Millersville Board of Commissioners
Regular Meeting Agenda

Tuesday, July 16, 2019 at 5:30 P.M. at City Hall

1. Call to Order.

2. Invocation and Pledge to the Flag.

3. Approve the minutes from the June 18, 2019 Regular Commission Meeting.

4. Approve the minutes from the July 1, 2019 Special Commission Meeting.

5. Approve tabling the June 2019 Financial Report until the 2018-19 Fiscal Year Audit is completed.

6. **PUBLIC HEARING on Ordinance 19-726**, an ordinance to amend the Millersville Code of Ordinances Chapter 18, Buildings and Building Regulations, Section 18-5, International Energy Conservation Code. (Passed 1st Reading 6/18/19)

    1. Open Public Hearing.
    2. Close Public Hearing.

7. **Second Reading of Ordinance 19-726**, an ordinance to amend the Millersville Code of Ordinances Chapter 18, Buildings and Building Regulations, Section 18-5, International Energy Conservation Code. (Passed 1st Reading 6/18/19)

8. Approve **Resolution 19-R-10**, a resolution to clarify certain language in the City's Debt Policy adopted on November 15, 2011.

9. Approve the appointment of Gary Kufel to fill the vacancy on the Board of Zoning Appeals.

10. Discussion and action related to the maximum amount to offer for a delinquent tax property purchase.

11. Citizens comments. (Limited to 3 minutes per speaker.)

12. City Manager comments.

13. Commissioner comments.

14. Adjournment.

BALANCE SHEET
AS OF: JUNE 30TH, 2019
10 -General Fund

	BALANCE
ASSETS	
Current Assets	
Checking/Savings	
1000 General Fund - Farmers Bk	121,072.78
1001 Reserve Fund MM-Farmers Bk	1,532,650.93
1004 Renew Crew - Farmers Bk	2,067.67
1009 Police Explorers - Farmers Bk	716.21
1010 Christmas For Kids-Farmers Bk	4,918.46
1012 Health Care Account-Farmers Bk	99,589.32
1013 General Escrow Acct-Farmers Bk	9,025.00
Total Checking/Savings	1,770,040.37
Current Assets	
1110 Cash on Hand - Petty Cash	92.19
1111 Cash on Hand - Cash Drawers	300.00
1112 Petty Cash - PD	400.00
1113 Petty Cash - CCtr	115.00
1201 Allow for Bad Debts	(32,010.75)
1205 Intergovermental Receivable	103,885.85
1210 Prop.Tax Receivable - Current	41,981.98
1211 Prop.Tax Receivable - Delinq	53,839.75
1212 Prop.Tax Recvble-Next Yr Levy	936,612.00
1220 A/R - Other	29,200.00
1222 A/R-Other (Mowing/liens)	3,537.25
Total Current Assets	1,137,953.27
Total Current Assets	2,907,993.64
Other Assets	
Fixed Assets	
Transfers	
1620 Due To / From Sewer Fund	21,232.03
1630 Due To / From Street Fund	(41,380.56)
1640 Due To / From Solid Waste Fund	27,187.70
1650 Due To / From Drug Fund	8,119.98
1660 Due To / From Stormwater Fund	13,099.58
Total Transfers	28,258.73
Total Other Assets	28,258.73
TOTAL ASSETS	2,936,252.37

BALANCE SHEET
AS OF: JUNE 30TH, 2019
10 -General Fund

		BALANCE
LIABILITIES & EQUITY		
Current Liabilities		
Current Liabilities		
2001	A/P - Other	334.80
2004	A/P-State Traffic Fines&Fees	2,787.10
2007	GF Escrow Pending Acct	9,025.00
2010	Renew Crew Donations	2,067.67
2012	Police Exp Donations	716.21
2014	Christmas For Kids Donations	4,918.46
2015	Healthcare EAP Account	99,589.32
2020	Deposit - Fire Hydrants	1,250.00
2022	Deposit - Comm.Ctr Rental	8,125.00
2110	Retirement - Employee	5,040.17
2111	Cobra-Health/Dental Ins.	(1,077.89)
2114	MedChild - Employee	(362.04)
2116	MedSpouse - Employee	644.17
2118	MedFam - Employee	2,248.98
2124	DentalChild - Employee	38.96
2126	DentalSpouse - Emp	(163.43)
2128	DentalFam - Employee	417.68
2130	Vision - Employee	56.59
2132	Vision & 1 - Employee	460.20
2134	VisionFam - Employee	87.03
2136	Heart - Employee	229.62
2138	Hospital - Employee	(125.57)
2140	Accident - Employee	43.39
2142	Life Ins/LICOA - Emp	433.48
2143	Life Ins/CINC - Emp	39.48
2144	Cancer - Employee	34.14
2148	Disability - Employee	573.94
2150	Pre-Paid Legal - Emp	522.29
2200	Deferred Revenue	936,612.00
Total Current Liabilities		1,074,566.75
Total Current Liabilities		1,074,566.75
Long Term Liabilities		
Long Term Liabilities		
TOTAL LIABILITIES		1,074,566.75

BALANCE SHEET
AS OF: JUNE 30TH, 2019
10 -General Fund

	BALANCE
Equity	
2710 Fund Balance-Unreserved	273,226.39
2760 Fund Balance-Unassigned	1,588,945.28
Net Income	(486.05)
Total Equity	1,861,685.62
TOTAL LIABILITIES & EQUITY	2,936,252.37

10 -General Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Property Tax - Current						
10-3000 Sumner Co. - Current	615,111	2,486.00	587,446.00	0.00	27,665.00	95.50
10-3002 Robertson Co. - Current	250,130	1,090.00	320,101.00	0.00	(69,971.00)	127.97
TOTAL Property Tax - Current	865,241	3,576.00	907,547.00	0.00	(42,306.00)	104.89
Property Tax - Delinq.						
10-3010 Sumner Co. - Delinq	0	2,177.00	19,781.00	0.00	(19,781.00)	0.00
10-3012 Robertson Co. - Delinq	0	4,715.00	14,055.98	0.00	(14,055.98)	0.00
10-3015 Interest - Property Tax	5,000	1,636.78	7,130.09	0.00	(2,130.09)	142.60
10-3018 Prop.Tax Refund (Prior yrs)	0	0.00	(34.00)	0.00	34.00	0.00
TOTAL Property Tax - Delinq.	5,000	8,528.78	40,933.07	0.00	(35,933.07)	818.66
Local Tax						
10-3020 Local Sales Tax - Sumner	250,000	27,006.73	269,114.22	0.00	(19,114.22)	107.65
10-3021 Local Sales Tax - Robt	160,000	13,145.99	180,669.90	0.00	(20,669.90)	112.92
10-3022 Wholesale Beer Tax	107,000	9,415.18	101,943.36	0.00	5,056.64	95.27
10-3023 Cable TV Franchise Tax	52,000	0.00	54,001.52	0.00	(2,001.52)	103.85
10-3025 Business Tax-City	25,000	8,340.13	24,959.70	0.00	40.30	99.84
10-3027 Beer Privilege Tax	1,000	0.00	700.00	0.00	300.00	70.00
10-3028 Wholesale Liquor Tax	11,000	973.06	10,788.54	0.00	211.46	98.08
10-3029 Hotel/Motel Tax	2,800	334.79	4,166.11	0.00	(1,366.11)	148.79
TOTAL Local Tax	608,800	59,215.88	646,343.35	0.00	(37,543.35)	106.17
State Tax						
10-3030 State Sales Tax	550,000	48,655.63	567,362.07	0.00	(17,362.07)	103.16
10-3031 State Income Tax (Hall's Tax)	0	0.00	5,462.59	0.00	(5,462.59)	0.00
10-3032 State Beer Tax	3,100	0.00	2,981.27	0.00	118.73	96.17
10-3033 State-City Street/Petroleum	13,000	1,065.60	12,802.68	0.00	197.32	98.48
10-3034 State Telecommunications Tax	600	89.60	1,150.50	0.00	(550.50)	191.75
10-3035 Bank Excise Tax	1,200	0.00	3,124.35	0.00	(1,924.35)	260.36
10-3036 TVA Gross Receipts	88,500	19,065.63	92,637.55	0.00	(4,137.55)	104.68
10-3037 Telecom Privilege Tax	0	58.22	60.35	0.00	(60.35)	0.00
TOTAL State Tax	656,400	68,934.68	685,581.36	0.00	(29,181.36)	104.45
Payment in Lieu of Taxes						
10-3099 Sewer In Lieu of Taxes	29,200	29,200.00	29,200.00	0.00	0.00	100.00
TOTAL Payment in Lieu of Taxes	29,200	29,200.00	29,200.00	0.00	0.00	100.00
Road Maintenance Fees						

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2019

10 -General Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Court Fines & Fees						
10-3200 City Court Fines & Costs	250,000	30,860.00	342,019.50	0.00	(92,019.50)	136.81
10-3202 City Court Litigation Tax	23,000	2,392.50	30,250.00	0.00	(7,250.00)	131.52
10-3205 Sumner Co. Court Fines	10,000	994.30	13,793.76	0.00	(3,793.76)	137.94
10-3206 Robertson Co. Court Fines	4,000	545.77	5,908.04	0.00	(1,908.04)	147.70
10-3220 Police Reports	50	3.30	34.80	0.00	15.20	69.60
10-3221 Police Dept-Other	2,000	1.20	1,981.20	0.00	18.80	99.06
10-3222 PD Tow/Storage Fees	5,000	60.00	670.00	0.00	4,330.00	13.40
TOTAL Court Fines & Fees	294,050	34,857.07	394,657.30	0.00	(100,607.30)	134.21
Licenses & Permits						
10-3301 Beer License	0	0.00	250.00	0.00	(250.00)	0.00
10-3302 Building Permits	36,000	8,790.28	34,923.94	0.00	1,076.06	97.01
10-3303 Liquor Store License	0	0.00	300.00	0.00	(300.00)	0.00
10-3304 Burn Permits	450	60.00	565.00	0.00	(115.00)	125.56
TOTAL Licenses & Permits	36,450	8,850.28	36,038.94	0.00	411.06	98.87
Other Revenue						
10-3499 Engineering Fees/P&Z	7,500	488.65	3,468.65	0.00	4,031.35	46.25
10-3500 Planning & Zoning Fees	5,000	850.00	7,010.30	0.00	(2,010.30)	140.21
10-3501 Interest Earnings	5,000	351.31	4,775.90	0.00	224.10	95.52
10-3504 Miscellaneous Income	10,000	2,515.28	16,802.94	0.00	(6,802.94)	168.03
10-3505 Insurance Proceeds	0	0.00	15,045.17	0.00	(15,045.17)	0.00
10-3506 Sale of Assets (Auction)	2,000	0.00	0.00	0.00	2,000.00	0.00
10-3507 Seizures/Auction	0	0.00	3,375.36	0.00	(3,375.36)	0.00
10-3510 Fire Dept-Other	0	0.00	15.00	0.00	(15.00)	0.00
10-3512 Donations	0	0.00	300.00	0.00	(300.00)	0.00
10-3522 Community Center	30,000	2,860.00	34,045.00	0.00	(4,045.00)	113.48
10-3524 Community Ctr-Special Events	1,500	0.00	0.00	0.00	1,500.00	0.00
10-3530 Fire Inspection Fees	5,000	0.00	0.00	0.00	5,000.00	0.00
10-3600 Grant Proceeds	25,000	0.00	10,699.70	0.00	14,300.30	42.80
TOTAL Other Revenue	91,000	7,065.24	95,538.02	0.00	(4,538.02)	104.99
Transfers						
10-3710 From Fund Balance-General Fund	801,288	0.00	0.00	0.00	801,288.00	0.00
TOTAL Transfers	801,288	0.00	0.00	0.00	801,288.00	0.00
TOTAL REVENUE	3,387,429	220,227.93	2,835,839.04	0.00	551,589.96	83.72

10 -General Fund
DEPARTMENT - Administration

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-410-1100 Salaries - Administrative	227,393	13,855.20	168,789.85	0.00	58,603.15	74.23
10-410-1101 Overtime - Administrative	500	127.05	809.39	0.00	(309.39)	161.88
10-410-1102 Salaries - Other	0	0.00	21,840.00	0.00	(21,840.00)	0.00
10-410-1105 Salaries - City Commission	24,850	2,050.00	24,850.00	0.00	0.00	100.00
10-410-1108 Longevity Pay	4,900	0.00	4,900.00	0.00	0.00	100.00
TOTAL Salaries	257,643	16,032.25	221,189.24	0.00	36,453.76	85.85
Other Personnel Costs						
10-410-1200 SS & Medicare	19,710	1,202.51	16,829.32	0.00	2,880.68	85.38
10-410-1300 Employee Health Insurance	34,790	2,060.66	20,511.42	0.00	14,278.58	58.96
10-410-1400 Retirement	1,443	137.76	1,147.80	0.00	295.20	79.54
10-410-1500 Unemployment Insurance	168	0.00	66.00	0.00	102.00	39.29
TOTAL Other Personnel Costs	56,111	3,400.93	38,554.54	0.00	17,556.46	68.71
Other Expenses						
10-410-2000 Other Medical Expense	0	0.00	217.00	0.00	(217.00)	0.00
10-410-2002 Education & Training	4,500	402.86	2,057.39	0.00	2,442.61	45.72
10-410-2014 Worker's Comp. Insurance	912	0.00	160.65	0.00	751.35	17.62
10-410-2016 Liability & Property Ins.	94,800	0.00	92,899.00	0.00	1,901.00	97.99
10-410-2100 Utilities	19,000	1,378.43	18,241.06	0.00	758.94	96.01
10-410-2102 Telephone&Internet	6,000	503.15	5,763.44	0.00	236.56	96.06
10-410-2104 Gas, Oil, Diesel Fuel	500	23.15	111.91	0.00	388.09	22.38
10-410-2106 Publicity,Subscripts & Dues	11,000	340.89	8,789.92	0.00	2,210.08	79.91
10-410-2202 Vehicle Repair&Maintenance	500	26.24	1,854.84	0.00	(1,354.84)	370.97
10-410-2206 Bldg Repair & Maintenance	10,000	144.33	4,272.27	0.00	5,727.73	42.72
10-410-2207 City Property Maintenance	700	0.00	39.99	0.00	660.01	5.71
10-410-2210 Contractual Services	62,366	11,138.19	52,730.69	0.00	9,635.31	84.55
10-410-2300 Operating Supplies	3,500	464.75	2,801.91	0.00	698.09	80.05
10-410-2302 Office Supplies	2,000	104.68	1,792.45	0.00	207.55	89.62
10-410-2310 Miscellaneous/Sundry	2,000	0.00	1,227.32	0.00	772.68	61.37
10-410-2312 Minor Equipment	10,000	225.31	1,129.36	0.00	8,870.64	11.29
10-410-2316 Postage & Machine Rental	3,500	549.99	1,785.67	0.00	1,714.33	51.02
10-410-2326 Recording Documents	100	0.00	96.00	0.00	4.00	96.00
10-410-2332 Meals & Entertainment	2,000	0.00	1,455.14	0.00	544.86	72.76
10-410-2700 Donations	2,500	0.00	2,500.00	0.00	0.00	100.00
10-410-2745 Sumner-Property TR Match	2,000	0.00	2,306.00	0.00	(306.00)	115.30
10-410-2750 Robt-Property TR Match	1,000	0.00	1,531.00	0.00	(531.00)	153.10
10-410-4000 Professional Services	5,000	0.00	4,918.00	0.00	82.00	98.36
10-410-4014 Legal Services	30,000	5,536.00	31,748.65	0.00	(1,748.65)	105.83
10-410-4016 Accounting & Auditing	4,000	0.00	4,000.00	0.00	0.00	100.00
10-410-6000 Building Improvements	151,000	24,160.00	128,350.00	0.00	22,650.00	85.00
10-410-6016 Property Purchase	320,000	(300.00)	229,162.34	0.00	90,837.66	71.61
10-410-6022 Other Capital Projects	152,000	8,000.00	27,391.00	0.00	124,609.00	18.02
TOTAL Other Expenses	900,878	52,697.97	629,333.00	0.00	271,545.00	69.86
TOTAL Administration	1,214,632	72,131.15	889,076.78	0.00	325,555.22	73.20

10 -General Fund
DEPARTMENT - Building/Codes

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-411-1100 Salaries - Bldg/Codes	18,720	1,440.00	18,410.00	0.00	310.00	98.34
10-411-1101 Overtime - Bldg/Codes	500	0.00	135.00	0.00	365.00	27.00
10-411-1108 Longevity Pay	25	0.00	0.00	0.00	25.00	0.00
TOTAL Salaries	19,245	1,440.00	18,545.00	0.00	700.00	96.36
Other Personnel Costs						
10-411-1200 SS & Medicare	1,472	108.94	1,404.53	0.00	67.47	95.42
10-411-1300 Employee Health Insurance	490	40.83	408.30	0.00	81.70	83.33
10-411-1400 Retirement	125	13.38	108.31	0.00	16.69	86.65
10-411-1500 Unemployment Ins.	42	0.00	56.00	0.00	(14.00)	133.33
TOTAL Other Personnel Costs	2,129	163.15	1,977.14	0.00	151.86	92.87
Other Expenses						
10-411-2000 Other Medical Expense	150	0.00	138.50	0.00	11.50	92.33
10-411-2002 Education & Training	1,000	0.00	0.00	0.00	1,000.00	0.00
10-411-2014 W.Comp Insurance	159	0.00	79.00	0.00	80.00	49.69
10-411-2102 Telephone/Internet	684	93.07	1,114.63	0.00	(430.63)	162.96
10-411-2104 Gas & Oil	1,000	69.47	569.54	0.00	430.46	56.95
10-411-2106 Publicity,Subscriptions&Due	200	0.00	190.00	0.00	10.00	95.00
10-411-2202 Vehicle Repair&Maintenance	750	149.99	203.41	0.00	546.59	27.12
10-411-2210 Contractual Services	43,953	4,368.95	41,659.06	0.00	2,293.94	94.78
10-411-2300 Operating Supplies	1,000	0.00	61.20	0.00	938.80	6.12
10-411-2302 Office Supplies	1,000	61.96	990.80	0.00	9.20	99.08
10-411-2310 Miscellaneous/Sundry	200	0.00	15.06	0.00	184.94	7.53
10-411-2312 Minor Equipment	1,200	159.43	646.09	0.00	553.91	53.84
10-411-2316 Postage	1,000	200.00	600.00	0.00	400.00	60.00
10-411-2324 Clothing & Uniforms	500	0.00	664.00	0.00	(164.00)	132.80
10-411-4000 Professional Services	5,000	0.00	0.00	0.00	5,000.00	0.00
TOTAL Other Expenses	57,796	5,102.87	46,931.29	0.00	10,864.71	81.20
TOTAL Building/Codes	79,170	6,706.02	67,453.43	0.00	11,716.57	85.20

10 -General Fund
DEPARTMENT - Municipal Court

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-412-1100 Salaries - Court Clerk	33,195	2,560.00	32,382.88	0.00	812.12	97.55
10-412-1101 Overtime - Court Clerk	100	0.00	0.00	0.00	100.00	0.00
10-412-1108 Longevity Pay	500	0.00	500.00	0.00	0.00	100.00
TOTAL Salaries	33,795	2,560.00	32,882.88	0.00	912.12	97.30
Other Personnel Costs						
10-412-1200 SS & Medicare	2,585	195.84	2,515.54	0.00	69.46	97.31
10-412-1300 Employee Health Insurance	7,206	597.06	7,164.72	0.00	41.28	99.43
10-412-1400 Retirement	210	23.82	193.50	0.00	16.50	92.14
10-412-1500 Unemployment Insurance	42	0.00	28.00	0.00	14.00	66.67
TOTAL Other Personnel Costs	10,043	816.72	9,901.76	0.00	141.24	98.59
Other Expenses						
10-412-2002 Education & Training	500	0.00	66.61	0.00	433.39	13.32
10-412-2014 W.Comp Insurance	75	0.00	68.13	0.00	6.87	90.84
10-412-2106 Publicity,Subscriptions&Due	0	0.00	100.00	0.00	(100.00)	0.00
10-412-2300 Operating Supplies	2,260	0.00	0.00	0.00	2,260.00	0.00
10-412-2302 Office Supplies	300	29.98	239.86	0.00	60.14	79.95
10-412-2310 Miscellaneous/Sundry	2,000	0.00	4,261.74	0.00	(2,261.74)	213.09
10-412-2312 Minor Equipment-Court	1,000	0.00	819.62	0.00	180.38	81.96
10-412-4000 Professional Services	0	0.00	320.00	0.00	(320.00)	0.00
10-412-4014 City Judge	6,000	500.00	6,000.00	0.00	0.00	100.00
TOTAL Other Expenses	12,135	529.98	11,875.96	0.00	259.04	97.87
TOTAL Municipal Court	55,973	3,906.70	54,660.60	0.00	1,312.40	97.66

10 -General Fund
DEPARTMENT - Police Dept

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-421-1100 Salaries - Dispatch/Records	30,909	2,387.20	30,197.28	0.00	711.72	97.70
10-421-1101 Overtime - Dispatch/Records	0	0.00	50.82	0.00	(50.82)	0.00
10-421-1105 Salaries - Police	583,710	43,386.38	558,478.36	0.00	25,231.64	95.68
10-421-1106 Overtime - Police	12,000	4,862.82	21,603.11	0.00	(9,603.11)	180.03
10-421-1107 O.T. GHSO Grant/Traffic Enf	12,500	433.20	5,090.17	0.00	7,409.83	40.72
10-421-1108 Longevity Pay	5,250	0.00	4,700.00	0.00	550.00	89.52
TOTAL Salaries	644,369	51,069.60	620,119.74	0.00	24,249.26	96.24
Other Personnel Costs						
10-421-1200 SS & Medicare	49,294	3,779.78	46,606.00	0.00	2,688.00	94.55
10-421-1300 Employee Health Insurance	137,774	8,863.69	132,462.87	0.00	5,311.13	96.15
10-421-1400 Retirement	3,995	442.74	3,586.35	0.00	408.65	89.77
10-421-1500 Unemployment Insurance	1,142	0.00	489.87	0.00	652.13	42.90
TOTAL Other Personnel Costs	192,205	13,086.21	183,145.09	0.00	9,059.91	95.29
Other Expenses						
10-421-2000 Other Medical Expense	1,200	806.00	2,377.50	0.00	(1,177.50)	198.13
10-421-2002 Education & Training	5,000	0.00	4,412.46	0.00	587.54	88.25
10-421-2014 W.Comp Insurance	36,876	0.00	32,763.51	0.00	4,112.49	88.85
10-421-2100 Utilities	600	54.87	559.85	0.00	40.15	93.31
10-421-2102 Telephone & jetpacks	7,000	756.57	9,264.77	0.00	(2,264.77)	132.35
10-421-2104 Gas, Oil, Diesel Fuel	42,000	3,207.02	35,008.26	0.00	6,991.74	83.35
10-421-2106 Publicity,Subscripts & Dues	1,500	0.00	716.00	0.00	784.00	47.73
10-421-2202 Vehicle Repair&Maintenance	25,000	1,420.53	18,438.89	0.00	6,561.11	73.76
10-421-2204 Equip Repair & Maintenance	5,000	0.00	957.49	0.00	4,042.51	19.15
10-421-2210 Contractual Services	9,261	666.18	13,780.06	0.00	(4,519.06)	148.80
10-421-2212 SCECC Contractual Svc	177,000	0.00	114,180.12	0.00	62,819.88	64.51
10-421-2300 Operating Supplies	7,000	863.87	6,197.63	0.00	802.37	88.54
10-421-2302 Office Supplies	2,000	613.12	2,092.06	0.00	(92.06)	104.60
10-421-2310 Miscellaneous/Sundry	500	193.86	1,316.13	0.00	(816.13)	263.23
10-421-2312 Minor Equipment-Police	14,500	9,660.31	25,613.73	0.00	(11,113.73)	176.65
10-421-2316 Postage	250	0.00	17.28	0.00	232.72	6.91
10-421-2322 Interest Expense	1,147	0.00	1,147.13	0.00	(0.13)	100.01
10-421-2324 Clothing & Uniforms	10,000	3,478.06	8,827.80	0.00	1,172.20	88.28
10-421-4002 Vehicle Towing Service	3,000	245.00	1,990.00	0.00	1,010.00	66.33
10-421-6004 Debt Svc-Police Car Lease	33,093	0.00	33,093.00	0.00	0.00	100.00
10-421-6014 Machinery&Equipment-Police	62,000	1,050.00	62,668.00	0.00	(668.00)	101.08
TOTAL Other Expenses	443,927	23,015.39	375,421.67	0.00	68,505.33	84.57
TOTAL Police Dept	1,280,501	87,171.20	1,178,686.50	0.00	101,814.50	92.05

10 -General Fund
DEPARTMENT - Fire Dept

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-422-1100 Salaries - Fire Department	95,713	7,134.56	90,989.36	0.00	4,723.64	95.06
10-422-1105 Volunteer Pay	47,000	12,041.00	24,165.00	0.00	22,835.00	51.41
10-422-1108 Longevity Pay	750	0.00	750.00	0.00	0.00	100.00
TOTAL Salaries	143,463	19,175.56	115,904.36	0.00	27,558.64	80.79
Other Personnel Costs						
10-422-1200 SS & Medicare	10,975	1,440.30	8,511.78	0.00	2,463.22	77.56
10-422-1300 Employee Health Insurance	20,378	1,463.60	17,563.20	0.00	2,814.80	86.19
10-422-1400 Retirement	593	67.37	538.77	0.00	54.23	90.85
10-422-1500 Unemployment Insurance	84	0.00	56.00	0.00	28.00	66.67
TOTAL Other Personnel Costs	32,030	2,971.27	26,669.75	0.00	5,360.25	83.26
Other Expenses						
10-422-2000 Other Medical Expense	0	100.00	205.00	0.00	(205.00)	0.00
10-422-2002 Education & Training	7,500	0.00	1,376.60	0.00	6,123.40	18.35
10-422-2014 W.Comp Insurance	6,959	0.00	7,015.07	0.00	(56.07)	100.81
10-422-2100 Utility Services	7,500	465.07	4,068.44	0.00	3,431.56	54.25
10-422-2102 Telephone & aircards	2,400	158.67	1,899.63	0.00	500.37	79.15
10-422-2104 Gas, Oil, Diesel Fuel	6,500	529.51	4,979.01	0.00	1,520.99	76.60
10-422-2106 Publicity,Subscripts & Dues	2,200	0.00	2,256.67	0.00	(56.67)	102.58
10-422-2202 Vehicle Repair&Maintenance	20,000	2,134.86	7,362.82	0.00	12,637.18	36.81
10-422-2204 Equip. Repair & Maintenance	6,000	0.00	1,985.32	0.00	4,014.68	33.09
10-422-2206 Bldg Repair & Maint - Sta 2	2,000	553.00	2,445.46	0.00	(445.46)	122.27
10-422-2210 Contractual Services	18,632	230.55	13,257.80	0.00	5,374.20	71.16
10-422-2300 Operating Supplies	7,000	336.00	4,015.98	0.00	2,984.02	57.37
10-422-2302 Office Supplies	1,000	62.97	910.74	0.00	89.26	91.07
10-422-2310 Miscellaneous/Sundry	1,000	587.50	1,103.43	0.00	(103.43)	110.34
10-422-2312 Minor Equipment-Fire	4,541	0.00	7,656.32	0.00	(3,115.32)	168.60
10-422-2314 Minor Equp-Turnout Gear	10,000	5,136.00	10,723.63	0.00	(723.63)	107.24
10-422-2316 Postage	100	0.00	0.00	0.00	100.00	0.00
10-422-2324 Clothing & Uniforms	4,000	49.99	3,392.99	0.00	607.01	84.82
10-422-2332 Meals & Entertainment	300	63.50	176.47	0.00	123.53	58.82
10-422-4026 Promotional/Fire Prevention	800	0.00	515.00	0.00	285.00	64.38
10-422-6004 Debt Svc-Fire Engine	45,531	0.00	44,626.52	0.00	904.48	98.01
10-422-6014 Machinery & Equipment-Fire	45,000	0.00	42,894.00	0.00	2,106.00	95.32
TOTAL Other Expenses	198,963	10,407.62	162,866.90	0.00	36,096.10	81.86
TOTAL Fire Dept	374,456	32,554.45	305,441.01	0.00	69,014.99	81.57

10 -General Fund
DEPARTMENT - Development Services

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-440-1100 Salaries - Development Svcs	33,825	2,886.72	37,365.83	0.00	(3,540.83)	110.47
10-440-1108 Longevity Pay	100	0.00	62.00	0.00	38.00	62.00
TOTAL Salaries	33,925	2,886.72	37,427.83	0.00	(3,502.83)	110.33
Other Personnel Costs						
10-440-1200 SS & Medicare	2,595	209.98	2,714.25	0.00	(119.25)	104.60
10-440-1300 Employee Health Insurance	9,829	814.17	9,770.04	0.00	58.96	99.40
10-440-1400 Retirement	210	26.85	220.15	0.00	(10.15)	104.83
10-440-1500 Unemployment Ins.	42	0.00	28.00	0.00	14.00	66.67
TOTAL Other Personnel Costs	12,676	1,051.00	12,732.44	0.00	(56.44)	100.45
Other Expenses						
10-440-2002 Education & Training	4,000	0.00	870.20	0.00	3,129.80	21.76
10-440-2010 P&Z (& Recording Fees)	500	0.00	271.00	0.00	229.00	54.20
10-440-2014 W.Comp Insurance	75	0.00	115.71	0.00	(40.71)	154.28
10-440-2102 Telephone/Internet	684	59.05	706.39	0.00	(22.39)	103.27
10-440-2104 Gas & Oil	1,000	52.06	845.12	0.00	154.88	84.51
10-440-2106 Publicity,Subscriptions&Due	500	0.00	992.00	0.00	(492.00)	198.40
10-440-2202 Vehicle Repair&Maintenance	500	0.00	138.00	0.00	362.00	27.60
10-440-2210 Contractual Services	20,227	18.95	22,043.83	0.00	(1,816.83)	108.98
10-440-2300 Operating Supplies	200	38.81	226.55	0.00	(26.55)	113.28
10-440-2302 Office Supplies	1,000	29.98	173.88	0.00	826.12	17.39
10-440-2310 Miscellaneous/Sundry	0	0.00	12.00	0.00	(12.00)	0.00
10-440-2312 Minor Equipment	1,000	0.00	0.00	0.00	1,000.00	0.00
10-440-2316 Postage	0	0.00	2.55	0.00	(2.55)	0.00
10-440-2324 Clothing & Uniforms	300	295.84	295.84	0.00	4.16	98.61
10-440-2332 Meals & Entertainment	250	0.00	364.00	0.00	(114.00)	145.60
10-440-4000 Professional Services	5,000	700.00	4,565.50	0.00	434.50	91.31
10-440-4014 Legal Services	5,000	0.00	2,000.00	0.00	3,000.00	40.00
TOTAL Other Expenses	40,236	1,194.69	33,622.57	0.00	6,613.43	83.56
TOTAL Development Services	86,837	5,132.41	83,782.84	0.00	3,054.16	96.48

10 -General Fund
DEPARTMENT - Community Ctr/Parks

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-444-1100 Salaries - Parks	62,400	2,640.00	46,531.50	0.00	15,868.50	74.57
10-444-1101 Overtime - Parks	1,500	74.25	767.27	0.00	732.73	51.15
10-444-1108 Longevity Pay	250	0.00	250.00	0.00	0.00	100.00
TOTAL Salaries	64,150	2,714.25	47,548.77	0.00	16,601.23	74.12
Other Personnel Costs						
10-444-1200 SS & Medicare	4,907	189.19	3,241.49	0.00	1,665.51	66.06
10-444-1300 Employee Health Insurance	20,290	814.17	17,838.38	0.00	2,451.62	87.92
10-444-1400 Retirement	398	24.99	271.93	0.00	126.07	68.32
10-444-1500 Unemployment Ins.	84	0.00	56.00	0.00	28.00	66.67
TOTAL Other Personnel Costs	25,679	1,028.35	21,407.80	0.00	4,271.20	83.37
Other Expenses						
10-444-2002 Education & Training	400	0.00	0.00	0.00	400.00	0.00
10-444-2014 W.Comp Insurance	1,519	0.00	1,330.65	0.00	188.35	87.60
10-444-2100 Utilities	15,000	1,181.39	14,082.42	0.00	917.58	93.88
10-444-2102 Telephone&Internet	2,700	221.97	2,489.77	0.00	210.23	92.21
10-444-2104 Gas & Oil	500	0.00	73.68	0.00	426.32	14.74
10-444-2106 Publicity, Subscriptions,Du	85	0.00	85.00	0.00	0.00	100.00
10-444-2202 Vehicle Repair&Maintenance	500	0.00	353.97	0.00	146.03	70.79
10-444-2204 Equip Repair&Maintenance	1,500	0.00	151.24	0.00	1,348.76	10.08
10-444-2206 Bldg Repair & Maintenance	6,000	0.00	7,342.67	0.00	(1,342.67)	122.38
10-444-2207 Parks Property Maintenance	2,500	438.48	1,561.27	0.00	938.73	62.45
10-444-2210 Contractual Services	9,227	438.95	7,704.36	0.00	1,522.64	83.50
10-444-2300 Operating Supplies	2,000	114.35	1,531.72	0.00	468.28	76.59
10-444-2302 Office Supplies	1,000	80.45	248.39	0.00	751.61	24.84
10-444-2310 Miscellaneous/Sundry	1,000	0.00	290.75	0.00	709.25	29.08
10-444-2312 Minor Equipment-C.Center	4,000	291.10	4,078.86	0.00	(78.86)	101.97
10-444-2322 Interest Exp - CCtr Loan	0	908.26	10,884.59	0.00	(10,884.59)	0.00
10-444-2324 Clothing&Uniforms	100	0.00	0.00	0.00	100.00	0.00
10-444-3000 Special Events	10,000	693.71	6,761.45	0.00	3,238.55	67.61
10-444-6004 Debt Svc-Comm.Ctr Loan Pmt	136,000	10,877.46	129,296.57	0.00	6,703.43	95.07
10-444-6018 Park Dev/Playgrounds&Imp's	12,000	0.00	0.00	0.00	12,000.00	0.00
TOTAL Other Expenses	206,031	15,246.12	188,267.36	0.00	17,763.64	91.38
TOTAL Community Ctr/Parks	295,860	18,988.72	257,223.93	0.00	38,636.07	86.94
TOTAL EXPENDITURES	3,387,429	226,590.65	2,836,325.09	0.00	551,103.91	83.73
REVENUE OVER/(UNDER) EXPENDITURES	0	(6,362.72)	(486.05)	0.00	486.05	0.00

BALANCE SHEET
AS OF: JUNE 30TH, 2019
20 -Sewer Fund

	BALANCE
ASSETS	
Current Assets	
Checking/Savings	
1000 Sewer Fund - Farmers Bank	100,343.56
1001 Phase II Sewer - Farmers Bk	586,872.32
1005 Sewer Fund MM-Farmers Bk	346,066.80
Total Checking/Savings	1,033,282.68
Current Assets	
1100 Cash Reserves - State of TN	24.00
1110 Cash on Hand-Petty Cash	300.00
1200 Accounts Receivable	106,968.16
1201 Allowance For Uncollectible	(165,444.76)
1202 A/R - KVS Bad Debt	45,432.44
1203 A/R - Incode Bad Debt	119,225.29
1204 UNAPPLIED CREDITS	(7,983.78)
1220 A/R - Other	72,472.37
1260 Postage Dep (Utility Billing)	1,830.40
1300 Inventory Asset	31,835.74
Total Current Assets	204,659.86
Total Current Assets	1,237,942.54
Other Assets	
Fixed Assets	
1400 Land - City Hall	47,268.00
1401 Buildings	97,853.91
1402 Furniture & Equipment	264,285.72
1403 Vehicles	239,895.71
1406 Sewer Collection System	8,744,750.14
1407 Construction in Progress	139,356.08
1450 Net Pension Asset	32,793.00
1455 Deferred Outflows for Pension	5,974.69
1499 Accumulated Depreciation	(4,301,814.21)
Total Fixed Assets	5,270,363.04
Transfers	
1610 Due To / From General Fund	(21,232.03)
1630 Due To / From Street Fund	(748.23)
1640 Due To / From Solid Waste Fund	(71,017.88)
1660 Due To / From Stormwater Fund	(23,645.23)
Total Transfers	(116,643.37)
Total Other Assets	5,153,719.67
TOTAL ASSETS	6,391,662.21

BALANCE SHEET
AS OF: JUNE 30TH, 2019
20 -Sewer Fund

	BALANCE
LIABILITIES & EQUITY	
Current Liabilities	
Current Liabilities	
2109 Accrued Compensated Absences	7,360.68
2250 Deferred Inflows for Pension	12,255.00
Total Current Liabilities	19,615.68
Total Current Liabilities	19,615.68
Long Term Liabilities	
Long Term Liabilities	
2460 SRF Loan Payable-LT	135,949.00
Total Long Term Liabilities	135,949.00
Total Long Term Liabilities	135,949.00
TOTAL LIABILITIES	155,564.68
Equity	
2700 Retained Earnings	82,666.94
2710 Fund Balance/Net Assets	969,115.93
2713 Net Assets/Capital & Debt	5,225,785.44
Net Income	(41,470.78)
Total Equity	6,236,097.53
TOTAL LIABILITIES & EQUITY	6,391,662.21

20 -Sewer Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Sewer Revenue						
20-3000 Operating Revenue-Sewer	930,000	100,464.26	1,090,387.83	0.00	(160,387.83)	117.25
20-3001 Tap Fees	25,000	7,625.00	16,775.00	0.00	8,225.00	67.10
TOTAL Sewer Revenue	955,000	108,089.26	1,107,162.83	0.00	(152,162.83)	115.93
Other Revenue						
20-3400 Sewer Fees/Insp,Permits,etc	0	1,860.00	3,085.00	0.00	(3,085.00)	0.00
20-3501 Interest Income	3,500	239.93	3,211.81	0.00	288.19	91.77
20-3503 Sewer Tank/Pump Pkgs	15,000	6,000.00	46,634.07	0.00	(31,634.07)	310.89
20-3504 Miscellaneous Income	30,000	2,866.61	29,427.80	0.00	572.20	98.09
20-3610 SRF Loan Proceeds	0	0.00	19,224.00	0.00	(19,224.00)	0.00
TOTAL Other Revenue	48,500	10,966.54	101,582.68	0.00	(53,082.68)	209.45
Transfers						
20-3701 From Fund Balance-Sewer Fund	219,635	0.00	0.00	0.00	219,635.00	0.00
TOTAL Transfers	219,635	0.00	0.00	0.00	219,635.00	0.00
TOTAL REVENUE	1,223,135	119,055.80	1,208,745.51	0.00	14,389.49	98.82

20 -Sewer Fund
DEPARTMENT - Sewer

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
20-522-1100 Salaries - Sewer	161,197	7,876.40	135,262.69	0.00	25,934.31	83.91
20-522-1101 Overtime - Sewer	10,000	547.56	5,935.64	0.00	4,064.36	59.36
20-522-1108 Longevity Pay	3,815	0.00	3,965.00	0.00	(150.00)	103.93
TOTAL Salaries	175,012	8,423.96	145,163.33	0.00	29,848.67	82.94
Other Personnel Costs						
20-522-1200 SS & Medicare	13,388	627.14	10,903.90	0.00	2,484.10	81.45
20-522-1300 Employee Health Insurance	47,962	1,697.22	39,937.32	0.00	8,024.68	83.27
20-522-1400 Retirement	1,085	84.23	839.09	0.00	245.91	77.34
20-522-1500 Unemployment Insurance	210	0.00	136.29	0.00	73.71	64.90
TOTAL Other Personnel Costs	62,645	2,408.59	51,816.60	0.00	10,828.40	82.71
Other Expenses						
20-522-2000 Other Medical Expense	0	0.00	423.00	0.00	(423.00)	0.00
20-522-2002 Education & Training	3,000	0.00	0.00	0.00	3,000.00	0.00
20-522-2014 Worker's Comp Insurance	7,958	0.00	7,487.86	0.00	470.14	94.09
20-522-2016 Liability & Property Ins.	6,500	0.00	12,721.00	0.00	(6,221.00)	195.71
20-522-2100 Utilities	13,000	980.62	12,324.86	0.00	675.14	94.81
20-522-2102 Telephone	1,100	90.63	1,083.09	0.00	16.91	98.46
20-522-2104 Gas, Oil, Diesel Fuel	8,000	516.61	6,467.84	0.00	1,532.16	80.85
20-522-2106 Publicity,Subscripts & Dues	3,000	48.00	3,006.30	0.00	(6.30)	100.21
20-522-2200 System Rep&Maintenance	11,000	1,628.39	3,126.95	0.00	7,873.05	28.43
20-522-2202 Vehicle Repair&Maintenance	7,000	201.99	3,161.81	0.00	3,838.19	45.17
20-522-2204 Equip. Repair & Maintenance	2,500	246.38	11,433.32	0.00	(8,933.32)	457.33
20-522-2206 Bldg Repair & Maintenance	0	823.17	1,317.53	0.00	(1,317.53)	0.00
20-522-2210 Contractual Services	17,349	1,127.24	16,127.07	0.00	1,221.93	92.96
20-522-2300 Operating Supplies	17,000	1,653.93	18,986.06	0.00	(1,986.06)	111.68
20-522-2302 Office Supplies	1,000	83.02	949.03	0.00	50.97	94.90
20-522-2310 Miscellaneous/Sundry	7,200	1.04	6,869.74	0.00	330.26	95.41
20-522-2312 Minor Equipment-Sewer	3,000	0.00	3,001.83	0.00	(1.83)	100.06
20-522-2314 Pumps-New Const/Ord 16-654	12,000	0.00	35,207.17	0.00	(23,207.17)	293.39
20-522-2316 Postage	500	200.00	600.00	0.00	(100.00)	120.00
20-522-2324 Clothing & Uniforms	2,000	48.95	1,364.82	0.00	635.18	68.24
20-522-2706 Payments In Lieu Of Taxes	29,200	29,200.00	29,200.00	0.00	0.00	100.00
20-522-2708 Depreciation	229,000	0.00	0.00	0.00	229,000.00	0.00
20-522-4000 Professional Services	2,500	0.00	0.00	0.00	2,500.00	0.00
20-522-4004 Sewage Transport-G'ville	120,000	9,306.24	118,207.60	0.00	1,792.40	98.51
20-522-4006 Sewage Treatment-Metro	301,000	23,433.14	297,921.93	0.00	3,078.07	98.98
20-522-4008 WHUD Readings	11,200	943.00	10,369.50	0.00	830.50	92.58
20-522-4010 Pretreatment (Odor Control)	40,000	2,120.00	23,811.00	0.00	16,189.00	59.53
20-522-4016 Accounting & Auditing	5,500	0.00	5,000.00	0.00	500.00	90.91
20-522-5006 Debt Svc-State Rev Loan	23,971	41.90	456.09	0.00	23,514.91	1.90
20-522-6000 Buildings/Improvements	30,000	0.00	28,942.18	0.00	1,057.82	96.47
20-522-6002 Syst Upgrade-Ph1/Investigat	0	0.00	330,788.80	0.00	(330,788.80)	0.00
20-522-6006 Pumps (System r&m)	70,000	4,399.60	62,879.98	0.00	7,120.02	89.83
TOTAL Other Expenses	985,478	77,093.85	1,053,236.36	0.00	(67,758.36)	106.88
TOTAL Sewer	1,223,135	87,926.40	1,250,216.29	0.00	(27,081.29)	102.21

20 -Sewer Fund
DEPARTMENT - Sewer

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TOTAL EXPENDITURES	1,223,135	87,926.40	1,250,216.29	0.00	(27,081.29)	102.21
REVENUE OVER/(UNDER) EXPENDITURES	0	31,129.40	(41,470.78)	0.00	41,470.78	0.00

BALANCE SHEET
AS OF: JUNE 30TH, 2019
30 -Street Fund

	BALANCE
ASSETS	
Current Assets	
Checking/Savings	
1000 State Street Aid Fund-Farmers	216,869.70
1002 Road Maint.Fund-Farmers Bank	25,503.68
Total Checking/Savings	242,373.38
Current Assets	
1220 A/R - Other	19,467.03
1300 Inventory	2,629.94
Total Current Assets	22,096.97
Total Current Assets	264,470.35
Other Assets	
Fixed Assets	
Transfers	
1610 Due To / From General Fund	41,380.56
1620 Due To / From Sewer Fund	748.23
Total Transfers	42,128.79
Total Other Assets	42,128.79
TOTAL ASSETS	306,599.14
LIABILITIES & EQUITY	
Current Liabilities	
Current Liabilities	
Long Term Liabilities	
Equity	
2700 Retained Earnings	(212,083.52)
2720 Fund Balance-Nonspendable	2,629.94
2740 Fund Balance-Committed	564,284.84
Net Income	(48,232.12)
Total Equity	306,599.14

BALANCE SHEET
AS OF: JUNE 30TH, 2019
30 -Street Fund

	BALANCE
TOTAL LIABILITIES & EQUITY	306,599.14

30 -Street Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Street Revenue						
30-3030 State Gas-Motor Fuel Tax	205,000	10,155.68	122,540.32	0.00	82,459.68	59.78
30-3032 State Gas 1989 Tax	0	1,672.05	19,535.39	0.00	(19,535.39)	0.00
30-3034 State Gas 3 Cent Tax	0	3,098.20	36,197.75	0.00	(36,197.75)	0.00
30-3036 State Gas 2017 Improve Tax	0	4,053.14	46,729.20	0.00	(46,729.20)	0.00
30-3100 Road Maintenance Fees	7,000	750.00	2,325.00	0.00	4,675.00	33.21
30-3400 Street Permits/Fees	0	200.00	200.00	0.00	(200.00)	0.00
30-3501 Interest Earned	450	0.00	376.41	0.00	73.59	83.65
30-3505 Insurance Proceeds	1,988	0.00	1,987.65	0.00	0.35	99.98
TOTAL Street Revenue	214,438	19,929.07	229,891.72	0.00	(15,453.72)	107.21
Transfers						
30-3711 From Fund Balance-Street Fund	64,543	0.00	0.00	0.00	64,543.00	0.00
TOTAL Transfers	64,543	0.00	0.00	0.00	64,543.00	0.00
TOTAL REVENUE	278,981	19,929.07	229,891.72	0.00	49,089.28	82.40

30 -Street Fund
DEPARTMENT - Street

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
Other Personnel Costs						
30-431-1400 Retirement	0	0.11	0.11	0.00	(0.11)	0.00
TOTAL Other Personnel Costs	0	0.11	0.11	0.00	(0.11)	0.00
Other Expenses						
30-431-2016 Liability & Property Ins.	2,000	0.00	4,536.00	0.00	(2,536.00)	226.80
30-431-2104 Gas, Oil, Diesel Fuel	3,000	167.92	2,151.65	0.00	848.35	71.72
30-431-2110 Street Lighting	35,000	2,845.97	32,199.91	0.00	2,800.09	92.00
30-431-2200 Repair & Maintenance	1,988	0.00	1,987.65	0.00	0.35	99.98
30-431-2204 Equip. Repair & Maintenance	5,700	1,322.86	4,236.04	0.00	1,463.96	74.32
30-431-2208 Street Repair & Maintenance	2,500	523.95	2,107.15	0.00	392.85	84.29
30-431-2210 Contractual Services	0	56.85	765.81	0.00	(765.81)	0.00
30-431-2300 Operating Supplies	500	0.00	291.49	0.00	208.51	58.30
30-431-2306 Salt Supplies	5,000	0.00	3,779.96	0.00	1,220.04	75.60
30-431-2308 Rock, Gravel & Sand	900	0.00	0.00	0.00	900.00	0.00
30-431-2310 Miscellaneous/Sundry	682	1.04	1.04	0.00	680.96	0.15
30-431-2312 Minor Equipment-Street	1,711	0.00	1,408.71	0.00	302.29	82.33
30-431-2318 Sign Parts & Supplies	15,000	391.90	4,253.48	0.00	10,746.52	28.36
30-431-4000 Professional Services	5,000	0.00	18,819.93	0.00	(13,819.93)	376.40
30-431-6020 Street Paving	200,000	0.00	201,584.91	0.00	(1,584.91)	100.79
TOTAL Other Expenses	278,981	5,310.49	278,123.73	0.00	857.27	99.69
TOTAL Street	278,981	5,310.60	278,123.84	0.00	857.16	99.69
TOTAL EXPENDITURES	278,981	5,310.60	278,123.84	0.00	857.16	99.69
REVENUE OVER/(UNDER) EXPENDITURES	0	14,618.47	(48,232.12)	0.00	48,232.12	0.00

BALANCE SHEET
AS OF: JUNE 30TH, 2019
40 -Solid Waste Fund

	BALANCE
ASSETS	
Current Assets	
Checking/Savings	
1000 Solid Waste Fund - Farmers Bk	324,532.12
Total Checking/Savings	324,532.12
Current Assets	
1200 Accounts Receivable	41,216.18
1201 Allowance for Bad Debt	(23,971.42)
1203 A/R - Incode Bad Debt	29,338.95
1300 Inventory	4,473.20
Total Current Assets	51,056.91
Total Current Assets	375,589.03
Other Assets	
Transfers	
1610 Due To / From General Fund	(27,187.70)
1620 Due To / From Sewer Fund	71,017.88
Total Transfers	43,830.18
Total Other Assets	43,830.18
TOTAL ASSETS	419,419.21
LIABILITIES & EQUITY	
Current Liabilities	
Current Liabilities	
2200 Deferred Revenue	36,981.50
Total Current Liabilities	36,981.50
Total Current Liabilities	36,981.50
Long Term Liabilities	
TOTAL LIABILITIES	36,981.50

BALANCE SHEET
AS OF: JUNE 30TH, 2019
40 -Solid Waste Fund

		BALANCE
Equity		
2700	Retained Earnings	(101,669.41)
2720	Fund Balance-Nonspendable	4,473.20
2730	Fund Balance-Restricted	460,420.66
Net Income		19,213.26
Total Equity		382,437.71
TOTAL LIABILITIES & EQUITY		419,419.21

40 -Solid Waste Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
User Fees						
40-3000 User Fees	420,000	37,760.20	449,905.18	0.00	(29,905.18)	107.12
TOTAL User Fees	420,000	37,760.20	449,905.18	0.00	(29,905.18)	107.12
Other Revenue						
40-3500 Sale of Recyclables	2,200	0.00	2,929.80	0.00	(729.80)	133.17
40-3501 Interest Income	650	0.00	455.99	0.00	194.01	70.15
TOTAL Other Revenue	2,850	0.00	3,385.79	0.00	(535.79)	118.80
Transfers						
40-3711 From Fund Balance-SW Fund	47,660	0.00	0.00	0.00	47,660.00	0.00
TOTAL Transfers	47,660	0.00	0.00	0.00	47,660.00	0.00
TOTAL REVENUE	470,510	37,760.20	453,290.97	0.00	17,219.03	96.34

40 -Solid Waste Fund
DEPARTMENT - Solid Waste

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
40-432-1100 Salaries - Solid Waste	103,690	7,984.80	100,380.47	0.00	3,309.53	96.81
40-432-1101 Overtime - Solid Waste	1,500	0.00	861.48	0.00	638.52	57.43
40-432-1108 Longevity Pay	3,360	0.00	3,360.00	0.00	0.00	100.00
TOTAL Salaries	108,550	7,984.80	104,601.95	0.00	3,948.05	96.36
Other Personnel Costs						
40-432-1200 SS & Medicare	8,304	609.00	7,974.69	0.00	329.31	96.03
40-432-1300 Employee Health Insurance	21,619	1,791.18	20,300.04	0.00	1,318.96	93.90
40-432-1400 Retirement	673	76.06	559.41	0.00	113.59	83.12
40-432-1500 Unemployment Insurance	126	0.00	81.94	0.00	44.06	65.03
TOTAL Other Personnel Costs	30,722	2,476.24	28,916.08	0.00	1,805.92	94.12
Other Expenses						
40-432-2014 Worker's Comp. Insurance	4,571	0.00	5,100.63	0.00	(529.63)	111.59
40-432-2016 Liability & Property Ins.	3,000	0.00	6,896.00	0.00	(3,896.00)	229.87
40-432-2104 Gas, Oil, Diesel Fuel	6,000	655.39	5,258.37	0.00	741.63	87.64
40-432-2106 Publicity,Subscript's & Due	3,000	0.00	3,000.00	0.00	0.00	100.00
40-432-2202 Vehicle/Equipment r&m	5,000	132.38	6,647.88	0.00	(1,647.88)	132.96
40-432-2210 Contractual Services	8,010	476.89	8,598.15	0.00	(588.15)	107.34
40-432-2300 Operating Supplies	1,000	58.98	348.47	0.00	651.53	34.85
40-432-2302 Office Supplies	200	0.00	0.00	0.00	200.00	0.00
40-432-2310 Miscellaneous/Sundry	200	40.98	83.34	0.00	116.66	41.67
40-432-2312 Minor Equipment-S.Waste	5,000	0.00	2,529.68	0.00	2,470.32	50.59
40-432-2316 Postage	500	200.00	600.00	0.00	(100.00)	120.00
40-432-2324 Clothing & Uniforms	1,000	0.00	977.91	0.00	22.09	97.79
40-432-4002 Contractual Svc-Waste Ind.	267,157	21,614.68	237,761.48	0.00	29,395.52	89.00
40-432-4016 Accounting & Auditing	1,000	0.00	1,000.00	0.00	0.00	100.00
40-432-4026 Disposal Fees	18,000	3,872.66	13,867.83	0.00	4,132.17	77.04
40-432-6014 Machinery&Equipment-SW	7,600	0.00	7,889.94	0.00	(289.94)	103.82
TOTAL Other Expenses	331,238	27,051.96	300,559.68	0.00	30,678.32	90.74
TOTAL Solid Waste	470,510	37,513.00	434,077.71	0.00	36,432.29	92.26
TOTAL EXPENDITURES	470,510	37,513.00	434,077.71	0.00	36,432.29	92.26
REVENUE OVER/(UNDER) EXPENDITURES	0	247.20	19,213.26	0.00	(19,213.26)	0.00

BALANCE SHEET
AS OF: JUNE 30TH, 2019
50 -Drug Fund

	BALANCE
ASSETS	
Current Assets	
Checking/Savings	
1000 Drug Fund - Farmers Bank	66,274.45
1001 Drug Fund Escrow Acct-Farmers	44,235.52
Total Checking/Savings	110,509.97
Current Assets	
1110 Cash on Hand - Petty Cash	245.00
Total Current Assets	245.00
Total Current Assets	110,754.97
Other Assets	
Transfers	
1610 Due To / From General Fund	(8,119.98)
Total Transfers	(8,119.98)
Total Other Assets	(8,119.98)
TOTAL ASSETS	102,634.99
LIABILITIES & EQUITY	
Current Liabilities	
Current Liabilities	
2002 DF Escrow Pending Acct	44,235.52
Total Current Liabilities	44,235.52
Total Current Liabilities	44,235.52
Long Term Liabilities	
TOTAL LIABILITIES	44,235.52
Equity	
2700 Retained Earnings	26,359.57
2730 Fund Balance-Restricted	28,601.02
Net Income	3,438.88
Total Equity	58,399.47

BALANCE SHEET
AS OF: JUNE 30TH, 2019
50 -Drug Fund

	BALANCE
TOTAL LIABILITIES & EQUITY	102,634.99

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2019

50 -Drug Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Drug Fund Donations						
Drug Fines/Fees						
50-3200 Drug Fines	7,000	413.18	8,306.59	0.00	(1,306.59)	118.67
50-3222 Impound Storage Fees	7,000	0.00	0.00	0.00	7,000.00	0.00
TOTAL Drug Fines/Fees	14,000	413.18	8,306.59	0.00	5,693.41	59.33
Other Drug Revenue						
50-3501 Interest Income	80	0.00	80.49	0.00	(0.49)	100.61
50-3507 Seizure/Forfeit/Auction	10,000	0.00	7,097.11	0.00	2,902.89	70.97
TOTAL Other Drug Revenue	10,080	0.00	7,177.60	0.00	2,902.40	71.21
Transfers						
50-3711 From Fund Balance-Drug Fund	57,772	0.00	0.00	0.00	57,772.00	0.00
TOTAL Transfers	57,772	0.00	0.00	0.00	57,772.00	0.00
TOTAL REVENUE	81,852	413.18	15,484.19	0.00	66,367.81	18.92

50 -Drug Fund
DEPARTMENT - Drug

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Other Personnel Costs						
Other Expenses						
50-451-2312 Minor Equipment-Drug	79,812	9,505.31	10,005.31	0.00	69,806.69	12.54
50-451-2320 Bank Service Charge	40	0.00	40.00	0.00	0.00	100.00
50-451-2712 Other Drug Related Expenses	2,000	0.00	2,000.00	0.00	0.00	100.00
TOTAL Other Expenses	81,852	9,505.31	12,045.31	0.00	69,806.69	14.72
TOTAL Drug	81,852	9,505.31	12,045.31	0.00	69,806.69	14.72
TOTAL EXPENDITURES	81,852	9,505.31	12,045.31	0.00	69,806.69	14.72
REVENUE OVER/(UNDER) EXPENDITURES	0	(9,092.13)	3,438.88	0.00	(3,438.88)	0.00

BALANCE SHEET
AS OF: JUNE 30TH, 2019
60 -Stormwater Fund

	BALANCE
ASSETS	
Current Assets	
Checking/Savings	
1000 Stormwater Fund - Farmers Bk	141,048.49
Total Checking/Savings	141,048.49
Current Assets	
1200 Accounts Receivable	17,065.40
1203 A/R - Stormwater Bad Debt	237.17
1220 A/R - Other	10,760.00
Total Current Assets	28,062.57
Total Current Assets	169,111.06
Other Assets	
Transfers	
1610 Due To / From General Fund	(13,099.58)
1620 Due To / From Sewer Fund	23,645.23
Total Transfers	10,545.65
Total Other Assets	10,545.65
TOTAL ASSETS	179,656.71
LIABILITIES & EQUITY	
Current Liabilities	
Current Liabilities	
Long Term Liabilities	
Equity	
2700 Retained Earnings	96,245.01
Net Income	83,411.70
Total Equity	179,656.71
TOTAL LIABILITIES & EQUITY	179,656.71

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2019

60 -Stormwater Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Stormwater Revenue						
60-3000 Stormwater Fees	154,000	13,039.65	155,187.02	0.00	(1,187.02)	100.77
TOTAL Stormwater Revenue	154,000	13,039.65	155,187.02	0.00	(1,187.02)	100.77
Other Revenue						
60-3200 Stormwater Fines	0	0.00	1,000.00	0.00	(1,000.00)	0.00
60-3400 Stormwater Permits/Fees	500	1,100.00	2,500.00	0.00	(2,000.00)	500.00
60-3501 Interest Income	50	0.00	147.11	0.00	(97.11)	294.22
60-3504 Miscellaneous Income	0	0.00	1,010.00	0.00	(1,010.00)	0.00
TOTAL Other Revenue	550	1,100.00	4,657.11	0.00	(4,107.11)	846.75
TOTAL REVENUE	154,550	14,139.65	159,844.13	0.00	(5,294.13)	103.43

60 -Stormwater Fund
DEPARTMENT - Stormwater Fund

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
60-461-1100 Salaries - Stormwater	51,462	3,679.28	45,259.16	0.00	6,202.84	87.95
60-461-1101 Overtime-Stormwater	500	0.00	177.60	0.00	322.40	35.52
60-461-1108 Longevity Pay	0	0.00	263.00	0.00	(263.00)	0.00
TOTAL Salaries	51,962	3,679.28	45,699.76	0.00	6,262.24	87.95
Other Personnel Costs						
60-461-1200 SS & Medicare	3,937	273.83	3,400.82	0.00	536.18	86.38
60-461-1400 Retirement	319	33.77	265.24	0.00	53.76	83.15
60-461-1500 Unemployment Ins.	42	0.00	0.00	0.00	42.00	0.00
TOTAL Other Personnel Costs	4,298	307.60	3,666.06	0.00	631.94	85.30
Other Expenses						
60-461-2002 Education & Training	1,000	0.00	500.00	0.00	500.00	50.00
60-461-2014 Work Comp Insurance	114	0.00	97.79	0.00	16.21	85.78
60-461-2104 Gas & Oil	1,000	0.00	0.00	0.00	1,000.00	0.00
60-461-2106 Publicity,Subscripts&Dues	4,000	0.00	3,460.00	0.00	540.00	86.50
60-461-2202 Vehicle Repair&Maintenance	1,000	0.00	0.00	0.00	1,000.00	0.00
60-461-2210 Contractual Services	5,000	133.70	3,253.00	0.00	1,747.00	65.06
60-461-2300 Operating Supplies	1,000	0.00	118.86	0.00	881.14	11.89
60-461-2302 Office Supplies	500	0.00	28.09	0.00	471.91	5.62
60-461-2310 Miscellaneous/Sundry	500	0.00	28.91	0.00	471.09	5.78
60-461-2312 Minor Equipmemt	1,000	0.00	0.00	0.00	1,000.00	0.00
60-461-4000 Professional Services	20,000	3,240.00	13,356.00	0.00	6,644.00	66.78
60-461-4014 Legal Services	1,000	0.00	0.00	0.00	1,000.00	0.00
60-461-4016 Accounting & Auditing	1,000	0.00	1,000.00	0.00	0.00	100.00
60-461-4028 Stream Watch/Cleanup	500	0.00	0.00	0.00	500.00	0.00
60-461-6000 System Imp's/Repair	12,000	581.94	5,223.96	0.00	6,776.04	43.53
60-461-7000 Reserve	48,676	0.00	0.00	0.00	48,676.00	0.00
TOTAL Other Expenses	98,290	3,955.64	27,066.61	0.00	71,223.39	27.54
TOTAL Stormwater Fund	154,550	7,942.52	76,432.43	0.00	78,117.57	49.45
TOTAL EXPENDITURES	154,550	7,942.52	76,432.43	0.00	78,117.57	49.45
REVENUE OVER/(UNDER) EXPENDITURES	0	6,197.13	83,411.70	0.00	(83,411.70)	0.00

CITY OF MILLERSVILLE, TENNESSEE

ORDINANCE 19-726

AN ORDINANCE AMENDING THE MILLERSVILLE CODE OF ORDINANCES CHAPTER 18, BUILDINGS AND BUILDING REGULATIONS, SECTION 18-5, INTERNATIONAL ENERGY CONSERVATION CODE.

WHEREAS, the Governing Body of the City of Millersville reviews its Code of Ordinances from time to time to ensure that the laws of the City meet the requirements of the local, state and federal laws and the desires of the City Commission; and

WHEREAS, the Governing Body of the City of Millersville has chosen to amend content in Chapter 18, Buildings and Building Regulations, related to the International Energy Conservation Code.

NOW THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Millersville, Tennessee, that this amendment to the Millersville Code of Ordinances Chapter 18, Buildings and Building Regulations, Section 18-5, International Energy Conservation Code, shall be made in accordance with ***Exhibit A*** attached hereto and made part of this Ordinance as if copied verbatim.

THIS ORDINANCE SHALL BE EFFECTIVE FROM AND AFTER ITS PASSAGE, THE PUBLIC WELFARE REQUIRING IT.

Passed First Reading: _____

Public Hearing: _____

Passed Second Reading: _____

BOARD OF COMMISSIONERS

By: _____
Timothy F. Lassiter, Mayor

Attest:

By: _____
Holly L. Murphy, City Recorder

Approved as to Form and legality:

By: _____
Robert G. Wheeler, Jr., City Attorney

Exhibit A

Section 18-5. International Energy Conservation Code

The International Energy Conservation Code is hereby adopted as follows:

(a) Section 101.1 Insert, City of Millersville

~~(b) Section402.4.1.2 is deleted and replaced as follows:~~

~~**Section 402.4.1.2 Testing.** The building or dwelling unit shall be tested and verified as having an air leakage rate not exceeding 5 air changes per hour. Testing shall be conducted and reported at a pressure of 0.2 inch w.g. (50 Pascals). Testing shall be conducted by an *approved* third party. A written report of the results shall be signed by the party conducting the test and provided to the *code official*. Testing shall be performed at any time after creations of all penetrations of the *building thermal envelope*.~~

(b) Table R402.1.2 is deleted and replaced as follows:
(lettered exceptions remain)

Table R402.1.2 INSULATION AND FENESTRASTION REQUIREMENTS BY COMPONENT										
CLIMATE ZONE	FENESTATRION U-FACTOR (b)	SKYLIGHT U-FACTOR (b)	GLAZED FENESTARTION SHGC (b) (e)	CEILING R-VALUE	WOOD FRAME WALL R-VALUE	MASS WALL R-VALUE (i)	FLOOR R-VALUE	BASE,MENT WALL R-VALUE (c) (d)	SLAB R-VALUE & DEPTH	CRAWL SPACE WALL R-VALUE (c)
4	0.35	0.55	.4	38	13	8/13	13	10/13	10,2 ft	10/13

(c) Section 402.4.1.2 Testing is deleted

(d) Section R403.3.3 Duct Testing (Mandatory) is deleted.

CITY OF MILLERSVILLE

RESOLUTION 19-R-10

A RESOLUTION OF THE CITY OF MILLERSVILLE, TENNESSEE TO CLARIFY CERTAIN LANGUAGE IN THE CITY'S DEBT POLICY.

WHEREAS, the City of Millersville (The "City") adopted a Debt Management policy (the "Policy") by Ordinance 11-594 on November 15, 2011; and

WHEREAS, to avoid misinterpretation in the existing Policy, certain language in the Policy needs to be clarified to avoid ambiguity;

NOW, THEREFORE, BE IT RESOLVED by the Millersville Board of Commissioners that the first bullet point under the heading Section 1. "Types and Limits of Debt" is clarified to read as follows:

> The City will seek to limit total outstanding debt obligations to five percent (5%) of the City's ***property*** tax ***assessed value,*** excluding overlapping debt, enterprise debt, and revenue debt.

RESOLVED, this 16th day of July, 2019.

BOARD OF COMMISSIONERS

By: _____
Timothy F. Lassiter, Mayor

Attest:

By: _____
Holly L. Murphy, City Recorder

CITY OF MILLERSVILLE
ORDINANCE 11-594

AN ORDINANCE TO ESTABLISH A DEBT POLICY FOR THE CITY OF MILLERSVILLE, TENNESSEE

BE IT ORDAINED by the Millersville Board of Commissioners that:

Section 1. The City of Millersville hereby adopts a Debt Policy. The Debt Policy shall be as follows:

City of Millersville, Tennessee
Debt Policy

The purpose of this debt policy is to establish a set of parameters by which debt obligations will be undertaken by the City of Millersville, TN. This policy reinforces the commitment of the City and its officials to manage the financial affairs of the City so as to minimize risks, avoid conflicts of interest and ensure transparency while still meeting the capital needs of the City. A debt management policy signals to the public and the rating agencies that the City is using a disciplined and defined approach to financing capital needs and fulfills the requirements of the State of Tennessee regarding the adoption of a debt management policy.

The goal of this policy is to assist decision makers in planning, issuing and managing debt obligations by providing clear direction as to the steps, substance and outcomes desired. In addition, greater stability over the long-term will be generated by the use of consistent guidelines in issuing debt.

Definition of Debt: All obligations of the City to repay, with or without interest, in installments and/or at a later date, some amount of money utilized for the purchase, construction, or operation of City resources. This includes but is not limited to notes, bond issues, capital leases, and loans of any type (*whether from an outside source such as a bank or from another internal fund*).

Approval of Debt: Bond anticipation notes, capital outlay notes, grant anticipation notes, and tax and revenue anticipation notes will be submitted to the State of Tennessee Comptroller's Office and the City Commission prior to issuance or entering into the obligation. A plan for refunding debt issues will also be submitted to the Comptroller's Office prior to issuance. Capital or equipment leases may be entered into by the City Commission; however, details on the lease agreement will be forwarded to the Comptroller's Office on the specified form within 45 days.

Transparency:

- The City shall comply with legal requirements for notice and for public meetings related to debt issuance.
- All notices shall be posted in the customary and required posting locations, including as required local newspapers, bulletin boards, and websites.

- All costs (including principal, interest, issuance, continuing, and one-time) shall be clearly presented and disclosed to the citizens, City Commission, and other stakeholders in a timely manner.
- The terms and life of each debt issue shall be clearly presented and disclosed to the citizens/members, City Commission, and other stakeholders in a timely manner.
- A debt service schedule outlining the rate of retirement for the principal amount shall be clearly presented and disclosed to the citizens/members, City Commission, and other stakeholders in a timely manner.

Role of Debt:

- Long-term debt shall not be used to finance current operations. Long-term debt may be used for capital purchases or construction identified through the capital improvement, regional development, transportation, or master process or plan. Short-term debt may be used for certain projects and equipment financing as well as for operational borrowing; however, the City will minimize the use of short-term cash flow borrowings by maintaining adequate working capital and close budget management.
- In accordance with Generally Accepted Accounting Principles and state law,
    1. The maturity of the underlying debt will not be more than the useful life of the assets purchased or built with the debt, not to exceed 30 years; however, an exception may be made with respect to federally sponsored loans, provided such an exception is consistent with law and accepted practices.
    2. Debt issued for operating expenses must be repaid within the same fiscal year of issuance or incurrence.

Types and Limits of Debt:

- The City will seek to limit total outstanding debt obligations to five percent (5%) of the city's tax assessment, excluding overlapping debt, enterprise debt, and revenue debt.
- The limitation on total outstanding debt must be reviewed prior to the issuance of any new debt.
- The City's total outstanding debt obligation will be monitored and reported to the City Commission annually by the Chief Financial Officer during the budget approval process. The Chief Financial Officer shall monitor the maturities and terms and conditions of all obligations to ensure compliance. The Chief Financial Officer shall also report to the City Commission any matter that adversely affects the credit or financial integrity of the City.
- The City has issued capital outlay notes in the past and is authorized to issue General Obligation bonds, Revenue bonds, TIFs, loans, notes and other debt allowed by law. The city may use capital leases to finance short-term projects.
- The City will seek to structure debt with *level or declining* debt service payments over the life of each individual bond issue or loan.
- As a rule, the City will not backload, use "wrap-around" techniques, balloon payments or other exotic formats to pursue *the financing of* projects. When refunding opportunities, natural disasters, other non-general fund revenues, or other external factors occur, the City may utilize non-level debt methods. However, the use of such methods must be thoroughly

discussed in a public meeting and the mayor and governing body must determine such use is justified and in the best interest of the city.

- The City may use capital leases to finance short-term projects.
- Bonds backed with a general obligations pledge often have lower interest rates than revenue bonds. The City may use its General Obligation pledge with revenue bond issues when the populations served by the revenue bond projects overlap or significantly are the same as the property tax base of the City. The City Commission and management are committed to maintaining rates and fee structures of revenue supported debt at levels that will not require a subsidy from the City's General Fund.

Use of Variable Rate Debt:

- The City recognizes the value of variable rate debt obligations and that cities have greatly benefitted from the use of variable rate debt in the financing of needed infrastructure and capital improvements.
- However, the City also recognizes there are inherent risks associated with the use of variable rate debt and will implement steps to mitigate these risks; including:
    1. The City will annually include in its budget an interest rate assumption for any outstanding variable rate debt that takes market fluctuations affecting the rate of interest into consideration.
    2. Prior to entering into any variable rate debt obligation that is backed by insurance and secured by a liquidity provider, the City Commission shall be informed of the potential affect on rates as well as any additional costs that might be incurred should the insurance fail.
    3. Prior to entering into any variable rate debt obligation that is backed by a letter of credit provider, the City Commission shall be informed of the potential affect on rates as well as any additional costs that might be incurred should the letter of credit fail.
    4. Prior to entering into any variable rate debt obligation, the City Commission will be informed of any terms, conditions, fees, or other costs associated with the prepayment of variable rate debt obligations.
    5. The City shall consult with persons familiar with the arbitrage rules to determine applicability, legal responsibility, and potential consequences associated with any variable rate debt obligation.

Use of Derivatives:

- The City chooses not to use derivative or other exotic financial structures in the management of the City's debt portfolio.
- Prior to any reversal of this provision:
    1. A written management report outlining the potential benefits and consequences of utilizing these structures must be submitted to the City Commission; and
    2. The City Commission must adopt a specific amendment to this policy concerning the use of derivatives or interest rate agreements that complies with the State Funding Board Guidelines.

Costs of Debt:

- All costs associated with the initial issuance or incurrence of debt, management and repayment of debt (including interest, principal, and fees or charges) shall be disclosed prior to action by the City Commission in accordance with the notice requirements stated above.
- In cases of variable interest or non-specified costs, detailed explanation of the assumptions shall be provided along with the complete estimate of total costs anticipated to be incurred as part of the debt issue.
- Costs related to the repayment of debt, including liabilities for future years, shall be provided in context of the annual budgets from which such payments will be funded(i.e. General Obligations bonds in context of the General Fund, Revenue bonds in context of the dedicated revenue stream and related expenditures, loans and notes).

Refinancing Outstanding Debt:

- The City will refund debt when it is in the best financial interest of the City to do so, and the Chief Financial Officer shall have the responsibility to analyze outstanding bond issues for refunding opportunities. The decision to refinance must be explicitly approved by the governing body, and all plans for current or advance refunding of debt must be in compliance with state laws and regulations.
- The Chief Financial Officer will consider the following issues when analyzing possible refunding opportunities:
    1. Onerous Restrictions – Debt may be refinanced to eliminate onerous or restrictive covenants contained in existing debt documents, or to take advantage of changing financial conditions or interest rates.
    2. Restructuring for Economic Purposes – The City will refund debt when it is in the best financial interest of the City to do so. Such refunding may include restructuring to meet unanticipated revenue expectations, achieve cost savings, mitigate irregular debt service payments, or to release reserve funds. Current refunding opportunities may be considered by the Chief Financial Officer if the refunding generates positive present value savings, and the Chief Financial Officer must establish a minimum present value savings threshold for any refinancing.
    3. Term of Refunding Issues – The City will refund bonds within the term of the originally issued debt. However, the Chief Financial Officer may consider maturity extension, when necessary to achieve a desired outcome, provided such extension is legally permissible. The Chief Financial Officer may also consider shortening the term of the originally issued debt to realize greater savings. The remaining useful life of the financed facility and the concept of inter-generational equity should guide this decision.
    4. Escrow Structuring – The City shall utilize the least costly securities available in structuring refunding escrows. Under no circumstances shall an underwriter, agent or financial advisor sell escrow securities to the City from its own account.
    5. Arbitrage – The City shall consult with persons familiar with the arbitrage rules to determine applicability, legal responsibility, and potential consequences associated with any refunding.

Professional Services:

The City shall require all professionals engaged in the process of issuing debt to clearly disclose all compensation and consideration received related to services provided in the debt issuance process by both the City and the lender or conduit issuer, if any. This includes "soft" costs or compensations in lieu of direct payments.

- Counsel: The City shall enter into an engagement letter agreement with each lawyer or law firm representing the City in a debt transaction. (*No engagement letter is required for any lawyer who is an employee of the City or lawyer or law firm which is under a general appointment or contract to serve as counsel to the City. The City does not need an engagement letter with counsel not representing the City, such as underwriters' counsel.*)
- Financial Advisor: (*If the City chooses to hire financial advisors*) The City shall enter into a written agreement with each person or firm serving as financial advisor for debt management and transactions.
    - Whether in a competitive sale or negotiated sale, the financial advisor shall not be permitted to bid on, privately place or underwrite an issue for which they are or have been providing advisory services for the issuance or broker any other debt transactions for the City
- Underwriter: (*If there is an underwriter*) The City shall require the Underwriter to clearly identify itself in writing *(e.g., in a response to a request for proposals or in promotional materials provided to an issuer)* as an underwriter and not as a financial advisor from the earliest stages of its relationship with the City with respect to that issue. The Underwriter must clarify its primary role as a purchaser of securities in an arm's-length commercial transaction and that it has financial and other interests that differ from those of the Entity. The Underwriter in a publicly offered, negotiated sale shall be required to provide pricing information both as to interest rates and to takedown per maturity to the City Manager and Chief Financial Officer in advance of the pricing of the debt.

Conflicts:

- Professionals involved in a debt transaction hired or compensated by the City shall be required to disclose to the City existing client and business relationships between and among the professionals to a transaction (including but not limited to financial advisor, swap advisor, bond counsel, swap counsel, trustee, paying agent, liquidity or credit enhancement provider, underwriter, counterparty, and remarketing agent), as well as conduit issuers, sponsoring organizations and program administrators. This disclosure shall include that information reasonably sufficient to allow the City to appreciate the significance of the relationships.

- Professionals who become involved in the debt transaction as a result of a bid submitted in a widely and publicly advertised competitive sale conducted using an industry standard, electronic bidding platform are not subject to this disclosure. No disclosure is required that would violate any rule or regulation of professional conduct.

Review of Policy:

This policy shall be reviewed at least annually by the City Commission with the approval of the annual budget. Any amendments shall be considered and approved in the same process as the initial adoption of this Policy, with opportunity for public input.

Compliance:

The Chief Financial Officer is responsible for ensuring compliance with this policy.

TCA References: TCA 7, Part 9 – Contracts, Leases, and Lease Purchase Agreements
TCA 9, Part 21 – Local Government Public Obligations Law

Section 2. This ordinance shall be effective on the earliest date permitted by Tennessee law, the public welfare requiring it.

Passed First Reading: OCT 18 2011

Public Hearing: n/a

Passed Second Reading: NOV 15 2011

BOARD OF COMMISSIONERS

By: Dan Toole
Dan Toole, Mayor

Attest:

By: Holly L. Murphy
Holly L. Murphy, City Recorder

Approved as to Form and Legality:

By: Robert G. Wheeler, Jr.
Robert G. Wheeler, Jr., City Attorney

CITY OF MILLERSVILLE
SEAL
TENNESSEE