of K-9

121	STORMWATER REVENUE	Proposed Budget 2023-2024	Estimate Only As of 2/28/2023	Projected 6/30/2023	Last Year's Budget 2022-2023
	OTHER REVENUE				
36000	OTHER REVENUE	0	469	703	0
36010	STORMWATER FINES/PENALITIES	0	1,350	1,350	
36100	INTEREST	0	283	425	0
36350	INSURANCE RECOVERIES	0	55,045	82,568	0
	TOTAL OTHER REVENUE	**0**	**57,147**	**85,046**	**0**
	STORM WATER				
37300	STORM WATER FEES	795,000	523,848	785,772	795,000
37310	REIMB FROM WHUD/STM WTR	0	3,717	5,575	0
37330	LAND DISTURBANCE PERMIT FEE	20,000	7,666	11,498	0
	TOTAL STORMWATER	**815,000**	**535,231**	**802,846**	**795,000**
	OTHER SOURCES				
38102	ARPA FUNDING	0	13,653	13,653	0
	TOTAL REVENUE	**815,000**	**606,030**	**901,545**	**795,000**
43150	**STORM WATER EXPENDITURES**				
110	SALARIES	440,140	285,094	427,641	415,013
112	SALARIES - OVERTIME	22,368	6,620	9,930	20,598
141	OASI EMPLOYERS SHARE	35,382	22,338	33,507	33,324
142	EMPLOYEE INSURANCE	110,615	78,415	117,622	122,638
143	RETIREMENT/TCRS	26,363	14,272	21,407	20,971
146	WORKERS COMP	11,000	8,403	8,403	6,700
148	EMPLOYEE EDUCATION	8,000	3,777	5,666	5,000
170	FEES	6,500	3,460	5,190	6,500
211	POSTAGE	750	0	0	750
235	DUES	1,100	300	450	1,100
236	PUBLIC RELATIONS	1,000	0	0	1,000
237	ADVERTISING	250	0	0	250
241	ELECTRIC	5,000	793	1,189	5,000
242	WATER & SEWER	250	0	0	250
244	GAS	2,000	0	0	2,000
245	TELEPHONE/COMMUNICATIONS	20,000	55,293	82,939	20,000
248	TECHNOLOGY	1,000	302	454	1,000
251	PHYSICALS	1,000	217	326	1,000
253	AUDITING	1,000	0	0	1,000
254	ENGINEERING	0	388	581	0
255	DATA PROCESSING SUPPORT	3,000	3,446	5,169	3,000
259	OTHER PROFESSIONAL SERVICES	33,000	13,803	20,705	90,000
260	REPAIR SYSTEM (AND MAINTENANCE)	100,000	29,035	43,552	100,000
261	VEHICLE REPAIR	15,000	3,629	5,444	15,000
262	REPAIRS - EQUIPMENT	7,500	9,057	13,585	7,500
266	BUILDING MAINTENANCE	0	128	192	0
280	TRAVEL	5,000	923	1,384	5,000
289	MEETING EXPENSE	500	0	0	500
310	OFFICE SUPPLIES	1,000	534	802	1,000
320	OPERATING SUPPLIES	7,500	9,959	14,939	7,500
324	SMALL ITEMS OF EQUIPMENT	0	20,472	30,708	10,000
326	UNIFORMS	3,500	1,500	2,250	3,500
331	GAS, OIL, DIESEL FUEL, GREASE	25,000	13,426	20,139	25,000
510	INSURANCE - VEH, LIAB, BLDG	10,000	5,796	5,796	5,000

530	EQUIPMENT RENTAL	5,000	0	0	0
533	RENTAL OF OFFICE EQUIP	2,000	323	484	2,000
555	BANK CHARGES		200	300	0
741	BAD DEBTS	3,000	0	0	3,000
920	BLDG/BLDG IMPROVEMENTS	0	6,299	9,448	0
940	EQUIPMENT	300,000	177,112	265,667	435,000
~~947~~	~~OFFICE EQUIPMENT~~	0	0	0	0
					0
	TOTAL	**1,214,718**	**775,313**	**1,155,870**	**1,377,094**
	BEGINNING FUND BALANCE	**831,545**			**563,570**
	ENDING FUND BALANCE	**431,827**			**620,476**

Beginning Cash 07/01/23	**937,416**	**781,389**
Ending Cash 06/30/24	**537,698**	**199,295**

Cash items		
Dozer	$50,000	Move to next y
Building	$250,000	Move to next y
Repair to system	$100,000	
Equipment Rental	$5,000	
Total	$405,000	

		Proposed	Estimate Only		Last Year's
SOLID WASTE		Budget	As of	Projected	Budget
122	REVENUE	2023-2024	2/28/2023	6/30/2023	2022-2023
	SOLID WASTE				
34410	REFUSE COLLECTION 4732	1,340,603	812,135	1,218,202	1,306,032
34600	SALE OF CARTS	15,000	9,380	14,070	12,000
	TOTAL SOLID WASTE	**1,355,603**	**821,515**	**1,232,272**	**1,318,032**
	OTHER REVENUE				
36000	OTHER REVENUE (DESIEL GRANT)	0	0	0	0
36000	OTHER REVENUE	0	1,996	0	0
36000	OTHER REVENUE (TRANSFER GEN)	0	0	0	0
36100	INTEREST	0	173	259	0
36330	SALE OF EQUIPMENT	0	0	0	0
	TOTAL OTHER REVENUE	**0**	**2,169**	**259**	**0**
	OTHER SOURCE				
38102	ARPA FUNDING	**0**	**17,193**	**17,193**	**0**
	AMENDMENTS				**0**
	TOTAL REVENUE	**1,355,603**	**840,876**	**1,249,724**	**1,318,032**
43200	**EXPENDITURES**				
110	SALARIES	442,200	204,186	306,279	319,556
112	SALARIES - OVERTIME	9,519	1,845	2,768	6,688
141	OASI EMPLOYERS SHARE	34,556	15,140	22,710	24,958
142	EMPLOYEE INSURANCE	131,708	77,464	116,197	106,411
143	RETIREMENT/TCRS	24,919	9,688	14,532	14,350
146	WORKERS COMP	15,000	10,452	10,452	12,250
211	POSTAGE	18,500	7,606	11,410	18,500
241	ELECTRIC	5,000	2,815	4,223	5,000
242	WATER & SEWER	500	62	93	500
244	GAS	1,000	475	712	1,000
245	TELEPHONE/COMMUNICATIONS	8,000	5,727	8,590	8,000
248	TECHNOLOGY	1,000	0	0	1,000
251	PHYSICALS	1,000	390	585	1,000
253	AUDITING	1,000	0	0	1,000
255	DATA PROCESSING SUPPORT	3,000	4,193	6,289	3,000
261	VEHICLE REPAIR	60,000	38,348	57,522	40,000
266	BUILDING MAINTENANCE	10,000	741	1,112	10,000
295	LANDFILL SERVICE	440,000	224,861	337,292	440,000
310	OFFICE SUPPLIES	5,000	44	66	5,000
320	OPERATING SUPPLIES/SAFETY EQUII	5,000	1,064	1,595	5,000
326	UNIFORMS	5,000	3,513	5,270	5,000

330	INVENTORY	0	0	0	0
331	GAS, OIL, DIESEL FUEL, GREASE	65,000	43,627	65,441	65,000
510	INSURANCE - VEH, LIAB, BLDG	15,000	12,853	12,853	11,000
691	BANK CHARGES	1,000	300	451	4,000
741	BAD DEBT EXPENSE	10,000	0	0	10,000
	TRANSFER TO DEBT SERVICE	42,644	98,308	98,308	98,342
940	EQUIPMENT	0	31,949	47,924	55,000
	TOTAL EXPENDITURES	**1,355,547**	**795,652**	**1,132,672**	**1,271,555**
	BEGINNING FUND BALANCE	**467,866**			**318,645**
	ENDING FUND BALANCE	**467,922**			**365,123**

Beginning Cash 07/01/23	**423,918**	**156,150**
Ending Cash 06/30/24	**423,974**	**202,628**

Customers = 4732

		Proposed	Estimate Only		Last Year's
	GOLF COURSE	Budget	As of	Projected	Budget
123	REVENUE	2023-2024	2/28/2023	6/30/2023	2022-2023
	GOLF COURSE REVENUE				
34710	GOLF CHARGES - FEES	190,000	92,639	138,958	170,000
34711	GOLF CHARGES - ANNUAL FEES	55,000	2,800	4,200	45,000
34715	GOLF CHARGES - CARTS	6,500	3,960	5,940	4,000
34720	GOLF CHARGES - SHED RENTAL	1,500	0	0	600
34725	PRO SHOP	55,000	2,973	4,460	30,000
34745	CONCESSIONS	10,400	5,463	8,195	8,000
	TOTAL GOLF COURSE REVENUES	**318,400**	**107,835**	**161,752**	**257,600**
	OTHER REVENUES				
36000	OTHER REVENUE	0	0	0	0
36961	TRANSFERS FROM GEN FUND	233,000	63,000	63,000	230,000
		0			
	TOTAL OTHER REVENUE	**233,000**	**63,000**	**63,000**	**230,000**
	OTHER SOURCES	**0**	**4,000**	**4,000**	**0**
	TOTAL REVENUE	**551,400**	**170,835**	**228,752**	**487,600**
44450	**EXPENDITURES**				
110	SALARIES	258,732	137,434	206,151	233,968
112	SALARIES - OVERTIME	13,187	8,469	12,703	12,270
141	OASI EMPLOYERS SHARE	20,802	10,962	16,443	19,220
142	EMPLOYEE INSURANCE	43,843	31,558	47,338	31,691
143	RETIREMENT/TCRS	11,407	4,096	6,145	8,884
146	WORKERS COMP	2,000	1,484	1,484	1,500
237	ADVERTISING	500	300	450	500
241	ELECTRIC	8,000	6,789	10,183	8,000
242	WATER & SEWER	1,500	1,994	2,992	1,000
244	GAS	500	0	0	500
245	TELEPHONE/COMMUNICATIONS	6,500	4,313	6,470	6,500
248	TECHNOLOGY	1,000	0	0	1,000
254	PROFESSIONAL SERVICES	12,500	9,415	14,123	8,000
255	DATA PROCESSING SERVICES	0	746	1,120	0
260	REPAIR SYSTEM	1,500	2,027	3,040	1,500
261	VEHICLE REPAIR	1,000	731	1,097	1,000
262	REPAIRS - EQUIPMENT	8,500	5,562	8,342	8,500
266	REPAIRS - BUILDING	10,000	1,145	1,717	10,000
310	OFFICE SUPPLIES	500	60	89	500

320	OPERATING SUPPLIES	7,000	4,413	6,619	7,000
322	CHEMICALS AND SUPPLIES	20,000	20,000	30,000	15,000
324	SMALL ITEMS OF EQUIPMENT	8,000	1,508	2,262	11,000
325	PRO SHOP INVENTORY	30,000	30,830	46,245	15,000
326	UNIFORMS	1,500	389	584	1,500
331	GAS, OIL, DIESEL FUEL, GREASE	6,500	4,213	6,319	6,500
350	CONCESSIONS	6,000	4,191	6,287	5,000
510	INSURANCE - VEH, LIAB, BLDG	3,500	2,618	2,618	2,500
533	RENTAL OF EQUIP	0	0	0	26,400
555	BANK CHARGES	1,300	3,513	5,269	1,300
940	EQUIPMENT	65,200	40,371	40,371	41,000
	TOTAL EXPENDITURES	**550,971**	**339,131**	**486,460**	**486,733**
	BEGINNING FUND BALANCE	**11,633**			**31,119**
	ENDING FUND BALANCE	**12,062**			**31,207**

940 Zero-turn lawn mower		10,200	
940 Greens mower		55,000	
	Total	65,200	
Beginning Cash 07/01/23		**31,706**	**18,064**
Ending Cash 06/30/24		**32,135**	**18,152**

		This Year's	Estimate Only		Last Year's
	IMPACT FEE	Budget	As of	Projected	Budget
128	REVENUE	2023-2024	2/28/2023	6/30/2023	2022-2023
	FEE				
32610	PARKS IMPACT FEE	20,000	11,798	11,798	20,000
32620	POLICE IMPACT FEE	15,000	125,548	125,548	15,000
32630	FIRE IMPACT FEE	7,500	409,929	409,929	7,500
	TOTAL FUND REVENUE	**42,500**	**547,275**	**547,275**	**42,500**
	TOTAL FUND EXPENSE	**76,000**			
	BEGINNING FUND BALANCE	**324,114**			**219,647**
	ENDING FUND BALANCE	**290,614**			**262,147**

Beginning Cash 07/01/23	**802,407**	**293,400**
Ending Cash 06/30/24	**768,907**	**335,900**

<u>Fund Balances</u>

Parks	**118,777**
Police	**76,660**
Fire	**128,677**

Expense - Parks	
	0
Expense - Police	
	0
Expense - Fire	
Pick up truck x2	**76,000**
TOTAL	**76,000**

	DEBT SERVICE FUND	This Year's Budget	FUTURE DEBT SERVICE					Original Issue Amount
	REVENUE	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	
	TRANSFERS FROM OTHER FUNDS							
	TRANSFER FROM GEN FUND	909,707	946,302	1,068,995	1,070,269	1,068,644	995,680	
	TRANSFER FROM SANITATION	42,644	41,832	40,987	14,550	0	0	
	TOTAL FUND TRANSFERS	**952,351**	**988,134**	**1,109,982**	**1,084,819**	**1,068,644**	**995,680**	
210								
49100	**GENERAL FUND DEBT SERVICE FUND**							
	EXPENSE							
	GENERAL FUND							
#66	**GF STREET PAVING, SERIES 2015**							**$1,150,000**
628	PRINCIPAL	35,860						**10/2023**
638	INTEREST	156						
#78	**REFUNDING #68 PARKS NOTE, SERIES 2022**							**$72,400**
624	PRINCIPAL	19,200	19,200	19,200	19,200	12,500	0	**06/2027**
634	INTEREST	868	486	398	124	124	0	
#79	**POLICE CARS, SERIES 2022**							**$276,000**
622	PRINCIPAL	54,000	55,000	56,000	58,000	58,000	0	**03/2027**
632	INTEREST	4,438	3,363	2,269	1,154	1,154	0	

		This Year's Budget	FUTURE DEBT SERVICE					Original Issue Amount
	GENERAL FUND CON'T	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	
#73	**GF POLICE & FIRE EQUIPMENT, 2019**							**$369,000**
627	PRINCIPAL - FIRE	18,450	7,688					**11/2024**
637	INTEREST- FIRE	539	59					
629	PRINCIPAL - POLICE	55,350	23,063					
639	INTEREST - POLICE	1,618	176					
#64	**GO BOND, SERIES 2015**							**$7,410,000**
627	PRINCIPAL	190,000	195,000	200,000	205,000	215,000	220,000	**Paid off - 2045**
637	INTEREST	209,313	204,563	199,200	193,700	188,063	181,613	
#74	**GO BOND, SERIES 2020**							**$3,780,000**
628	PRINCIPAL	75,000	75,000	80,000	85,000	90,000	95,000	**Paid off - 2050**
638	INTEREST	121,594	117,844	114,094	110,094	105,844	101,344	
#80	**PBA CLARKSVILLE LOAN, SERIES 2022**							**$6,000,000**
	PRINCIPAL	66,342	132,684	240,000	247,000	254,000	261,000	**06/2043**
	INTEREST	56,980	112,236	157,835	150,997	143,959	136,724	

	GENERAL FUND TOTAL PRINCIPAL	514,202	507,634	595,200	614,200	629,500	576,000	
	GENERAL FUND TOTAL INTEREST	395,505	438,668	473,795	456,069	439,144	419,680	
	TOTAL DEBT SERVICE GENERAL FUND	**$909,707**	**$946,302**	**$1,068,995**	**$1,070,269**	**$1,068,644**	**$995,680**	

220	**SPECIAL REVENUE FUND DEBT SERVICE FUND**							
49200	**EXPENSE**							
#78	**REFUNDING #74 SANITATION NOTE, SERIES 2022**							**$153,850**
624	PRINCIPAL	40,800	**40,800**	**40,800**	**14,550**	**0**	0	**06/2026**
634	INTEREST	1,844	1,032	**187**	**0**	**0**	0	
	SPECIAL REVENUE FUND TOTAL PRINCIPAL	40,800	40,800	40,800	14,550			
	SPECIAL REVENUE FUND TOTAL INTEREST	1,844	1,032	187	0			
	TOTAL DEBT SERVICE SANITATION FUND	**42,644**	**41,832**	**40,987**	**14,550**			
	ALL FUNDS							
	TOTAL PRINCIPAL	**555,002**	548,434	636,000	628,750	629,500	576,000	
	TOTAL INTEREST	**397,349**	439,700	473,982	456,069	439,144	419,680	
	TOTAL	**$952,351**	**$988,134**	**$1,109,982**	**$1,084,819**	**$1,068,644**	**$995,680**	

	CAPITAL OUTLAY	This Year's Budget 2023/2024
	TRANSFERS FROM OTHER FUNDS	
	GEN FUND - Cash on Hand	720,200
	STATE STREET AID	450,000
	AIRPORT	0
	DRUG	0
	STORMWATER	405,000
	SANITATION	0
	GOLF	0
	IMPACT FEES - PARKS	0
	IMPACT FEES - POLICE	0
	IMPACT FEES - FIRE	76,000
	PROCEEDS FROM LOAN	0
	PROCEEEDS FROM GRANTS	0
	TOTAL FUNDS	**1,651,200**
	CAPITAL OUTLAY - GENERAL FUND	
	GENERAL FUND	
	GENERAL ADMIN	
	MAYOR	
	HUMAN RESOURCE	
	CODES	
	COURT	
	POLICE	
	Police Cars (4), 2 patrol and 2 Admin	180,000
	FIRE	
	Carry over - (Impact Fees) Pickup Truck	76,000
	HIGHWAY & STREETS	
	Tractor	30,000
	Excavator	30,000
	Salt Shed	75,000
	Brine System	40,000
	Sidewalk Program	50,000
	STATE STREET AID	
	Paving	650,000
	GARAGE	
	Garage doors for mechanic shop	15,000
	Vehicle lift	25,000
	ANIMAL CONTROL	
	PARKS	
	Park -UTV-Mule	10,000
	Golf - Zero-turn mower	10,200
	Golf - Greens mower	55,000
	COMMUNITY DEVELOPMENT	
	TOTAL GENERAL FUND	**1,246,200**

		This Year's Budget 23/24
	CAPITAL OUTLAY - SPECIAL REVENUE FUND	
	SPECIAL REVENUE FUNDS	
	AIRPORT	
	STORMWATER	
	Carry over - Dozer	50,000
	Carry over - Building	250,000
	Repair to System	100,000
	Equipment Rental	5,000
	SANITATION	
	GOLF (see Parks in General Fund)	
	TOTAL SPECIAL REVENUE FUNDS	**$405,000**
	TOTAL	**1,651,200**

		Proposed	Estimate Only		Last Year's
	WATER & SEWER FUND	Budget	As of	Projected	Budget
413	REVENUE	2022-2023	2/28/2023	6/30/2023	2022-2023
	OTHER REVENUE				
36000	OTHER REVENUE	500	4,858	7,286	500
36100	INTEREST EARNINGS	20,000	21,233	31,849	20,000
36200	VENDOR COMPENSATION		100	150	
36330	SALE OF EQUIPMENT	0	0	0	0
36350	INSURANCE RECOVERIES	0	7,016	10,523	0
36910	PREMIUM ON BONDS	0	0	0	0
36920	SALE OF BONDS	0	0	0	0
36940	PROJECT REIMBURSEMENT	0	13,948	20,921	966,000
36950	BAD DEBT RECOVERY	3,000	19	28	3,000
36960	BAD CHECK CHARGE	3,000	4,358	6,537	3,000
					0
	TOTAL OTHER REVENUE	**26,500**	**51,530**	**77,296**	**992,500**
				0	
	WATER AND SEWER REVENUES				
37110	METERED WATER SALES	4,000,000	2,416,543	4,142,644	3,600,000
37111	METERED WATER SALES - CITY	15,000	9,284	15,916	15,000
37119	OTHER METERED WATER SALES	0	56	96	
37130	UNMETERED FIRE LINE WATER	60,000	4,931	8,453	60,000
37140	DEVELOPER CONTRIBUTIONS	0	14,000	21,000	
37185	WATER MODELING FEE	7,500	8,800	13,200	
37186	PLANS REVIEW FEE-WATER	10,000	22,000	33,000	
37187	PAY-IN-LIEU OF FEE	10,000	23,825	35,738	
37188	ROAD BORE FEE-WATER	5,000	12,750	19,125	
37191	PENALTY - WATER	300,000	199,089	341,295	225,000
37192	OVER SIZE METER COST	0	9,000	13,500	0
37193	NONREFUNDABLE SERVICE CONNECT	55,000	58,425	87,638	55,000
37194	WATER IMPROVEMENT FEE	150,000	527,680	791,520	150,000
37195	CUT ON FEES	0	0	0	0
37196	NEW TAP REVENUES - WATER	100,000	152,458	228,688	275,000
37197	BACKFLOW INSPECTION FEE	7,500	5,550	8,325	7,500
37198	TRANSFER FEE	0	0	0	0
37199	MISCELLANEOUS/WATER	5,000	2,762	4,143	5,000
37210	SEWER SERVICE CHARGES	4,000,000	2,341,572	4,014,123	3,600,000
37220	SEWER FINES	1,000	2,500	3,750	1,000
37221	(S) CAPACITY FEES	200,000	192,000	288,000	275,000
37230	SEWER FEE	0	0	0	0
37233	REIM FROM WHUD/SEWER BILLING	50,000	42,211	63,317	50,000
37235	(S) BILLING - MITCHELLVILLE	40,000	26,833	40,250	30,000
37240	DEVELOPER CONTRIBUTIONS	0	501,000	751,500	0
37285	SEWER MODELING	7,500	9,450	14,175	0
37286	PLANS REVIEW FEE-SEWER	0	3,000	4,500	0
37288	ROAD BORE FEE-SEWER	0	600	900	0
37291	PENALTIES-SEWER	2,000	1,600	2,400	0
37294	SEWER IMPROVEMENT FEE	150,000	186,840	280,260	100,000
37296	NEW TAP REVENUES - SEWER	25,000	35,500	53,250	75,000
37299	MISCELLANEOUS/SEWER	5,000	0	0	5,000

	OTHER SOURCES				
	ARPA		82,310	82,310	
	CONTRIBUTED LINES		42,088	42,088	
	TOTAL WATER AND SEWER REVENUES	9,205,500	6,934,658	11,405,103	8,528,500
	TOTAL FUND REVENUE	9,232,000	6,986,188	11,482,398	9,521,000
	BEGINNING CASH	2,669,003		0	6,330,309
					7,750,000
	TOTAL ESTIMATED AVAILABLE FUNDS	11,901,003			21,919,809
	TOTAL ESTIMATED EXPENSES	10,465,452			
	TOTAL ESTIMATED EXPENSES	18,685,452	6,214,971	8,693,520	17,616,080
	Minus Depreciation	0			-1,450,000
	Minus Principal Loan Payment	-966,280			-1,063,976
	Total Estimated Expense	17,719,172			18,828,175
	Projects (funding with cash)	-505,000			-3,630,000
	Projects (funding with bond and ARPA)	-8,000,000			-7,750,000
	Total Operating Expense	9,214,172			7,448,175
	BEGINNING NET POSITION	26,165,785			24,851,366
	ENDING NET POSITION	26,183,613			25,429,024

Beginning Cash Balance 07/01/23	2,409,653	Doesn't include	6,330,309
Ending Cash Balance 06/30/24	2,471,651	Loan,Bond or ARPA	3,025,240

WATER & SEWER FUND		Proposed	Estimate Only		Last Year's
413		Budget	As of	Projected	Budget
52000	WATER FILTRATION PLANT	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	440,140	300,231	450,346	428,490
112	SALARIES - OVERTIME	40,592	24,030	36,046	39,573
141	OASI EMPLOYERS SHARE	36,394	24,370	36,555	35,807
142	EMPLOYEE INSURANCE	94,340	66,457	99,686	87,932
143	RETIREMENT/TCRS	27,402	15,752	23,628	22,551
146	WORKERS COMP	17,000	11,358	11,358	11,000
148	EMPLOYEE EDUCATION	1,000	276	414	1,000
170	FEES - 1/2 UTILITY MAINT FEE	500	700	1,050	500
211	POSTAGE, BOX RENT	1,500	38	57	1,500
235	DUES	1,500	300	450	750
237	ADVERTISING	500	0	0	500
241	ELECTRIC	175,000	130,517	195,775	175,000
244	GAS	1,000	336	504	1,000
245	TELEPHONE, FAX, CABLE	7,500	4,666	7,000	7,500
248	TECHNOLOGY	5,000	4,169	6,253	5,000
250	WATER ANALYSIS	10,000	3,262	4,893	15,000
251	PHYSICALS	250	0	0	250
252	LEGAL SERVICES	500	0	0	500
253	AUDITING	2,500	0	0	2,500
254	ENGINEERING	1,000	0	0	1,000
255	DATA PROCESSING SERVICE	15,000	11,975	17,963	10,000
259	OTHER PROFESSIONAL SERVICES	10,000	78,055	117,083	10,000
260	REPAIR PUMPS & PLANT EQUIPMENT	131,000	49,724	74,586	80,000
261	VEHICLE MAINTENANCE	2,500	130	195	2,500
262	REPAIRS - MACHINERY & EQUIP	20,000	8,463	12,694	20,000
263	LAGOON CLEANOUT	35,000	17,500	26,250	65,000
266	BUILDING MAINTENANCE	55,000	11,791	17,687	55,000
280	TRAVEL	7,000	3,866	5,799	1,000
310	OFFICE SUPPLIES	1,000	490	735	500
320	OPERATING SUPPLIES	25,000	16,865	25,297	25,000
322	CHEMICALS	125,000	97,732	146,598	125,000
324	SMALL ITEMS OF EQUIPMENT	15,000	0	0	30,000
326	UNIFORMS	4,000	2,556	3,835	2,500
331	GAS, OIL, DIESEL FUEL,	5,000	2,303	3,455	5,000
510	INSURANCE	25,000	21,350	21,350	19,000
530	EQUIPMENT RENTAL	4,000	0	0	4,000
533	RENTAL OF OFFICE EQUIPMENT	3,000	1,669	1,669	2,500
540	DEPRECIATION	263,000	0	0	285,000
592	PAYMENT IN LIEU OF TAXES	35,000	0	0	35,000
612	2016 W & S BOND REFUNDING	58,531	0	0	58,531
632	2016 W & S BOND REFUNDING INT	52,838	26,419	52,838	52,838
734	FLOWERS	200	205	205	200
801	HEALTH DEPARTMENT UTILITIES	2,400	0	2,400	1,000
940	MACHINERY & EQUIPMENT	0	0	0	0
~~947~~	~~RENTAL MACHINERY & EQUIPMENT~~		0	0	15,000
	TOTAL WATER FILRATION PLANT	**1,758,088**	**937,556**	**1,404,653**	**1,741,922**

Difference between this year and last year $16,166

WATER & SEWER FUND		Proposed	Estimate Only		Last Year's
413		Budget	As of	Projected	Budget
52100	WATER DISTRIBUTION SYSTEM	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	436,066	254,556	381,833	430,569
112	SALARIES - OVERTIME	28,867	47,239	70,858	30,330
141	OASI EMPLOYERS SHARE	35,907	22,614	33,922	35,259
142	EMPLOYEE INSURANCE	174,895	100,970	151,455	142,019
143	RETIREMENT/TCRS	26,754	13,301	19,952	21,959
146	WORKERS COMP	16,000	12,763	12,763	12,000
148	EMPLOYEE EDUCATION	6,500	4,549	6,824	2,500
170	FEES	20,000	11,573	17,360	20,000
211	POSTAGE, BOX RENT	15,000	10,748	16,121	15,000
235	DUES	2,000	300	450	2,000
237	ADVERTISING	500	0	0	500
241	ELECTRIC	65,000	36,957	55,435	65,000
244	GAS	1,000	433	649	1,000
245	TELEPHONE, FAX, CABLE	17,000	11,046	16,569	17,000
248	TECHNOLOGY	5,000	196	293	5,000
251	PHYSICALS	1,000	1,171	1,756	1,000
252	LEGAL SERVICES	1,000	0	0	1,000
253	AUDITING	15,000	10,500	10,500	2,000
254	ARCHITECTURAL, ENGINEERING	2,000	0	0	2,000
255	DATA PROCESSING SERVICE	35,000	19,794	29,691	35,000
256	ON-CALL WATER MODELING	50,000	22,122	33,183	75,000
257	SURVEYING	5,000	0	0	5,000
259	OTHER PROFESSIONAL SERVICES	75,000	49,899	74,849	295,000
260	REPAIR TO SYSTEM	375,000	147,313	220,969	200,000
261	VEHICLE MAINTENANCE	15,000	8,711	13,066	10,000
262	REPAIRS - MACHINERY & EQUIP	5,000	1,363	2,044	5,000
266	BUILDING MAINTENANCE	30,000	2,626	3,940	25,000
267	YARD REPAIRS	25,000	53,334	80,000	100,000
269	WATER TANK MAINTENANCE	200,000	89,375	134,062	200,000
270	WATER HYDRANT REPLACEMENT	25,000	17,199	25,798	95,000
280	TRAVEL	6,500	457	686	2,500
310	OFFICE SUPPLIES	2,500	2,753	4,129	2,500
320	OPERATING SUPPLIES	55,000	25,783	38,674	40,000
324	SMALL ITEMS OF EQUIPMENT	25,000	11,181	16,771	2,000
326	UNIFORMS	10,000	5,727	8,591	10,000
330	INVENTORY	250,000	26,400	39,599	0
331	GAS, OIL, DIESEL FUEL,	30,000	17,114	25,670	30,000
353	WATER PURCHASED FOR RESALE	85,000	26,628	39,942	50,000
510	INSURANCE	42,000	38,253	38,253	32,000
533	RENTAL OF OFFICE EQUIPMENT	1,000	0	0	1,000
540	DEPRECIATION	398,250	0	0	380,000
592	PAYMENT IN LIEU OF TAXES	35,000	0	35,000	35,000
612	2016 W & S BOND REFUNDING	72,286	0	72,286	72,286
632	2016 W & S BOND REFUNDING INT	65,255	32,627	65,255	65,255

691	BANK CHARGES	5,000	1,803	2,704	5,000
734	FLOWERS	200	0	0	200
741	BAD DEBT EXPENSE	20,000	0	0	20,000
790	MISC EXPENSE	0	0	0	0
801	HEALTH DEPARTMENT UTILITIES	2,400	0	0	2,400
~~930~~	~~DISTRIBUTIONS SYSTEM~~		89,140	133,710	100,000
940	MACHINERY & EQUIPMENT	10,000	5,295	7,942	20,000
~~947~~	~~OFFICE MACHINERY AND EQUIP~~		8,944	13,416	1,000
	TOTAL WATER DISTRIBUTION SYS	**2,824,879**	**1,242,753**	**1,956,971**	**2,722,277**

	259 is design for	
	Oakhill	25,000
	TGT Design	100,000
	Masons	25,000
	WHUD Upgrade	125,000
940	Seed and Straw Blower	10,000

WATER & SEWER FUND		Proposed	Estimate Only		Last Year's
413		Budget	As of	Projected	Budget
52116	WATER/SEWER GRANTS & PROJECTS	2023-2024	2/28/2023	6/30/2023	2022-2023
			0	0	0
954	W & S BOND WWTP PROJECTS	0	0	0	0
956	PROJECT COMMODORE - EUBANKS SIA		0	0	270,000
957	W & S WWTP PROJECT - PHASE II	8,000,000	177,110	212,532	3,500,000
958	W & S BOND PROJECTS - INTERCEPTOR		1,385,498	1,662,598	3,000,000
959	W & S LYON DR LIFT STATION		0	0	0
960	WB DYE WATER PROJECT		0	0	0
961	HIGH ST & PORTLAND RD WL & SL RELOC		0	0	0
962	KALA CIR AND AIRPORT RD		0	0	0
963	SYSTEM METER CHANGE OUT (OAK GROVE)	220,000	318,981	382,777	410,000
964	MASON TANK/OLD WESTMORELAND LINE		31,348	37,618	0
965	2021 FALL POINT REPAIRS		17,593	21,111	0
966	2020 FALL POINT REPAIRS		0	0	0
968	OAK HILL WATER SYSTEM IMPROVEMENTS		81,563	97,876	0
969	METER CHANGE OUT		0	0	0
970	MITCHELLVILLE METER RELOCATION		5,668	6,802	0
971	CHALLENGER LIFT STATION		85,376	102,451	0
972	CENTER ST WATER/SEWER RELOCATION		1,350	1,620	0
	WTP FEASIBILITY STUDY		0	0	0
983	TDOT BYPASS DESIGN - NORTH LOOP		0	0	940,000
984	TDOT BYPASS DESIGN - SOUTH LOOP		0	0	32,000
985	WTP SPILLWAY REPAIRS		0	0	25,000
986	WTP STREAM GAUGES		44,014	52,817	40,000
987	DEVELOPER AGREEMENT MATCH PROJECT		0	0	217,000
	WATERLINE LOOPING PROJECT - 2022				0
					0
	TOTAL WATER/SEWER GRANTS & PROJ	**8,220,000**	**2,148,500**	**2,525,383**	**8,434,000**

Bond
ARPA

WATER & SEWER FUND		Proposed	Estimate Only		Last Year's
413		Budget	As of	Projected	Budget
52200	SEWER COLLECTION SYSTEM	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	279,754	184,384	276,576	344,020
112	SALARIES - OVERTIME	45,622	22,322	33,483	52,811
141	OASI EMPLOYERS SHARE	24,891	15,731	23,596	30,358
142	EMPLOYEE INSURANCE	93,572	66,042	99,063	104,805
143	RETIREMENT/TCRS	18,831	9,508	14,262	18,839
146	WORKERS COMPENSATION	15,000	10,284	10,284	10,000
148	EMPLOYEE EDUCATION	2,500	1,115	1,673	1,500
170	FEES	1,500	450	675	4,000
211	POSTAGE, BOX RENT	12,000	13,616	20,424	12,000
235	DUES	2,000	300	450	1,600
237	ADVERTISING	500	0	0	500
241	ELECTRIC	150,000	94,802	142,203	150,000
244	GAS	500	349	524	500
245	TELEPHONE, FAX, CABLE	10,000	6,810	10,215	10,000
248	TECHNOLOGY	5,000	0	0	5,000
250	SEWER ANALYSIS	500	0	0	500
251	PHYSICALS	500	928	1,393	1,000
252	LEGAL SERVICES	500	0	0	500
253	AUDITING	2,000	5,250	5,250	2,000
254	ARCHITECTURAL, ENGINEERING	7,500	0	0	7,500
255	DATA PROCESSING SERVICE	40,000	23,748	35,622	40,000
256	ON-CALL SEWER MODELING	30,000	26,639	39,958	20,000
257	SURVEYING	5,000	0	0	5,000
259	OTHER PROFESSIONAL SERVICES	10,000	23,854	35,781	10,000
260	REPAIR TO SYSTEM	203,000	103,712	155,567	200,000
261	VEHICLE MAINTENANCE	10,000	12,387	18,580	10,000
262	REPAIRS - MACHINERY & EQUIP	4,500	90	136	4,500
266	BUILDING MAINTENANCE	2,500	493	739	2,500
280	TRAVEL	1,000	448	672	1,000
310	OFFICE SUPPLIES	3,000	788	1,182	1,500
320	OPERATING SUPPLIES	15,000	10,336	15,504	15,000
322	CHEMICALS	4,000	60	90	7,500
324	SMALL ITEMS OF EQUIPMENT	5,000	0	0	5,000
326	UNIFORMS	7,500	4,553	6,829	6,000
331	GAS, OIL, DIESEL FUEL,	35,000	14,346	21,519	35,000
510	INSURANCE	50,000	40,541	40,541	30,000
533	RENTAL OF OFFICE EQUIPMENT	1,500	0	0	1,500
540	DEPRECIATION	499,000	0	0	460,000
592	PAYMENT IN LIEU OF TAXES	35,000	0	0	35,000
612	2016 W & S BOND REFUNDING	114,251	0	0	114,251
623	NOTE # 37 (SRF)	68,880	45,152	67,728	67,728
629	JET VAC TRUCK NOTE	47,400	31,600	47,400	47,400
632	2016 W & S BOND REFUNDING INT	103,138	51,569	51,569	103,138
634	INTEREST SRF LOAN #37	9,864	7,344	11,016	11,016
639	JET VAC TRUCK NOTE INTEREST	1,812	2,122	3,184	2,988

692	BOND ISSUE EXPENSE	0	0	0	0
734	FLOWERS	200	0	0	200
741	BAD DEBT EXPENSE	15,000	0	0	15,000
801	HEALTH DEPARTMENT UTILITIES	2,400	0	0	2,400
~~930~~	~~SEWER COLLECTION SYSTEM~~		5,310	7,965	15,000
940	MACHINERY & EQUIPMENT	10,000	9,832	14,748	0
~~947~~	~~OFFICE MACHINERY AND EQUIP~~		0	0	1,500
	AMENDMENTS				
	TOTAL SEWER COLLECTION SYS	**2,006,615**	**846,813**	**1,216,398**	**2,027,554**

940 Camera Truck Equipment 10,000

WATER & SEWER FUND		Proposed	Estimate Only		Last Year's
413		Budget	As of	Projected	Budget
52222	SEWER TREATMENT PLANT	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	303,212	188,240	282,360	331,452
112	SALARIES - OVERTIME	16,004	11,438	17,157	14,045
141	OASI EMPLOYERS SHARE	24,420	15,602	23,403	26,430
142	EMPLOYEE INSURANCE	65,744	42,912	64,369	75,541
143	RETIREMENT/TCRS	18,195	8,641	12,961	16,339
146	WORKERS COMPENSATION	8,500	6,370	9,555	4,500
148	EMPLOYEE EDUCATION	1,500	1,340	2,010	1,500
149	ADMINISTRATIVE SERVICES	4,000	4,810	7,215	4,000
170	FEES	9,000	11,120	16,680	9,000
211	POSTAGE, BOX RENT	250	7	11	250
235	DUES	2,000	300	450	1,000
237	ADVERTISING	500	0	0	500
241	ELECTRIC	195,000	152,584	228,876	195,000
244	GAS	2,500	1,712	2,568	2,500
245	TELEPHONE, FAX, CABLE	8,500	5,576	8,364	8,500
248	TECHNOLOGY	5,000	1,637	2,455	5,000
250	SEWER ANALYSIS	35,000	31,840	47,760	50,000
251	PHYSICALS	1,000	616	925	1,000
252	LEGAL SERVICES	4,000	0	0	4,000
253	AUDITING	2,000	0	0	2,000
254	ARCHITECTURAL, ENGINEERING	1,000	0	0	1,000
255	DATA PROCESSING SERVICE	13,000	12,337	18,505	7,500
259	OTHER PROFESSIONAL SERVICES	10,000	964	1,446	10,000
260	REPAIR TO SYSTEM	100,000	89,188	133,781	100,000
261	VEHICLE MAINTENANCE	1,000	242	363	1,000
262	REPAIRS - MACHINERY & EQUIP	10,000	0	0	10,000
266	BUILDING MAINTENANCE	15,000	1,124	1,686	15,000
280	TRAVEL	1,000	0	0	1,000
310	OFFICE SUPPLIES	5,500	531	797	2,000
320	OPERATING SUPPLIES	25,000	12,283	18,424	15,000
322	CHEMICALS	65,000	52,022	78,032	65,000
324	SMALL ITEMS OF EQUIPMENT	5,000	200	300	5,000
326	UNIFORMS	3,500	2,076	3,114	3,500
331	GAS, OIL, DIESEL FUEL,	5,500	2,435	3,652	4,000
390	EMERGENCY SUPPLIES	1,000	0	0	1,000
510	INSURANCE	36,000	31,942	31,942	26,000
533	RENTAL OF OFFICE EQUIPMENT	2,500	632	632	2,500
540	DEPRECIATION	355,200	0	0	325,000
592	PAYMENT IN LIEU OF TAXES	35,000	0	0	35,000
612	2016 W & S BOND REFUNDING	209,932	0	0	209,932
625	2020 BOND #77	395,000	0	0	390,000
632	2016 W & S BOND REFUNDING INT	189,513	94,757	189,513	189,513
635	2020 BOND INTEREST #77	497,025	252,413	378,619	504,825
691	BANK CHARGES	1,000	1,459	2,188	1,000
801	HEALTH DEPARTMENT UTILITIES	2,400	0	0	1,500
940	MACHINERY & EQUIPMENT		0	0	5,000
~~942~~	~~PE TREATMENT SOFTWARE~~	0	0	0	3,000
~~947~~	~~OFFICE MACHINERY AND EQUIP~~		0	0	3,500
	TOTAL SEWER TREATMENT PLANT	2,691,396	1,039,349	1,590,114	2,690,327

Difference between this year and last year $1,069

UTILITIES - EXPENDITURES		Proposed	Estimate Only		Last Year's
		Budget	As of	Projected	Budget
52310	BUSINESS OFFICE/COLLECTION	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	331,026	149,125	223,688	270,215
112	SALARIES - OVERTIME	9,937	1,636	2,454	8,814
141	OASI EMPLOYERS SHARE	25,701	11,292	16,939	21,346
142	EMPLOYEE INSURANCE	82,538	33,203	49,804	70,062
143	RETIREMENT/TCRS	19,435	6,873	10,310	13,491
148	EMPLOYEE EDUCATION AND TRA	2,000	0	0	1,000
248	TECHNOLOGY	1,000	0	0	15,000
251	PHYSICALS	0	54	81	0
255	DATA PROCESSING AND SUPPORT	5,000	1,514	2,270	2,500
280	TRAVEL	0	51	76	0
320	OPERATING EXPENSE	1,000	288	432	15,000
326	UNIFORMS	1,000	603	603	0
940	MACHINERY AND EQUIPMENT	0			38,000
	TOTAL	**478,637**	**204,638**	**306,656**	**455,428**

WATER AND SEWER - EXPENDITURES		Proposed	Estimate Only		Last Year's
		Budget	As of	Projected	Budget
52320	UTILITY ADMINISTRATION	2023-2024	2/28/2023	6/30/2023	2022-2023
110	SALARIES	509,559	302,147	453,220	542,977
112	SALARIES - OVERTIME	14,133	2,717	4,076	27,082
141	OASI EMPLOYERS SHARE	40,062	22,421	33,631	43,610
142	EMPLOYEE INSURANCE	112,233	61,240	91,859	100,481
143	RETIREMENT/TCRS	29,850	14,015	21,023	26,485
245	TELEPHONE/COMMUNICATION		5,082	7,623	0
	TOTAL	**705,837**	**407,621**	**611,432**	**740,635**

		Proposed	Estimate Only		Last Year's
	GAS FUND	Budget	As of	Projected	Budget
415	REVENUE	2023-2024	2/28/2023	6/30/2023	2022-2023
	OTHER REVENUE				
36000	OTHER REVENUE	0	6,677	10,016	0
36100	INTEREST EARNINGS	0	3,332	4,998	4,000
36330	SALE OF EQUIPMENT	0	0	0	0
36350	INSURANCE RECOVERIES	0	27,003	40,505	0
36990	PIPELINE OVERCHARGE REIMBURSE	0	22,802	34,203	0
	ARPA FUNDING	0	26,520	26,520	0
	TOTAL OTHER REVENUE	**0**	**86,334**	**116,241**	**4,000**
	GAS REVENUES				
37193	NONREFUNDABLE SERVICE CONN	25,000	57,975	86,963	25,000
37198	TRANSFER FEE	0	0	0	0
37240	DEVELOPERS AGREEMENTS	0	0	0	297,000
37410	METERED GAS SALES	5,500,000	3,984,130	5,976,195	4,750,000
37411	METERED SALES - CITY	25,000	12,394	18,591	25,000
37488	ROAD BORE FEE	0	13,551	20,327	0
37496	NEW TAP FEES	15,000	28,175	42,263	15,000
37497	ONE TIME SERVICE FEE	0	0	0	
37499	MISCELLANEOUS	0	35,781	53,672	0
37501	GRANTS FROM TDOT	316,000	4,451	6,677	316,000
	TOTAL GAS REVENUES	**5,881,000**	**4,136,458**	**6,204,686**	**5,428,000**
	AMENDMENTS				
	TOTAL FUND REVENUE	**5,881,000**	**4,222,792**	**6,320,928**	**5,432,000**
52400	**NATURAL GAS**				
110	SALARIES	785,812	476,739	715,109	747,994
112	SALARIES - OVERTIME	44,405	20,718	31,077	44,110
141	OASI EMPLOYERS SHARE	63,512	38,234	57,351	60,596
142	EMPLOYEE INSURANCE	157,545	112,770	169,155	156,427
143	RETIREMENT/TCRS	47,037	21,437	32,155	38,332
146	WORKERS COMP	11,000	7,271	7,271	9,000
148	EMPLOYEE EDUCATION	4,000	1,822	2,733	2,000
149	ADMINISTRATIVE SERVICES	4,000	2,405	3,608	4,000
170	FEES	3,000	1,195	1,793	13,000
211	POSTAGE	23,000	10,801	16,201	23,000
235	DUES	12,500	8,460	12,690	12,500
236	PUBLIC RELATIONS	5,000	0	0	5,000
237	ADVERTISING	15,000	5,575	8,363	15,000
241	ELECTRIC	28,000	23,560	35,340	28,000
242	WATER & SEWER	2,000	155	233	2,000
245	TELEPHONE/COMMUNICATIONS	30,000	18,711	28,067	30,000
248	TECHNOLOGY	7,500	9,250	13,875	5,000
251	PHYSICALS	1,000	787	1,181	1,000
252	LEGAL SERVICES	5,000	1,246	1,869	5,000
253	AUDITING	5,000	3,150	4,725	5,000
254	ENGINEERING	10,000	0	0	10,000
255	DATA PROCESSING SUPPORT	55,000	27,370	41,054	55,000
256	UTILITY MAPPING	7,500	0	0	20,000
257	SURVEY	5,000	0	0	5,000

259	OTHER PROFESSIONAL SERVICES	65,000	33,910	50,865	20,000
260	REPAIR SYSTEM	110,000	46,565	69,848	80,000
261	VEHICLE MAINTENANCE	15,000	9,938	14,907	15,000
262	REPAIRS - EQUIPMENT	10,000	5,991	8,987	0
266	BUILDING MAINTENANCE	15,000	13,395	20,093	15,000
267	YARD REPAIRS	7,500	26,975	40,463	40,000
280	TRAVEL	1,000	0	0	1,000
310	OFFICE SUPPLIES	6,500	3,036	4,553	5,000
320	OPERATING SUPPLIES	45,000	29,504	44,255	45,000
324	SMALL ITEMS OF EQUIPMENT	5,000	1,666	2,498	5,000
326	UNIFORMS	7,500	5,289	7,933	5,500
330	INVENTORY	175,000	30,974	46,461	0
331	GAS, OIL, DIESEL FUEL, GREASE	30,000	17,940	26,909	25,000
351	NATURAL GAS PURCHASED/RESALE	2,650,000	3,131,293	4,696,939	2,650,000
510	INSURANCE - VEH, LIAB, BLDG	30,000	16,360	16,360	22,500
533	RENTAL OF OFFICE EQUIP	10,000	5,811	8,717	10,000
540	DEPRECIATION	540,150	0	540,150	436,000
592	PAYMENTS IN LIEU OF TAXES	170,000	0	170,000	170,000
555	BANK CHARGES	0	1,702	2,554	0
734	FLOWERS	200	0	0	150
741	BAD DEBTS	10,000	0	0	10,000
801	HEATH DEPARTMENT UTILITIES	2,400	0	0	2,400
~~930~~	~~DISTRIBUTION SYSTEM~~		203,625	305,438	175,000
940	MACHINERY AND EQUIPMENT	76,000	16,085	24,128	100,000
~~947~~	~~OFFICE EQUIPMENT~~		0	0	15,000
960	PROJECTS - RADIO READ METERING	0	305,295	457,943	670,000
961	PROJECTS-CREEK CROSSINGS	0	0	0	0
963	PROJECTS - COMMODORE,EUBANKS	40,000	0	0	40,000
964	GAS IMPROVEMENTS	150,000	2,963	4,444	500,000
965	TGT RD 12" GAS RELOC	0	925,246	1,387,869	900,000
966	WELLINGTON PLACE GAS MAIN	325,000	6,020	9,030	325,000
983	PROJECT - TDOT BYPASS DESIGN (N)	176,000	0	0	176,000
984	PROJECT - TDOT BYPASS DESIGN (S)	120,000	0	0	120,000
	TOTAL	**6,124,062**	**5,631,238**	**9,145,191**	**7,875,509**
	BEGINNING NET POSITION	**18,769,504**			**17,782,970**
	ENDING NET POSITION	**18,526,442**			**16,763,484**

Beginning Cash 07/01/23	**5,066,401**	**5,398,038**
Ending Cash 06/30/24	**5,363,489**	

940 Truck for Gas 38000
Truck for Meter Reader 38000

Resolution

City of Portland, Tennessee

No. 23 - 47

A RESOLUTION PURSUANT TO AUTHORITY GRANTED BY SECTION 6-54-111 OF THE TENNESSEE CODE ANNOTATED AND IN ACCORDANCE WITH SECTION 0380-3-7-02 OF THE OFFICIAL COMPILATION RULES AND REGULATIONS OF THE STATE OF TENNESSEE WHICH AUTHORIZES APPROPRIATIONS FOR FINANCIAL AID FOR NONPROFIT CHARITABLE ORGANIZATIONS WHOSE SERVICES BENEFIT THE GENERAL WELFARE OF THE RESIDENTS OF THIS MUNICIPALITY

WHEREAS, Portland Preservation Foundation, owner of Temple Theatre, a nonprofit charitable organization; and

WHEREAS, section 6-54-111 of the Tennessee Code Annotated authorizes appropriation of funds for financial aid of such nonprofit charitable organizations; and

WHEREAS, section 0380-3-7-02 of the Official Compilation Rules and Regulations of the State of Tennessee requires that a special resolution be adopted for each such nonprofit organization which is to receive such funds; and

WHEREAS, Temple Theatre has requested $1,000.00 for operational expenses and start-up costs that were not anticipated; and

WHEREAS, if such funds are appropriated by the municipality, the Temple Theatre shall spend such funds to promote the general welfare of the residents of this municipality; and

WHEREAS, organizations receiving financial aid shall comply with all requirements of section 6-54-111 of the Tennessee Code Annotated and chapter 0380-3-7 of the Official Compilation Rules and Regulations of the State of Tennessee, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of the appropriated funds; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland that Temple Theatre will receive $1,000.00, the amount requested, for the fiscal year ended June 30, 2023:

BE IT FURTHER RESOLVED this resolution shall take effect upon its passage, the public welfare requiring it.

______________________________	______________________________
Mike Callis, Mayor	Attest: Rachel Slusser, City Recorder

Approved this ___ day of _________.

April 19, 2023

Ms. Rachel Slusser
Director of Finance
City of Portland
100 S Russell Street
Portland, TN 37148

Dear Ms. Slusser:

I am writing to request an appropriation in the amount of $1,000 for the Temple Theatre in the current FY23 from the City of Portland. As you may know, the renovation of the theatre is complete, and we have now entered the operational phase of the facility.

These funds will be used for operational expenses and start up costs that were not anticipated. In other words, the funds will help us get our feet on the ground and off to a good start.

The Temple Theatre is owned by the Portland Preservation Foundation and is a 501(c)3 non-profit charitable organization. The mission of the foundation is to educate the residents of Portland, Tennessee, concerning the rich history of Portland and Northern Sumner County, and inspire interest in maintaining the character and identity of Portland through revitalization efforts of the downtown district, thereby combating community decay, and encouraging pride and community cohesion.

We appreciate the support the City of Portland has given us in the past, and we look forward to partnering with you to make the downtown Portland district thrive in the future.

Sincerely,

Barry Young
Director

Ordinance

City of Portland, Tennessee

No. 23-18

Second Reading

AN ORDINANCE AUTHORIZING THE CITY OF PORTLAND TO ENACT A SENSITIVE DATA AND INTRUSION POLICY

WHEREAS, The risk to the municipality, its employees and customers from data loss, identity theft, and unauthorized intrusion into facilities and Information Technology (IT) systems is of significant concern to the City; and

WHEREAS, Cybercrime and data loss is on the rise around the world with over 75% of the targeted cyberattacks beginning with an email, and it is reported that America is one of the most severely affected countries by cybercrime in terms of financial damage with billions more being spent annually by federal, state, and local governments to combat cyberattacks, identity theft, and data loss; and

WHEREAS, This policy seeks to reduce risk to the City, existing customers, employees, vendors, and others who interact with City operations from fraudulent and malicious activity by prohibiting/limiting unauthorized use and connection to IT systems, facilities, networks, and City issued devices; and by protecting personal, proprietary, and/or confidential data to the extent as allowed by law through secure systems and facilities that implement certain internal/external controls such as: third-party cybersecurity monitoring, malware detection, two-factor authentication, video surveillance, secured access control areas, and Red Flag guidelines from the Federal Trade Commission; and

WHEREAS, Assessing risk as it pertains to sensitive data, systems, and facilities will better enable certain controls for prevention, detection, and response when dealing with possible fraudulent or other malicious activities such as: identity theft, sabotage, unauthorized access, theft, and ransomware; and

WHEREAS, The following sections outline the sensitive data and intrusion policy and should be reviewed regularly to ensure new risk and risk detection methods are accounted for and applied within the City:

Section 1: Internal Control Required

A. As required by T.C.A. 9-18-102 and in accordance with the guidance issued by Tennessee Comptroller's Office, the city adopted its first internal control policy in 2016. This policy requires municipalities to have an ongoing assessment of potential risk to the efficient and effective operation of the City, to provide reliable reports, and to ensure compliance with all applicable laws, regulations, and agreements.

B. Failures within internal controls can lead to fraud or malicious activity. The generally accepted Fraud Triangle list conditions that increase the likelihood of fraud or malicious activity as: 1. Pressure; 2. Opportunity; 3. Rationalization.
   a. The one Risk Condition that internal controls seek to reduce is Opportunity. Protecting sensitive data and preventing unauthorized intrusion into facilities and computer systems will be vital to reducing the opportunity for fraud or other malicious activity.

C. To ensure reliable reporting, efficient operation, and legal compliance, the City will strive to secure all facilities and all data to the proper extent allowable.
   a. Ongoing review and employee training will better enable the City's prevention, detection, and response when dealing with risk to operations.

Section 2: Identify Sensitive Data

A. The following list of sensitive information is representative (not all inclusive), and pertains to items stored in either electronic or printed format:
   - Credit card information
   - Tax identification numbers
   - Social Security numbers
   - Payroll information
   - Employee/Employment data
   - Passwords/Combinations/PINs
   - Court/Legal documents
   - Biometric information
   - Utility/Billing information
   - Bank account information and/or passwords
   - Critical infrastructure information
   - Other sensitive, personal, confidential, or proprietary information belonging to any customer, employee, vendor, official, contractor, or the City

Section 3: Inspection, Securing, Dissemination, and Disposal of Data

A. While municipal personnel are encouraged to use common sense judgment in securing sensitive data to the proper extent, this policy should be read in conjunction with the Tennessee Public Records Act and the City's open records policy to ensure that the City complies with all applicable laws. In no way does this policy imply that information which can be obtained legally should be kept private (T.C.A. 47-18-2107), only that sensitive data should be protected to the proper extent allowed, in order to protect consumers and City operations.
   a. According to a State of Tennessee Comptroller of the Treasury, Office of the Open Records Counsel, memo on FACTA (Fair and Accurate Credit Transactions Act of 2003) dated October 27, 2008, the following should be noted: "*There are a number of exceptions to the TPRA that make information that may be obtained by governmental entities from a*

customer with a covered account confidential."

i. The memo further states: *"The Rules do not create a mechanism by which entities can make confidential customer information that is otherwise public."*

b. If an employee is uncertain of the sensitivity of a particular piece of information, he/she should contact their supervisor. In the event that the City cannot resolve a conflict between this policy and the Tennessee Public Records Act (TPRA), the record custodian will contact the Tennessee Office of Open Records for clarity knowing that the TPRA provides the ultimate guidance on which data is to be available for public inspection.

B. Employees are to use best practices when securing and protecting data such as: securing file cabinets, workspaces, safes, office doors, limiting file access to both digital and print, requiring login on local machines, applying password protection for City issued devices that may contain sensitive information in case of loss or theft, following proper chain of custody for sensitive data and/or evidence, and ensuring the segregation of duties for financial and other sensitive matters.

C. Employees, vendors, consultants, and elected officials must take care when emailing, posting to social media, printing, or otherwise sharing sensitive data that can create a possible risk to customers, employees, vendors, and the City. The release of sensitive data, or leaving sensitive data unsecured, can lead to email phishing scams, and provide enough information for identity theft activities.

a. Disseminating sensitive data in the course of normal business, whether internal or external, should follow best practices to ensure the method is secure. Depending on the data and the method, encryption and password protection may be required. Signature lines within emails should contain phrasing such as: *"This message may contain confidential and/or proprietary information and is intended for the person/entity to whom it was originally addressed. Any use by others is strictly prohibited."*

D. Disposal of data must be in accordance with the City's record retention policy and must be done in a way that does not expose the data to improper use. Disposal of old devices, copiers, scanners, hard drives, and other storage media must be in accordance with the method determined by the IT Manager to ensure the surplus/discarded electronics do not pose a data risk.

Section 4: System/Network, Facility Intrusion, and Loss Prevention

A. The City of Portland Personnel Manual under Section 6-Employee Conduct 6.6/6.7 Computer and Electronic Device Use/Social Media and Section 8-Miscellaneous Polices 8.3 Identity Theft Policy already contains many of these safety protocols and should be read in conjunction with this policy.

a. T.C.A. 47-18-2901 requires municipalities to create safeguards and procedures for ensuring confidential information regarding citizens is securely protected.

B. No unauthorized devices are allowed to directly, or indirectly, connect to the City's IT network system, servers, local computers, tablets, or other devices. This includes (but not limited to) thumb drives, personal cell phones, personal computers, firewalls, routers, or other digital devices.

C. No unauthorized software, cell phone apps, or other digital applications are to be installed on any City computer, server, network, or other device.

D. No employee is allowed to share login information, passwords, PINs, combinations, keys, or other security measures that allows access to sensitive data such as: any City file storage (print or electronic), server, system, software, network, computer, cell phone, or other electronic device; this includes access for SCADA, pump controllers, or similar controls/equipment without authorization from the Department Head and/or the IT Manager.

E. No employee is allowed to share keys, electronic access key-fobs, or make duplicate keys, for any City door, vehicle, equipment, padlock, access gate, safe, cabinet, or otherwise give access to restricted areas and facilities without prior authorization from a supervisor.

F. No employee is allowed to remove/replace any City POS/Credit Card device without authorization from the IT Manager; and no employee is allowed to use or manipulate any POS/Credit Card device in an unauthorized manner. No employee is allowed to use any POS/Credit Card device for personal use, and neither is an employee allowed to "ring up" their own purchase/payment for any item/service sold or charged by the City.

G. No employee, board member, or official using city email should ever open email/text attachments, or click on links, without reasonable assurance that the email is safe. Any suspected malware, email phishing scams, or other unusual software/app/computer/device related activities should be reported immediately to the IT Manager.

    a. Phishing, spoofing, smishing, vishing, and/or social engineering scams seek to commit fraud, steal data, and infiltrate systems through email, text, and calls that appear genuine enough to click on attachments or other links contained within the message, or otherwise give sensitive information. Malicious malware intrusion within a system due to a phishing style scam, can place a keylogger or ransomware virus that retrieves enough sensitive information to commit fraud and/or identity theft on such a scale that City operations can be halted.

H. All employees, board members, and officials should use multi-factor authentication, PIN numbers, and/or passcodes for a more secure online/offline environment where city data is concerned; and should avoid browsing unsecure online content from City owned/issued devices.

I. All employees are to be aware of the physical security of items and facilities pertaining to the City such as: critical infrastructure, buildings, cash, storage of inventory items, data, vehicles, supplies, access gates, tools, and equipment; and are to report any potential risk or issues promptly to their supervisor so that the issue can be investigated. Ongoing risk assessment, monitoring, and inventory counts will be used to ensure that city assets are safe.

Section 5: Federal Trade Commission – Fair and Accurate Credit Transactions Act of 2003 (FACTA) known as the "Red Flag Law"

A. Red Flag rules apply to all municipal utilities. A "red flag" is a pattern, practice, or specific activity that indicates the possible existence of identity theft. The act requires account holders to develop and implement a written Identity Theft Prevention Program. The purpose of the program is to help detect, prevent, and decrease identity theft upon opening a new account or using an existing account. While no risk control measure can provide absolute assurance of protection, FACTA can serve to offer a greater level of security against identity theft.
    a. According to a State of Tennessee Comptroller of the Treasury, Office of the Open Records Counsel, memo dated October 27, 2008, *"Most Tennessee municipalities (including cities, counties, and utility districts) meet the definition of "creditor" under FACTA by providing services (such as water and sewer services) to customers for which multiple payments are received (typically on a deferred basis)"* which places the City of Portland under FACTA.
    b. The following information within Section 5 constitutes the "Red Flag Law" policy as put forth by the Federal Trade Commission:

B. Covered Account
    a. A covered account includes any account that involves or is designed to permit multiple payments or transactions. Every new and existing customer account that meets the following criteria is covered by this program: Business, personal and household accounts for which there is a reasonably foreseeable risk of identity theft; or Business, personal and household accounts for which there is a reasonably foreseeable risk to the safety or soundness of the municipality from identity theft, including financial, operational, compliance, reputation, or litigation risks.

C. Red Flags
    a. The following red flags are potential indicators of fraud. Any time a red flag, or a situation closely resembling a red flag, is apparent, it should be investigated for verification. Alerts, notifications, or warnings from a consumer reporting agency; A fraud or active-duty alert included with a consumer report; A notice of credit freeze from a consumer reporting agency in response to a request for a consumer report; or A notice of address discrepancy from a consumer reporting agency as defined in § 334.82(b) of the Fairness and Accuracy in Credit Transactions Act.
    b. Red flags also include consumer reports that indicate a pattern of activity inconsistent with the history and usual pattern of activity of an applicant or customer, such as: A recent and significant increase in the volume of inquiries; An unusual number of recently established credit relationships; A material change in the use of credit, especially with respect to recently established credit relationships; or An account that was closed for cause or identified for abuse of account privileges by a financial institution or creditor.

D. Suspicious Documents
   a. Documents provided for identification that appear to have been altered or forged.
   b. The photograph or physical description on the identification is not consistent with the appearance of the applicant or customer presenting the identification.
   c. Other information on the identification is not consistent with information provided by the person opening a new covered account or customer presenting the identification.
   d. Other information on the identification is not consistent with readily accessible information that is on file with the municipality, such as a signature card or a recent check.
   e. An application appears to have been altered or forged; or gives the appearance of having been destroyed and reassembled.

E. Suspicious Information
   a. Personal identifying information provided is inconsistent when compared against external information sources used by the municipality. For example: The address does not match any address in the consumer report; The Social Security number (SSN) has not been issued or is listed on the Social Security Administration's Death Master File; or Personal identifying information provided by the customer is not consistent with other personal identifying information provided by the customer. For example, there is a lack of correlation between the SSN range and date of birth.
   b. Personal identifying information provided is associated with known fraudulent activity as indicated by internal or third-party sources used by the municipality. For example, the address on an application is the same as the address provided on a fraudulent application.
   c. Personal identifying information provided is of a type commonly associated with fraudulent activity as indicated by internal or third-party sources used by the municipality. For example: The address on an application is fictitious, a mail drop, or a prison; or The phone number is invalid or is associated with a pager/fax or answering service.
   d. The SSN provided is the same as that submitted by other persons opening an account or other customers.
   e. The address or telephone number provided is the same as or similar to the address or telephone number submitted by an unusually large number of other customers or other persons opening accounts.
   f. The customer or the person opening the covered account fails to provide all required personal identifying information on an application or in response to notification that the application is incomplete.
   g. Personal identifying information provided is not consistent with personal identifying information that is on file with the municipality.

h. When using security questions (mother's maiden name, pet's name, etc.), the person opening the covered account or the customer cannot provide authenticating information beyond that which generally would be available from a wallet or consumer report.

F. Suspicious Activity
   a. Shortly following the notice of a change of address for a covered account, the municipality receives a request for new, additional, or replacement goods or services, or for the addition of authorized users on the account.
   b. A new revolving credit account is used in a manner commonly associated with known patterns of fraud patterns. For example, the customer fails to make the first payment or makes an initial payment but no subsequent payments.
   c. A covered account is used in a manner that is not consistent with established patterns of activity on the account. There is, for example: Nonpayment when there is no history of late or missed payments; A material change in purchasing or usage patterns.
   d. A covered account that has been inactive for a reasonably lengthy period of time is used (taking into consideration the type of account, the expected pattern of usage and other relevant factors).
   e. Mail sent to the customer is returned repeatedly as undeliverable although transactions continue to be conducted in connection with the customer's covered account.
   f. The municipality is notified that the customer is not receiving paper account statements.
   g. The municipality is notified of unauthorized charges or transactions in connection with a customer's covered account.
   h. The municipality receives notice from customers, victims of identity theft, law enforcement authorities, or other persons regarding possible identity theft in connection with covered accounts held by the municipality.
   i. The municipality is notified by a customer, a victim of identity theft, a law enforcement authority, or any other person that it has opened a fraudulent account for a person engaged in identity theft.

G. Fraudulent Activity Detected
   a. Once potentially fraudulent activity is detected, an employee must act quickly as a rapid appropriate response can protect customers and the municipality from damages and loss.
   b. Once potentially fraudulent activity is detected, gather all related documentation, and write a description of the situation. Present this information to the designated authority for determination.
   c. The designated authority will complete additional authentication to determine whether the attempted transaction was fraudulent or authentic.
   d. If a transaction is determined to be fraudulent, appropriate actions must be taken immediately.

e. Actions may include: Canceling the transaction; Notifying and cooperating with appropriate law enforcement; Determining the extent of liability of the municipality; and Notifying the actual customer that fraud has been attempted.

Section 6: Third-Party Requirements

A. All vendors, contractors, consultants, and other agencies that work with, or supply services to, the City should operate sufficient data security measures to ensure protection of any data related to the City, and to protect the city from any corrupt data that may enter their own system and subsequently infiltrate to the City's.
    a. At a minimum, each third-party device that is used to store or communicate data with the city should have sufficient software protection from cyber threats on each device; and should attest in writing that their systems are sufficiently secure at the request of the City.
    b. Any third-party that has a data breach must promptly notify the city of the incident, the date occurred, the extent of the breach, and what City data, if any, has been affected.
    c. Once the third-party has corrected the issue, a detailed letter stating the cause of the breach, the correction taken, and that the City is now safe to resume normal business activities with the third-party should be sent to the Mayor's office.

Section 7: Artificial Intelligence and other similar technologies

A. According to Merriam-Webster, Artificial Intelligence (AI) is defined as: *1: a branch of computer science dealing with the simulation of intelligent behavior in computers; 2: the capability of a machine to imitate intelligent human behavior*.
    a. The National Institute of Standards and Technology states the following: *"Artificial Intelligence (AI) is rapidly transforming our world. Remarkable surges in AI capabilities have led to a wide range of innovations including autonomous vehicles and connected Internet of Things devices in our homes. AI is even contributing to the development of a brain-controlled robotic arm that can help a paralyzed person feel again through complex direct human-brain interfaces. These new AI-enabled systems are revolutionizing and benefitting nearly all aspects of our society and economy – everything from commerce and healthcare to transportation and cybersecurity. But the development and use of the new technologies it brings are not without technical challenges and risks."*
        i. The NIST further states: *"As a step toward improving our ability to identify and manage the harmful effects of bias in artificial intelligence (AI) systems, researchers at the National Institute of Standards and Technology (NIST) recommend widening the scope of where we look for the source of these biases — beyond the machine learning processes and data used to train AI software to the broader societal factors that influence how technology is developed."*

B. Since AI and other emerging technologies may pose a significant risk to IT networks/systems and other City operations, as well as legal concerns with the dissemination of personal information, proprietary data, plagiarism, and false or misleading information, cautions must be taken.
    a. Any third-party suppling data to the City must disclose what percentage, if any, of the work that was generated through AI-style technologies and must be able to verify the accuracies of any data produced through AI-style technologies.
        i. The City reserves the right to refuse any and all data generated by AI-style technologies.

Section 8: Biometric Data

A. Biometric security measures continue to emerge for the login of personal devices, secure access areas, and data systems. Some federal and state governments are currently implementing policies to protect biometric data.
    a. The Computer Security Resource Center (CSRC) of The National Institute of Standards and Technology defines Biometrics as: *"A measurable physical characteristic or personal behavioral trait used to recognize the identity, or verify the claimed identity, of an applicant. Facial images, fingerprints, and iris scan samples are all examples of biometrics."*
        i. The CSRC further defines: *"The science and technology of measuring and statistically analyzing biological data. In information technology, biometrics usually refers to automated technologies for authenticating and verifying human body characteristics such as fingerprints, eye retinas and irises, voice patterns, facial patterns, and hand measurements."*

B. The City recognizes that the personal data used in fingerprint, voiceprint, retina or iris scan, hand or face geometry scans or other Biometric Identifiers must be classified as confidential unless otherwise legally mandated.

C. In the event certain required security measures are mandated for use by the City that require Biometric Identifiers, the City will implement the following:
    a. Consent – No individuals' Biometric Data will be collected or otherwise obtained by the City for security purposes without prior written consent of the individual, and the reason for the needed Biometric Identifier.
    b. Disclosure – The City will not disclose or disseminate any Biometric Data to anyone other than the vendor and/or licensor collecting the Identifiers for security purposes, unless:
        i. Disclosure is required by law.
        ii. Disclosure is court ordered.
        iii. Disclosure is granted by the employee.
    c. Storage – In circumstances where the City is responsible for Biometric Data storage instead of a security vendor, reasonable care should be taken to protect, store, or transmit the data in a similar manner as that of other sensitive data. City issued devices where the end user (employee) placed Biometric Identifiers on the device for secure operation, will be digitally

wiped clean when the device is returned.

d. Retention Schedule- In circumstances where the City retains Biometric Information, the City will permanently remove the data to the extent allowed within ninety (90) days of notification that the initial purpose for collecting the data has been satisfied, such as:
    i. The employee is no longer employed with the City.
    ii. The employee transferred to a position within the City that does not require Biometric Identifiers.
    iii. The City no longer uses previously collected Biometric Identifiers for certain security purposes.

Section 9: Data Breach and Notification

A. System intrusion, release of sensitive data, and any unlawful activity related to the City can cause serious disruptions in municipal operations for the residents and the business community. Once a harmful act is detected, it is important to effectively communicate with all parties "without unreasonable delay", and to document accordingly.
    a. Any employee that becomes aware of any unauthorized access, intrusion of facilities, or any missing data (print or electronic) is to immediately report the incident in the following manner:
        i. An apparent break in of a facility – Call 911 for Police assistance.
        ii. Missing data in print form – Contact supervisor.
        iii. Missing electronic data or corrupt data – Contact IT Manager.
        iv. Each incident is to be quickly investigated to see if it can be readily resolved, or if it needs to be escalated.
        v. If the initial investigation of the incident raises further concerns, the Mayor, Chief of Police, and the IT Manager will confer on next steps needed to secure systems/facilities, preserve surveillance video, and to ensure the proper authorities are being notified.
    b. In the event of a known data breach, staff will work with authorities to identify those affected and what information has been compromised.
        i. T.C.A. 47-18-2107 outlines the procedures for notification when personal information is released without authorization.
        ii. Depending on the level of any unauthorized intrusion and/or breach of data, notifications may range from individual letters, to notifying of consumer reporting agencies and the media.
    c. Once an incident is resolved, the Chief of Police and/or the IT Manager will finalize a full report on the matter. The report should include any internal control failures that led to the unlawful activity and what measures can be taken to help reduce further risk.

Section 10: Data Backup, Monitoring, and Recovery

A. The City utilizes a redundant data backup strategy, third-party monitoring, and onsite staff to reduce downtime from machine failure, data loss, and/or cyber intrusion.

a. The following methods are used for data integrity:
    i. A daily data backup is performed.
    ii. A dedicated secure server for data backup is utilized.
    iii. A secure online file storage for a secondary data backup is utilized.
b. The City contracts with a third-party cybersecurity monitoring service for data intrusion detection, disaster recovery, and intrusion response.
c. The City has full-time onsite staff to help manage and correct data and security issues during normal business hours and are able to respond to after-hours emergencies.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Aldermen that a sensitive data and intrusion policy be adopted; and

BE IT FURTHER ORDAINED that this Ordinance shall become effective upon its passage, the public welfare requiring it.

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Passed First Reading: April 17, 2023

Passed Second Reading:

Resolution

City of Portland, Tennessee

No. 23 - 49

A RESOLUTION TO RE-APPOINT TWO MEMBERS TO THE CITY OF PORTLAND'S AUDIT COMMITTEE

WHEREAS, Ordinance #15-25 established the City of Portland's Audit Committee, as provided by TCA Section 9-3-405, and as recommended by the Comptroller and the Government Finance Officers Association of the U.S. and Canada, to provide independent review and oversight of the city's financial reporting process; and

WHEREAS, In accordance with Ordinance #15-25 as amended by Ordinance #17-34, the Audit Committee shall be made up of three members who serve two-year terms each; and

WHEREAS, Members of the Audit Committee shall be appointed by the Mayor and approved by the Board of Aldermen; and

WHEREAS, The terms of Audit Committee members Kim Delaney and Councilman Drew Jennings expired on March 16, 2023 and each has consented to serve another term; and

BE IT RESOLVED, Mayor Mike Callis does hereby re-appoint Kim Delaney, CPA and Councilman Drew Jennings to the Audit Committee, each for a 2-year term that will expire on March 16, 2025; and

NOW THEREFORE BE IT RESOLVED, That this Resolution shall become effective upon its passage, the public welfare requiring it.

______________________________	______________________________
Mike Callis, Mayor	Attest: Rachel Slusser, City Recorder

Approved this the ___ day of ___________

Ordinance

City of Portland, Tennessee

NO. 23 - 24

First Reading

AN ORDINANCE TO AMEND THE CITY OF PORTLAND, TENNESSEE ZONING MAP BY REZONING 30.85 ACRES AT (780, 782, 784 COLLEGE STREET) (MAP 034, PARCELS 072.07,072.09,072.10) FROM RS-40 (RESIDENTIAL) & R-15 (RESIDENTIAL) TO PLAN UNIT DEVELOPMENT DISTRICT (RESIDENTIAL PUD W/ BASE ZONE R-15 RESIDENTIAL) WITH A PRELIMINARY MASTER DEVELOPMENT PLAN FOR RUBY SPRINGS

WHEREAS, the City of Portland desires to amend the official zoning atlas of the City; and

WHEREAS, the City of Portland believes that such amendment will promote, protect, and facilitate the public health, safety, and welfare of the community through coordinated and practical land use and land development for the betterment of Portland's population; and

WHEREAS, the Portland Municipal Regional Commission recommended approval of the rezoning to Plan Unit Development (Residential PUD), with a base zone R-15 Residential, by a vote of 6-0 at their April 11, 2023 meeting.

NOW, THEREFORE, BE IT ORDAINED by the City of Portland, Tennessee, as follows:

<u>Section 1.</u> That the property described herein be, and the same is hereby, rezoned from RS-40 & R-15 (Residential) to (Residential PUD District) with a base zone of R-15 Residential, as described in Exhibit 'A' and approves the Preliminary Master Development Plan for Ruby Springs.

Approximately 30.85 +/- acres located at 780,782,784 College Street as shown on the attached map.

For reference, see in the Registers of Deeds Office of Sumner County, Tennessee, and being shown as: For reference, see Record Book, Page , Page in the Register's Office of Sumner County, Tennessee, and being shown as Map 034, Parcels 072.07,072.09,072.10, for Sumner County, Tennessee.

<u>Section 2.</u> That all Ordinances in conflict herewith are repealed to the extent of said conflict, and that this Ordinance shall become approved on final reading, the public welfare requiring it.

Notice of the Public Hearing was published in the Portland Sun on _______ and Portland Leader on _____.

The Public Hearing was held on _______ at 5:00 PM at the City Council Meeting.

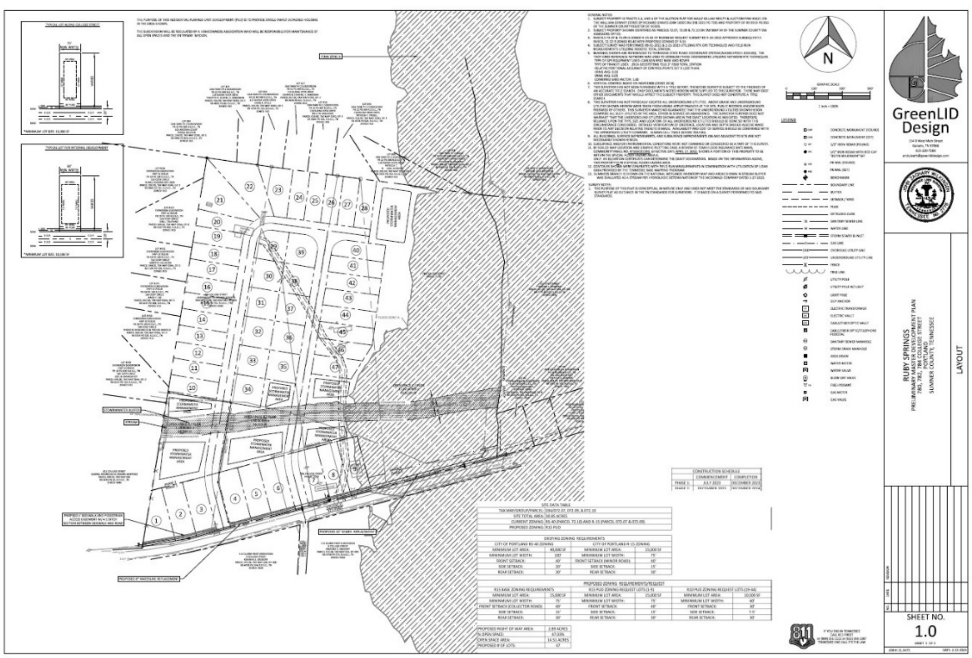
________________________________ ______________________________

Mike Callis, Mayor City Recorder

Passed First Reading:

Passed Second Reading:

EXHIBIT A: PRELIMINARY MASTER DEVELOPMENT PLAN FOR RUBY SPRINGS



STAFF REPORT

City of Portland
Planning Commission
cityofportlandtn.gov
(615) 325-6776
100 S Russell Street
Portland, TN 37148

APPLICATION NUMBER **976034**	PROPERTY ADDRESS **780 College St**
PUBLIC HEARING DATE **April 11, 2023**	PRE-APP MEETING DATE **February 23, 2023**
APPLICANT/PROPERTY OWNER **Zach Wilkinson**	PARCEL NUMBER **034 072.07, 072.09, 072.10**

SUMMARY OF REQUEST:

The applicant is proposing a Residential Planned Unit Development with a mix of R-15 and R-10 zoning for 47 Lots.

Phase 1 of the development will be all lots located on College Street at the southern end of the development. These lots will meet R-15 zoning requirements. (Lots 1-9)

Phase 2, and potentially Phase 3, including lots 19-44 will follow R-10 zoning requirements.

Allowable number of lots on R-15 zoned lot: 38 Lots
Allowable number of lots on RS-40 base zone: 9 Lots
Total: 47 Lots

CURRENT ZONING		AREA TO BE DEVELOPED	Other Information:
RS-40 & R-15	**Total Acreage: 30.85** **Area in the Floodplain: 9.5** **Acres ROW: 3.5 Acres** **Total: 17.85 acres for density** **Open Space: 14.51 Acres**	**30.85 +/- Acres**	Water Capacity: Yes Traffic Study Required: No 9.44 trips per unit 443.68 trips (47 x 9.44) 1000+ trips requires a study
CURRENT LAND USE		PROPOSED DENSITY	
Residential		**47 Lots**	

12-301 PURPOSE AND INTENT OF RESIDENTIAL PLANNED UNIT DEVELOPMENT DISTRICTS
These districts are designed to accomplish the following:
(A) To encourage variety, flexibility, and innovation in land development and land-use for basically residential areas which is consistent with the overall goals and objectives of the general plan.
(B) To encourage a mixture of housing types.
(C) To provide a harmonious blending with the surrounding development, minimizing such negative influences as land use conflicts, heavy traffic congestion and excessive demands on existing or proposed public facilities.
(D) To provide for increased safety, amenity, and livability through improved design.
(E) To provide open space.
(F) To provide for the best use of the site consistent with the goals of protecting and enhancing the natural environment.

CONDITIONS FOR APPROVAL:
1. **Applicant must address all Staff Comments**
2. **Applicant must address all FEMA requirements.**
3. **Construction cannot start until an Engineering analysis is completed by the developer.**
4. **Letter of Credit must be provided.**

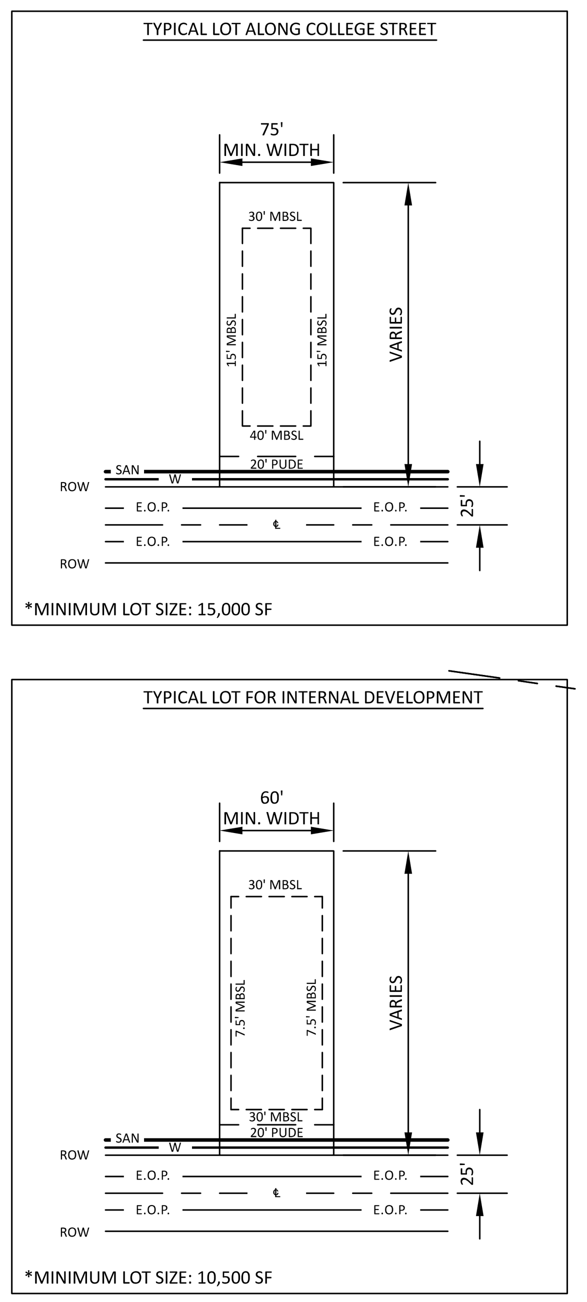
FEMA REQUIREMENTS FOR THIS DEVELOPMENT:

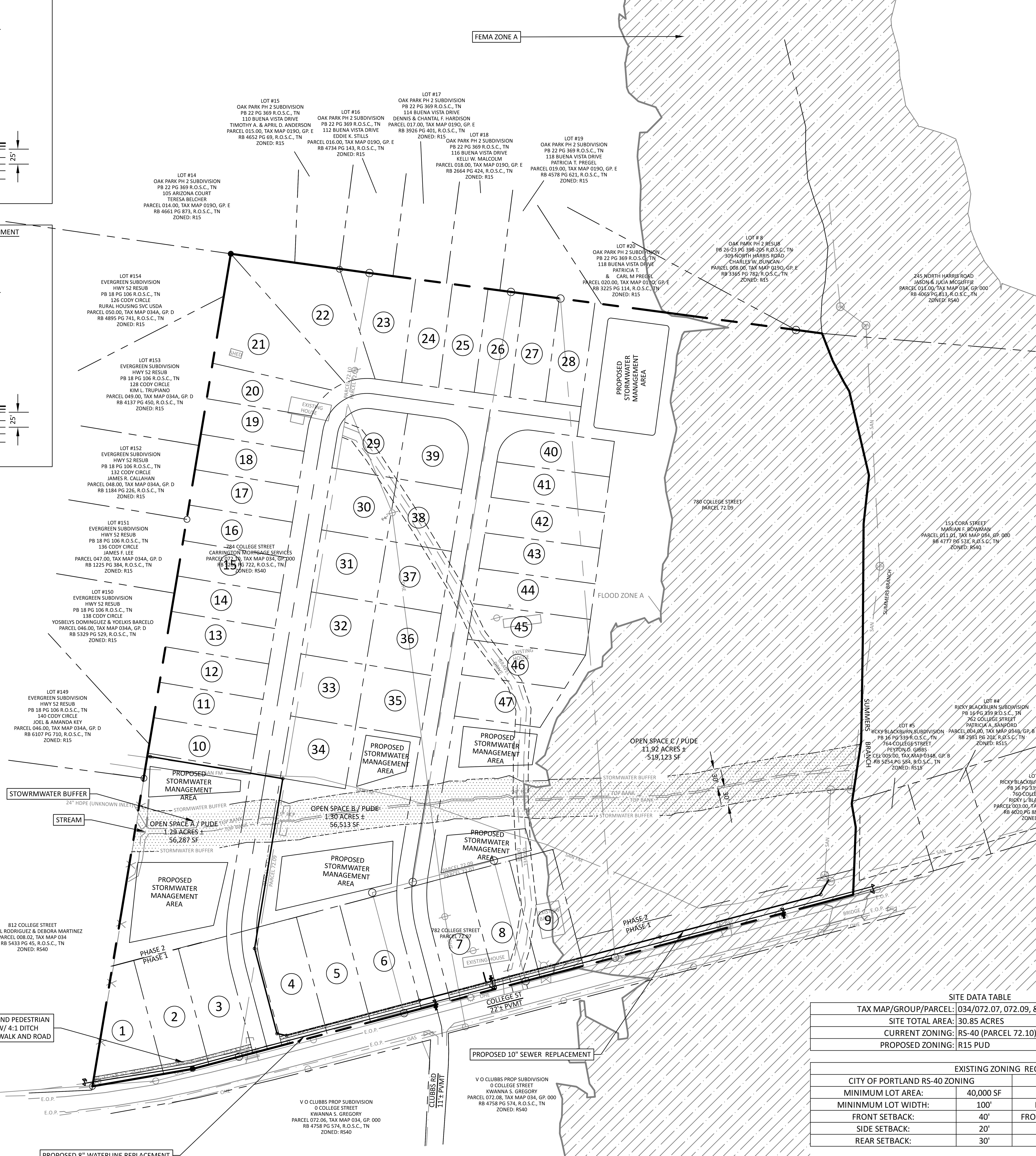
A community should review and receive an engineering analysis submittal for completeness prior to permitting any development that encroaches a stream. The submittal package should include the following:

- Hydraulic models in a currently approved FEMA hydraulic model, including:
- Existing Conditions Model (model the existing project area and man-made changes since the Effective Model);
- Proposed Conditions Model (model the proposed project area);
- Project narrative;
- Topographic work map;
- Cross-section plots;
- Property survey;
- Any development that is encroaching a stream is ineligible for a variance per 44 CFR 60.6 (a)

THE PURPOSE OF THIS RESIDENTIAL PLANNED UNIT DEVELOPMENT (PUD) IS TO PROVIDE SINGLE FAMILY DETACHED HOUSING IN THE AREA SHOWN.

THE SUBDIVISION WILL BE REGULATED BY A HOMEOWNERS ASSOCIATION WHO WILL BE RESPONSIBLE FOR MAINTENANCE OF ALL OPEN SPACES AND THE ENTRYWAY MEDIAN.



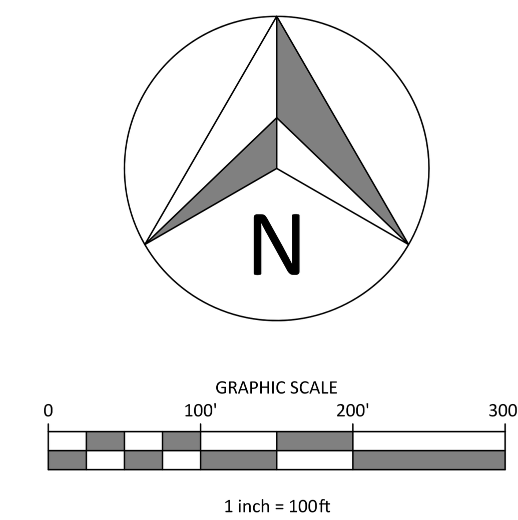


GENERAL NOTES:

1. SUBJECT PROPERTY IS TRACTS 2,3, AND 4 OF THE AUCTION PLAT FOR WALLY GILLAM REALTY & AUCTION FIRM #2621 ON THE WILLIIAM DENNEY ESTATE BY RICHARD GRAVES JOB# 18201TAU (RB 5321 PG 729) AND PROPERTY OF RB 5919 PG 855 OF THE SUMNER COUNTY REGISTER OF DEEDS.
2. SUBJECT PROPERTY SHOWN IDENTIFIED AS PARCELS 72.07, 72.09 & 72.10 ON TAX MAP 34 OF THE SUMNER COUNTY TAX ASSESSORS OFFICE.
3. PARCELS 72.07 & 72.09 IS ZONED R-15 AS OF REZONING REQUEST SUBMITTED 5-20-2022 APPROVED SUBSEQUENTLY. PARCEL 72.10 IS ZONED RS-40 WITH PROPOSED ZONING OF R-15
4. SUBJECT SURVEY WAS PERFORMED 09-01-2021 & 2-21-2023 UTILIZING RTK GPS TECHINQUES AND FIELD RUN MEASUREMENTS UTILIZING ROBOTIC TOTAL STATION.
5. BEARINGS SHOWN ARE REFERENCED TO TENNESSEE STATE PLANE COORDINATE SYSTEM (NAD83 EPOCH 2010.00). THE TDOT GNSS REFERENCE NETWORK WAS USED TO ESTABLISH THESE COORDINATES UTILIZING NETWORK RTK TECHNIQUES.
   TYPE OF GPS EQUIPMENT USED: CARLSON BRX7 BASE AND ROVER
   TYPE OF TRANSIT USED: LEICA GEOSYSTEMS TS16 3" R500 TOTAL STATION
   RELATIVE POSITIONAL ACCURACY OF CONTROL POINTS SET IS LESS THAN:
   HRMS AVG: 0.03
   VRMS AVG: 0.05
   COMBINED GRID FACTOR: 1.00
6. VERTICAL CONTROL BASED ON NAVD1988 (GEOID 2018)
7. THIS SURVEYOR HAS NOT BEEN FURNISHED WITH A TITLE REPORT, THEREFORE SURVEY IS SUBJECT TO THE FINDINGS OF AN ACCURATE TITLE SEARCH. ONLY DOCUMENTS NOTED HEREON WERE SUPPLIED TO THIS SURVEYOR. THERE MAY EXIST OTHER DOCUMENTS THAT WOULD AFFECT THE SUBJECT PROPERTY. THIS SURVEY DOES NOT CONSTITUTE A TITLE SEARCH.
8. THIS SURVEYOR HAS NOT PHYSICALLY LOCATED ALL UNDERGROUND UTILITIES. ABOVE GRADE AND UNDERGROUND UTILITIES SHOWN HEREON WERE TAKEN FROM VISIBLE APPURTENANCES AT THE SITE, PUBLIC RECORDS AND/OR MAPS PREPARED BY OTHERS. THIS SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN HERON COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION AS INDICATED. THEREFORE, RELIANCE UPON THE TYPE, SIZE AND LOCATION OF ALL UNDERGROUND UTILITIES SHOULD BE DONE SO WITH THIS CIRCUMSTANCE CONSIDERED. DETAILED VERIFICATION OF EXISTENCE, LOCATION AND DEPTH SHOULD ALSO BE MADE PRIOR TO ANY DECISION RELATIVE THERETO IS MADE. AVAILABILITY AND COST OF SERVICE SHOULD BE CONFIRMED WITH THE APPROPRIATE UTILITY COMPANY. ALWAYS CALL TN811 BEFORE YOU DIG.
9. ALL BUILDINGS, SURFACE IMPROVEMENTS, AND SUBSURFACE IMPROVEMENTS ON AND ADJACENT TO SITE ARE NOT NECESSARILY SHOWN HEREON.
10. SUBSURFACE AND/OR ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED AS A PART OF THIS SURVEY.
11. BY SCALED MAP LOCATION AND GRAPHIC PLOTTING ONLY, A REVIEW OF FEMA FLOOD INSURANCE RATE MAPS, COMMUNITY PANEL NO. 47165C0133G, EFFECTIVE DATE APRIL 17, 2012, SHOWS A PORTION OF THIS PROPERTY TO BE WITHIN THE SPECIAL FLOOD HAZARD AREA A.
    ONLY AN ELEVATION CERTIFICATE CAN DETERMINE THE EXACT DESIGNATION. BASED ON THE INFORMATION ABOVE, THIS PROPERTY IS IN A SPECIAL FLOOD HAZARD AREA.
12. CONTOURS SHOWN WERE GENERATED WITH FIELD RUN MEASUREMENTS IN COMBINATION WITH UTILIZATION OF LIDAR DATA PROVIDED BY THE TENNESSEE BASE MAPPING PROGRAM.
13. SUMMERS BRANCH IS SHOWN ON THE NATIONAL WETLANDS INVENTORY MAP AND AREAS SHOWN IN STREAM BUFFER WAS EVALUATED AS A STREAM PER HYDROLOGIC DETERMINATION BY THE MCDONALD COMPANY DATED 1-27-2023.

SURVEY NOTES:

1. THE PURPOSE OF THIS PLAT IS CONCEPTUAL IN NATURE ONLY AND DOES NOT MEET THE STANDARDS OF AND BOUNDARY SURVEY PLAT AS OUTLINED IN THE TN STANDARDS FOR SURVEYORS. IT IS BASED ON A SURVEY PERFORMED TO SAID STANDARDS.



LEGEND

- CONCRETE MONUMENT (FOUND)
- CONCRETE MONUMENT (SET)
- 1/2" IRON REBAR (FOUND)
- 1/2" IRON REBAR WITH RED CAP "#2776 WILKINSON" SET
- PK NAIL (FOUND)
- PK NAIL (SET)
- BENCHMARK
- BOUNDARY LINE
- BUFFER
- SETBACK / YARD
- PUDE
- EXTRUDED CURB
- SANITARY SEWER LINE
- WATER LINE
- STORM SEWER & INLET
- GAS LINE
- OVERHEAD UTILITY LINE
- UNDERGROUND UTILITY LINE
- FENCE
- TREE LINE
- UTILITY POLE
- UTILITY POLE W/ LIGHT
- LIGHT POLE
- GUY ANCHOR
- ELECTRIC TRANSFORMER
- ELECTRIC VAULT
- CABLE/FIBER OPTIC VAULT
- CABLE/FIBER OPTIC/TELEPHONE PEDESTAL
- SANITARY SEWER MANHOLE
- STORM DRAIN MANHOLE
- AREA DRAIN
- WATER METER
- WATER VALVE
- BLOW OFF VALVE
- FIRE HYDRANT
- GAS METER
- GAS VALVE

CONSTRUCTION SCHEDULE

	COMMENCEMENT	COMPLETION
PHASE 1:	JULY 2023	DECEMBER 2023
PHASE 2:	DECEMBER 2023	DECEMBER 2024

SITE DATA TABLE

TAX MAP/GROUP/PARCEL:	034/072.07, 072.09, & 072.10
SITE TOTAL AREA:	30.85 ACRES
CURRENT ZONING:	RS-40 (PARCEL 72.10) AND R-15 (PARCEL 072.07 & 072.09)
PROPOSED ZONING:	R15 PUD

EXISTING ZONING REQUIREMENTS

CITY OF PORTLAND RS-40 ZONING		CITY OF PORTLAND R-15 ZONING	
MINIMUM LOT AREA:	40,000 SF	MINIMUM LOT AREA:	15,000 SF
MININMUM LOT WIDTH:	100'	MININMUM LOT WIDTH:	75'
FRONT SETBACK:	40'	FRONT SETBACK (MINOR ROAD):	40'
SIDE SETBACK:	20'	SIDE SETBACK:	15'
REAR SETBACK:	30'	REAR SETBACK:	30'

PROPOSED ZONING REQUIREMENTS/REQUEST

R15 BASE ZONING REQUIREMENTS		R15 PUD ZONING REQUEST LOTS (1-9)		R10 PUD ZONING REQUEST LOTS (19-44)	
MINIMUM LOT AREA:	15,000 SF	MINIMUM LOT AREA:	15,000 SF	MINIMUM LOT AREA:	10,500 SF
MININMUM LOT WIDTH:	75'	MININMUM LOT WIDTH:	75'	MININMUM LOT WIDTH:	60'
FRONT SETBACK (COLLECTOR ROAD):	40'	FRONT SETBACK:	40'	FRONT SETBACK:	30'
SIDE SETBACK:	15'	SIDE SETBACK:	15'	SIDE SETBACK:	7.5'
REAR SETBACK:	30'	REAR SETBACK:	30'	REAR SETBACK:	30'

PROPOSED RIGHT OF WAY AREA:	2.89 ACRES
% OPEN SPACE:	47.03%
OPEN SPACE AREA:	14.51 ACRES
PROPOSED # OF LOTS:	47

IF YOU DIG IN TENNESSEE
CALL 811 FIRST!
or (800) 351-1111 or (615) 366-1987
TENNESSEE ONE CALL IT'S THE LAW

GreenLID Design
114 B West Main Street
Gallatin, TN 37066
615-230-7269
andy.leath@greenliddesign.com

RUBY SPRINGS
PRELIMINARY MASTER DEVELOPMENT PLAN
780, 782, 784 COLLEGE STREET
PORTLAND
SUMNER COUNTY, TENNESSEE

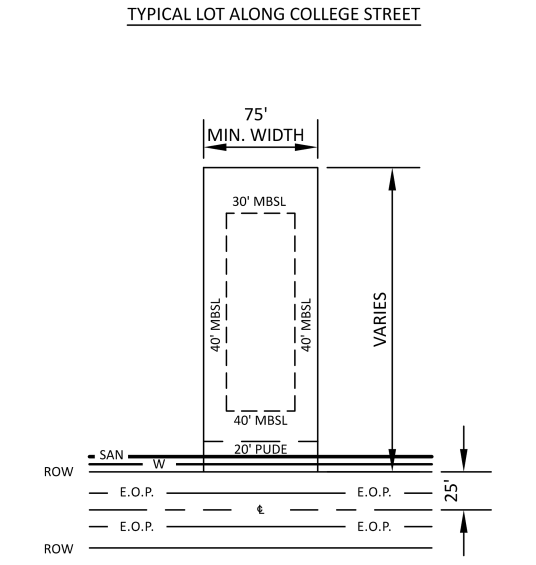
LAYOUT

NO.	DATE	REVISION

SHEET NO.
1.0
SHEET 1 OF 2

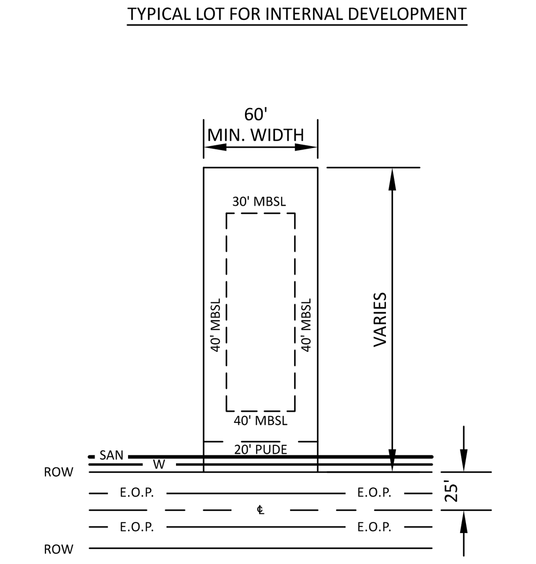
JOB #: 21.047S DATE: 2-22-2023

TYPICAL LOT ALONG COLLEGE STREET



*MINIMUM LOT SIZE: 15,000 SF

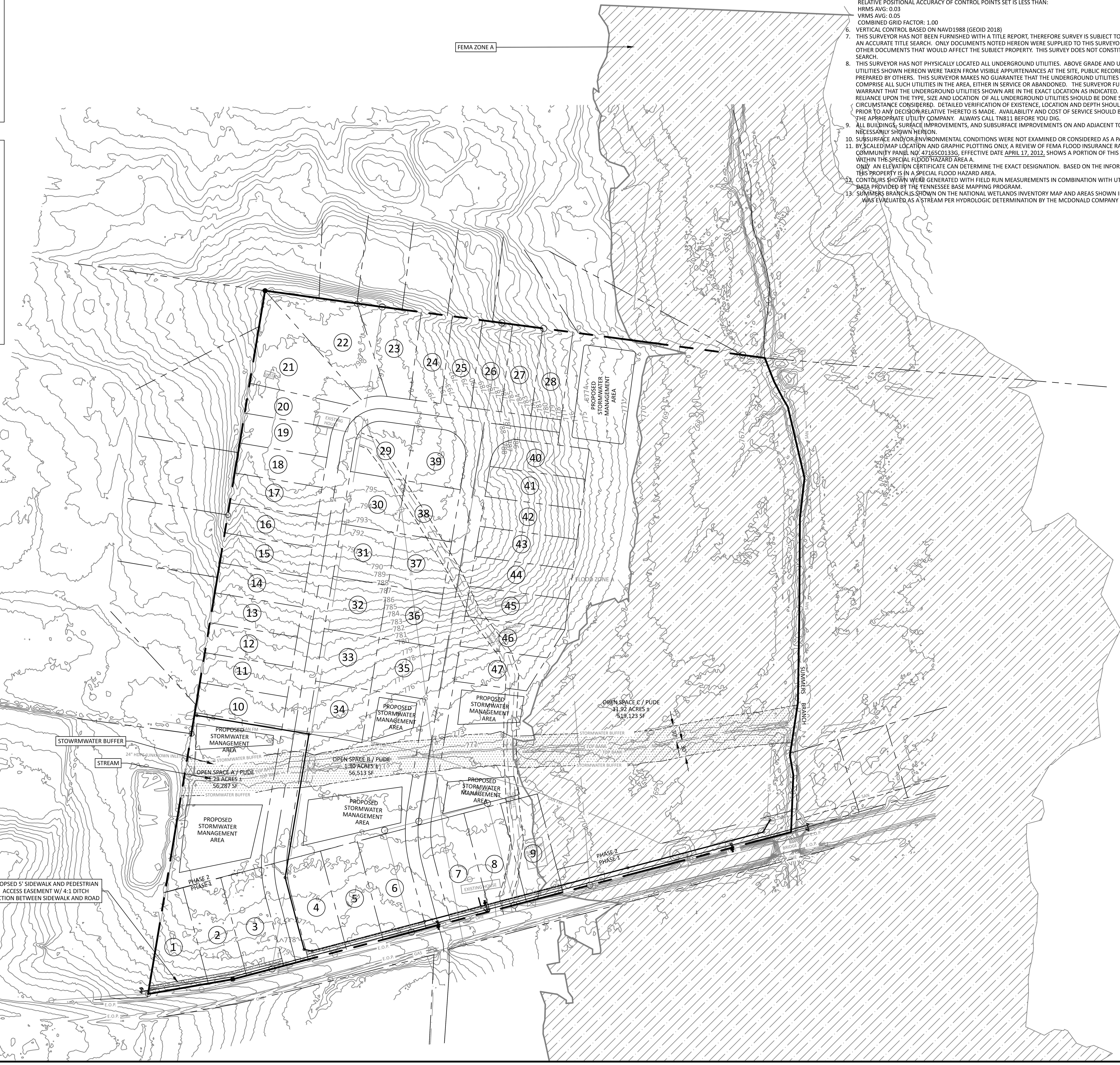
TYPICAL LOT FOR INTERNAL DEVELOPMENT



*MINIMUM LOT SIZE: 10,500 SF

SURVEY NOTES:

1. THE PURPOSE OF THIS PLAT IS CONCEPTUAL IN NATURE ONLY AND DOES NOT MEET THE STANDARDS OF AND BOUNDARY SURVEY PLAT AS OUTLINED IN THE TN STANDARDS FOR SURVEYORS. IT IS BASED ON A SURVEY PERFORMED TO SAID STANDARDS.



GENERAL NOTES:

1. SUBJECT PROPERTY IS TRACTS 2,3, AND 4 OF THE AUCTION PLAT FOR WALLY GILLAM REALTY & AUCTION FIRM #2621 ON THE WILLIIAM DENNEY ESTATE BY RICHARD GRAVES JOB# 18201TAU (RB 5321 PG 729) AND PROPERTY OF RB 5919 PG 855 OF THE SUMNER COUNTY REGISTER OF DEEDS.
2. SUBJECT PROPERTY SHOWN IDENTIFIED AS PARCELS 72.07, 72.09 & 72.10 ON TAX MAP 34 OF THE SUMNER COUNTY TAX ASSESSORS OFFICE.
3. PARCELS 72.07 & 72.09 IS ZONED R-15 AS OF REZONING REQUEST SUBMITTED 5-20-2022 APPROVED SUBSEQUENTLY. PARCEL 72.10 IS ZONED RS-40 WITH PROPOSED ZONING OF R-15
4. SUBJECT SURVEY WAS PERFORMED 09-01-2021 & 2-21-2023 UTILIZING RTK GPS TECHINQUES AND FIELD RUN MEASUREMENTS UTILIZING ROBOTIC TOTAL STATION.
5. BEARINGS SHOWN ARE REFERENCED TO TENNESSEE STATE PLANE COORDINATE SYSTEM (NAD83 EPOCH 2010.00). THE TDOT GNSS REFERENCE NETWORK WAS USED TO ESTABLISH THESE COORDINATES UTILIZING NETWORK RTK TECHNIQUES.
   TYPE OF GPS EQUIPMENT USED: CARLSON BRX7 BASE AND ROVER
   TYPE OF TRANSIT USED: LEICA GEOSYSTEMS TS16 3" R500 TOTAL STATION
   RELATIVE POSITIONAL ACCURACY OF CONTROL POINTS SET IS LESS THAN:
   HRMS AVG: 0.03
   VRMS AVG: 0.05
   COMBINED GRID FACTOR: 1.00
6. VERTICAL CONTROL BASED ON NAVD1988 (GEOID 2018)
7. THIS SURVEYOR HAS NOT BEEN FURNISHED WITH A TITLE REPORT, THEREFORE SURVEY IS SUBJECT TO THE FINDINGS OF AN ACCURATE TITLE SEARCH. ONLY DOCUMENTS NOTED HEREON WERE SUPPLIED TO THIS SURVEYOR. THERE MAY EXIST OTHER DOCUMENTS THAT WOULD AFFECT THE SUBJECT PROPERTY. THIS SURVEY DOES NOT CONSTITUTE A TITLE SEARCH.
8. THIS SURVEYOR HAS NOT PHYSICALLY LOCATED ALL UNDERGROUND UTILITIES. ABOVE GRADE AND UNDERGROUND UTILITIES SHOWN HEREON WERE TAKEN FROM VISIBLE APPURTENANCES AT THE SITE, PUBLIC RECORDS AND/OR MAPS PREPARED BY OTHERS. THIS SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN HERON COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION AS INDICATED. THEREFORE, RELIANCE UPON THE TYPE, SIZE AND LOCATION OF ALL UNDERGROUND UTILITIES SHOULD BE DONE SO WITH THIS CIRCUMSTANCE CONSIDERED. DETAILED VERIFICATION OF EXISTENCE, LOCATION AND DEPTH SHOULD ALSO BE MADE PRIOR TO ANY DECISION RELATIVE THERETO IS MADE. AVAILABILITY AND COST OF SERVICE SHOULD BE CONFIRMED WITH THE APPROPRIATE UTILITY COMPANY. ALWAYS CALL TN811 BEFORE YOU DIG.
9. ALL BUILDINGS, SURFACE IMPROVEMENTS, AND SUBSURFACE IMPROVEMENTS ON AND ADJACENT TO SITE ARE NOT NECESSARILY SHOWN HEREON.
10. SUBSURFACE AND/OR ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED AS A PART OF THIS SURVEY.
11. BY SCALED MAP LOCATION AND GRAPHIC PLOTTING ONLY, A REVIEW OF FEMA FLOOD INSURANCE RATE MAPS, COMMUNITY PANEL NO. 47165C0133G, EFFECTIVE DATE APRIL 17, 2012, SHOWS A PORTION OF THIS PROPERTY TO BE WITHIN THE SPECIAL FLOOD HAZARD AREA A.
    ONLY AN ELEVATION CERTIFICATE CAN DETERMINE THE EXACT DESIGNATION. BASED ON THE INFORMATION ABOVE, THIS PROPERTY IS IN A SPECIAL FLOOD HAZARD AREA.
12. CONTOURS SHOWN WERE GENERATED WITH FIELD RUN MEASUREMENTS IN COMBINATION WITH UTILIZATION OF LIDAR DATA PROVIDED BY THE TENNESSEE BASE MAPPING PROGRAM.
13. SUMMERS BRANCH IS SHOWN ON THE NATIONAL WETLANDS INVENTORY MAP AND AREAS SHOWN IN STREAM BUFFER WAS EVALUATED AS A STREAM PER HYDROLOGIC DETERMINATION BY THE MCDONALD COMPANY DATED 1-27-2023.

N

GRAPHIC SCALE

0 100' 200' 300'

1 inch = 100ft

LEGEND

- CMF CONCRETE MONUMENT (FOUND)
- CMS CONCRETE MONUMENT (SET)
- IPF 1/2" IRON REBAR (FOUND)
- IPS 1/2" IRON REBAR WITH RED CAP "#2776 WILKINSON" SET
- PKF PK NAIL (FOUND)
- PKS PK NAIL (SET)
- BENCHMARK
- BOUNDARY LINE
- BUFFER
- SETBACK / YARD
- PUDE
- EXTRUDED CURB
- SS SANITARY SEWER LINE
- W WATER LINE
- STORM SEWER & INLET
- G GAS LINE
- OHE OVERHEAD UTILITY LINE
- UGT UNDERGROUND UTILITY LINE
- X FENCE
- TREE LINE
- UTILITY POLE
- UTILITY POLE W/ LIGHT
- LIGHT POLE
- GUY ANCHOR
- ET ELECTRIC TRANSFORMER
- EV ELECTRIC VAULT
- CFV CABLE/FIBER OPTIC VAULT
- CABLE/FIBER OPTIC/TELEPHONE PEDESTAL
- SANITARY SEWER MANHOLE
- STORM DRAIN MANHOLE
- AREA DRAIN
- WATER METER
- WATER VALVE
- BLOW OFF VALVE
- FH FIRE HYDRANT
- GAS METER
- GAS VALVE

811

IF YOU DIG IN TENNESSEE
CALL 811 FIRST!
or (800) 351-1111 or (615) 366-1987
TENNESSEE ONE CALL IT'S THE LAW

GreenLID Design
114 B West Main Street
Gallatin, TN 37066
615-230-7269
andy.leath@greenliddesign.com

JOHN ZACHARY WILKINSON
REGISTERED LAND SURVEYOR
XVI
AGRICULTURE
COMMERCE
TENNESSEE NO. 2776

RUBY SPRINGS
PRELIMINARY MASTER DEVELOPMENT PLAN
780, 782, 784 COLLEGE STREET
PORTLAND
SUMNER COUNTY, TENNESSEE

TOPOGRAPHY

NO.	DATE	REVISION

SHEET NO.
2.0
SHEET 2 OF 2

JOB #: 21.0475 DATE: 2-22-2023

CITY OF PORTLAND
BRYAN PRICE P.E. – UTILITIES DIRECTOR
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
Telephone 615.323.1437
Email Address: bprice@cityofportlandtn.gov

Steve Staggs
894 Coker Ford Rd
Portland, TN 37148

Date: 2/27/2023

Re: UTILITY SERVICE REQUEST
GAS, SEWER, & WATER
780 COLLEGE STREET – MAP 034, PARCEL 72.09

Portland Department of Utilities (PDU) has completed its review of your application for Utility Services (Gas, Water and Sewer) for the above referenced project. Your original Capacity Letter was set to expire on April 18, 2023. As per your email on February 27, 2023, PDU will grant an extension from the original expiration date of the letter. Your email also stated that the new development will only be a forty-seven (47) unit development.

The City is fortunate to be experiencing unprecedented growth for the community. This growth comes with challenges when supplying utilities. It is placing a new demand on the City's infrastructure and requiring improvements. Over the last nine (9) months the City has been developing an overall plan on how to service our area with utilities. Please see below for availability of services.

Gas:

Gas Service is available for this development. Tap fees and connection fees will be required per lot prior to issuance of a building permit. If your subdivision is requesting gas, the City will extend gas into the development at not cost to you as per the Portland Municipal Code Section 19-207.

Sewer:

Sewer taps are available for this development. Prior to the release of sewer taps, the $1,000 Sewer Improvement Fee per residential unit must be paid. If these are single-family residence than it shall be per lot. Tap and capacity fees will need to be paid prior to issuance of a building permit. Assuming this is a single-family residential development, please below for a breakdown of the Sewer Fees:

Improvement Fees = 47 units x $1,000	**= $47,000**
Tap Fees = 24 taps x $750	**= $18,000**
Capacity Fees = 47 units x $1,750	**= $82,250**
Total	**$147,250**

Water:

The System does have capacity to service the area once improvements are made. Once Improvements are completed, operating pressures for the development will average 61-53 psi. The minimum diameter waterline in the city limits is eight (8) inch.

PDU will require the six (6) inch waterline along road frontage of development to be upsized to an eight (8) inch waterline, approximately 1,100 feet. This will include upsizing the six (6) inch across Summers Branch. You must also loop the waterline within your development to Buena Vista Drive with an eight (8) inch water main. This is to ensure that we do not create another flushing point and to improve service to your subdivision.

As with the sewer system, all the new development in the area is causing additional demand on the water system. To maintain our level of service to our future as well as existing customers the City is constructing a new water tank and transmission line along Oak Hill Dr. Your proposed development will be serviced by this new tank and transmission line.

PROJECT	**ESTIMATED COST**
Oak Hill Dr 16" Transmission Line	$2,352,893
500,000 Oak Hill Elevated Tank	$2,006,750

The City is requiring all new development to pay a part of these improvements. This development will be required to pay a pro-rata share of the Oak Hill Improvements. As with all projects, we are not asking for one development to pay for the whole project. The Pro-Rata share was based upon the total number of units within your development. You will be required to pay **$35,250** to the City of Portland toward the improvements. This payment must be made prior to the release of water taps.

The payment was calculated as follows:
47 units * ($750 per 1 unit) ~ $35,250

Tap fees and connection fees will be required per lot prior to issuance of a building permit.

Please note that all future parcels must have the utility main along the parcels road frontage to be approved for service and all services must be located on the property being serviced. The City does not allow utility services within a private easement. All of this was approved by Resolutions 19-27 (Water), 20-102 (Gas), & 20-103 (Sewer).

This letter states PDU's ability to service the parcel in question. No approval of any services or main line extension is indicated. Construction plans will be required to be submitted and approved. An individual Residential Service Availability Request Form must be completed prior to the purchase of a water tap for any lot within this subdivision once the water line installation is complete and accepted. This capacity letter shall expire within ninety (90) days of the date of the letter.

Should you have any questions, please feel free to give me a call.

Sincerely,

Bryan S. Price, P.E.
Utilities Director
BSPAV000781EXT1

cc.
Kim White
Darlene Baker
Megan Heisler
Zach Wilkinson
Kristi Gibbs

Planned Unit Development

PLANNED UNIT DEVELOPMENT APPROVAL PROCESS

Step 1.	Pre-Application Meeting
Step 2.	Submit Preliminary Master Development Plan
Step 3.	Staff Review and Comments
Step 4.	Planning Commission action on Preliminary Master Development Plan
Step 5.	City Council action on Preliminary Master Development Plan
Step 6.	Submit Final Master Development Plan
Step 7.	Presentation of the Final Master Development Plan to Planning Commission
Step 8.	Staff Review and Comments
Step 9.	Planning Commission action on Final Master Development Plan (Next Meeting)
Step 10.	Developer posts Letter of Credit and signs Development Agreement
Step 11.	Submit Final Plats for Recording

Planned Unit Development

The purposes of planned unit development district regulations are as follows:

(A) To promote flexibility in design and permit planned diversification in the location of structures.

(B) To promote the efficient use of land in order to facilitate a more economic arrangement of buildings, circulation systems, land use, and utilities.

(C) To preserve to the greatest extent possible the existing landscape features and amenities and to utilize such features in a harmonious fashion.

(D) To encourage the total planning of tracts of land consistent with pertinent long- range plans.

Resolution

City of Portland, Tennessee

NO. 23 - 46

A RESOLUTION TO RE-APPOINT ONE EXISTING MEMBER, JESSICA HUNTER TO THE PORTLAND MUNICIPAL PLANNING COMMISSION

WHEREAS, The Portland Municipal Planning Commission is governed by the TCA and provides that the Mayor may appoint members and the City Council confirm the appointment; and

WHEREAS, JESSICA HUNTER has expressed an interest in serving on the Portland Municipal Planning Commission and as a resident of the City of Portland is qualified to serve on said Commission as municipal representative; and

NOW, THERFORE BE IT RESOLVED, By the Mayor and Board of Aldermen that Jessica Hunter is hereby re-appointed to fill the (3) year term that will expire May 1, 2026, effective immediately; and

BE IT FURTHER RESOLVED, that this resolution shall become effective upon its passage, the public welfare requiring it.

______________________________	______________________________
Mike Callis, Mayor	Attest: Rachel Slusser, City Recorder

Approved this ___day of ______________.

Ordinance

City of Portland, Tennessee

No. 23 - 19

Second Reading

AN ORDINANCE TO REPEAL AND REPLACE ORDINANCE NO. 22-57 WITH THE FOLLOWING RATE STRUCTURES FOR STORMWATER LAND DISTURBANCE PERMITS AND STORMWATER ENGINEERING PLAN REVIEW FEES

WHEREAS, the City of Portland deems it necessary to establish a fee structure for land disturbance permits and stormwater engineering plan reviews; and

WHEREAS, the Public Works Director and the Stormwater Program Manager recommend the repeal of Ordinance #22-57 and to replace it with the following land disturbance permit and stormwater engineering plan review fee structure; and

LAND DISTURBANCE PERMIT FEE STRUCTURE

Land Disturbance Permit Fee (Due when application is submitted)

Residential	$200 per residential lot
Commercial / Industrial	$200 + $50 per each additional acre
Major Subdivision Initial Grading	$100 + $50 per each additional acre

*Fee applies to all new permits.
*Fee is not required for permit renewals or extensions.

STORMWATER ENGINEERING PLAN REVIEW FEES

Plan Review Fee (Due when plans are submitted for review)

Less than one (1) acre	Minor Subdivisions and minor plats	$100
Less than one (1) acre	Major Subdivisions, Commercial, and Industrial	$250
Greater than one (1) acre	Major Subdivisions, Commercial, and Industrial	$450 + $25 each additional acre

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Board of Aldermen of the City of Portland to approve this ordinance for land disturbance permits and stormwater engineering plan reviews fee structure; and

BE IT FURTHER ORDAINED, that this Ordinance shall become effective upon its passage, the public welfare requiring it.

________________________________	________________________________
Mike Callis, Mayor	Attest Rachel Slusser, City Recorder

Passed First Reading: April 17, 2023

Passed Second Reading:

Ordinance

City of Portland, Tennessee

No. 23-15

Second Reading

AN ORDINANCE TO RESCIND IN ITS ENTIRETY ORDINANCE 22-68 AND REPLACE WITH THIS ORDINANCE FOR WATER, SEWER AND NATURAL GAS FEE STRUCTURE

WHEREAS, the City of Portland deems it necessary to establish a new fee structure for water, sewer and gas; and

WATER & SEWER PLAN REVIEW FEES

Plan Review Fee (Due when plans are submitted for review)

- $1,000 for water plans (per phase)
- $1,000 for sewer plans (per phase)

WATER METER BASE FEES

Rate Class	Monthly Meter Base Fee
Residential	$3
Commercial/Industrial	$16
Fire Meters	$75

Water Meter Base Fees shall be used to test, calibrate, maintain, and replace all existing meters within the distribution system. Fees shall be calculated as shown above.
Residential Fee – Shall apply to all residential meters.
Commercial/Industrial Fee – Shall apply to all commercial & industrial domestic and irrigation meters.
Fire Meters – Shall apply to all fire meters.

WATER FEE STRUCTURE

WATER CONNECTION FEES

Residential**	$100
Commercial	$150
Industrial	$500

Water Connection Fees apply to all new account setup.

** In cases of natural disaster, including but not limited to tornado, lightning, flood, fire, sink hole, ice storms, and other serious acts of nature, water connection fees may be waived up to 12 months from the date of shut off caused by the disaster unless documentation is provided illustrating continued progress towards rebuilding the structure.

WATER TAP FEES

TAP SIZE	INSIDE CITY LIMITS	OUTSIDE CITY LIMITS
¾”	$1,500	$2,000
1”	$2,100	$2,600
2”	$4,500	$5,000
*3”	$5,200	$5,700
*4”	$6,200	$6,700
*6”	$9,200	$9,700
*8”	$11,200	$11,700
*10”	$15,000	$16,000
*12”	$18,000	$20,000

*Contractor must provide all labor, materials, and meter per PDU specs

The Tap Fees only apply to services. The Tap Fee listed above does not apply to main line extensions or replacements for subdivisions. The developer shall be responsible for the cost of all taps for main line extensions and replacements.

WATER IMPROVEMENT FEE

$1,500 per equivalent residential unit (ERU) on all new development.

Commercial and Industrial Improvement fees shall be calculated based upon their estimated domestic flow divided by the ERU. One ERU = 350 gallons per day per 24-hour day. For each unit of domestic flow or part thereof, shall be multiplied by the Water Improvement Fee.
*Example: Estimated Flow 1,000 gpd/350 gpd = 2.85 units = 3 units * $1,500 = $4,500*

Improvement fees are for the city to make capital improvements to the water system to maintain Level of Service for all rate payers. The City will hold these funds for future projects to improve deficiencies within the water system. The Improvement Fee shall be paid by the developer prior to the signing of the Final Plat. If development requires off-site improvements to the water system, the Water Improvement Fee may be waived for work-in-kind.

Multi-Family Unit Development shall follow the Water Improvement Fee schedule below:

Multi-Family Unit Water Improvement Fees

Number of Units	Fee per unit
1-50	$1,500
51-100	$1,275
101-150	$1,125
Greater than 150	$975

PAYING-IN-LIEU OF UPSIZING

When creating or altering a subdivision, Portland Department of Utilities may require the developer to pay-in-lieu of upsizing the water main for the length of water main adjacent to the property if the existing pipe diameter size does not meet the minimum requirements stated below.

<u>Minimum Water Main Pipe Diameter</u>

Within City Limits: 8” – (Unless documented in the City’s Capital Improvement Plan to be larger)
Outside of City Limits: 6” – (Unless documented in the City’s Capital Improvement Plan to be larger)
The City may also require payment if the utility has been designed and/or constructed within the previous five (5) years that the new Development will be utilizing.

ROAD BORE FEE
$1,500 per horizontal directional drilled bore

The road bore fee shall be required for any road bore installed by method of horizontal directional drilling (HDD) performed by the city's sub-contractor. This fee shall be paid when the tap and connection fees are paid. This fee will only be charged when the city cannot install the service by our own method of pneumatic mole piercing.

SEWER FEE STRUCTURE

SEWER TAP FEES AND CAPACITY FEES

Tap Diameter	Inside Tap Fee	Outside (if applicable)
4-6" minimum	$750.00	$TBD
Anything over 6"	$5,000 plus all installation costs	
SR 109 Interchange Sewer	$10,000*	

- The above fees are privilege fees only.
- The specified fee does not include plumber's installation or materials cost.
- If a sewer customer is paying a monthly sewer bill at the time the City begins to collect capacity fees. The customer will not have to pay the capacity fee charge but will have to pay the tap fee if not already paid.
- A change of Use will require a review of capacity fees. Based on the intended use, new capacity fees shall be required.
- Multiple Sewer Capacity Units shall be used to calculate the Capacity Fee if multiple Uses are contained within one structure, i.e. A Convenience Store with gas pumps, restaurant, and a car wash.
- *Any future or current use or expansion of the SR 109 Interchange Sewer System Improvements completed in 2019 shall incur tap fees of $10,000

SEWER CAPACITY UNITS
For each unit of sewage flow or part thereof (one unit =250 gallons per 24-hour day) there is a capacity fee of $1750.

Single Family Residence – One (1) Unit - $1750 Capacity Fee
Mobile Home Park – One (1) Unit per dwelling
Hotel/Motel – 130 gpd (gallons per day) per room
General Commercial Services – 130 gpd (gallons per day) per 1,000 S.F. of Floor space
Theaters – 5 gals. Per seat
General Office space – 25 gals. Per person
Restaurant – 40 gals. Per seat
Schools – 16 gals. Per person (Employees and Students)
Retirement Community (per bed) – 250 gpd (gallons per day)
Hospitals (per bed) – 250 gpd (gallons per day)
Assisted Care/Nursing Homes – One Half (½) unit per bed
Church (small) – 3 gals. Per seat (no kitchen)
Church (large) – 5 gals. Per seat (Kitchen)
Industrial (Sanitary Waste Only) * – 25 gals. Per person per day (This will be evaluated after one Year.) *The original fee will be based on the number of employees supplied to the City.

Any other classification will be calculated at 250 gpd (gallons per day).

Industrial Processed Water - $750.00 per 1000 gallons per day
Car wash/truck wash – 2 units per bay
Self-service Laundries – 1 unit per washer
Service stations – 1 unit per pump
Bowling Alley – 1 unit/alley

Multi-Family Unit Development shall follow the Capacity Fee schedule below:

Multi-Family Unit Sewer Capacity Fees

Number of Units	Fee per unit
1-50	$1,750
51-100	$1,485
101-150	$1,315
Greater than 150	$1,135

SEWER IMPROVEMENT FEE
$1,000 per unit on all new development

Improvement fees are for the city to make capital improvements to the sewer system to maintain Level of Service for all rate payers. The City will hold these funds for future projects to improve deficiencies within the sewer system. The Improvement fee shall be paid by the developer prior to the signing of the Final Plat. If development requires off-site improvements to the sewer system, the Sewer Improvement Fee may be waived for work-in-kind.

Multi-Family Unit Development shall follow the Sewer Improvement Fee schedule below:

Multi-Family Unit Sewer Improvement Fees

Number of Units	Fee per unit
1-50	$1,000
51-100	$850
101-150	$750
Greater than 150	$650

PAYING-IN-LIEU OF UPSIZING
When creating or altering a subdivision, Portland Department of Utilities may require the developer to pay-in-lieu of upsizing the sewer main for the length of sewer main adjacent to the property if the existing pipe diameter size does not meet the minimum requirements stated below.

Minimum Gravity Sewer Main Pipe Diameter: 8”

The City may also require payment if the utility has been designed and/or constructed within the previous five (5) years that the new Development will be utilizing.

ROAD BORE FEE
$1,500 per horizontal directional drilled bore

The road bore fee shall be required for any road bore installed by method of horizontal directional drilling (HDD) performed by the city’s sub-contractor. This fee shall be paid when the tap and connection fees are paid. This fee will only be charged when the city cannot install the service by our own method of pneumatic mole piercing.

NATURAL GAS FEE STRUCTURE

GAS CONNECTION FEES

Residential**	$100
Commercial	$150
Industrial	$500

Gas Connection Fees apply to all new account setup.

** In cases of natural disaster, including but not limited to tornado, lightning, flood, fire, sink hole, ice storms, and other serious acts of nature, gas connection fees may be waived up to 12 months from the date of shut off caused by the disaster unless documentation is provided illustrating continued progress towards rebuilding the structure.

GAS TAP FEES

TAP SIZE	INSIDE CITY LIMITS	OUTSIDE CITY LIMITS
¾”	$300	$450
1”	$375	$525
2”	$450	$750

INDUSTRIAL AND COMMERICAL GAS METER UPSIZE FEE --- Customer shall pay all cost associated with upsizing of new meter to meet BTU demand load.

PAYING-IN-LIEU OF UPSIZING

When creating or altering a subdivision, Portland Department of Utilities may require the developer to pay-in-lieu of upsizing if the utility has been designed and/or constructed within the previous five (5) years that the new Development will be utilizing.

ROAD BORE FEE

$1,500 per horizontal directional drilled bore

The road bore fee shall be required for any road bore installed by method of horizontal directional drilling (HDD) performed by the city’s sub-contractor. This fee shall be paid when the tap and connection fees are paid. This fee will only be charged when the city cannot install the service by our own method of pneumatic mole piercing.

WHEREAS, after careful consideration the City Council recommends the new fee structure for water, sewer and natural gas fees as listed above; and

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Board of Aldermen of the City of Portland to approve this ordinance for Water, Sewer and Natural Gas Fee Structure; and

BE IT FURTHER ORDAINED, that this Ordinance shall become effective upon its passage, the public welfare requiring it.

_________________________________ _________________________________

Mike Callis, Mayor Attest: Rachel Slusser, City Recorder

Passed First Reading: April 17, 2023
Passed Second Reading:

Ordinance

City of Portland, Tennessee

No. 23 - 20

Second Reading

AN ORDINANCE TO ENTER A NEW/EXISTING CONTRACT WITH ARAMARK/MARTINREA FOR UNIFORMS AND ALLIED (MATS/MOPS TOWELS) SERVICES FOR THE CITY OF PORTLAND

WHEREAS, the City of Portland deems it necessary to extend the new/existing contract with Aramark/Martinrea which is approved on the State of Tennessee State Contract #77120; and

WHEREAS, after careful consideration, the Department of Utilities recommends utilizing Aramark/Martinrea existing services since they have met and exceeded the requirements of the city. The new state 2023 contract with Aramark/Martinrea shall end January 09, 2026 (with two, 1-year renewal options); and

NOW THEREFORE, BE IT ORDAINED, by the Mayor and Board of Aldermen of the City of Portland authorize the 2023 state contract with Aramark/Martinrea to provide uniforms and mat/mop services for the following departments, Department of Utilities Water, Sewer, WTP, WWTP and Gas (uniforms and rugs/mats), Parks (uniforms and rugs/mats), Golf Course (rugs/mats only), Street (rugs/mats), Sanitation (rugs/mats), City Mechanic (rugs/mats/towels only), Fire Departments 1 & 2 (dust mops/wet mops only) and City Hall (rugs/mats only); and

BE IT FURTHER ORDAINED, that the Ordinance shall become effective upon its passage, the public welfare requiring it.

____________________________________ ________________________________

Mike Callis, Mayor | Attest: Rachel Slusser, City Recorder

Passed First Reading: April 17, 2023

Passed Second Reading:

Ordinance

City of Portland, Tennessee

No. 23 – 21

Second Reading

AN ORDINANCE TO RESCIND IN ITS ENTIRETY RESOLUTION 21-105 AND INCORPORATE INTO THIS ORDINANCE AND TO EXTEND THE CONTRACT WITH THE CITY OF MITCHELLVILLE TO ACCEPT THE DISCHARGE OF SEWER FROM MITCHELLVILLE'S COLLECTION SYSTEM

WHERAS, the City of Portland has been accepting and treating sewer from the City of Mitchellville since 2004; and

WHEREAS, Mitchellville desires for Portland to continue to accept and treat their sewer and Portland agrees: and

WHEREAS, the full contract and following conditions shall apply:

1. The rate charged will be the current Inside City Residential Rate;
2. The rate will cover treatment of the wastewater and billing, but will not cover operation of Mitchellville's collection system;
3. The rate may be increased or decreased only in amounts equal to the audited change in the cost of operating Portland's wastewater treatment plant and only if the residential customers of Portland have their rates changed in the same way;
4. Mitchellville will adopt the current Portland Sewer Use Ordinance;
5. Portland will cut off water service if either the water or sewer bill is not paid; and

NOW, THEREFORE BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Portland that an ordinance to revise and extend the contract with the City of Mitchellville to accept the discharge of sewer from Mitchellville's collection system be approved; and

BE IT FURTHER ORDAINED that this Ordinance shall become effective upon its passage, the public welfare requiring it.

______________________________ ______________________________

Mike Callis, Mayor   Attest: Rachel Slusser, City Recorder

Passed First Reading:

Passed Second Reading:

WASTEWATER TREATMENT AGREEMENT

THIS AGREEMENT, dated ________, 2023, made and entered into by and between the City of Mitchellville (hereinafter referred to as "Mitchellville") and the City of Portland, Tennessee, political subdivisions of the State of Tennessee (hereinafter referred to as "Portland"), and both hereinafter referred to as "the Parties".

1. Mitchellville desires to continue to provide sanitary sewer service to the residential and business customers of the City of Mitchellville

2. Subject to the terms and conditions of this Agreement, Portland agrees to treat wastewater from Mitchellville.

3. Mitchellville shall establish and maintain adequate financial records for its sewerage system in accordance with generally accepted government accounting principles. Portland shall establish and maintain adequate financial records covering its cost of wastewater treatment in accordance with generally accepted government accounting principles.

4. Mitchellville shall inform the City annually in writing of whom their Direct Operator in Charge.

5. Mitchellville shall submit to the City the Tennessee Department of Environment & Conservation Division (TDEC) of Water Pollution Control Collection System Monthly Operating Report (MOR).

6. The "point of delivery" for Mitchellville wastewater to enter the Portland sewer collection system shall be the sewer meter at the intersection of North Swamp Road and Woods Road (hereinafter referred to as the "meter").

7. Mitchellville was financially responsible for the installation of the meter at North Swamp Road and Woods Road. Portland shall take ownership and be responsible for maintaining the sewer meter. Portland shall allow Mitchellville access to the meter so they may record their daily flows for Mitchellville's MOR that must be submitted to the TDEC.

8. Mitchellville shall be responsible for the force main and all customers upstream of the meter. Portland shall be responsible for the force main and all customers downstream of the meter.

Therefore, in consideration of the mutual covenants contained herein and for such other good and valuable consideration as shall be recited, the Parties agree as follows:

ARTICLE I
TERMS

This Agreement shall be in full force and effect on the date first above written and shall have a "Primary Term" of five (5) years beginning on the date listed above in the contract. Upon completion of the Primary Term, the contract shall be reviewed annually by Portland for discrepancies or revisions and continue year-to-year thereafter unless canceled through a written, mutual agreement signed by each of the Parties. Should Mitchellville desire a change in the contract, after the Primary Term, Mitchellville shall send a written request to Portland to be reviewed and discussed by the Portland City Council. All revisions to the contract must be approved by Resolution or Ordinance by the Portland City Council.

ARTICLE II
CONSTRUCTION AND OPERATION OF SYSTEM

Mitchellville shall procure, at its expense, all necessary permissions, permits, approvals, licenses, contracts, agreements, and shall design and construct its collection system to include as part thereof all necessary interconnect facilities, including but not limited to pipe, pumps, fittings, valves, casing, and all related equipment reasonably required for the installation, placement, and location of the Project.

Portland will own, design, construct, and operate the Collection and Transmission System and its Wastewater Treatment Plant, in accordance with industry standards all the federal, state, local law and ordinances and to the applicable rules, regulations and orders of any court or administrative body or authority having jurisdiction over the Project.

Each party shall at times during the contract term and any extensions of this Agreement have the sole responsibility of owning, operating, and maintaining its facilities as covered by this Agreement in good working order and condition, all in accordance with appropriate industry standards and all federal, state, local law and ordinances. Each party shall perform such action it deems necessary, including but not limited to hiring independent contractors, replacing equipment as required, and shall remedy any and all problems to make sure that the Project is operational.

ARTICLE III
RATES AND FEES

Mitchellville shall pay all costs associated with operation of its collection system.

Mitchellville shall pay to Portland the current Inside City Residential Rate for treatment of the wastewater. This rate shall cover all costs of treating and transporting the wastewater within Portland's system and the cost of furnishing to Mitchellville on a monthly basis the water meter readings for all sewer customers who purchase this water from Portland.

The number of thousands of gallons of wastewater paid for at the rate shall be the number of thousands of gallons on the water meter readings of the sewer customers plus an amount equal to the average usage for each metered water customer for each sewer customer who obtains its water from non-metered source. The rate may be adjusted up or down annually by Portland based on audited changes in the cost of operating and amortizing Portland's wastewater treatment facility, provided that Portland makes the same change in the rates charged to its residential customers.

ARTICLE IV
DELIVERY AND TRANSPORTATION

During the Contract Term hereof, and any continuing time this Agreement is in force, Portland shall transport from the point of delivery and treat 100% of Mitchellville's wastewater up to 40,000 gallons per day. If in the event Portland is unable to transport 100% of Mitchellville's wastewater through the Transmission System, then Portland shall be obligated to upgrade the portion of the Transmission System.

During any term of the agreement, Mitchellville shall at all times have the exclusive and absolute right to 40,000 gallon per day of capacity of Portland's transmission and treatment systems. If Mitchellville requires more than 40,000 gallons per day of capacity, Mitchellville shall request additional capacity and Portland shall not unreasonably withhold the requested capacity if it is available; provided that Mitchellville pays for all necessary upgrades to the City of Portland's Sewer Collections/Treatment System.

ARTICLE V
WARRANTY OF TITLE

Portland shall be deemed to be in possession of the wastewater transported hereunder only after the wastewater is received in its Collection System. The party deemed to be in control and possession of the wastewater shall indemnify and hold harmless the other party with respect to any losses, injuries, claims, liabilities or damages caused by the wastewater transported and treated occurring while the wastewater is in its possession.

ARTICLE VI
INDEMNIFICATION AND INSURANCE

Each of the parties shall indemnify and hold harmless the other party, its Mayor and governing board members, employees and agents from any and all of its actions, claims, suit, or losses, including costs and attorney's fees incident thereto, due to damage, injury, or loss to any property or the injury or death of any person, arising from, caused or occasioned by the negligent, willful, or intentional acts of it, its employees or agents, or third party contractors, in conducting and performing its various obligations hereunder. Such obligations for each party include by way of illustration and not limitation, the construction, operation, and maintenance of the sewer collection system, the receipt, delivery, and treatment of the wastewater.

Portland and Mitchellville shall each indemnify and hold harmless its Commissioners, employees, and agents from any and all of its actions, claims, suit, or losses, including costs and attorney's fee incidental thereto, due to damage, injury, or loss to any property or the injury or death of any person, arising from, caused or occasioned by the negligent, willful, or intentional acts, of it, its employees or agents, or third party contractors, in conducting and performing its various obligations hereunder.

During the period that operations are performed under this Agreement, Portland and Mitchellville shall each maintain, at its expense, such insurance as will fully protect it from claims under Workers Compensation and Occupational Disease Acts, and from any other claims for damage for bodily injury, including death and property damage, which may arise from operations under this Agreement, whether such operations are performed by itself or by any party or anyone directly or indirectly engaged by either of them.

ARTICLE VII
PAYMENTS

Portland shall provide water meter information for each customer to Mitchellville as soon as practical after the end of each month but no later than the 15^{th} of the following month and Mitchellville shall pay Portland for treatment of the wastewater no later than 15 days after it receives the meter information from Portland.

At the first of every quarter (January, April, July, October) Portland shall review the total amount of gallons of sewer collected from Mitchellville via the meter. Portland will compare the number of billed gallons vs. the number of actual gallons read by the meter. Portland shall use the recorded sewer meter flows corresponding to the same collection dates as the water meters are read. This will ensure accurate comparisons. Mitchellville shall be responsible to pay for any additional flow above and beyond what was billed based upon the water meters. The additional usage will be at the current Inside City Residential Rate. It shall be billed no later than the 15^{th} of the following month and Mitchellville shall pay Portland no later than 15 days after it receives the invoice.

If there should be a case of the Meter failing and data is missing, an average of 4 days surrounding the day of the Meter failure shall be used, 2 days prior to the Meter failure and the 2 days after the Meter failure. If more than 4 consecutive days of data in the billing cycle are missed or more than 5 days throughout the entire month due to Meter failure, Portland shall revert to the water usage for billing.

If the actual billed amount is more than what the Meter reads for that quarter, then Portland shall reimburse Mitchellville the overage amount at the Inside City Residential Rate.

As per section 18-113 of the Portland Municipal Code
"Sewer bills must be paid on or before the due date shown thereon; otherwise, a penalty of 10% for each delinquent month shall be charged on each such bill."

ARTICLE VIII
BILLING OF MITCHELLVILLE'S SEWER CUSTOMERS

The City of Mitchellville adopted Resolution #10142021, requesting that the City of Portland assume the monthly billing for their sewer customers.

The City of Mitchellville has agreed to abide by all policies and procedures already in place by the City of Portland with the following stipulations:

1. Portland will bill at Mitchellville's prevailing rates for sewer service.

2. Mitchellville is responsible for its own rate structure and for providing official, written rate change information promptly to the City of Portland's business office.

3. Mitchellville is responsible for setting up their own new customer services and for providing monthly detailed lists of any and all changes in customer billing, on a form and schedule to be set by the City of Portland.

4. Mitchellville is responsible for all maintenance and service of its system and pumps.

5. Any adjustments will be made by Portland as currently allowed for leaks and swimming pools filled for customers who qualify.

6. Portland will practice the same method of collections for Mitchellville sewer as for its own utilities and shall have the right to disconnect Mitchellville water customers who have unpaid sewer accounts.

7. Portland shall practice the same method of writing off uncollectible accounts as is done for its own utility customers.

8. Mitchellville will pay Portland $1.00 per customer billed, per month, on an established schedule.

9. Portland will begin the Mitchellville billing in January 2022.

10. Both parties agree this arrangement may be reviewed on an annual basis.

ARTICLE IX
TAXES

Any applicable state and local sales and use and gross receipts taxes, franchise fees or taxes, and property taxes associated with the ownership of Portland's system and appurtenant facilities shall be paid by Portland.

Any applicable state and local sales and use and gross receipts taxes, franchise fees or taxes, and property taxes associated with the ownership of Mitchellville's system and appurtenant facilities shall be paid by Mitchellville.

ARTICLE X
COMPLIANCE WITH APPLICABLE LAW AND REGULATION

This Agreement is subject to all applicable and effective existing and future federal, state, and local laws and ordinances, and to the applicable and effective existing and future rules, regulations, or orders of any federal, state, or local court or administrative body or authority having jurisdiction in the premises. Each party shall initiate and be responsible for obtaining the approval of federal, state, or local regulatory authority having jurisdiction in its premises. Both parties agree that neither of them will initiate, advocate, or voluntarily support any actions before any regulatory agency or authority that would adversely affect the terms hereof. Should the performance of any material obligation under this Agreement be in conflict with or be impeded by an applicable and effective court order federal, state, or local law, ordinance, rule, regulation order of any federal, state, or local administrative body or authority having jurisdiction in the premises, the affected party shall make every reasonable effort to contest, expedite, have set aside, obtain exemption from, or otherwise secure relief from any such order, law, ordinance, rule, or regulation or any delay or inaction caused by or on the part of any such authority so that this Agreement and the performance of all material obligations hereunder are maintained in the full force and effect without modification. Pending the outcome of any and all such efforts to so contest, expedite, have set aside, obtain exemption from any such order, law ordinance, rule, or regulation, or any delay or inaction the parties shall promptly meet in a mutually-agreeable location and use their best efforts to maintain this Agreement in full force and effect by appropriately modifying, if necessary, the provisions hereof and or the performance of the parties hereunder so that interim compliance with such order, law ordinance, rule, or regulation can be effected. Each party shall promptly and diligently make and prosecute any and all necessary or desirable applications or filings so that all requisite regulatory authorization(s) is (are) obtained, provided however, nothing herein will obligate either party to accept any regulatory authorization that in its sole opinion is unacceptable to it.

Mitchellville will adopt the current Portland Sewer Use Ordinance and Pretreatment Program as required by the EPA and State of Tennessee to protect the environment, and Portland will enforce said Pretreatment Program. Mitchellville shall enforce the Sewer Use Ordinance.

ARTICLE XI
FORCE MAJEURE

In case either party to the Agreement fails to perform any obligation hereunder assumed by it and such failure is due to force majeure, including acts of God or a public enemy, strikes, riots, injunctions, or other interferences through legal proceedings initiated by third parties, washouts, earthquakes, storms, the compliance with any law, either federal, state, or local, or with any order of the federal, state, or local government or any branch therefore, or to any causes not due to the fault of such party and not within the control of such party, such failure shall not be deemed to be a violation by such party of its obligations hereunder, and upon such party giving full notice and full particulars of such occurrence as soon as possible after the commencement thereof, the obligations of both parties shall be suspended for the duration of the force majeure occurrence; provided, however that the provisions of this ARTICLE shall not relieve either party hereto of its obligation to make payments, whether arising from operation and maintenance fee provisions, the indemnification and hold harmless provisions, or any other provision of this Agreement then due and owing or which become due and owing for the duration of the force majeure occurrence. The party giving such notice shall attempt to remedy the force majeure occurrence with all reasonable dispatch and shall use due diligence to again put itself in position to carry out all the obligations which by the terms hereof it has assumed. The settlement of strikes, lockouts, industrial disputes, or disturbances shall be entirely within the discretion of the party having the difficulty, and the above requirements that any force majeure occurrence shall be remedied with all reasonable dispatch and addressed with due diligence shall not require the settlement of strikes, lockouts, industrial disputes, or disturbances by acceding to the demands of any opposing person(s) or entity(ies) when that course is deemed inadvisable in the sole discretion of the party having difficulty.

ARTICLE XII
ASSIGNMENTS AND TRANSFERS

This Agreement shall extend to and be binding upon the successors, assigns, heirs, and legal representatives of the parties hereto. Neither party shall sell, assign, or convey this Agreement or any interest or any part thereof without the prior written consent of the other, which consent shall not unreasonably be withheld. Appointment by either party of a third party to operate its system shall not be considered an assignment subject to approval by the other party.

ARTICLE XIII
REMEDIES: WAIVER OF BREACH

Notwithstanding anything to the contrary contained or implied herein, it is specifically understood and agreed as follows. The cumulative rights, power, and remedies available to the parties pursuant to the terms and provisions of this Agreement shall be separate, distinct, and cumulative, and none of them shall be construed to be exclusive, nor shall an election to proceed under any particular term or provision hereof be considered to be the exclusion of proceeding under any other term or provision hereof. In addition to any rights, powers, and remedies provided herein for breach or default under this Agreement, the parties hereto shall have available to them all other rights, powers, and remedies available to them hereunder or pursuant to law or equity in such order and manner as they individually determine, and successively or concurrently at their individual option.

Prior to any litigation as to any misunderstanding, breach, or default, under this Agreement, the same shall be submitted or arbitration whereby three (3) members of the governing board of each party shall meet and then there shall be a seventh (7^{th}) member chosen by mutual agreement with the parties who shall act as an arbitrator and majority ruling shall be final, except as to property rights, and the final ruling of the arbitration board shall be final. Should the arbitration board be unable to agree by majority, either party may submit their rights to the Court of equity.

Failure of either party to insist upon strict compliance with any of the terms, premises of conditions of this Agreement shall not be deemed a waiver of such term, premise of condition, nor shall any waiver, delay enforcement or exercise, or relinquishment of any right, power, or remedy hereunder at any one or more times be deemed a waiver or relinquishment of such right, power or remedy at any other time or times. Any condition, term or covenant in this Agreement that is not complied with will be considered a breach of and default under this Agreement.

The terms and conditions of this Agreement shall be reviewed annually for the correction of any inequities.

ARTICLE XIV
NOTICES

Unless otherwise agreed upon by Portland and Mitchellville where provision is made for notification or advisement of any kind, such notice or advisement shall be given in writing and shall be deemed to have been sufficiently given for all purposes hereof if given by email or by regular mail. If mailed by certified or registered mail, postage prepaid, to the parties at the following address or at such other address as may be later designated by the parties in writing.

Portland;
EMAIL:
Utilities Director: Bryan Price
bprice@cityofportlandtn.gov

Utilities Administrative Assistant: Darlene Baker
dbaker@cityofportlandtn.gov

MAIL:
City of Portland
Attn: Portland Utilities Director
100 South Russell Street
Portland, TN 37148

Mitchellville;
FAX:
MAIL:
City of Mitchellville
Attn: Mitchellville City Mayor
1003 N Church St
Mitchellville, TN 37119

ARTICLE XV
SEVERABILITY

If any provision of the Agreement shall be held to be invalid, such holding shall not in any way whatsoever affect the validity of the remainder this Agreement.

ARTICLE XVI
GOVERNING LAW

The interpretation and performance of this Agreement shall be considered in accordance with the laws of the State of Tennessee.

ARTICLE XVII
ENTIRE AGREEMENT

This Agreement contains the present understanding between the parties and supersedes any prior understanding between them respecting the subject matter hereof. Except as otherwise expressly provided herein, no changes, alterations, modification, additions, or qualifications to the terms of the Agreement shall be effective or binding upon the parties unless made in writing and signed by each of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective on the day and year first above written.

ATTEST: City of Portland

____

____

ATTEST: City of Mitchellville

____

____

Ordinance

City of Portland, Tennessee

No. 23 - 22

Second Reading

AN ORDINANCE TO ENTER AN AGREEMENT WITH CROFT & ASSOCIATES LLC TO PROVIDE PROFESSIONAL LAND ACQUISITION SERVICES FOR THE CITY OF PORTLAND OAK HILL WATER SYSTEM IMPROVEMENTS AND 2021 MASON TANK 12-INCH CONNECTOR FOR WATER SYSTEM IMPROVEMENTS

WHEREAS, the following proposal has been received for professional land acquisition services for the 2021 Mason Tank 12-inch Connector and Oak Hill Water System Improvements; and

WHEREAS, Croft & Associates proposal is to provide professional land acquisition services for the water main easements related to the 2021 Mason Tank 12-inch Connector and Oak Hill Water System Improvements; and

WHEREAS, the scope of services will include establishing fair market value for utility easements for eight (8) separate parcels related to the 2021 Mason Tank 12-inch Connector and eighteen (18) separate parcels related to Oak Hill Water System Improvements; and

WHEREAS, the proposed fees are:

2021 Mason Tank 12-inch Connector	$29,500.00
Oak Hill Water System Improvements	$70,000.00
Total Fee:	**$99,500.00**

NOW, THEREFORE BE IT ORDAINED by the Mayor and the Board of Aldermen of the City of Portland that an agreement shall hereby be approved with Croft and Associates for professional land acquisition services for water easements related to the 2021 Mason Tank 12-inch Connector and Oak Hill Water System Improvements; and

BE IT FURTHER ORDAINED that this Ordinance shall become effective upon its passage, the public welfare requiring it.

______________________________ Mike Callis, Mayor

______________________________ Attest: Rachel Slusser, City Recorder

Passed First Reading: April 17, 2023

Passed Second Reading:

Resolution

City of Portland, Tennessee

No. 23 - 48

A RESOLUTION AUTHORIZING THE RELEASE OF A SEWER TAP FOR SUDDEN SERVICE TO CONNECT TO THE CITY OF PORTLAND'S SEWER COLLECTIONS SYSTEM DUE TO THE HARDSHIP OF A FAILING SEPTIC SYSTEM

WHEREAS, the City of Portland deems it necessary to allow Sudden Service to design and construct a sewer main extension to connect to the City of Portland's Sewer Collections System; and

WHEREAS, the Department of Utilities recommends allowing Sudden Service to connect to the City of Portland's Sewer Collections System due to the hardship of a failing septic system; and

WHEREAS, the City authorizes Sudden Service to submit Construction Plans for the sewer main extension that shall be designed and stamped by a Tennessee registered engineer; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland authorizing the sewer main extension for Sudden Service to connect to the City of Portland's Sewer Collections System; and

BE IT FURTHER RESOLVED that this resolution shall become effective upon its passage, the public welfare requiring it.

______________________________	______________________________
Mike Callis, Mayor	Attest: Rachel Slusser, City Recorder

Approved this ____ day of __________.

April 17th Council Meeting
Sudden Service Sewer Exhibit