

**Millersville Board of Commissioners
Regular Meeting Agenda**

Tuesday, August 20, 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 July 16, 2019 Regular Commission Meeting.
4. Approve the minutes from the August 5, 2019 Special Commission Meeting.
5. Approve the July 2019 Financial Report.
6. **First Reading of Ordinance 19-728**, an ordinance to rezone a parcel and portions of parcels on Cycle Lane and Wilson Lane, identified as Robertson County Map 126, Parcel 081.00 and Map 125, Parcels 225.00 and 226.00 from Residential R-1 and R-3 and Commercial C-3 and Residential R-5 to Residential R-5.
7. **First Reading of Ordinance 19-729**, an ordinance to adopt property tax rates for the City of Millersville for the Fiscal Year beginning July 1, 2019 through June 30, 2020.
8. **First Reading of Ordinance 19-730**, an ordinance to amend Ordinance 19-725, the 2019-20 Fiscal Year Budget, to reflect the actual revenue and expenses related to various Capital Improvement Projects and Purchases.
9. **Resolution 19-R-10**, to declare the Fire Department vehicle known as P-47 as surplus property.
10. **Resolution 19-R-11**, to amend the fees for demolition permits and the repair/replacement of commercial signs to zero.
11. **Resolution 19-R-12**, to adopt the Sumner County Hazard Mitigation Plan.
12. **Resolution 19-R-13**, to amend the City's Vehicle Use/Take-Home Policy for on-call personnel.
13. Award Police Vehicle Bid to Hunt Ford for three trucks (two budgeted this fiscal year, and one to replace P-56 (2014 Chevy Tahoe) which was totaled on June 30, 2019).
14. Approve OHM's contract proposal of \$108,000 for the NEPA/Preliminary Engineering (PE) phase for the Multi-Modal Connectivity/Sidewalk Project.
15. Approve OHM's contract proposal of \$7,800 for Professional Land Surveying Services (Replat and Topo) of City property located adjacent to the intersection of Bethel Road and Highway 31W.
16. Review and discuss the construction bids for the City Hall Expansion Project.

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

18. City Manager comments.

19. Commissioner comments.

20. Adjournment.

BALANCE SHEET

AS OF: JULY 31ST, 2019

10 -General Fund

BALANCE

ASSETS

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Current AssetsChecking/Savings

1000	General Fund - Farmers Bk	114,971.78
1001	Reserve Fund MM-Farmers Bk	1,536,052.58
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	94,991.12
1013	General Escrow Acct-Farmers Bk	11,414.00
Total Checking/Savings		1,765,131.82

Current Assets

1110	Cash on Hand - Petty Cash	376.62
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	Intergovernmental Receivable	109,954.11
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	163.93
1222	A/R-Other (Mowing/liens)	3,537.25
Total Current Assets		1,115,269.89

Total Current Assets	2,880,401.71
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Other AssetsFixed AssetsTransfers

1620	Due To / From Sewer Fund	33,260.17
1630	Due To / From Street Fund	(61,028.70)
1640	Due To / From Solid Waste Fund	42,956.22
1650	Due To / From Drug Fund	6,399.90
1660	Due To / From Stormwater Fund	17,718.97
Total Transfers		39,306.56

Total Other Assets	39,306.56
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TOTAL ASSETS	2,919,708.27
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BALANCE SHEET

AS OF: JULY 31ST, 2019

10 -General Fund

BALANCE

LIABILITIES & EQUITY

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Current LiabilitiesCurrent Liabilities

2000	Accounts Payable	45,358.88
2001	A/P - Other	334.80
2004	A/P-State Traffic Fines&Fees	6,537.60
2007	GF Escrow Pending Acct	11,414.00
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	94,991.12
2020	Deposit - Fire Hydrants	1,250.00
2022	Deposit - Comm.Ctr Rental	7,695.00
2110	Retirement - Employee	5,339.00
2111	Cobra-Health/Dental Ins.	(715.90)
2114	MedChild - Employee	557.76
2116	MedSpouse - Employee	1,909.07
2118	MedFam - Employee	4,103.82
2124	DentalChild - Employee	44.85
2126	DentalSpouse - Emp	(176.15)
2128	DentalFam - Employee	387.74
2130	Vision - Employee	63.97
2132	Vision & 1 - Employee	461.62
2134	VisionFam - Employee	80.61
2136	Heart - Employee	285.46
2138	Hospital - Employee	(113.53)
2140	Accident - Employee	132.79
2142	Life Ins/LICOA - Emp	794.58
2143	Life Ins/CINC - Emp	39.48
2144	Cancer - Employee	135.79
2148	Disability - Employee	1,401.05
2150	Pre-Paid Legal - Emp	522.29
2200	Deferred Revenue	936,612.00
Total Current Liabilities		1,127,150.04

Total Current Liabilities	1,127,150.04
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Long Term LiabilitiesLong Term Liabilities

TOTAL LIABILITIES	1,127,150.04
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BALANCE SHEET

AS OF: JULY 31ST, 2019

10 -General Fund

BALANCE

Equity

2710 Fund Balance-Unreserved	273,226.39
2760 Fund Balance-Unassigned	1,588,945.28
Net Income	(7,353.98)
(Will Close To Fund Balance)	(62,259.46)

Total Equity	1,792,558.23
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TOTAL LIABILITIES & EQUITY	2,919,708.27
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CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

10 -General Fund

% OF YEAR COMPLETED: 08.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Property Tax - Current						
10-3000 Sumner Co. - Current	614,449	0.00	0.00	0.00	614,449.00	0.00
10-3002 Robertson Co. - Current	324,640	0.00	0.00	0.00	324,640.00	0.00
TOTAL Property Tax - Current	939,089	0.00	0.00	0.00	939,089.00	0.00
Property Tax - Delinq.						
10-3010 Sumner Co. - Delinq	0	1,359.00	1,359.00	0.00	1,359.00	0.00
10-3012 Robertson Co. - Delinq	0	660.00	660.00	0.00	660.00	0.00
10-3015 Interest - Property Tax	6,000	963.51	963.51	0.00	5,036.49	16.06
TOTAL Property Tax - Delinq.	6,000	2,982.51	2,982.51	0.00	3,017.49	49.71
Local Tax						
10-3020 Local Sales Tax - Sumner	265,000	22,266.63	22,266.63	0.00	242,733.37	8.40
10-3021 Local Sales Tax - Robt	180,000	15,321.84	15,321.84	0.00	164,678.16	8.51
10-3022 Wholesale Beer Tax	107,000	8,268.97	8,268.97	0.00	98,731.03	7.73
10-3023 Cable TV Franchise Tax	54,000	2,212.92	2,212.92	0.00	51,787.08	4.10
10-3025 Business Tax-City	25,000	1,712.76	1,712.76	0.00	23,287.24	6.85
10-3027 Beer Privilege Tax	700	0.00	0.00	0.00	700.00	0.00
10-3028 Wholesale Liquor Tax	11,000	728.30	728.30	0.00	10,271.70	6.62
10-3029 Hotel/Motel Tax	4,500	375.78	375.78	0.00	4,124.22	8.35
TOTAL Local Tax	647,200	50,887.20	50,887.20	0.00	596,312.80	7.86
State Tax						
10-3030 State Sales Tax	573,160	50,341.12	50,341.12	0.00	522,818.88	8.78
10-3031 State Income Tax (Hall's Tax)	4,500	12,038.50	12,038.50	0.00	7,538.50	267.52
10-3032 State Beer Tax	3,100	0.00	0.00	0.00	3,100.00	0.00
10-3033 State-City Street/Petroleum	12,800	1,065.60	1,065.60	0.00	11,734.40	8.33
10-3034 State Telecommunications Tax	1,000	89.04	89.04	0.00	910.96	8.90
10-3035 Bank Excise Tax	3,000	0.00	0.00	0.00	3,000.00	0.00
10-3036 TVA Gross Receipts	76,000	0.00	0.00	0.00	76,000.00	0.00
TOTAL State Tax	673,560	63,534.26	63,534.26	0.00	610,025.74	9.43
Payment in Lieu of Taxes						
10-3099 Sewer In Lieu of Taxes	29,200	0.00	0.00	0.00	29,200.00	0.00
TOTAL Payment in Lieu of Taxes	29,200	0.00	0.00	0.00	29,200.00	0.00
Road Maintenance Fees						
Court Fines & Fees						
10-3200 City Court Fines & Costs	325,000	26,534.50	26,534.50	0.00	298,465.50	8.16
10-3202 City Court Litigation Tax	30,000	2,488.75	2,488.75	0.00	27,511.25	8.30
10-3205 Sumner Co. Court Fines	14,000	2,826.09	2,826.09	0.00	11,173.91	20.19
10-3206 Robertson Co. Court Fines	5,000	402.79	402.79	0.00	4,597.21	8.06
10-3220 Police Reports	50	0.00	0.00	0.00	50.00	0.00
10-3221 Police Dept-Other	2,000	595.00	595.00	0.00	1,405.00	29.75
10-3222 PD Tow/Storage Fees	5,000	65.00	65.00	0.00	4,935.00	1.30
TOTAL Court Fines & Fees	381,050	32,912.13	32,912.13	0.00	348,137.87	8.64

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

10 -General Fund

% OF YEAR COMPLETED: 08.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Licenses & Permits</u>						
10-3302 Building Permits	36,000	1,171.88	1,171.88	0.00	34,828.12	3.26
10-3304 Burn Permits	450	25.00	25.00	0.00	425.00	5.56
TOTAL Licenses & Permits	36,450	1,196.88	1,196.88	0.00	35,253.12	3.28
<u>Other Revenue</u>						
10-3498 Plan Review Fees	0	1,960.00	1,960.00	0.00	(1,960.00)	0.00
10-3499 Engineering Fees/P&Z	7,500	0.00	0.00	0.00	7,500.00	0.00
10-3500 Planning & Zoning Fees	5,000	0.00	0.00	0.00	5,000.00	0.00
10-3501 Interest Earnings	5,000	416.29	416.29	0.00	4,583.71	8.33
10-3504 Miscellaneous Income	10,000	706.55	706.55	0.00	9,293.45	7.07
10-3505 Insurance Proceeds	0	21,779.23	21,779.23	0.00	(21,779.23)	0.00
10-3507 Seizures/Auction	0	2,623.90	2,623.90	0.00	(2,623.90)	0.00
10-3522 Community Center	30,000	2,860.00	2,860.00	0.00	27,140.00	9.53
10-3600 Grant Proceeds	10,000	0.00	0.00	0.00	10,000.00	0.00
10-3602 DTF Reimbursement	51,618	0.00	0.00	0.00	51,618.00	0.00
TOTAL Other Revenue	119,118	30,345.97	30,345.97	0.00	88,772.03	25.48
<u>Transfers</u>						
10-3710 From Fund Balance-General Fund	290,121	0.00	0.00	0.00	290,121.00	0.00
TOTAL Transfers	290,121	0.00	0.00	0.00	290,121.00	0.00
TOTAL REVENUE	3,121,788	181,858.95	181,858.95	0.00	2,939,929.05	5.83

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

10 -General Fund
DEPARTMENT - Administration

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-410-1100 Salaries - Administrative	222,947	14,563.41	14,563.41	0.00	208,383.59	6.53
10-410-1101 Overtime - Administrative	1,000	157.39	157.39	0.00	842.61	15.74
10-410-1102 Salaries - Other	0	80.00	80.00	0.00	(80.00)	0.00
10-410-1105 Salaries - City Commission	24,850	2,050.00	2,050.00	0.00	22,800.00	8.25
10-410-1108 Longevity Pay	5,100	0.00	0.00	0.00	5,100.00	0.00
TOTAL Salaries	253,897	16,850.80	16,850.80	0.00	237,046.20	6.64
Other Personnel Costs						
10-410-1200 SS & Medicare	19,423	1,265.37	1,265.37	0.00	18,157.63	6.51
10-410-1300 Employee Health Insurance	39,000	866.74	866.74	0.00	38,133.26	2.22
10-410-1400 Retirement	0	86.65	86.65	0.00	(86.65)	0.00
10-410-1500 Unemployment Insurance	112	0.00	0.00	0.00	112.00	0.00
TOTAL Other Personnel Costs	58,535	2,218.76	2,218.76	0.00	56,316.24	3.79
Other Expenses						
10-410-2000 Other Medical Expense	0	87.00	87.00	0.00	(87.00)	0.00
10-410-2002 Education & Training	2,500	0.00	0.00	0.00	2,500.00	0.00
10-410-2014 Worker's Comp. Insurance	933	0.00	0.00	0.00	933.00	0.00
10-410-2016 Liability & Property Ins.	93,000	0.00	0.00	0.00	93,000.00	0.00
10-410-2100 Utilities	19,000	0.00	0.00	0.00	19,000.00	0.00
10-410-2102 Telephone&Internet	6,000	503.70	503.70	0.00	5,496.30	8.40
10-410-2104 Gas, Oil, Diesel Fuel	500	0.00	0.00	0.00	500.00	0.00
10-410-2106 Publicity,Subscripts & Dues	10,500	3,063.00	3,063.00	0.00	7,437.00	29.17
10-410-2202 Vehicle Repair&Maintenance	1,000	0.00	0.00	0.00	1,000.00	0.00
10-410-2206 Bldg Repair & Maintenance	5,000	0.00	0.00	0.00	5,000.00	0.00
10-410-2207 City Property Maintenance	1,000	0.00	0.00	0.00	1,000.00	0.00
10-410-2210 Contractual Services	60,331	7,986.01	7,986.01	0.00	52,344.99	13.24
10-410-2300 Operating Supplies	3,500	99.15	99.15	0.00	3,400.85	2.83
10-410-2302 Office Supplies	2,000	216.89	216.89	0.00	1,783.11	10.84
10-410-2310 Miscellaneous/Sundry	2,000	24.90	24.90	0.00	1,975.10	1.25
10-410-2312 Minor Equipment	3,300	89.99	89.99	0.00	3,210.01	2.73
10-410-2316 Postage & Machine Rental	3,500	0.00	0.00	0.00	3,500.00	0.00
10-410-2322 Interest Expense	60,500	0.00	0.00	0.00	60,500.00	0.00
10-410-2326 Recording Documents	120	0.00	0.00	0.00	120.00	0.00
10-410-2332 Meals & Entertainment	2,000	0.00	0.00	0.00	2,000.00	0.00
10-410-2700 Donations	2,500	0.00	0.00	0.00	2,500.00	0.00
10-410-2745 Summer-Property TR Match	2,500	0.00	0.00	0.00	2,500.00	0.00
10-410-2750 Robt-Property TR Match	1,700	0.00	0.00	0.00	1,700.00	0.00
10-410-4000 Professional Services	5,000	0.00	0.00	0.00	5,000.00	0.00
10-410-4014 Legal Services	30,000	(154.00)	154.00	0.00	30,154.00	0.51-
10-410-4016 Accounting & Auditing	5,500	0.00	0.00	0.00	5,500.00	0.00
10-410-6020 Debt Service-Prin/Bond	75,000	0.00	0.00	0.00	75,000.00	0.00
TOTAL Other Expenses	398,884	11,916.64	11,916.64	0.00	386,967.36	2.99
TOTAL Administration	711,316	30,986.20	30,986.20	0.00	680,329.80	4.36

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

10 -General Fund
DEPARTMENT - Building/Codes

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-411-1100 Salaries - Bldg/Codes	32,292	1,926.40	1,926.40	0.00	30,365.60	5.97
10-411-1101 Overtime - Bldg/Codes	500	0.00	0.00	0.00	500.00	0.00
10-411-1108 Longevity Pay	50	0.00	0.00	0.00	50.00	0.00
TOTAL Salaries	32,842	1,926.40	1,926.40	0.00	30,915.60	5.87
Other Personnel Costs						
10-411-1200 SS & Medicare	2,512	145.82	145.82	0.00	2,366.18	5.80
10-411-1300 Employee Health Insurance	500	40.83	40.83	0.00	459.17	8.17
10-411-1400 Retirement	0	8.92	8.92	0.00	(8.92)	0.00
10-411-1500 Unemployment Ins.	56	0.00	0.00	0.00	56.00	0.00
TOTAL Other Personnel Costs	3,068	195.57	195.57	0.00	2,872.43	6.37
Other Expenses						
10-411-2000 Other Medical Expense	150	0.00	0.00	0.00	150.00	0.00
10-411-2002 Education & Training	1,000	0.00	0.00	0.00	1,000.00	0.00
10-411-2014 W.Comp Insurance	72	0.00	0.00	0.00	72.00	0.00
10-411-2102 Telephone/Internet	1,200	93.62	93.62	0.00	1,106.38	7.80
10-411-2104 Gas & Oil	800	0.00	0.00	0.00	800.00	0.00
10-411-2106 Publicity,Subscriptions&Due	500	85.00	85.00	0.00	415.00	17.00
10-411-2202 Vehicle Repair&Maintenance	1,000	54.87	54.87	0.00	945.13	5.49
10-411-2210 Contractual Services	43,455	3,460.00	3,460.00	0.00	39,995.00	7.96
10-411-2300 Operating Supplies	750	0.00	0.00	0.00	750.00	0.00
10-411-2302 Office Supplies	1,000	0.00	0.00	0.00	1,000.00	0.00
10-411-2310 Miscellaneous/Sundry	500	0.00	0.00	0.00	500.00	0.00
10-411-2312 Minor Equipment	275	0.00	0.00	0.00	275.00	0.00
10-411-2316 Postage	750	0.00	0.00	0.00	750.00	0.00
TOTAL Other Expenses	51,452	3,693.49	3,693.49	0.00	47,758.51	7.18
TOTAL Building/Codes	87,362	5,815.46	5,815.46	0.00	81,546.54	6.66

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

10 -General Fund

DEPARTMENT - Municipal Court

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-412-1100 Salaries - Court Clerk	34,445	2,604.80	2,604.80	0.00	31,840.20	7.56
10-412-1101 Overtime - Court Clerk	100	0.00	0.00	0.00	100.00	0.00
10-412-1108 Longevity Pay	600	0.00	0.00	0.00	600.00	0.00
TOTAL Salaries	35,145	2,604.80	2,604.80	0.00	32,540.20	7.41
Other Personnel Costs						
10-412-1200 SS & Medicare	2,689	199.27	199.27	0.00	2,489.73	7.41
10-412-1300 Employee Health Insurance	7,850	231.46	231.46	0.00	7,618.54	2.95
10-412-1400 Retirement	0	15.88	15.88	0.00	15.88	0.00
10-412-1500 Unemployment Insurance	42	0.00	0.00	0.00	42.00	0.00
TOTAL Other Personnel Costs	10,581	446.61	446.61	0.00	10,134.39	4.22
Other Expenses						
10-412-2002 Education & Training	500	0.00	0.00	0.00	500.00	0.00
10-412-2014 W.Comp Insurance	75	0.00	0.00	0.00	75.00	0.00
10-412-2106 Publicity,Subscriptions&Due	100	0.00	0.00	0.00	100.00	0.00
10-412-2210 Contractual Services	3,000	2,739.51	2,739.51	0.00	260.49	91.32
10-412-2300 Operating Supplies	500	0.00	0.00	0.00	500.00	0.00
10-412-2302 Office Supplies	500	0.00	0.00	0.00	500.00	0.00
10-412-2310 Miscellaneous/Sundry	3,500	366.36	366.36	0.00	3,133.64	10.47
10-412-4014 City Judge	6,000	500.00	500.00	0.00	5,500.00	8.33
TOTAL Other Expenses	14,175	3,605.87	3,605.87	0.00	10,569.13	25.44
TOTAL Municipal Court	59,901	6,657.28	6,657.28	0.00	53,243.72	11.11

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

10 -General Fund
DEPARTMENT - Police Dept

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-421-1100 Salaries - Dispatch/Records	33,160	2,428.80	2,428.80	0.00	30,731.20	7.32
10-421-1105 Salaries - Police	642,175	48,907.24	48,907.24	0.00	593,267.76	7.62
10-421-1106 Overtime - Police	17,000	4,544.99	4,544.99	0.00	12,455.01	26.74
10-421-1107 O.T. GHSO Grant/Traffic Enf	5,000	0.00	0.00	0.00	5,000.00	0.00
10-421-1108 Longevity Pay	5,650	0.00	0.00	0.00	5,650.00	0.00
TOTAL Salaries	702,985	55,881.03	55,881.03	0.00	647,103.97	7.95
Other Personnel Costs						
10-421-1200 SS & Medicare	53,778	4,144.70	4,144.70	0.00	49,633.30	7.71
10-421-1300 Employee Health Insurance	163,404	4,700.05	4,700.05	0.00	158,703.95	2.88
10-421-1400 Retirement	0	309.98	309.98	0.00	309.98	0.00
10-421-1500 Unemployment Insurance	1,184	0.00	0.00	0.00	1,184.00	0.00
TOTAL Other Personnel Costs	218,366	9,154.73	9,154.73	0.00	209,211.27	4.19
Other Expenses						
10-421-2000 Other Medical Expense	1,200	0.00	0.00	0.00	1,200.00	0.00
10-421-2002 Education & Training	10,000	0.00	0.00	0.00	10,000.00	0.00
10-421-2014 W.Comp Insurance	40,263	0.00	0.00	0.00	40,263.00	0.00
10-421-2100 Utilities	600	0.00	0.00	0.00	600.00	0.00
10-421-2102 Telephone & jetpacks	10,034	758.63	758.63	0.00	9,275.37	7.56
10-421-2104 Gas, Oil, Diesel Fuel	40,000	0.00	0.00	0.00	40,000.00	0.00
10-421-2106 Publicity,Subscripts & Dues	1,000	0.00	0.00	0.00	650.00	35.00
10-421-2202 Vehicle Repair&Maintenance	25,000	350.00	350.00	0.00	23,739.00	5.04
10-421-2204 Equip Repair & Maintenance	4,000	1,261.00	1,261.00	0.00	4,000.00	0.00
10-421-2210 Contractual Services	12,300	0.00	0.00	0.00	9,450.33	23.17
10-421-2212 SCECC Contractual Svc	190,000	2,849.67	2,849.67	0.00	190,000.00	0.00
10-421-2300 Operating Supplies	7,000	0.00	0.00	0.00	7,000.00	0.00
10-421-2302 Office Supplies	2,000	0.00	0.00	0.00	2,000.00	0.00
10-421-2310 Miscellaneous/Sundry	500	0.00	0.00	0.00	500.00	0.00
10-421-2312 Minor Equipment-Police	31,300	0.00	0.00	0.00	31,300.00	0.00
10-421-2316 Postage	100	0.00	0.00	0.00	100.00	0.00
10-421-2324 Clothing & Uniforms	10,000	0.00	0.00	0.00	10,000.00	0.00
10-421-4002 Vehicle Towing Service	3,000	65.00	65.00	0.00	2,935.00	2.17
10-421-6014 Machinery&Equipment-Police	77,000	0.00	0.00	0.00	77,000.00	0.00
TOTAL Other Expenses	465,297	5,284.30	5,284.30	0.00	460,012.70	1.14
TOTAL Police Dept	1,386,648	70,320.06	70,320.06	0.00	1,316,327.94	5.07

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

10 -General Fund
DEPARTMENT - Fire Dept

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-422-1100 Salaries - Fire Department	98,394	7,368.39	7,368.39	0.00	91,025.61	7.49
10-422-1105 Volunteer Pay	35,000	0.00	0.00	0.00	35,000.00	0.00
10-422-1108 Longevity Pay	900	0.00	0.00	0.00	900.00	0.00
TOTAL Salaries	134,294	7,368.39	7,368.39	0.00	126,925.61	5.49
Other Personnel Costs						
10-422-1200 SS & Medicare	10,273	536.58	536.58	0.00	9,736.42	5.22
10-422-1300 Employee Health Insurance	19,000	635.28	635.28	0.00	18,364.72	3.34
10-422-1400 Retirement	0	44.26	44.26	0.00	(44.26)	0.00
10-422-1500 Unemployment Insurance	84	0.00	0.00	0.00	84.00	0.00
TOTAL Other Personnel Costs	29,357	1,216.12	1,216.12	0.00	28,140.88	4.14
Other Expenses						
10-422-2002 Education & Training	5,000	0.00	0.00	0.00	5,000.00	0.00
10-422-2014 W.Comp Insurance	7,072	0.00	0.00	0.00	7,072.00	0.00
10-422-2100 Utility Services	7,500	0.00	0.00	0.00	7,500.00	0.00
10-422-2102 Telephone & aircards	2,400	159.68	159.68	0.00	2,240.32	6.65
10-422-2104 Gas, Oil, Diesel Fuel	6,000	0.00	0.00	0.00	6,000.00	0.00
10-422-2106 Publicity,Subscripts & Dues	2,500	0.00	0.00	0.00	2,500.00	0.00
10-422-2202 Vehicle Repair&Maintenance	15,000	4,229.74	4,229.74	0.00	10,770.26	28.20
10-422-2204 Equip. Repair & Maintenance	5,000	0.00	0.00	0.00	5,000.00	0.00
10-422-2206 Bldg Repair & Maint - Sta 2	2,000	0.00	0.00	0.00	2,000.00	0.00
10-422-2210 Contracting Services	18,632	948.00	948.00	0.00	17,684.00	5.09
10-422-2300 Operating Supplies	7,000	32.96	32.96	0.00	6,967.04	0.47
10-422-2302 Office Supplies	1,000	0.00	0.00	0.00	1,000.00	0.00
10-422-2310 Miscellaneous/Sundry	1,000	0.00	0.00	0.00	1,000.00	0.00
10-422-2312 Minor Equipment-Fire	6,072	0.00	0.00	0.00	6,072.00	0.00
10-422-2314 Minor Equip-Turnout Gear	15,000	0.00	0.00	0.00	15,000.00	0.00
10-422-2316 Postage	100	0.00	0.00	0.00	100.00	0.00
10-422-2324 Clothing & Uniforms	4,000	0.00	0.00	0.00	4,000.00	0.00
10-422-2332 Meals & Entertainment	300	0.00	0.00	0.00	300.00	0.00
10-422-4026 Promotional/Fire Prevention	1,000	0.00	0.00	0.00	1,000.00	0.00
10-422-6004 Debt Svc-Fire Engine	44,600	36,890.70	36,890.70	0.00	7,709.30	82.71
10-422-6014 Machinery & Equipment-Fire	73,910	0.00	0.00	0.00	73,910.00	0.00
TOTAL Other Expenses	225,086	42,261.08	42,261.08	0.00	182,824.92	18.78
TOTAL Fire Dept	388,737	50,845.59	50,845.59	0.00	337,891.41	13.08

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

10 -General Fund
DEPARTMENT - Development Services

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-440-1100 Salaries - Development Svcs	68,000	4,058.76	4,058.76	0.00	63,941.24	5.97
10-440-1108 Longevity Pay	150	0.00	0.00	0.00	150.00	0.00
TOTAL Salaries	68,150	4,058.76	4,058.76	0.00	64,091.24	5.96
Other Personnel Costs						
10-440-1200 SS & Medicare	5,213	294.83	294.83	0.00	4,918.17	5.66
10-440-1300 Employee Health Insurance	10,800	354.07	354.07	0.00	10,445.93	3.28
10-440-1400 Retirement	0	17.90	17.90	0.00	17.90	0.00
10-440-1500 Unemployment Ins.	28	0.00	0.00	0.00	28.00	0.00
TOTAL Other Personnel Costs	16,041	666.80	666.80	0.00	15,374.20	4.16
Other Expenses						
10-440-2002 Education & Training	2,000	0.00	0.00	0.00	2,000.00	0.00
10-440-2010 P&Z (& Recording Fees)	1,000	0.00	0.00	0.00	1,000.00	0.00
10-440-2014 W.Comp Insurance	151	0.00	0.00	0.00	151.00	0.00
10-440-2102 Telephone/Internet	684	59.60	59.60	0.00	624.40	8.71
10-440-2104 Gas & Oil	1,000	0.00	0.00	0.00	1,000.00	0.00
10-440-2106 Publicity, Subscriptions&Due	1,000	160.00	160.00	0.00	840.00	16.00
10-440-2202 Vehicle Repair&Maintenance	1,000	0.00	0.00	0.00	1,000.00	0.00
10-440-2204 Equipment Repair & Maint	500	0.00	0.00	0.00	500.00	0.00
10-440-2210 Contractual Services	2,327	0.00	0.00	0.00	2,327.00	0.00
10-440-2300 Operating Supplies	200	0.00	0.00	0.00	200.00	0.00
10-440-2302 Office Supplies	500	0.00	0.00	0.00	500.00	0.00
10-440-2312 Minor Equipment	1,000	0.00	0.00	0.00	1,000.00	0.00
10-440-2324 Clothing & Uniforms	300	0.00	0.00	0.00	300.00	0.00
10-440-2332 Meals & Entertainment	300	0.00	0.00	0.00	300.00	0.00
10-440-4000 Professional Services	5,000	0.00	0.00	0.00	5,000.00	0.00
10-440-4014 Legal Services	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL Other Expenses	18,962	219.60	219.60	0.00	18,742.40	1.16
TOTAL Development Services	103,153	4,945.16	4,945.16	0.00	98,207.84	4.79

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

10 -General Fund
DEPARTMENT - Community Ctr/Parks

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-444-1100 Salaries - Parks	70,871	5,668.50	5,668.50	0.00	65,202.50	8.00
10-444-1101 Overtime - Parks	1,000	0.00	0.00	0.00	1,000.00	0.00
10-444-1108 Longevity Pay	1,300	0.00	0.00	0.00	1,300.00	0.00
TOTAL Salaries	73,171	5,668.50	5,668.50	0.00	67,502.50	7.75
Other Personnel Costs						
10-444-1200 SS & Medicare	5,598	403.51	403.51	0.00	5,194.49	7.21
10-444-1300 Employee Health Insurance	18,600	585.53	585.53	0.00	18,014.47	3.15
10-444-1400 Retirement	0	16.83	16.83	0.00	16.83	0.00
10-444-1500 Unemployment Ins.	84	0.00	0.00	0.00	84.00	0.00
TOTAL Other Personnel Costs	24,282	1,005.87	1,005.87	0.00	23,276.13	4.14
Other Expenses						
10-444-2014 W.Comp Insurance	1,886	0.00	0.00	0.00	1,886.00	0.00
10-444-2100 Utilities	15,000	0.00	0.00	0.00	15,000.00	0.00
10-444-2102 Telephone&Internet	2,700	222.52	222.52	0.00	2,477.48	8.24
10-444-2104 Gas & Oil	200	0.00	0.00	0.00	200.00	0.00
10-444-2106 Publicity, Subscriptions,Du	205	0.00	0.00	0.00	205.00	0.00
10-444-2204 Equip Repair&Maintenance	1,500	0.00	0.00	0.00	1,500.00	0.00
10-444-2206 Bldg Repair & Maintenance	10,000	257.50	257.50	0.00	9,742.50	2.58
10-444-2207 Parks Property Maintenance	21,000	0.00	0.00	0.00	21,000.00	0.00
10-444-2210 Contractual Services	9,227	442.50	442.50	0.00	8,784.50	4.80
10-444-2300 Operating Supplies	2,000	119.59	119.59	0.00	1,880.41	5.98
10-444-2302 Office Supplies	500	66.99	66.99	0.00	433.01	13.40
10-444-2310 Miscellaneous/Sundry	1,000	11.69	11.69	0.00	988.31	1.17
10-444-2312 Minor Equipment-C.Center	1,000	89.99	89.99	0.00	910.01	9.00
10-444-2322 Interest Exp - CCtr Loan	12,000	846.40	846.40	0.00	11,153.60	7.05
10-444-3000 Special Events	11,000	0.00	0.00	0.00	11,000.00	0.00
10-444-6000 Building Imp's-C.Ctr	4,000	0.00	0.00	0.00	4,000.00	0.00
10-444-6004 Debt Svc-Comm.Ctr Loan Pmt	134,000	10,911.63	10,911.63	0.00	123,088.37	8.14
10-444-6018 Park Dev/Playgrounds&Imp's	60,000	0.00	0.00	0.00	60,000.00	0.00
TOTAL Other Expenses	287,218	12,968.81	12,968.81	0.00	274,249.19	4.52
TOTAL Community Ctr/Parks	384,671	19,643.18	19,643.18	0.00	365,027.82	5.11
TOTAL EXPENDITURES	3,121,788	189,212.93	189,212.93	0.00	2,932,575.07	6.06
REVENUE OVER/ (UNDER) EXPENDITURES	0 (7,353.98) (7,353.98)	0.00	7,353.98	0.00

BALANCE SHEET

AS OF: JULY 31ST, 2019

20 -Sewer Fund

BALANCE

ASSETS

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Current AssetsChecking/Savings

1000 Sewer Fund - Farmers Bank	229,890.89
1001 Phase II Sewer - Farmers Bk	587,031.50
1005 Sewer Fund MM-Farmers Bk	346,160.66
Total Checking/Savings	1,163,083.05

Current Assets

1100 Cash Reserves - State of TN	24.00
1110 Cash on Hand-Petty Cash	300.00
1200 Accounts Receivable	92,921.34
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	(7,939.81)
1220 A/R - Other	72,472.37
1260 Postage Dep (Utility Billing)	1,830.40
1300 Inventory Asset	31,835.74
Total Current Assets	190,657.01

Total Current Assets	1,353,740.06
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Other AssetsFixed 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	(33,260.17)
1630 Due To / From Street Fund	(748.23)
1640 Due To / From Solid Waste Fund	(110,656.61)
1660 Due To / From Stormwater Fund	(38,209.35)
Total Transfers	(182,874.36)

Total Other Assets	5,087,488.68
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TOTAL ASSETS	6,441,228.74
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BALANCE SHEET

AS OF: JULY 31ST, 2019

20 -Sewer Fund

BALANCE

LIABILITIES & EQUITY

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Current LiabilitiesCurrent Liabilities

2000	Accounts Payable	32,186.41
2109	Accrued Compensated Absences	7,360.68
2250	Deferred Inflows for Pension	12,255.00
Total Current Liabilities		51,802.09

Total Current Liabilities	51,802.09
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Long Term LiabilitiesLong Term Liabilities

2460	SRF Loan Payable-LT	135,949.00
Total Long Term Liabilities		135,949.00

Total Long Term Liabilities	135,949.00
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TOTAL LIABILITIES	187,751.09
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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		71,051.38
(Will Close To Fund Balance)		(95,142.04)

Total Equity	6,253,477.65
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TOTAL LIABILITIES & EQUITY	6,441,228.74
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CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

20 -Sewer Fund

% OF YEAR COMPLETED: 08.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Sewer Revenue</u>						
20-3000 Operating Revenue-Sewer	1,040,000	92,098.09	92,098.09	0.00	947,901.91	8.86
20-3001 Tap Fees	20,000	0.00	0.00	0.00	20,000.00	0.00
TOTAL Sewer Revenue	<u>1,060,000</u>	<u>92,098.09</u>	<u>92,098.09</u>	<u>0.00</u>	<u>967,901.91</u>	<u>8.69</u>
<u>Other Revenue</u>						
20-3400 Sewer Fees/Insp, Permits, etc	1,500	0.00	0.00	0.00	1,500.00	0.00
20-3501 Interest Income	3,200	253.04	253.04	0.00	2,946.96	7.91
20-3503 Sewer Tank/Pump Pkgs	0	3,000.00	3,000.00	0.00	3,000.00	0.00
20-3504 Miscellaneous Income	30,000	2,772.65	2,772.65	0.00	27,227.35	9.24
TOTAL Other Revenue	<u>34,700</u>	<u>6,025.69</u>	<u>6,025.69</u>	<u>0.00</u>	<u>28,674.31</u>	<u>17.37</u>
<u>Transfers</u>						
20-3701 From Fund Balance-Sewer Fund	132,938	0.00	0.00	0.00	132,938.00	0.00
TOTAL Transfers	<u>132,938</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>132,938.00</u>	<u>0.00</u>
 TOTAL REVENUE	 1,227,638	 98,123.78	 98,123.78	 0.00	 1,129,514.22	 7.99

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

20 -Sewer Fund
DEPARTMENT - Sewer

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
20-522-1100 Salaries - Sewer	108,168	6,466.62	6,466.62	0.00	101,701.38	5.98
20-522-1101 Overtime - Sewer	6,000	446.20	446.20	0.00	5,553.80	7.44
20-522-1108 Longevity Pay	3,300	0.00	0.00	0.00	3,300.00	0.00
TOTAL Salaries	117,468	6,912.82	6,912.82	0.00	110,555.18	5.88
Other Personnel Costs						
20-522-1200 SS & Medicare	8,986	519.50	519.50	0.00	8,466.50	5.78
20-522-1300 Employee Health Insurance	35,000	231.46	231.46	0.00	34,768.54	0.66
20-522-1400 Retirement	0	52.23	52.23	0.00	52.23	0.00
20-522-1500 Unemployment Insurance	210	0.00	0.00	0.00	210.00	0.00
TOTAL Other Personnel Costs	44,196	803.19	803.19	0.00	43,392.81	1.82
Other Expenses						
20-522-2000 Other Medical Expense	0	212.50	212.50	0.00	212.50	0.00
20-522-2002 Education & Training	2,300	0.00	0.00	0.00	2,300.00	0.00
20-522-2014 Worker's Comp Insurance	5,063	0.00	0.00	0.00	5,063.00	0.00
20-522-2016 Liability & Property Ins.	13,000	0.00	0.00	0.00	13,000.00	0.00
20-522-2100 Utilities	14,000	0.00	0.00	0.00	14,000.00	0.00
20-522-2102 Telephone	1,100	91.64	91.64	0.00	1,008.36	8.33
20-522-2104 Gas, Oil, Diesel Fuel	8,000	0.00	0.00	0.00	8,000.00	0.00
20-522-2106 Publicity, Subscripts & Dues	2,800	0.00	0.00	0.00	2,800.00	0.00
20-522-2200 System Rep&Maintenance	17,000	934.00	934.00	0.00	16,066.00	5.49
20-522-2202 Vehicle Repair&Maintenance	7,000	0.00	0.00	0.00	7,000.00	0.00
20-522-2204 Equip. Repair & Maintenance	5,600	0.00	0.00	0.00	5,600.00	0.00
20-522-2210 Contractual Services	18,232	3,077.93	3,077.93	0.00	15,154.07	16.88
20-522-2300 Operating Supplies	20,000	1,332.36	1,332.36	0.00	18,667.64	6.66
20-522-2302 Office Supplies	1,000	0.00	0.00	0.00	1,000.00	0.00
20-522-2310 Miscellaneous/Sundry	7,500	668.70	668.70	0.00	6,831.30	8.92
20-522-2312 Minor Equipment-Sewer	2,808	0.00	0.00	0.00	2,808.00	0.00
20-522-2316 Postage	500	0.00	0.00	0.00	500.00	0.00
20-522-2324 Clothing & Uniforms	2,000	0.00	0.00	0.00	2,000.00	0.00
20-522-2706 Payments In Lieu Of Taxes	29,200	0.00	0.00	0.00	29,200.00	0.00
20-522-2708 Depreciation	246,000	0.00	0.00	0.00	246,000.00	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	130,000	0.00	0.00	0.00	130,000.00	0.00
20-522-4006 Sewage Treatment-Metro	301,000	0.00	0.00	0.00	301,000.00	0.00
20-522-4008 WHUD Readings	11,400	0.00	0.00	0.00	11,400.00	0.00
20-522-4010 Pretreatment (Odor Control)	25,000	2,968.00	2,968.00	0.00	22,032.00	11.87
20-522-4016 Accounting & Auditing	4,500	0.00	0.00	0.00	4,500.00	0.00
20-522-5006 Debt Svc-State Rev Loan	23,971	41.90	41.90	0.00	23,929.10	0.17
20-522-6002 Syst Upgrade-Phl/Investigat	7,500	0.00	0.00	0.00	7,500.00	0.00
20-522-6006 Pumps (System r&m)	70,000	10,029.36	10,029.36	0.00	59,970.64	14.33
20-522-6014 Machinery&Equipment-Swr	87,000	0.00	0.00	0.00	87,000.00	0.00
TOTAL Other Expenses	1,065,974	19,356.39	19,356.39	0.00	1,046,617.61	1.82
TOTAL Sewer	1,227,638	27,072.40	27,072.40	0.00	1,200,565.60	2.21

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

20 -Sewer Fund
DEPARTMENT - Sewer

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TOTAL EXPENDITURES	1,227,638	27,072.40	27,072.40	0.00	1,200,565.60	2.21
REVENUE OVER/(UNDER) EXPENDITURES	0	71,051.38	71,051.38	0.00 (71,051.38)	0.00

BALANCE SHEET

AS OF: JULY 31ST, 2019

30 -Street Fund

BALANCE

ASSETS

=====

Current AssetsChecking/Savings

1000 State Street Aid Fund-Farmers	213,465.14
1002 Road Maint.Fund-Farmers Bank	25,510.07
Total Checking/Savings	238,975.21

Current Assets

1220 A/R - Other	19,467.03
1300 Inventory	2,629.94
Total Current Assets	22,096.97

Total Current Assets	261,072.18
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Other AssetsFixed AssetsTransfers

1610 Due To / From General Fund	61,028.70
1620 Due To / From Sewer Fund	748.23
Total Transfers	61,776.93

Total Other Assets	61,776.93
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TOTAL ASSETS	322,849.11
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LIABILITIES & EQUITY

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Current LiabilitiesCurrent LiabilitiesLong Term Liabilities

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Equity

2700 Retained Earnings	(212,083.52)
2720 Fund Balance-Nonspendable	2,629.94
2740 Fund Balance-Committed	564,284.84
Net Income	19,914.57
(Will Close To Fund Balance)	(51,896.72)

Total Equity	322,849.11
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8-16-2019

CITY OF MILLERSVILLE

PAGE: 2

BALANCE SHEET

AS OF: JULY 31ST, 2019

30 -Street Fund

BALANCE

TOTAL LIABILITIES & EQUITY

322,849.11

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CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

30 -Street Fund

% OF YEAR COMPLETED: 08.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Street Revenue						
30-3030 State Gas-Motor Fuel Tax	247,940	10,760.41	10,760.41	0.00	237,179.59	4.34
30-3032 State Gas 1989 Tax	0	1,711.48	1,711.48	0.00	1,711.48	0.00
30-3034 State Gas 3 Cent Tax	0	3,171.25	3,171.25	0.00	3,171.25	0.00
30-3036 State Gas 2017 Improve Tax	0	4,301.20	4,301.20	0.00	4,301.20	0.00
30-3100 Road Maintenance Fees	7,000	150.00	150.00	0.00	6,850.00	2.14
30-3501 Interest Earned	450	32.75	32.75	0.00	417.25	7.28
TOTAL Street Revenue	255,390	20,127.09	20,127.09	0.00	235,262.91	7.88
Transfers						
30-3711 From Fund Balance-Street Fund	172,880	0.00	0.00	0.00	172,880.00	0.00
TOTAL Transfers	172,880	0.00	0.00	0.00	172,880.00	0.00
TOTAL REVENUE	428,270	20,127.09	20,127.09	0.00	408,142.91	4.70

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

30 -Street Fund
DEPARTMENT - Street

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Salaries</u>						
30-431-1101 Overtime - Street	0	197.76	197.76	0.00 (197.76)	0.00
TOTAL Salaries	0	197.76	197.76	0.00 (197.76)	0.00
<u>Other Personnel Costs</u>						
30-431-1200 SS & Medicare	0	14.76	14.76	0.00 (14.76)	0.00
TOTAL Other Personnel Costs	0	14.76	14.76	0.00 (14.76)	0.00
<u>Other Expenses</u>						
30-431-2016 Liability & Property Ins.	4,600	0.00	0.00	0.00	4,600.00	0.00
30-431-2104 Gas, Oil, Diesel Fuel	3,000	0.00	0.00	0.00	3,000.00	0.00
30-431-2110 Street Lighting	35,000	0.00	0.00	0.00	35,000.00	0.00
30-431-2204 Equip. Repair & Maintenance	7,500	0.00	0.00	0.00	7,500.00	0.00
30-431-2208 Street Repair & Maintenance	2,500	0.00	0.00	0.00	2,500.00	0.00
30-431-2300 Operating Supplies	500	0.00	0.00	0.00	500.00	0.00
30-431-2306 Salt Supplies	4,000	0.00	0.00	0.00	4,000.00	0.00
30-431-2308 Rock, Gravel & Sand	900	0.00	0.00	0.00	900.00	0.00
30-431-2310 Miscellaneous/Sundry	870	0.00	0.00	0.00	870.00	0.00
30-431-2312 Minor Equipment-Street	300	0.00	0.00	0.00	300.00	0.00
30-431-2318 Sign Parts & Supplies	5,000	0.00	0.00	0.00	5,000.00	0.00
30-431-4000 Professional Services	24,100	0.00	0.00	0.00	24,100.00	0.00
30-431-6020 Street Paving	300,000	0.00	0.00	0.00	300,000.00	0.00
30-431-6025 Streetscape Capital Proj.	40,000	0.00	0.00	0.00	40,000.00	0.00
TOTAL Other Expenses	428,270	0.00	0.00	0.00	428,270.00	0.00
<u>TOTAL Street</u>	428,270	212.52	212.52	0.00	428,057.48	0.05
<u>TOTAL EXPENDITURES</u>	428,270	212.52	212.52	0.00	428,057.48	0.05
REVENUE OVER/ (UNDER) EXPENDITURES	0	19,914.57	19,914.57	0.00 (19,914.57)	0.00

BALANCE SHEET

AS OF: JULY 31ST, 2019

40 -Solid Waste Fund

BALANCE

ASSETS

=====

Current AssetsChecking/Savings

1000 Solid Waste Fund - Farmers Bk	302,243.25
Total Checking/Savings	302,243.25

Current Assets

1200 Accounts Receivable	38,298.07
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	48,138.80

Total Current Assets	350,382.05
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Other AssetsTransfers

1610 Due To / From General Fund	(42,956.22)
1620 Due To / From Sewer Fund	110,656.61
Total Transfers	67,700.39

Total Other Assets	67,700.39
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TOTAL ASSETS	418,082.44
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LIABILITIES & EQUITY

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Current LiabilitiesCurrent Liabilities

2200 Deferred Revenue	36,981.50
Total Current Liabilities	36,981.50

Total Current Liabilities	36,981.50
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Long Term Liabilities

TOTAL LIABILITIES	36,981.50
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8-16-2019

CITY OF MILLERSVILLE
BALANCE SHEET
AS OF: JULY 31ST, 2019
40 -Solid Waste Fund

PAGE: 2

BALANCE

Equity

2700	Retained Earnings	(101,669.41)
2720	Fund Balance-Nonspendable		4,473.20
2730	Fund Balance-Restricted		460,420.66
	Net Income		22,181.56
	(Will Close To Fund Balance)	(4,305.07)

Total Equity	381,100.94
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TOTAL LIABILITIES & EQUITY	418,082.44
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CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

40 -Solid Waste Fund

% OF YEAR COMPLETED: 08.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>User Fees</u>						
40-3000 User Fees	464,000	37,125.42	37,125.42	0.00	426,874.58	8.00
TOTAL User Fees	464,000	37,125.42	37,125.42	0.00	426,874.58	8.00
<u>Other Revenue</u>						
40-3500 Sale of Recyclables	3,000	199.50	199.50	0.00	2,800.50	6.65
40-3501 Interest Income	500	44.03	44.03	0.00	455.97	8.81
TOTAL Other Revenue	3,500	243.53	243.53	0.00	3,256.47	6.96
<u>Transfers</u>						
40-3711 From Fund Balance-SW Fund	59,213	0.00	0.00	0.00	59,213.00	0.00
TOTAL Transfers	59,213	0.00	0.00	0.00	59,213.00	0.00
TOTAL REVENUE	526,713	37,368.95	37,368.95	0.00	489,344.05	7.09

40 -Solid Waste Fund
DEPARTMENT - Solid Waste

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
40-432-1100 Salaries - Solid Waste	97,755	10,069.82	10,069.82	0.00	87,685.18	10.30
40-432-1101 Overtime - Solid Waste	1,500	0.00	0.00	0.00	1,500.00	0.00
40-432-1108 Longevity Pay	1,150	0.00	0.00	0.00	1,150.00	0.00
TOTAL Salaries	100,405	10,069.82	10,069.82	0.00	90,335.18	10.03
Other Personnel Costs						
40-432-1200 SS & Medicare	7,681	763.92	763.92	0.00	6,917.08	9.95
40-432-1300 Employee Health Insurance	30,000	1,226.23	1,226.23	0.00	28,773.77	4.09
40-432-1400 Retirement	0	49.51	49.51	0.00	49.51	0.00
40-432-1500 Unemployment Insurance	84	0.00	0.00	0.00	84.00	0.00
TOTAL Other Personnel Costs	37,765	2,039.66	2,039.66	0.00	35,725.34	5.40
Other Expenses						
40-432-2014 Worker's Comp. Insurance	5,976	0.00	0.00	0.00	5,976.00	0.00
40-432-2016 Liability & Property Ins.	7,000	0.00	0.00	0.00	7,000.00	0.00
40-432-2104 Gas, Oil, Diesel Fuel	6,000	0.00	0.00	0.00	6,000.00	0.00
40-432-2106 Publicity, Subscript's & Due	7,000	0.00	0.00	0.00	3,000.00	0.00
40-432-2202 Vehicle/Equipment rfm	7,000	0.00	0.00	0.00	7,000.00	0.00
40-432-2210 Contractual Services	10,510	3,077.91	3,077.91	0.00	7,432.09	29.29
40-432-2300 Operating Supplies	1,000	0.00	0.00	0.00	1,000.00	0.00
40-432-2302 Office Supplies	200	0.00	0.00	0.00	200.00	0.00
40-432-2310 Miscellaneous/Sundry	200	0.00	0.00	0.00	200.00	0.00
40-432-2316 Postage	500	0.00	0.00	0.00	500.00	0.00
40-432-2324 Clothing & Uniforms	1,000	0.00	0.00	0.00	1,000.00	0.00
40-432-4002 Contractual Svc-Waste Ind.	267,157	0.00	0.00	0.00	267,157.00	0.00
40-432-4016 Accounting & Auditing	1,000	0.00	0.00	0.00	1,000.00	0.00
40-432-4026 Disposal Fees	18,000	0.00	0.00	0.00	18,000.00	0.00
40-432-6014 Machinery&Equipment-SW	60,000	0.00	0.00	0.00	60,000.00	0.00
TOTAL Other Expenses	388,543	3,077.91	3,077.91	0.00	385,465.09	0.79
TOTAL Solid Waste	526,713	15,187.39	15,187.39	0.00	511,525.61	2.88
TOTAL EXPENDITURES	526,713	15,187.39	15,187.39	0.00	511,525.61	2.88
REVENUE OVER/ (UNDER) EXPENDITURES	0	22,181.56	22,181.56	0.00	22,181.56	0.00

BALANCE SHEET

AS OF: JULY 31ST, 2019

50 -Drug Fund

BALANCE

ASSETS

=====

Current AssetsChecking/Savings

1000 Drug Fund - Farmers Bank	15,003.20
1001 Drug Fund Escrow Acct-Farmers	46,350.52
Total Checking/Savings	61,353.72

Current Assets

1110 Cash on Hand - Petty Cash	245.00
Total Current Assets	245.00

Total Current Assets	61,598.72
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Other AssetsTransfers

1610 Due To / From General Fund	(6,399.90)
Total Transfers	(6,399.90)

Total Other Assets	(6,399.90)
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TOTAL ASSETS	55,198.82
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LIABILITIES & EQUITY

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Current LiabilitiesCurrent Liabilities

2002 DF Escrow Pending Acct	46,350.52
Total Current Liabilities	46,350.52

Total Current Liabilities	46,350.52
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Long Term Liabilities

TOTAL LIABILITIES	46,350.52
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Equity

2700 Retained Earnings	26,359.57
2730 Fund Balance-Restricted	28,601.02
Net Income	3,229.20
(Will Close To Fund Balance)	(49,341.49)

Total Equity	8,848.30
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8-16-2019

CITY OF MILLERSVILLE

PAGE: 2

BALANCE SHEET

AS OF: JULY 31ST, 2019

50 -Drug Fund

BALANCE

TOTAL LIABILITIES & EQUITY

55,198.82

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CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

50 -Drug Fund

% OF YEAR COMPLETED: 08.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Drug Fund Donations						
50-3101 Donations	0	1,500.00	1,500.00	0.00	(1,500.00)	0.00
TOTAL Drug Fund Donations	0	1,500.00	1,500.00	0.00	(1,500.00)	0.00
Drug Fines/Fees						
50-3200 Drug Fines	7,000	201.95	201.95	0.00	6,798.05	2.89
50-3222 Impound Storage Fees	7,000	0.00	0.00	0.00	7,000.00	0.00
TOTAL Drug Fines/Fees	14,000	201.95	201.95	0.00	13,798.05	1.44
Other Drug Revenue						
50-3501 Interest Income	80	9.12	9.12	0.00	70.88	11.40
50-3507 Seizure/Forfeit/Auction	10,000	1,785.05	1,785.05	0.00	8,214.95	17.85
TOTAL Other Drug Revenue	10,080	1,794.17	1,794.17	0.00	8,285.83	17.80
Transfers						
TOTAL REVENUE	24,080	3,496.12	3,496.12	0.00	20,583.88	14.52

50 -Drug Fund
DEPARTMENT - Drug

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Other Personnel Costs</u>						
<u>Other Expenses</u>						
50-451-2312 Minor Equipment-Drug	22,040	266.92	266.92	0.00	21,773.08	1.21
50-451-2320 Bank Service Charge	40	0.00	0.00	0.00	40.00	0.00
50-451-2712 Other Drug Related Expenses	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL Other Expenses	24,080	266.92	266.92	0.00	23,813.08	1.11
TOTAL Drug	24,080	266.92	266.92	0.00	23,813.08	1.11
TOTAL EXPENDITURES	24,080	266.92	266.92	0.00	23,813.08	1.11
REVENUE OVER/ (UNDER) EXPENDITURES	0	3,229.20	3,229.20	0.00 (3,229.20)	0.00

BALANCE

ASSETS

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Current AssetsChecking/Savings

1000 Stormwater Fund - Farmers Bk	89,228.86
Total Checking/Savings	89,228.86

Current Assets

1200 Accounts Receivable	15,568.86
1203 A/R - Stormwater Bad Debt	237.17
1220 A/R - Other	10,760.00
Total Current Assets	26,566.03

Total Current Assets	115,794.89
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Other AssetsTransfers

1610 Due To / From General Fund	(17,718.97)
1620 Due To / From Sewer Fund	38,209.35
Total Transfers	20,490.38

Total Other Assets	20,490.38
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TOTAL ASSETS	136,285.27
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LIABILITIES & EQUITY

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Current LiabilitiesCurrent LiabilitiesLong Term LiabilitiesEquity

2700 Retained Earnings	96,245.01
Net Income	(43,279.89)
(Will Close To Fund Balance)	83,320.15

Total Equity	136,285.27
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TOTAL LIABILITIES & EQUITY	136,285.27
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CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2019

60 -Stormwater Fund

% OF YEAR COMPLETED: 08.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Stormwater Revenue						
60-3000 Stormwater Fees	155,000	13,202.51	13,202.51	0.00	141,797.49	8.52
TOTAL Stormwater Revenue	155,000	13,202.51	13,202.51	0.00	141,797.49	8.52
Other Revenue						
60-3400 Stormwater Permits/Fees	2,500	400.00	400.00	0.00	2,100.00	16.00
60-3501 Interest Income	180	25.59	25.59	0.00	154.41	14.22
60-3504 Miscellaneous Income	500	0.00	0.00	0.00	500.00	0.00
TOTAL Other Revenue	3,180	425.59	425.59	0.00	2,754.41	13.38
Transfers						
60-3711 From Fund Balance-StWr	17,313	0.00	0.00	0.00	17,313.00	0.00
TOTAL Transfers	17,313	0.00	0.00	0.00	17,313.00	0.00
TOTAL REVENUE	175,493	13,628.10	13,628.10	0.00	161,864.90	7.77

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
60-461-1100 Salaries - Stormwater	63,228	2,723.09	2,723.09	0.00	60,504.91	4.31
60-461-1101 Overtime-Stormwater	500	0.00	0.00	0.00	500.00	0.00
TOTAL Salaries	63,728	2,723.09	2,723.09	0.00	61,004.91	4.27
Other Personnel Costs						
60-461-1200 SS & Medicare	4,837	204.30	204.30	0.00	4,632.70	4.22
60-461-1300 Employee Health Insurance	14,000	0.00	0.00	0.00	14,000.00	0.00
60-461-1400 Retirement	0	22.83	22.83	0.00	(22.83)	0.00
60-461-1500 Unemployment Ins.	28	0.00	0.00	0.00	28.00	0.00
TOTAL Other Personnel Costs	18,865	227.13	227.13	0.00	18,637.87	1.20
Other Expenses						
60-461-2002 Education & Training	1,000	0.00	0.00	0.00	1,000.00	0.00
60-461-2014 Work Comp Insurance	112	0.00	0.00	0.00	112.00	0.00
60-461-2104 Gas & Oil	1,000	0.00	0.00	0.00	1,000.00	0.00
60-461-2106 Publicity, Subscriptions & Dues	3,800	0.00	0.00	0.00	3,800.00	0.00
60-461-2202 Vehicle Repair & Maintenance	1,000	0.00	0.00	0.00	1,000.00	0.00
60-461-2210 Contractual Services	3,200	1,669.17	1,669.17	0.00	1,530.83	52.16
60-461-2300 Operating Supplies	500	0.00	0.00	0.00	500.00	0.00
60-461-2302 Office Supplies	500	0.00	0.00	0.00	500.00	0.00
60-461-2310 Miscellaneous/Sundry	500	0.00	0.00	0.00	500.00	0.00
60-461-2312 Minor Equipment	1,000	0.00	0.00	0.00	1,000.00	0.00
60-461-2324 Clothing & Uniforms	500	0.00	0.00	0.00	500.00	0.00
60-461-4000 Professional Services	20,000	0.00	0.00	0.00	20,000.00	0.00
60-461-4016 Accounting & Auditing	1,000	0.00	0.00	0.00	1,000.00	0.00
60-461-4028 Stream Watch/Cleanup	500	0.00	0.00	0.00	500.00	0.00
60-461-6000 System Imp's/Repair	6,000	0.00	0.00	0.00	6,000.00	0.00
60-461-6014 Machinery & Equipment-Stwtr	52,288	52,288.60	52,288.60	0.00	(0.60)	100.00
TOTAL Other Expenses	92,900	53,957.77	53,957.77	0.00	38,942.23	58.08
TOTAL Stormwater Fund	175,493	56,907.99	56,907.99	0.00	118,585.01	32.43
TOTAL EXPENDITURES	175,493	56,907.99	56,907.99	0.00	118,585.01	32.43
REVENUE OVER/ (UNDER) EXPENDITURES	0 (43,279.89) (43,279.89)	0.00	43,279.89	0.00

CITY OF MILLERSVILLE, TENNESSEE

ORDINANCE 19-728

AN ORDINANCE TO REZONE A PARCEL AND PORTIONS OF PARCELS OF LAND ON CYCLE LANE AND WILSON LANE, ROBERTSON COUNTY TAX MAP 126, PARCEL 081.00 AND TAX MAP 125, PARCELS 225.00 AND 226.00, FROM RESIDENTIAL R-1 AND R-3 AND COMMERCIAL C-3 & RESIDENTIAL R-5 TO RESIDENTIAL R-5.

WHEREAS, A parcel and portions of parcels of land, identified as Robertson County Tax Map 126 Parcel 081.00 and Tax Map 125 Parcels 225.00 and 226.00 located near the intersection of Wilson Lane and Cycle Lane are currently zoned Residential R-1, Residential R-3, and Commercial C-3 & Residential R-5, respectively; and

WHEREAS, this parcel and these portions of parcels of land are proposed to be replatted by subdivision plat into not more than five (5) parcels; and

WHEREAS, the developer, with the written consent of the owners of the lands, is requesting a zoning designation of Residential District R-5 which would allow for the proposed subdivided lots to conform to the minimum standards of this zoning designation; and

WHEREAS, the Planning Commission voted unanimously to recommend the rezoning of these lands to Residential R-5 on July 9, 2019 **with the condition** that there be no access to these residential lots from Cycle Lane and from Wilson Lane within 50 feet of the right-of-way of Cycle Lane.

WHEREAS, it is in the City of Millersville's best interest to assign this zoning designation to this parcel and these portions of parcels to allow for the highest and best use; and

NOW THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Millersville, Tennessee, that the parcel and portions of parcels of land identified as Robertson County Tax Map 126 Parcel 081.00 and Tax Map 125 Parcels 225.00 and 226.00, are hereby rezoned to Residential R-5. (Legal Description attached hereto as part of the Ordinance) **Additionally, the Board restricts all access, including vehicular access, to the referenced parcels from Cycle Lane and from within 50 feet of the right-of-way of Cycle Lane on Wilson Lane.**

THIS ORDINANCE SHALL BECOME EFFECTIVE IMMEDIATELY UPON 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

Legal Description for property located in the southwest quadrant of the intersection of Cycle Lane and Wilson Lane (known as portions of Robertson County Tax Map 126 Parcel 081.00 and Tax Map 125 Parcels 225.00 and 226.00):

Being a tract of land in the 12th Civil District of Robertson County Tennessee, and that property known as Lot 2 in PB 11, PG 46 (Bridgett Augustino), and a portion of that property conveyed to Anthony Smith in DB 352, PG 929 RORCT, and a portion of that property conveyed to 31W Realty, LLC in RB 1440, PG 59 RORCT; more accurately described according to a survey by Anthony T. Bollinger R.L.S. TN LIC. NO. 2095 dated 05/10/19 as follows:

Beginning at an existing iron pin in the northerly margin of Wilson Lane, said pin being the most southwest corner of PB 11, PG 46 and the most southwest corner of herein described tract; Thence now leaving said margin N 12°37'05" E, 340.56' to an existing iron pin in the southerly margin of Cycle Lane; Thence with said margin S 69°53'35" E, 358.47' to a point; Thence with a curve to the right (1= 93°32'32", R= 25.00' & CB= S 23°07'19" E, 36.43'), L= 40.82' to a point in the westerly margin of said Wilson Lane; Thence with said Margin for the next four; calls: S 23°38'57" W, 70.13'; Thence with a curve to the right having a radius of 145.17' & Length of 69.60'; Thence with said margin and a curve to the right R= 354.87' & Length of 325.54'; Thence with said margin N 76°10'59" W, 50.11' to the point of beginning containing 2.303 acres.

PLAT CONTAINS 2.303 ACRES

NOTE: THIS SURVEY WAS PREPARED FROM CURRENT DEEDS OF RECORD AND FIELD SURVEY. THE SURVEYOR HAS MADE A REASONABLE ATTEMPT TO LOCATE ALL EASEMENTS AND INTERESTS IN THE PROPERTY. A CURRENT AND ACCURATE TITLE SEARCH MAY OR WILL REVEAL.

NOTE: THIS SURVEYOR HAS NOT PHYSICALLY LOCATED ANY UTILITIES. THE SURVEYOR HAS BEEN ADVISED BY THE ASSOCIATION OF UTILITY ENGINEERS AND THE APPROXIMATE LOCATION OF UTILITIES HAS BEEN SHOWN. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES, IF SHOWN, ARE ACCURATELY LOCATED. THE SURVEYOR HAS BEEN ADVISED BY THE ASSOCIATION OF UTILITY ENGINEERS AND THE APPROXIMATE LOCATION OF UTILITIES HAS BEEN SHOWN. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES, IF SHOWN, ARE ACCURATELY LOCATED. THE SURVEYOR HAS BEEN ADVISED BY THE ASSOCIATION OF UTILITY ENGINEERS AND THE APPROXIMATE LOCATION OF UTILITIES HAS BEEN SHOWN. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES, IF SHOWN, ARE ACCURATELY LOCATED.

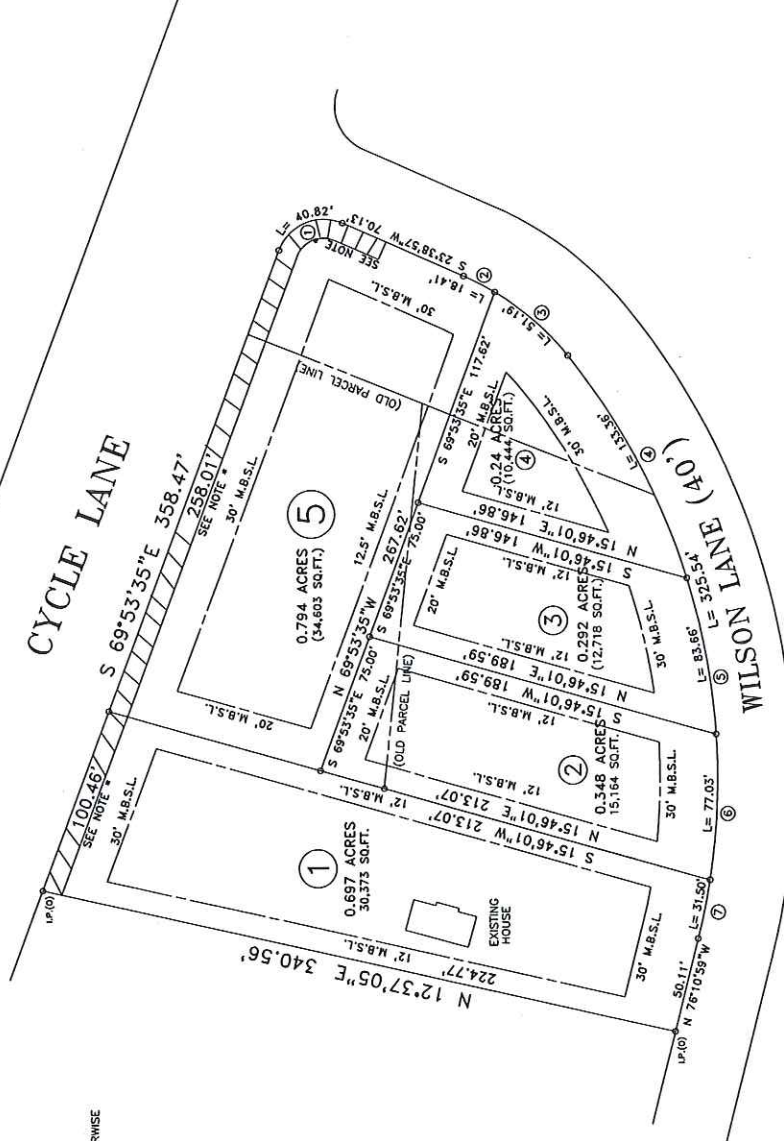
IN TENNESSEE IT IS A REQUIREMENT OF THE "UNDERGROUND UTILITY DAMAGE PREVENT" ACT THAT ANYONE WHO ENGAGES IN EXCAVATION OF ANY TYPE MUST NOTIFY ALL KNOWN UTILITY OWNERS AND THE TENNESSEE UTILITY DAMAGE PREVENT BOARD PRIOR TO THE DATE OF THEIR INTENT TO EXCAVATE AND ALSO TO AVOID ANY HAZARD OR CONFLICT.

ALL LOT LINE AND FOUNDATION DIMENSIONS SHOWN ARE AS PER INFORMATION SUPPLIED BY THE OWNER AND/OR BUILDER. THE SURVEYOR HAS BEEN ADVISED BY THE ASSOCIATION OF UTILITY ENGINEERS AND THE APPROXIMATE LOCATION OF UTILITIES HAS BEEN SHOWN. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES, IF SHOWN, ARE ACCURATELY LOCATED.

NOTE: CORNERS MARKED BY IRON PINS WITH CAPS, UNLESS OTHERWISE NOTED.

CURVE DATA TABLE				
CURVE	RADIUS	TANGENT	LENGTH	DELTA
1	25.00'	26.60'	40.82'	93°32'32"
2	145.17'	9.22'	18.41'	7°16'03"
3	145.17'	25.86'	51.19'	20°12'13"
4	354.87'	67.48'	133.36'	21°31'55"
5	354.87'	32.02'	57.05'	12°26'43"
6	354.87'	32.02'	57.05'	12°26'43"
7	354.87'	15.75'	31.50'	5°05'06"

* NOTE: NO DRIVEWAY CONNECTIONS SHALL BE PERMITTED IN THE HATCHED AREA ALONG CYCLE LANE AND THE FIRST 50' OF WILSON LANE.



SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THIS IS A CATEGORY 1 SURVEY AND THE RATIO OF PRECISION OF THE UNADJUSTED SURVEY EXCEEDS 1: 2500 AS SHOWN HEREON.

ANTHONY T. BOLLINGER R.L.S. TN LIC. NO. 2095

ANTHONY T. BOLLINGER, R.L.S.
119 FISHER DRIVE
GREENBRIER, TENNESSEE 37073
615/218-0169

SURVEY FOR

S.L. SEARCY LOTS
WILSON LANE

SCALE
1" = 50'

DRAWN BY
T.E.W.

DATE
05/10/19

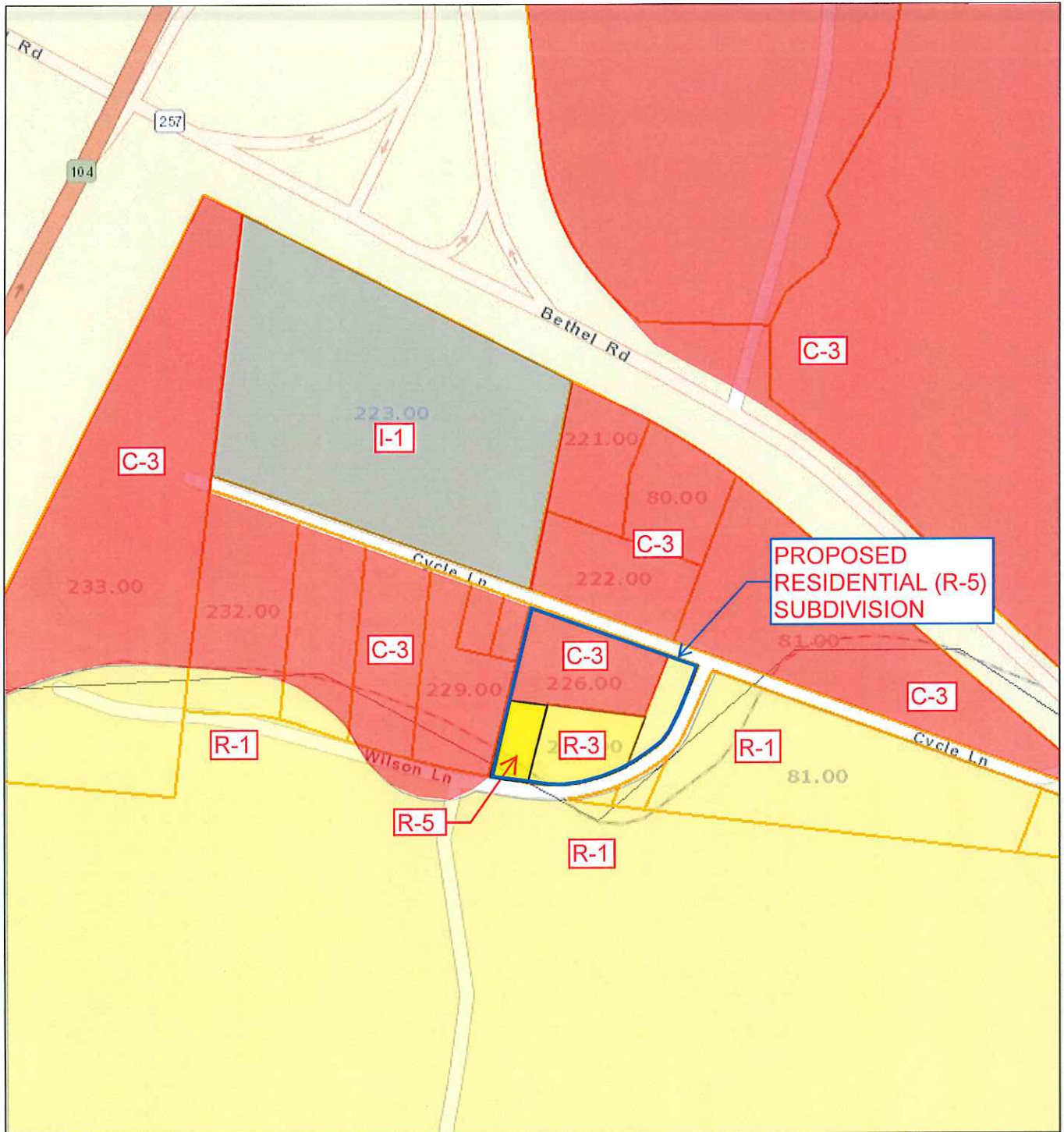
12TH CIVIL DISTRICT

ROBERTSON COUNTY
TENNESSEE

DRAWING NO.
SLWILSON



S.L. Searcy Proposed Residential Subdivision



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community
 TN Comptroller - OLG
 State of Tennessee, Comptroller of the Treasury, Office of Local Government

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

CITY OF MILLERSVILLE, TENNESSEE

ORDINANCE 19-729

**AN ORDINANCE TO ADOPT PROPERTY TAX RATES FOR THE CITY
OF MILLERSVILLE FOR THE FISCAL YEAR BEGINNING JULY 1, 2019
THROUGH JUNE 30, 2020.**

BE IT ORDAINED by the Millersville Board of Commissioners that:

The following tax rates are hereby imposed for the fiscal year beginning July 1, 2019 through June 30, 2020:

(a) Properties in Robertson County: \$1.00 per one hundred dollars of assessed value.

(b) Properties in Sumner County: \$1.00 per one hundred dollars of assessed value.

This property tax rate ordinance has been duly advertised in the Robertson County Connection and the Sumner County Gallatin News, giving notice of a public hearing to be held on September 17, 2019 at 5:30 P.M. in the Commission Chambers at Millersville City Hall.

**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

**CITY OF MILLERSVILLE, TENNESSEE
ORDINANCE 19-730**

AN ORDINANCE TO AMEND ORDINANCE 19-725, THE 2019-2020 FISCAL YEAR BUDGET, TO REFLECT THE ACTUAL REVENUE AND EXPENSES RELATED TO GENERAL OBLIGATION BONDS AND VARIOUS CAPITAL IMPROVEMENT PROJECTS AND PURCHASES.

WHEREAS, the City of Millersville adopted the 2019-2020 Fiscal Year Budget by passage of Ordinance 19-725 on June 18, 2019; and

WHEREAS, the City has since identified certain revenues and expenditures that were not included as part of the original budget; and

WHEREAS, the Governing Body has authorized the issuance of General Obligation Bonds to fund the construction and renovation of City Hall and the construction of a traffic signal; and

WHEREAS, the Governing Body has identified necessary Capital Projects in the General Fund including: a) \$44,000 increase in the offer amount to purchase property through a delinquent tax sale by Robertson County; b) \$25,000 for improvements to city-owned property on Highway 31W and Bethel Road; and c) \$25,000 to construct an emergency access road to Cartwright Parkway from Louisville Highway; and

WHEREAS, the Governing Body also finds it necessary to amend the Police Department Budget to purchase another police vehicle to replace one that was totaled, and to reallocate equipment costs by amending the Drug Fund and to reflect revenue from Insurance Proceeds; and

WHEREAS, the Governing Body has identified the need to amend the Street Fund Budget to reflect the actual revenue and expenses related to a grant for the Sidewalk Project; and

WHEREAS, a budget amendment is necessary to the Appropriation Ordinance in order to reflect the actual finances of the City; and

WHEREAS, Tennessee Code Annotated Title 6, Chapter 56, Section 208 allows the governing body to amend the annual budget ordinance in the same manner as any other ordinance may be amended.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF MILLERSVILLE, TENNESSEE that Ordinance 19-725, the 2019-2020 Fiscal Year Budget, shall be amended as follows:

GENERAL FUND:

SECTION 1 – REVENUES: Revenues proposed for the General Fund will increase by \$3,100,600 and change from \$2,831,667 to \$5,932,267. (Line item detail attached.)

SECTION 2 - APPROPRIATIONS: Appropriations proposed for the Police Department will increase by \$7,817 and change from \$1,446,549 to \$1,454,366. Appropriations proposed for the Debt Service will increase by \$24,235 and change from \$326,100 to \$350,335. The Total Appropriations will change from \$3,121,789 to \$6,347,841. (Line Item detail attached.)

SECTION 3 - ESTIMATED FUND BALANCE: The Estimated Fund Balance for the General Fund will decrease by \$125,452 and change from \$1,276,522 to \$1,151,070. (Line Item detail attached.)

STATE STREET AID FUND:

SECTION 1 – REVENUES: Revenues proposed in the Street Fund will increase by \$87,000 and change from \$255,390 to \$342,390.

SECTION 2 - APPROPRIATIONS: Appropriations proposed for the Street Fund will increase by \$68,000 and change from \$428,270 to \$496,270. (Line Item detail attached.)

SECTION 3 - ESTIMATED FUND BALANCE: The Estimated Fund Balance for the Street Fund will increase by \$19,000 and change from \$131,375 to \$150,375. (Line Item detail attached.)

DRUG FUND:

SECTION 1 – REVENUES: Revenues proposed in the Drug Fund will increase by \$18,190 and change from \$24,080 to \$42,270.

SECTION 2 - APPROPRIATIONS: Appropriations proposed for the Drug Fund will increase by \$18,190 and change from \$24,080 to \$42,270. (Line Item detail attached.)

SECTION 3 - ESTIMATED FUND BALANCE: The Estimated Fund Balance for the Drug Fund will not change and remain at \$5,566. (Line Item detail attached.)

THIS ORDINANCE SHALL BECOME EFFECTIVE IMMEDIATELY UPON PASSAGE, THE PUBLIC WELFARE REQUIRING IT.

Passed First Reading: _____

Public Hearing: _____

Passed Second Reading: _____

BOARD OF COMMISSIONERS

By: _____
Timothy Lassiter, Mayor

Attest:

Approved as to Form and Legality:

By: _____
Holly Murphy, City Recorder

By: _____
Robert Wheeler, Jr., City Attorney

2019-20 Budget Amendment
General Fund

Account #	Budget Line Item	Amount Budgeted	Projected year-end	Increase (+) Decrease (-)
410-6000	Building Imp's (City Hall Expansion & Bond Issuance Costs)	\$0.00	\$2,500,000.00	\$2,500,000.00
410-6000	Building Imp's (City Hall Remodel/existing space	\$0.00	\$400,000.00	\$400,000.00
410-6016	Property Purchase (RC Delinq Tax Sale)	\$0.00	\$44,000.00	\$44,000.00
410-6022	Other Capital Projects (Hulsey prop, CartwrightAccess, Traffic Signal)	\$0.00	\$250,000.00	\$250,000.00
410-6020	Debt Service/Bond Prin	\$75,000.00	\$115,000.00	\$40,000.00
410-2322	Interest Expense/Bond	\$60,500.00	\$44,735.00	-\$15,765.00
421-6014	Police-Capital/Mach&Equip	\$62,000.00	\$95,817.00	\$33,817.00
421-6014	Police-Capital/Mach&Equip	\$15,000.00	\$13,000.00	-\$2,000.00
421-2312	Minor Equipment	\$24,000.00	\$0.00	-\$24,000.00
Total Expense: General Fund		\$236,500.00	\$3,462,552.00	\$3,226,052.00

REVENUE SOURCE		Amount Budgeted	Projected year-end	Increase (+) Decrease (-)
10-3606	Loan/Bond Proceeds	\$0.00	\$3,100,000.00	\$3,100,000.00
10-3505	Insurance Proceeds	\$0.00	\$600.00	\$600.00
10-3710	From Fund Balance-General	\$290,122.00	\$415,574.00	\$125,452.00
Total Revenue Source: General Fund		\$290,122.00	\$3,516,174.00	\$3,226,052.00

Expense - Revenue = Net Effect	\$0.00	\$0.00
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Ordinance 19-730**2019-20 Budget Amendment****Street Fund****OPERATING EXPENSES:**

Account #	Budget Line Item	Amount Budgeted	Projected year-end	Increase (+) Decrease (-)
431-6025	Streetscape Capital Project (complete NEPA & Project Design)	\$40,000.00	\$108,000.00	\$68,000.00
Total Expense: Street Fund		\$40,000.00	\$108,000.00	\$68,000.00

\$68,000.00

REVENUE SOURCE

		Amount Budgeted	Projected year-end	Increase (+) Decrease (-)
30-3711	From Fund Balance	\$172,880.00	\$153,880.00	-\$19,000.00
30-3600	Grant Proceeds	\$0.00	\$87,000.00	\$87,000.00
Total Revenue Source: Street Fund		\$172,880.00	\$87,000.00	\$68,000.00

\$68,000.00

Expense - Revenue = Net Effect

\$0.00

Ordinance 18-730**2019-20 Budget Amendment
Drug Fund****OPERATING EXPENSES:**

Account #	Budget Line Item	Amount Budgeted	Projected year-end	Increase (+) Decrease (-)
451-2312	Minor Equipment (Equip 3 patrol vehicles)	\$0.00	\$36,000.00	\$36,000.00
451-2312	Minor Equipment/Other (Fund Balance)	\$22,040.00	\$4,230.00	-\$17,810.00
Total Expense: Drug Fund		\$22,040.00	\$4,230.00	\$18,190.00

\$18,190.00**REVENUE SOURCE**

		Amount Budgeted	Projected year-end	Increase (+) Decrease (-)
50-3505	Insurance Proceeds	\$0.00	\$18,190.00	\$18,190.00
50-3505	Insurance Proceeds	\$0.00	\$18,190.00	\$18,190.00
Total Revenue Source: Drug Fund		\$0.00	\$18,190.00	\$18,190.00

\$18,190.00**Expense - Revenue = Net Effect****\$0.00**

ORDINANCE 19-725Amendment#1
Ord#19-730**AN ORDINANCE OF THE CITY OF MILLERSVILLE, TENNESSEE,
ADOPTING THE ANNUAL BUDGET AND TAX RATE FOR THE FISCAL YEAR BEGINNING
JULY 1, 2019 THROUGH JUNE 30, 2020**

- 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 that 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 has published the 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 MILLERSVILLE, TENNESSEE AS
FOLLOWS:

SECTION 1: That the governing body estimates anticipated revenues of the municipality from all sources to be as follows:

General Fund	FY 2017-18 Actual	FY 2018-19 Estimated	FY 2019-20 Proposed	Amendment#1 Ord 19-730
Local Taxes	\$ 1,517,583	\$ 1,615,771	\$ 1,621,489	
Licenses & Permits	\$ 55,480	\$ 29,025	\$ 36,450	
Intergovernmental Revenue	\$ 660,699	\$ 680,595	\$ 673,560	
Charges for Services	\$ 32,102	\$ 30,000	\$ 30,000	
Fines and Forfeitures	\$ 274,525	\$ 374,500	\$ 374,000	
Miscellaneous Revenue	\$ 43,567	\$ 66,455	\$ 96,168	
Insurance Proceeds	\$ -	\$ -	\$ -	\$ 600
Other Financing Sources	\$ -	\$ -	\$ -	\$ 3,100,000
Total Revenue	\$ 2,583,956	\$ 2,796,346	\$ 2,831,667	\$3,100,600 = \$5,932,267
Fund Balance	\$ 2,222,160	\$ 1,862,164	\$ 1,566,644	\$ 1,566,644
Total Available Funds	\$4,806,116	\$4,658,510	\$4,398,311	\$7,498,911

State Street Aid Fund	FY 2017-18 Actual	FY 2018-19 Estimated	FY 2019-20 Proposed	Amendment#1 Ord 19-730
State Gas Tax Revenue	\$ 210,863	\$ 223,280	\$ 247,940	
Miscellaneous Revenue	\$ 9,583	\$ 4,263	\$ 7,450	
Grant Proceeds	\$ -	\$ -	\$ -	\$ 87,000
Transfer from General Fund	\$ 44,528	\$ -	\$ -	
Total Revenue	\$ 264,974	\$ 227,543	\$ 255,390	+\$87,000 = \$342,390
Fund Balance	\$ 440,414	\$ 354,833	\$ 304,255	\$ 304,255
Total Available Funds	\$ 705,388	\$ 582,376	\$ 559,645	\$ 646,645

Drug Fund	FY 2017-18 Actual	FY 2018-19 Estimated	FY 2019-20 Proposed	Amendment#1 Ord 19-730
Drug Fines & Revenue	\$ 18,242	\$ 15,788	\$ 24,080	
Insurance Proceeds	\$ -	\$ -	\$ -	\$ 18,190
Total Revenue	\$ 18,242	\$ 15,788	\$ 24,080	+\$18,190 = \$42,270
Fund Balance	\$ 51,328	\$ 54,961	\$ 5,566	\$ 5,566
Total Available Funds	\$ 69,570	\$ 70,749	\$ 29,646	\$ 47,836

Solid Waste Fund	FY 2017-18 Actual	FY 2018-19 Estimated	FY 2019-20 Proposed
Service Fees	\$ 433,566	\$ 447,000	\$ 464,000
Miscellaneous Revenue	\$ 3,127	\$ 3,489	\$ 3,500
Total Revenue	\$ 436,693	\$ 450,489	\$ 467,500
Fund Balance	\$ 475,920	\$ 363,224	\$ 352,790
Total Available Funds	\$ 912,613	\$ 813,713	\$ 820,290

Stormwater Utility Fund	FY 2017-18 Actual	FY 2018-19 Estimated	FY 2019-20 Proposed
Stormwater Utility Fees	\$ 155,225	\$ 155,000	\$ 155,000
Miscellaneous Revenue	\$ 567	\$ 3,691	\$ 3,180
Total Revenue	\$ 155,792	\$ 158,691	\$ 158,180
Fund Balance	\$ 36,678	\$ 96,247	\$ 177,596
Total Available Funds	\$ 192,470	\$ 254,938	\$ 335,776

Sewer Fund	FY 2017-18 Actual	FY 2018-19 Estimated	FY 2019-20 Proposed
Sewer User Fees	\$ 941,650	\$ 1,018,812	\$ 1,040,000
Sewer Tap Fees	\$ 21,350	\$ 13,725	\$ 20,000
Other Fees	\$ 76,070	\$ 95,034	\$ 31,500
Non-Operating Revenue	\$ 8,288	\$ 3,200	\$ 3,200
Other Financing Sources	\$ 135,949	\$ 382,051	\$ -
Total Revenue	\$ 1,183,307	\$ 1,512,822	\$ 1,094,700

SECTION 2: That the governing body appropriates from these anticipated revenues and unexpended and unencumbered funds as follows:

General Fund	FY 2017-18 Actual	FY 2018-19 Estimated	FY 2019-20 Proposed	Amendment#1 Ord 19-730
General Government (inc.Dev&Codes)	\$ 711,231	\$ 1,181,944	\$ 766,332	
Police Department (& City Court)	\$ 1,190,667	\$ 1,282,459	\$ 1,446,549	\$ 7,817
Fire Department	\$ 732,257	\$ 281,230	\$ 344,137	
Parks and Recreation	\$ 95,460	\$ 138,093	\$ 238,671	
Debt Service	\$ 169,809	\$ 208,140	\$ 326,100	\$ 24,235
Transfer to Street	\$ 44,528	\$ -	\$ -	
Capital Projects/Purchases	\$ -	\$ -	\$ -	\$ 3,194,000
Total Appropriations	\$ 2,943,952	\$ 3,091,866	\$ 3,121,789	+\$3,226,052=\$6,347,841

State Street Aid Fund	FY 2017-18 Actual	FY 2018-19 Estimated	FY 2019-20 Proposed	Amendment#1 Ord 19-730
Street Expenditures	\$ 113,269	\$ 76,536	\$ 88,270	
Capital Projects	\$ 237,286	\$ 201,585	\$ 340,000	\$ 68,000
Total Appropriations	\$ 350,555	\$ 278,121	\$ 428,270	+\$68,000=\$496,270

Drug Fund	FY 2017-18 Actual	FY 2018-19 Estimated	FY 2019-20 Proposed	Amendment#1 Ord 19-730
Police Dept Drug Expenditures	\$ 14,609	\$ 65,183	\$ 24,080	\$ 18,190
Total Appropriations	\$ 14,609	\$ 65,183	\$ 24,080	+\$18,190=\$42,270

Solid Waste Fund	FY 2017-18 Actual	FY 2018-19 Estimated	FY 2019-20 Proposed
Operating Expenditures	\$ 549,389	\$ 453,034	\$ 466,713
Capital	\$ -	\$ 7,889	\$ 60,000
Total Appropriations	\$ 549,389	\$ 460,923	\$ 526,713

Stormwater Utility Fund	FY 2017-18 Actual	FY 2018-19 Estimated	FY 2019-20 Proposed
Operating Expenses	\$ 91,894	\$ 71,342	\$ 117,205
Capital	\$ 4,329	\$ 6,000	\$ 58,288
Total Appropriations	\$ 96,223	\$ 77,342	\$ 175,493

Sewer Fund	FY 2017-18 Actual	FY 2018-19 Estimated	FY 2019-20 Proposed
Operating Expenses	\$ 1,065,932	\$ 1,077,810	\$ 1,009,967
Non-Operating Expenses	\$ 29,118	\$ 29,200	\$ 29,200
Debt Service	\$ -	\$ 500	\$ 23,971
Capital	\$ 248,672	\$ 485,002	\$ 70,000
Total Appropriations	\$ 1,343,722	\$ 1,592,512	\$ 1,133,138

SECTION 3. At the end of the 2020 fiscal year, the governing body estimates fund balances/deficits as follows:

		Amendment #1 Ord. 19-730
General Fund	\$ 1,276,522	-125,452 = \$1,151,070
State Street Aid Fund	\$ 131,375	+19,000 = \$150,375
Drug Fund	\$ 5,566	no change
Solid Waste Fund	\$ 293,577	
Stormwater Fund	\$ 160,283	
Sewer Fund	\$ -	

SECTION 4. That the governing body recognizes that the municipality has bonded and other indebtedness as follows:

Bonded or Other Indebtedness	Principal (current yr)	Interest (current yr)	Principal outstanding @ 6/30/20
Bonds	\$ 115,000	\$ 44,735	\$ 2,885,000
State Revolving Loan	\$ 22,695	\$ 1,276	\$ 443,505
Loan Agreements	\$ 169,300	\$ 21,300	\$ 565,991
Capital Leases	\$ -	\$ -	\$ -
Other Debt	\$ -	\$ -	\$ -
Total	\$ 306,995	\$ 67,311	\$ 3,894,496

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 in excess of 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 accordance 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 only by appropriate ordinance by the governing body, 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.

SECTION 8. 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 until the adoption of the new budget ordinance in accordance with Section 6-56-210 of the *Tennessee Code Annotated*, provided sufficient revenues are being collected to support the continuing appropriations. Approval of the Director of the Division of Local Finance for a continuation budget will be requested if any indebtedness is outstanding.

SECTION 9. There is hereby levied a property tax of \$1.00 per \$100 of assessed value on all real and personal property in Robertson County.

There is hereby levied a property tax of \$1.00 per \$100 of assessed value on all real and personal property in Sumner County.

SECTION 10. All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 11. This ordinance shall take effect on July 1, 2019, the public welfare requiring it.

Passed First Reading: May 21, 2019

Public Hearing: June 18, 2019

Passed Second and Final Reading: June 18, 2019

BOARD OF COMMISSIONERS

Timothy F. Lassiter, Mayor
Timothy F. Lassiter, Mayor

Attest:

Holly L. Murphy, City Recorder
Holly L. Murphy, City Recorder

Approved as to Form and Legality:

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

CITY OF MILLERSVILLE

RESOLUTION 19-R-10

**A RESOLUTION TO DECLARE ITEMS AS SURPLUS PROPERTY AND
AUTHORIZE THE SALE OR DISPOSAL OF PROPERTY DEEMED
SURPLUS, OUT OF SERVICE, SEIZED OR ABANDONED.**

WHEREAS, the City of Millersville (The City) is in possession of property that is no longer in service and/or no longer needed, seized or abandoned; and

WHEREAS, it is in the best interest of The City to dispose of surplus, out of service, seized or abandoned property.

NOW THEREFORE, BE IT RESOLVED by the Millersville Board of Commissioners that:

Section 1. The following items are hereby declared surplus, out of service, seized or abandoned property:

P47-FD support car - 2008 Ford Crown Victoria PPV VIN: 2FAFP71V68X158094

Section 2: The City Manager may dispose of the property in a manner deemed appropriate. As a general rule, items of value shall be offered to the public for sale to the highest bidder. Items offered for sale but not purchased may be discarded.

Section 3: All money received from the sale of said property shall be deposited in the appropriate accounting fund.

RESOLVED, this 20th day of August, 2019.

BOARD OF COMMISSIONERS

By: _____
Timothy F. Lassiter, Mayor

Attest:

By: _____
Holly L. Murphy, City Recorder

CITY OF MILLERSVILLE

RESOLUTION 19-R-11

**A RESOLUTION TO AMEND THE FEES CHARGED FOR
DEMOLITION PERMITS AND THE REPAIR/REPLACEMENT OF
COMMERCIAL SIGNS.**

WHEREAS, the City of Millersville provides certain municipal services related to building and development; and

WHEREAS, the Governing Body of the City of Millersville adopted Resolution 18-R-01 setting fees for various Development Services on February 20, 2018; and

WHEREAS, the Governing Body of the City of Millersville adopted Resolution 19-R-03 setting fees for Building related services on February 19, 2019; and

WHEREAS, the Governing Body of the City of Millersville reviews its fees periodically and may adjust said fees accordingly by Resolution.

NOW THEREFORE, BE IT RESOLVED by the Millersville Board of Commissioners that fees previously established are hereby amended as follows:

- | | |
|---|---------|
| 1. Demolition Fee | \$ 0.00 |
| 2. Commercial Sign Fee (Repair or Replacement ONLY) | \$ 0.00 |

RESOLVED, this 20th day of August, 2019

BOARD OF COMMISSIONERS

By: _____
Timothy F. Lassiter, Mayor

Attest:

By: _____
Holly L. Murphy, City Recorder

EXHIBIT A

The City of Millersville, TN Development Services Fees

Applications:

Rezoning	\$300.00
Annexation	\$250.00
Variance, Special Exception/Use, Appeal (BZA)	\$400.00
Variance for Residential Accessory Structures	\$ 50.00
Minor Subdivision Plat (with five or fewer lots)	\$300.00
Major Subdivision Plat (with more than five lots)	
Sketch Plat	\$250.00
Preliminary Plat inc. Development Agreement	\$350.00 + \$20.00 per lot
Final Plat	\$250.00
Performance/Surety Bond	\$200.00
Commercial & Industrial Site Plans	
Single Building	\$200.00
Multiple Buildings	\$300.00
Multiple Buildings w/Multiple Zonings	\$450.00
Development Agreement	\$250.00
Planned Unit Development Site Plan	
PUD Master Plan	\$950.00 plus \$25 per acre
PUD Agreement	\$500.00

Engineering and/or Survey Reviews:

**Review Fees are in addition to Application Fees*

Minor Subdivision Plat (with five or fewer lots)	\$250.00 + \$15.00 per lot
with new on-site Public Infrastructure	add \$500.00 + \$25.00 per lot
Major Subdivision Plat (with more than five lots)	
Preliminary Plat	\$350.00 + \$15.00 per lot
with new on-site Public Infrastructure	add \$900.00 + \$25.00 per lot
Final Plat	\$200.00 + \$10.00 per lot
Performance/Surety Bond	\$300.00 + \$25.00 per lot
Any Statutorily Exempt Subdivision (no resulting lots less than 5 acres)	No Charge
Commercial & Industrial Site Plan	
Single Building	\$350.00 + \$0.05 per building square foot
Multiple Buildings	\$450.00 + \$0.05 per building square foot
Planned Unit Development Site Plan	
Residential	\$1250.00 + \$25.00 per lot or unit
Commercial	\$750.00 + \$50.00 per lot or building
Development Agreement	\$300.00
Projects with New Public Infrastructure	add \$100.00 per acre
Public Infrastructure Extensions & Improvements (off-site)	
Sewer for Residential Projects	\$300.00 + \$0.50 per linear foot
Sewer for Commercial/Industrial Projects	\$400.00 + \$0.50 per linear foot
Roadways for All Projects	\$400.00 + \$0.50 per lane linear foot

Any Parcels with FEMA FIRM 100 yr Floodplain and/or Floodway	
Floodplain Encroachment Review	\$200.00
Floodway Encroachment Review	\$500.00

Please note: *Review Fees for each additional review required after the first revised plan submittal*
= 50% of the original Review Fees

Inspections:

Public Infrastructure	
Sewer Mains for Residential Projects	\$ 50.00 per Unit/Connection + \$1.00 per linear foot
Sewer Mains for Commercial/Industrial Projects	\$100.00 per Unit/Connection + \$1.00 per linear foot
Sewer Connection for Residential Units	
Sewer Connection for Commercial/Industrial Units	\$100.00 per Connection \$150.00 per Connection
Roadways for All Projects	\$ 2.00 per lane linear foot
Sidewalks for All Projects	\$ 1.00 per linear foot
Stormwater/Drainage Systems	to be determined by project size

Land Disturbance Permit (without an active Building Permit) **Requires NPDES Stormwater Construction Permit*

Commercial/Industrial	\$200.00 + \$100.00 per disturbed acre
Residential	\$200.00 + \$ 50.00 per disturbed acre
Inspection Fee after a Violation	\$200.00 per disturbed acre

Miscellaneous Permits:

Driveway Connection Permit – Residential	\$100.00
Driveway Connection Permit - Commercial/Industrial	\$200.00
Street Cut & Patch Permit	\$200.00
Conditional or Temporary Use Permit	\$200.00
Burn Permit	\$ 5.00
Demolition Permit	\$100.00
Structure Moving Permit (Ready Removables Exempt)	\$200.00
Temporary Construction Office Trailer	\$100.00 with Construction or Building Permit
Pool Permit	
Above Ground (>24 inches high)	\$ 50.00
In Ground	\$100.00
Sign Permit	
Residential Districts & Uses	\$ 50.00
All Subdivisions & Commercial & Industrial Uses	\$200.00

Miscellaneous Fees:

Letter of Zoning Verification	\$ 25.00 per parcel
Letter of Sewer Availability	\$ 25.00 per parcel or proposed lot/unit
Preliminary Inspection Fee	\$ 75.00
Re-inspection Fee (non-violations)	\$ 75.00
Road Maintenance Fee	
Single Family	\$ 75.00
Multifamily	\$ 50.00 per unit
Commercial & Industrial	\$100.00 per 1,000 building square foot

Exhibit A

Building Permit Fees		
Type of Permit	Details	Fee
One and Two Family Houses inc. Additions	Residential Permit	Square Feet x \$0.75
Interior Alterations	Residential Permit	Square Feet x \$0.25 (\$100 min.)
Multi-family Residential	Requires State Review	ICC Valuation x 1.0%
Commercial/Industrial	Building Permit	ICC Valuation x 1.0%
Interior Alterations	Commercial/Industrial	ICC Valuation x \$0.75 (\$250 min.)
Mobile Home	Single & Double-wide	ICC Valuation x 0.50%
Minimum Permit Fee	Residential	\$75.00
	All Non-Residential	\$100.00
Plan Review Fee	Residential and Multi-Family	\$0.05 per sf (Only if required by the Building Official)
	Commercial/Industrial	\$0.10 per sf
Mechanical and Plumbing Fees		
Mechanical and Plumbing Residential inc. Multi-family	Permit Fee	\$0.05 per square foot (per trade) \$75.00 min.
Mechanical and Plumbing Commercial/Industrial	Permit Fee	\$0.10 per square foot (per trade) \$100.00 min.
Mechanical and Plumbing Commercial/Industrial	Plan review	\$0.05 per square foot (per trade) \$100.00 min.
Fire Department Plan Review and Permit Fees		
Fire Protection Plan Review Fee (with new project)	Fire alarm, fire suppression, etc.	10% of building permit fee
Fire Protection Permit Fee (stand-alone permit)	Fire alarm, fire suppression, etc.	\$0.10 per square foot (per trade) \$100.00 min.
Commercial Kitchen Hood Plan Review and Permit Fee	Per Hood	\$150.00 per hood
Burn Permit	5.00 Annual Fee per Resolution 18-R-01	\$5.00

Miscellaneous Building Related Fees		
Type of Permit	Details	Fee
Re-inspection Fee	Residential	\$75.00 w/ 1 st re-inspect free
Re-inspection Fee	All Non-residential	\$100.00 w/ 1 st re-inspect free
Building Permit Renewal	All Permits	50% of permit fee (1 st renewal at no-charge)
Road Maintenance Fee All Residential	Street Fund	\$150.00/Unit
Road Maintenance Fee All Non-residential	Street Fund	\$100.00/1,000 sf
Demolition Fee	Permit Only	No fee
Structure Moving Fee inc. Mobile Homes		\$200.00
Jobsite Construction Office Trailer	Issued only with a Valid Building or Land Disturbance Permit	\$100.00
Accessory Structure Permits (Detach Garages, Pole Barns, Sheds, etc.)	Under 200 sf	No permit required
	200 sf and above	\$75.00 + 1% project cost
Attached Decks	Permit Fee	\$75.00 + 1% project cost
Swimming Pool	Above ground	\$100.00
	In-ground	\$150.00
Communication Towers	Plan Review	0.10% of construction cost
Communication Towers & Antennas	Permit Fee	\$250.00 + \$50.00 per antenna
Driveway Permit per Connection	Residential	\$100.00
	Commercial/Industrial	\$200.00
Technician Fee	Permit Processing	\$10.00
Temporary Certificate of Occupancy/Use	Pre-FINAL Inspection	\$100.00
Certificate of Occupancy/Use Residential	Inspection	\$75.00
Certificate of Occupancy/Use Commercial/Industrial	Inspection	\$100.00
Building/Fire Code Violation	After 10 Day Notice of Violation	\$50.00 per violation (per day)
Property Maintenance Code - Violation	After 10 Day Notice of Violation	\$50.00 per violation (per day)

CITY OF MILLERSVILLE, TENNESSEE

RESOLUTION 19-R-12

A RESOLUTION TO ADOPT THE SUMNER COUNTY HAZARD MITIGATION PLAN.

WHEREAS, the City of Millersville recognize the threat that natural hazards pose to people and property; and

WHEREAS, undertaking Hazard Mitigation actions before disasters occur will reduce the potential for harm to people and property and save taxpayer dollars; and

WHEREAS, an adopted Hazard Mitigation Plan is required as a condition of future grant funding for mitigation projects; and

WHEREAS, the City of Millersville participated jointly in the planning process with the other local units of government within the County to prepare the Hazard Mitigation Plan;

NOW, THEREFORE, BE IT RESOLVED, that the Millersville Board of Commissioners hereby adopts the Sumner County Hazard Mitigation Plan as an official plan; and

BE IT FURTHER RESOLVED THAT the Sumner County Emergency Management Agency will submit on behalf of the participating municipalities the adopted Sumner County Multi-jurisdiction Hazard Mitigation Plan to Federal Emergency Management Agency officials for final review and approval.

RESOLVED, this 20th day of August 2019.

BOARD OF COMMISSIONERS

By: _____
Timothy F. Lassiter, Mayor

Attest:

By: _____
Holly L. Murphy, City Recorder

CITY OF MILLERSVILLE, TENNESSEE

RESOLUTION 19-R-13

A RESOLUTION TO AMEND THE CITY'S VEHICLE USE POLICY TO
ALLOW TAKE-HOME PRIVILEGES TO ON-CALL PERSONNEL.

WHEREAS, the City of Millersville (The City) allows the use of City-owned vehicles by its employees during the course of their employment, and limited use by certain employees while off duty; and

WHEREAS, the Governing Body of the City of Millersville City passed Resolution 18-R-02 (Exhibit A – Administrative Policy) on April 17, 2018 which provided for the adoption of a formal vehicle policy; and,

WHEREAS, the Governing Body of the City of Millersville wishes to amend the policy to allow certain vehicle take-home privileges to certain on-call employees;

NOW THEREFORE, BE IT RESOLVED by the Millersville Board of Commissioners that the Vehicle Use Policy attached hereto as *Exhibit A* is hereby amended as follows:

Section 1.

~~9. On-call Public Works person~~

On-Call Employees:

An employee who is officially placed on call but does not reside within the approved driving distance may be granted permission to take home a city vehicle if their response time is within **XX** minutes of City Hall, regardless of driving miles and or distance. On-call employees must respond to after-hour calls in their city-assigned vehicle.

Restrictions and Rules.

2. An employee eligible for the take-home vehicle program must live within **8 driving miles of the City Limits** *unless on-call privileges have been granted.*

RESOLVED, this 20th day of August, 2019.

BOARD OF COMMISSIONERS

By: _____
Timothy F. Lassiter, Mayor

Attest:

By: _____
Holly L. Murphy, City Recorder

EXHIBIT A

ADMINISTRATIVE POLICY

City of Millersville

Vehicle Use Policy

Effective Date: 4/17/18 (amended 8/20/19)

Review Date: As Needed

Section 1:

This Policy and Procedure explains the City's Vehicle Use Policy for all employees. The take-home vehicle program is a privilege and may be removed at the discretion of the Department Head and/or City Manager. The following employees will be allowed a take-home City vehicle if they reside within the approved driving distance:

1. City Manager
2. Police Chief
3. Assistant Police Chief
4. Police Officers and Detectives
5. Fire Chief
6. Assistant Fire Chief
7. Development Services Director
8. Public Works Director
9. ~~On-call Public Works person~~

On-Call Employees:

An employee who is officially placed on call but does not reside within the approved driving distance may be granted permission to take home a city vehicle if their response time is within XX minutes of City Hall, regardless of driving miles and or distance. On-call employees must respond to after-hour calls in their city-assigned vehicle.

Restrictions and Rules

1. This Policy is effective upon passage of the Resolution adopting this Administrative Policy.
2. An employee eligible for the take-home vehicle program must live within **8 driving miles of the City Limits** unless on-call privileges have been granted.
3. Police Officers shall carry, on his/her person or in the vehicle, a departmentally approved and officer qualified service or off-duty weapon in a manner described by state law.
4. The operation of the vehicle shall adhere to all TN Statutes and all City policies.
5. The vehicle shall not be used for personal use or travel outside the City unless attending approved trainings, meetings or City-related business, except as stated in Section 2 of this policy.
6. Use of the vehicle shall be for reporting to work directly from their residence and returning directly back to their residence once finishing their work day. Any deviation in this pattern needs to be reported and may cause the privilege to be suspended or lost.
7. Employees assigned to a particular vehicle(s) shall maintain the vehicle in a clean and safe condition, as well as responsibility for the maintenance and upkeep of their assigned vehicle.
8. Department Heads and/or the City Manager shall pre-approve civilian passengers riding in department vehicles. Public Safety-related transports are exempt from pre-approval.

Section 2:

Additional Allowance

This section only applies to the following positions:

- Police Chief
- Fire Chief
- Assistant Police Chief
- Assistant Fire Chief

Because of the nature of these positions requiring them to be on call 24/7, on occasion and with discretion, these positions may use their City vehicles for some personal trips within 5 miles of the City limits.

Section 3:

Use and Care of Vehicles and Equipment

This Policy and Procedure explains the City's use of vehicles and equipment for all employees. The operation of City vehicles and equipment shall be done with extreme care and responsible processes.

1. All employees shall take extreme care to ensure that the vehicle/equipment is properly maintained at all times.
2. All employees shall perform a pre-trip inspection of the vehicle/equipment prior to each use on a daily basis.
3. All employees shall document and report immediately any defects, damages or maintenance issues upon completion of inspection of the vehicle/equipment.

CAUSE FOR PENALTIES FOR DAMAGE OR DESTRUCTION OF PROPERTY:

1. When a vehicle or equipment is not maintained and results in a malfunction due to negligence, the operator shall be responsible.
2. When an employee crashes a vehicle because of negligence or not paying attention to surroundings.
3. When an employee totals a vehicle.
4. When an employee misuses equipment and causes damage.

A Committee consisting of Department Heads from the Police, Fire, and Public Works Department shall determine the penalty according to the severity of damage to the vehicle/equipment and cause of same and present their recommendation to the City Manager. The City Manager shall document the penalty and place a copy in the employee's permanent file.

Section 4:

The following Form shall be required by each Department Head for employees who have a take-home vehicle and deliver said form to the City Recorder on an annual basis effective July 1st of each year.

City of Millersville
City Vehicle Use/Take-Home Vehicle Form

Name: _____ Date: _____

Physical Address: _____

City: _____ State: _____ Zip Code: _____

Do you qualify for a take home vehicle? Yes _____ No _____

If no, please sign and date the acknowledgment below and nothing further is required.

If yes, please continue.

Total **Road** miles from the City Limits of Millersville: _____

Do you park your City vehicle at this address? Yes _____ No _____

If NO, please provide address where you park the City Vehicle:

Physical Address: _____

City: _____ State: _____ Zip Code: _____

Total **Road** miles from the City Limits of Millersville: _____

I, _____ understand that as an employee of the City of Millersville if I am given the privilege of taking a City vehicle home, I will advise the City of any changes in my address or location of the vehicle assigned to me immediately or I may lose the privilege. I also understand that the maximum distance allowed at this time is **8 road** miles from the City limits of Millersville. If I move, I will advise the City of Millersville immediately and provide proof that I am still within the Administrative Policy's authorized distance.

I hereby acknowledge receipt of this Vehicle Policy and I understand that a violation of this policy may result in disciplinary action, including possible termination.

Employee Signature: _____ Date: _____

For Official Use Only

Received proof of address: Yes _____ No _____ Received By: _____

Mileage verified: Yes _____ No _____ Verified By: _____

On-call permission granted: Yes _____ No _____

Permission Granted By: _____

City of Millersville
Multi-Modal Connectivity – Phase I; NEPA & Preliminary Engineering
Proposed Scope of Services
July 23, 2019

PROJECT INFORMATION:

TDOT PIN:	125189.00
Federal Project Number:	TAP-M-NH-41 (24)
State Project Numbers:	83LPLM-F1-132 83LPLM-F2-133 83LPLM-F3-118
County & Region:	Sumner County, Region 3

The City has been awarded a Federal U-TAP grant for \$835,494 which requires a local match of \$208,874 towards the design and construction of a multi-modal pathway from the Millersville Public Library to the Millersville City Hall. TDOT has provided a Notice to Proceed with the Preliminary Engineering Phase with an effective date of May 1, 2019. The NEPA/Preliminary Engineering (PE) phase has federal funds of \$124,000, requiring a local match of \$31,000. OHM has previously completed a topographic survey and begun the NEPA study, however any funds spent prior to receiving the new Notice to Proceed are not eligible for the matching funds.

The limits of the NEPA study will be along Louisville Highway (US-31W) from the Library to Millersville City Hall. The project objective is to construct a 10-foot wide multi-use path along the west side of Louisville Highway and a 5-foot concrete sidewalk along the east side. The project also must include provisions for accessible routes from the new pathway to the front doorway of each termini (City Hall/Library). Current project funding is unlikely to be sufficient for constructing the pathway and sidewalk at the same time, however the NEPA study and preliminary plans will include both.

It is expected that this project will require a D-List Categorical Exclusion (CE), which includes activities that have a higher potential for impact, but the impacts would still be minor in nature, thus allowing the action to meet the criteria for a CE. Some documentation must be provided for an action that falls into the D-list category so that the FHWA can determine if the CE classification is appropriate. The level of information is dependent upon the action's potential level of impact, controversy, or inconsistency with other agencies' environmental requirements. Where adverse environmental impacts are likely to occur as a result of the project, the level of analysis should be carried out enough to define the extent of the impact, identify appropriate mitigation measures, and address known and foreseeable agency and public concerns.

The City has requested that OHM submit a scope of services for NEPA phase, including the preparation of the Environmental Document, 30% completion plans in order to identify project impact limits, and performing the required level of public involvement. Previously, OHM was contracted with performing a survey of the site that will be used for the preliminary design. Should TDOT, FHWA, or any other reviewing agency require additional or more detailed analysis of any components of the Environmental Document, supplemental scope/fee will be required.



Below is a list of tasks that OHM Advisors and our sub-consultant, K.S. Ware & Associates (KSWA), will complete as part of the NEPA/PE phase.

Task 1 – Project Management

- a. Attend meetings with City, TDOT staff, and utility owners, as necessary (Up to 5 total).
- b. Document coordination with City, TDOT Local Programs, and the four primary environmental review sections (Ecology, Air & Noise Quality, Hazardous Materials, and Cultural Resources)
- c. Quality control in accordance with OHM's standard operating procedures.

Task 2 – Project Site Assessment

- a. OHM will conduct one site visit to examine the corridor, verify the survey, and take field measurements as needed to aid in production of concept drawings.
- b. Photograph existing infrastructure (streets, utilities, drainage, etc.) and/or private property (buildings, sidewalks, parking lots, fences, landscaping, etc.) that could be affected by the proposed project.
- c. Complete an inventory of existing environmental features, based on visual observations only.

Task 3 – Preparation of D-List Categorical Exclusions

- a. Refer to KSWA scope of services, dated 11/3/17, incorporated by reference.
- b. Prepare Purpose & Need statement
- c. Produce Project Location Map with begin and end termini using the survey and aerial imagery.
- d. Develop 30% completion plans to identify anticipated project footprint and preliminary design. See Task 5 below.
- e. Estimate of the amount of right-of-way and easements to be acquired in order to construct the project based on the preliminary design.

Task 4 – Public Involvement (PI)

TDOT Local Programs Requires that the Public Involvement process begin during the NEPA phase. The goal is to promote an exchange of information between the public and the project team. OHM anticipates that this project will require "Level 2" PI, per TDOT's Public Involvement Plan (PIP) (<https://www.tn.gov/content/dam/tn/tdot/documents/government-how-do-i-documents/pip.pdf>)

- a. OHM to coordinate with TDOT Environmental to determine appropriate level of PI.
- b. Prepare and submit description of proposed activities to Nashville MPO for distribution.
- c. Prepare and submit one Media Release in accordance with TDOT's PIP. The media releases will describe the expected project, notify readers of anticipated impacts, and invite comment.
- d. Attend up to one public meeting to present the preliminary plans and document citizen feedback.

Task 5 – 30% Design Plans (Preliminary Engineering)

In order to identify project impact limits 30% construction plans are required. The 30% construction plans will include the following:

- a. Preparation of existing conditions plan sheets based on previously performed survey.
- b. Establish existing right-of-way boundaries (to be based on record plans, plats, deeds, and other available information. No property boundary surveys are proposed.) Prepare ROW map sheets, acquisition table with property owners' names and deed information.



- c. Conduct a site visit to verify existing conditions sheet and note any apparent changes since time of field survey.
- d. Begin initial utility coordination by identifying utility owners within the project footprint, ascertaining approximate location and type of subsurface infrastructure, and determining potential utility impacts and design constraints. (Note: OHM will not perform any subsurface investigation. Utility information will be shown based only on information provided by others and OHM cannot warrant the accuracy or completeness of information provided.)
 - o During the ROW phase and prior to construction authorization, a Utility Certification will be required from **ALL** utilities in the county, which will be performed under a future scope of work.
- e. Evaluation of existing conditions including speed limits, curve radii, stream crossings, and business access to define design criteria.
 - o Current 45mph speed limit requires a minimum offset of 12.5 feet (16 feet preferred) from the edge of travel way.
 - o Identify conflicts with desired typical section.
- f. Establishing design parameters and design constraints according to 'TDOT' standards.
 - o Offsets from road travel way, concrete barrier requirements, typical sectional
- g. Prepare "Proposed Layout" sheets consisting of the following:
 - o Pathway alignment/profile.
 - o 5' sidewalk alignment/profile
 - o Proposed curb and gutter along roadway
 - o Street crossings and ramp location preliminary layout
 - o Disturbed limits
 - o Proposed ROW & Easements
 - o Preliminary drainage structures (culverts, catch basins, storm sewers, etc.)
 - o Preliminary bridge layout at two stream crossings.

ASSUMPTIONS & EXCLUSIONS

- a. Revisions to alignment to mitigate property impacts are excluded – these conflicts are to be resolved during ROW design phase.
- b. Detailed grading – cross sections will be generated based on TDOT's preferred typical section, so that the full range of potential property impacts can be understood. NEPA document will be based on this "maximum" scenario. Actual construction footprint is likely to be less.
- c. Detailed bridge design is not included.
- d. Detailed drainage design including ditch sizing and pipe sizing is not included.
- e. Preliminary Estimate of Construction quantities to be done during ROW phase.
- f. EPSC plans/SWPPP will not be prepared.
- g. Traffic impact study or traffic analysis is not required.
- h. Detailed street crossing design to be performed at later phase.
- i. Geotechnical and soil evaluation to be completed under separate scope.

Method of Payment & Terms of Service

This proposed scope of services will be completed for a Lump Sum of \$108,000. Invoices will be submitted by OHM to the City monthly on a percent complete basis along with a progress report summarizing the work completed during the billing period. This work will be performed under OHM's Standard Terms and Conditions(attached).

SIGNATURES ON FOLLOWING PAGE



CITY OF MILLERSVILLE
(Client)

By: _____
(signature)

(Print Name & Title)

(Date)

ORCHARD, HILT'Z & McCLIMENT, INC.
(Consultant)

By: Robert E. Pelosi
(signature)

Robert Pelosi, PE – Project Manager
(Print Name & Title)

07-23-2019
(Date)

STANDARD TERMS and CONDITIONS

1. THE AGREEMENT – These Standard Terms and Conditions and the attached Proposal or Scope of Services, upon their acceptance by the Owner, shall constitute the entire Agreement between Orchard, Hiltz & McCliment, Inc. (OHM), a registered Tennessee Corporation, and the Owner. The Agreement shall supersede all prior negotiations or agreements, whether written or oral, with respect to the subject matter herein. The Agreement may be amended only by mutual agreement between OHM and the Owner and said amendments must be in written form.

2. SERVICES TO BE PROVIDED – OHM will perform the services as set forth in the attached proposal or scope of services which is hereby made a part of the Agreement.

3. SERVICES TO BE PROVIDED BY OWNER – The Owner shall at no cost to OHM:

- a) Provide OHM personnel with access to the work site to allow timely performance of the work required under this Agreement.
- b) Provide to OHM within a reasonable time frame, any and all data and information in the Owners possession as may be required by OHM to perform the services under this Agreement.
- c) Designate a person to act as Owners representative who shall have the authority to transmit instructions, receive information, and define Owner policies and decisions as they relate to services under this Agreement.

4. PERIOD OF SERVICE – The services called for in this Agreement shall be completed within the time frame stipulated in the Proposal or Scope of Services, or if not stipulated shall be completed within a time frame which may reasonably be required for completion of the work. OHM shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this agreement resulting from any cause beyond OHM's reasonable control.

5. COMPENSATION – The Owner shall pay OHM for services performed in accordance with the method of payment as stated in the Proposal or Scope of Services. Method of compensation may

be lump sum, hourly; based on a rate schedule, percentage of the construction cost, or cost plus a fixed fee. The Owner shall pay OHM for reimbursable expenses for subconsultant services, equipment rental or other special project related items at a rate of 1.15 times the invoice amount.

6. TERMS OF PAYMENT – Invoices shall be submitted to the Owner not more often than monthly for services performed during the preceding period. Owner shall pay the full amount of the invoice within thirty days of the invoice date. If payment is not made within thirty days, the amount due to OHM shall include a charge at the rate of one percent per month from said thirtieth day.

7. LIMIT OF LIABILITY – OHM shall perform professional services under this Agreement in a manner consistent with the degree of care and skill in accordance with applicable professional standards of services of this type of work. To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the total liability in the aggregate, of OHM and its Officers, Directors, Partners, employees, agents, and subconsultants, and any of them, to the Owner and anyone claiming by, through or under the Owner, for any and all claims, losses, costs or damages of any nature whatsoever arises out of, resulting from or in any way related to the project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract or warranty, express or implied, of OHM or OHM's Officers, Directors, employees, agents or subconsultants, or any of them shall not exceed the amount of \$25,000 or OHM's fee, whichever is greater.

8. ASSIGNMENT – Neither party to this Agreement shall transfer, sublet, or assign any duties, rights under or interest in this Agreement without the prior written consent of the other party.

9. NO WAIVER – Failure of either party to enforce, at anytime, the provisions of this Agreement shall not constitute a waiver of such provisions or the right of either party at any time to avail themselves

of such remedies as either may have for any breach or breaches of such provisions.

10. GOVERNING LAW – The laws of the State of Tennessee will govern the validity of this Agreement, its interpretation and performance.

11. DOCUMENTS OF SERVICE – The Owner acknowledges OHM's reports, plans and construction documents as instruments of professional services. Nevertheless, the plans and specifications prepared under this Agreement shall become the property of the Owner upon completion of the work and payment in full of all monies due OHM, however, OHM shall have the unlimited right to use such drawings, specifications and reports and the intellectual property therein. The Owner shall not reuse or make any modifications to the plans and specifications without prior written authorization by OHM. In accepting and utilizing any drawings or other data on any electronic media provided by OHM, the Owner agrees that they will perform acceptance tests or procedures on the data within 30 days of receipt of the file. Any defects the Owner discovers during this period will be reported to OHM and will be corrected as part of OHM's basic Scope of Services.

12. TERMINATION – Either party may at any time terminate this Agreement upon giving the other party 7 calendar days prior written notice. The Owner shall within 45 days of termination, pay OHM for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions in this Agreement.

13. OHM'S RIGHT TO SUSPEND ITS SERVICES – In the event that the Owner fails to pay OHM the amount shown on any invoice within 60 days of the date of the invoice, OHM may, after giving 7 days notice to the Owner, suspend its services until payment in full for all services and expenses is received.

14. OPINIONS OF PROBABLE COST – OHM's preparation of Opinions of Probable Cost represent OHM's best judgment as a design professional familiar with the industry. The Owner must recognize that OHM has no control over costs or the prices of labor, equipment or materials, or over the contractor's method of pricing. OHM makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual cost.

15. JOB SITE SAFETY – Neither the professional activities of OHM, nor the presence of OHM or our employees and subconsultants at a construction site shall relieve the General Contractor or any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and the health or safety precautions required by any regulatory agency. OHM has no authority to exercise any control over any construction contractor or any other entity or their employees in connection with their work or any health or safety precautions. The Owner agrees that the General Contractor is solely responsible for jobsite safety, and warrants that this intent shall be made clear in the Owners agreement with the General Contractor. The Owner also agrees that OHM shall be indemnified and shall be made additional insureds under the General Contractors general liability insurance policy.

16. DISPUTE RESOLUTION – In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Owner and OHM agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the parties mutually agree otherwise.



54 Lindsley Avenue
Nashville, Tennessee 37210
Phone: 615-255-9702

November 3, 2017

Mr. Robert Pelosi, P.E.
OHM Advisors
209 10th Avenue South
Suite 116
Nashville, TN 37203

**Subject: Proposal for OHM Advisors, NEPA Evaluation for City of Millersville
Phase I Multi-use Path from Millersville Elementary School to Millersville Public
Library, Approximately 0.7 miles**

Dear Mr. Pelosi:

K. S. Ware and Associates, LLC (KSWA), is pleased to present this proposal to provide Environmental Consulting Services for the development of a D-List Categorical Exclusion for the above referenced project. This proposal includes an overview of the available project information, the proposed scope of services, authorization instructions, and fee and billing information.

OVERVIEW OF PROPOSED PROJECT AND SERVICES

KSWA will provide the staffing and expertise necessary to complete a D-List Categorical Exclusion following the guidance and instructions provided by the Tennessee Department of Transportation (TDOT) Environmental Division for Local Governments. Details are provided in the Proposed Scope of Services.

The City of Millersville has received a Transportation Enhancement Grant from TDOT for the construction of a 12 foot multimodal path connecting the Millersville Elementary School at the northern end of the project with the Millersville Public Library as the southern terminus. The project length is approximately 1 mile and parallels US 31 on the west side. The intent of the project is to provide a safe, multimodal connection through the core of Millersville. The survey area will include both sides of US 31W and discussions of the future proposed 5 foot sidewalk on the east side of roadway will be included.

PROPOSED SCOPE OF SERVICES

A Request for Quote (RFQ) and brief description of the project objectives requested by OHM is attached.

SUBCONTRACTORS AND SUPPLIERS

No subcontractors are included in the proposed Scope and Fee proposal.

AUTHORIZATION INSTRUCTIONS

To authorize us to proceed with providing these services for you, please forward a task order. KSWA will reference the contract and task order number on our invoices. Mr. Gregory W. Brubaker, PE or Ms. Kathryn S. Ware, PE are authorized to negotiate and obligate company resources on behalf of K.S. Ware and Associates, LLC. To schedule negotiations or request clarification, please contact Mr. Brubaker at:

Gregory W. Brubaker, PE
K.S. Ware and Associates, LLC
54 Lindsley Avenue
Nashville, Tennessee 37210
(615) 255-9702
gbrubaker@kswarellc.com

CLOSING

In closing, thank you again for the opportunity to propose these services. We are looking forward to working with you on this project. Please contact us at (615) 255-9702 with any questions regarding this proposal.

Sincerely,

K. S. Ware and Associates, LLC



Gregory W. Brubaker, P.E.
Principal



James Ozment, P.G.
Senior Environmental Consultant



Scope of Services and Cost Estimate
Preparation of D-List Categorical Exclusion
Millersville Pedestrian, ADA, and Multimodal Connectivity
Phase I

US 31W

**From: Millersville Elementary School to the Millersville
Library, Approximately 0.7 Miles**

Millersville, Sumner County, Tennessee

P.I.N. ***.00**

State Project #: *****

Prepared for:
OHM Advisors

Prepared by:
K.S. Ware and Associates, LLC



November 3, 2017

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OVERVIEW

OHM Advisors (OHM) on behalf of the City of Millersville (the City) has requested that K.S. Ware and Associates, LLC., (KSWA) prepare a D-List Categorical Exclusion for the Millersville Pedestrian, ADA, and Multimodal Connectivity Phase I project, Sumner County, Tennessee. This scope of work summarizes the items to be completed by KSWA on behalf of the City of Millersville for their submission to the Tennessee Department of Transportation, (TDOT), Environmental Division for review and approval.

The following sections describe the work that KSWA will conduct in assisting with the preparation of the D-List CE. Any items requested by OHM or the City not specifically defined below may be handled by supplemental agreement.

REVIEW OF PREVIOUS WORK

KSWA will review the current design plans, grant applications and relevant correspondence from TDOT Local Programs and other available data and files pertaining to the project. The materials will be used to provide KSWA with an understanding of the background of the project and potential issues to be addressed as the project moves forward.

Assumptions:

- The project has been approved by TDOT and received a State Project ID number, a PIN Number.
- The City will ensure the project is included in the Nashville Area Metropolitan Planning Organization (MPO) Transportation Improvement Plan (TIP) or be responsible for all work necessary for its approval and inclusion including any future amendments. KSWA will not be responsible for delays due to lack of TIP approval. (NOTE: FHWA will not approve projects that are not included in the current MPO TIP.)
- OHM will provide the design plans to be used for the NEPA study and will subsequently provide any modifications to those design plans.
- OHM will provide a project location map showing the beginning and ending termini of the project.
- OHM will provide a project location map showing all parcels that will be adjacent to the project limits and a spreadsheet that includes the owners name and address.
- OHM will provide an estimate of the amount of right of way that will be acquired and/or used for easements.
- If needed, a Conceptual Stage Relocation Plan will be provided by others.

1.0 PROJECT MANAGEMENT AND PROJECT OVERSIGHT

The purpose of this task is to plan, organize, and implement the tasks stipulated in this scope of services in a timely manner. In this task, KSWA will:

- Maintain direct contact and coordination with the designated contact for OHM.
- Plan for and participate in any project team meetings and prepare meeting notes; and
- Prepare monthly invoices and progress reports.

2.0 PROJECT DESCRIPTION – PURPOSE AND NEED

KSWA will work with the City and OHM to develop the Purpose and Need statement, project history and provide the information needed to define the project scope, termini, and impact footprint in order to evaluate the impacts, both positive and negative, that may result from the project.

Assumptions:

- It is assumed for this project that no public involvement activities will be provided by KSWA.

3.0 TECHNICAL STUDIES TO BE PREPARED BY KSWA

As part of the preparation of the CE, KSWA will first contact the TDOT Environmental Division Local Programs Point of Contact (POC). The POC's role is to act as a liaison between the Consultant/City and the TDOT Environmental Division and the various technical areas to ensure the smooth flow of information, provide updated instructions, templates and scopes of work for completing the various technical studies, provide instructions on document development, assist in obtaining coordination with various resource agencies, and review the draft CE document to ensure it meets TDOT and FHWA requirements. The POC will also assist in confirming the level of documentation necessary for the project such as whether the project would qualify for a Programmatic Categorical Exclusion, C-List CE, or D-List CE.

3.1 Traffic and Access Control

Any traffic analysis needed will be the responsibility of OHM.

3.1.1 Traffic Operations

KSWA will include a discussion of any reasonably foreseeable traffic impacts such as detours, impacts to businesses or access to residences, parks or impacts to emergency service providers.

Assumptions:

- KSWA will use existing average daily traffic volumes for US 31W as provided by TDOT.

3.2 Noise

KSWA will evaluate the projects potential noise impacts in accordance with the FHWA, noise standards, Procedures for Abatement of Highway Traffic and Construction Noise, 23 CFR 772, and TDOT's Policy on Highway Traffic Noise Abatement (April 2011).

KSWA will provide the results in the CE.

3.3 Air Quality

KSWA will provide reference to and copies of the MPO TIP page as proof of air quality conformity. No additional analysis will be performed.

The results will be included in the CE.

There will be no analysis of PM 2.5, MSATs or Green House Gases.

3.4 Architectural/Historical Resources

KSWA will complete the TDOT Environmental Division questionnaire titled "Section 106 Assessment" and review appropriate websites to screen for known architectural/historical resources. KSWA will further survey the project limits and the Area of Potential Effects (APE) for above ground structures that might be eligible for the historic register and submit photographic documentation to the TDOT Historic Preservation Office for their use in determining if a full historic assessment will be necessary to meet the requirements of Section 106 of the National Historic Preservation Act, as defined in 36 CFR 800.

Assumptions:

- TDOT will coordinate with the SHPO to obtain a clearance letter after review and approval of the information submitted by KSWA.
- **If TDOT Historic Preservation office believes additional work will be necessary, TDOT historic preservation staff will advise if further survey by a qualified historian is necessary or they will provide text for this section. A survey by a qualified historian will require a supplement to this scope and fee.**

3.5 Archaeological Resources

KSWA will complete the TDOT Environmental Division questionnaire titled "Section 106 Assessment" and review appropriate websites to screen for known historic sites. Further, KSWA will survey the project limits and APE to document the conditions of all right of way that will be acquired for the project and submit photographic documentation to the TDOT Archaeology Section for their use in determining if a full Phase I assessment will be necessary.

TDOT will provide the results of the Archaeological Survey to KSWA and KSWA will incorporate the TDOT findings into the CE. No additional analysis will be performed.

Assumptions:

- TDOT will coordinate with the SHPO to obtain a clearance letter after review and approval of the information submitted by KSWA.
- TDOT will provide all Native American Coordination necessary for the project.
- **If the TDOT Archaeology office believes additional work will be necessary, TDOT Archaeology staff will advise that a survey by a qualified historian is necessary or they will provide text for this section. A survey by a qualified archaeologist will require a supplement to this scope and fee.**

3.6 Ecology/Natural Resources

KSWA will provide a Qualified Hydrologic Professional to review the area and identify ecological features including streams and wetlands. The location will be marked by GPS coordinates for use by the roadway designer in development of plans.

KSWA will be responsible for coordinating with TDOT to request the Tennessee Department of Environment and Conservation (TDEC) to provide a state listed plant species database search of the project area.

KSWA will be responsible for coordinating with TDOT to request the Tennessee Wildlife Resources Agency (TWRA) provide a list of any known animal species or habitats of concern in the project area.

KSWA will prepare a coordination letter for TDOT's use to contact the US Fish and Wildlife Service (USFWS) and request a list of any known federally threatened or endangered species or habitats of concern in the project area.

Assumptions:

- There will be insufficient disturbance of bat habitat (trees) to require an official bat survey. **If a bat habitat survey is required, a qualified ecologist will conduct the survey. This will require a supplement to this scope and fee.**
- If a bat survey is determined to be necessary and requested by the US Fish and Wildlife Service, this will require a supplement to this scope and fee. **Further, bat surveys can only be conducted between May 15th and August 15th.**

3.7 Floodplains

Floodplains and floodways in the project area will be identified by KSWA as part of the environmental screening, through the review of National Flood Insurance Rate Maps (FIRMS). KSWA will confirm if the Selected Alternative does encroach into any base (100-year) floodplain and/or any regulatory floodways and include this information in the CE.

3.8 Hazardous Materials

KSWA will provide a Phase I Environmental Site Assessment to identify hazardous material sites that may affect the Selected Alternative. The study will include a review of state files for regulated industries, underground storage tank sites, and the location of recorded spills or leaks of hazardous or toxic materials.

KSWA will provide the results of the updated study in the CE.

3.9 Environmental Justice

The EJ analysis will be limited to desk-top research and will not include field work, site visits or other independent research. If a disproportionately high and adverse effects on a low-income populations or minority populations is revealed, the analysis will show how the effects are distributed within the affected community. If potential mitigation measures or potential community outreach efforts are identified as needed by TDOT or FHWA, a supplement to this scope of services and cost estimate will be required.

3.10 Farmlands

If farmland is being taken for a project and converted to a transportation use, it is subject to the Farmland Protection Policy Act of 1981 (FPPA). The purpose of FPPA is to minimize the extent to which Federal programs contribute to the unnecessary conversion of farmland to a transportation use. Federal programs include highway construction projects that are funded partially or in whole by the federal government.

KSWA will evaluate the need for coordination with the Natural Resource Conservation Service (NRCS) and if necessary prepare Parts I and II of Form CPA-1006 and submit the form and the required maps to the state office of the NRCS for the Selected Alternative.

For sites scoring 160 or higher, KSWA will consult with TDOT on alternatives that convert less farmland or convert farmland of lower value.

The farmlands assessment will be incorporated directly into the CE.

3.11 Parks and Recreation Resources / Section 6(f)

It is assumed for this scope of services and cost estimate that no updates to the Parks and Recreation Resources/Section 6(f) Section of will be needed. If updates to this section are deemed necessary, a supplement to this scope of services and fee estimate will be required.

3.12 Section 4(f)

No Section 4(f) resources are anticipated to be affected by the proposed project. If a Section 4(f) evaluation is deemed necessary, such work would be considered outside of defined KSWA scope of work and would require a supplement to this scope of services and cost estimate.

4.0 PREPARE D-LIST CATEGORICAL EXCLUSION

The purpose of this task is the development of the CE, consistent with the requirements of the Council on Environmental Quality (CEQ).

KSWA will incorporate the project history, current status, project description and results of the technical studies into the CE.

KSWA will produce the initial draft of the CE using the latest TDOT Environmental Division template and provide an internal quality review prior to submission of the draft to OHM and the City. Upon approval, the initial draft of the CE will then be submitted to the TDOT Environmental Division for review.

5.0 FINALIZE THE CATEGORICAL EXCLUSION

The purpose of this task is to coordinate with TDOT and FHWA on the preparation of the final version of the CE.

Following the receipt of comments from the TDOT Environmental Division on the initial draft of the CE, KSWA will revise the draft CE and resubmit the new version for review by TDOT and FHWA.

Upon approval by FHWA, KSWA will produce up four (4) hard copies of the final version along four (4) CDs that contain the technical appendices to be distributed.



Approved by: _____

Greg Brubaker, P.E.
Principal

Date: November 3, 2017



July 26, 2019

Mr. Michael Barr
City of Millersville
1246 Louisville Hwy
Millersville, TN 37072

Re: Consolidation Plat- Tax Map 118, Parcels 34, 35, 36- Sumner County, Tennessee

Dear Mr. Barr,

OHM Advisors is pleased to submit this proposal to provide Professional Land Surveying Services for the property located along Louisville Highway, adjacent to the intersection of Bethel Road and Louisville Highway. Property is currently owned by the City of Millersville as evidenced in Record Book 4919, page 665, Register's Office of Sumner County, Tennessee.

SCOPE OF SERVICE

Boundary Survey and Consolidation Plat

- OHM Advisors will perform a field-run Category 1 boundary survey.
- We will use the current deed(s) for the property and adjacent properties to establish the boundary corners.
- We will clearly mark existing property corners and replace any missing corner with an 18" rebar with yellow OHM Advisors cap.
- Deliverables will be a 3-Lot Consolidation Plat, signed and sealed by a Tennessee Professional Land Surveyor, meeting requirements set forth by the City of Millersville Planning Commission.
- This will include One-submission to planning, One-round of comment reviews, and One-final submission.
- Our work will conform to the Standards of Practice for Land Surveyors in Tennessee (T.C.A. 0820-3-.07).

Partial Topographic Survey

- Field Run Topographic Survey of a portion of the properties (as outlined in red on the attached map).
- Ground Elevations located at 50-foot intervals.
- Deliverables will be an AutoCAD dwg to aide in the calculations of material (calculations are not part of this scope).

OHM Advisors will perform these Professional Land Surveying services for a **Lump Sum Fee of \$7,800.00 dollars**. Please note, this agreement will conform to OHM's Standard Terms and Conditions (attached).

PROJECT UNDERSTANDINGS

- OHM Advisors will not be responsible for the payment of any fees to agencies for submitting this plat.
- Client is responsible for fees and final recording to Sumner County Register's Office



Should any additional work beyond the scope of work presented herein be required OHM will obtain Client approval prior to performing any added scope. If you have any question, please do not hesitate to contact Jason Moseley at (615) 428-4316.

Sincerely,

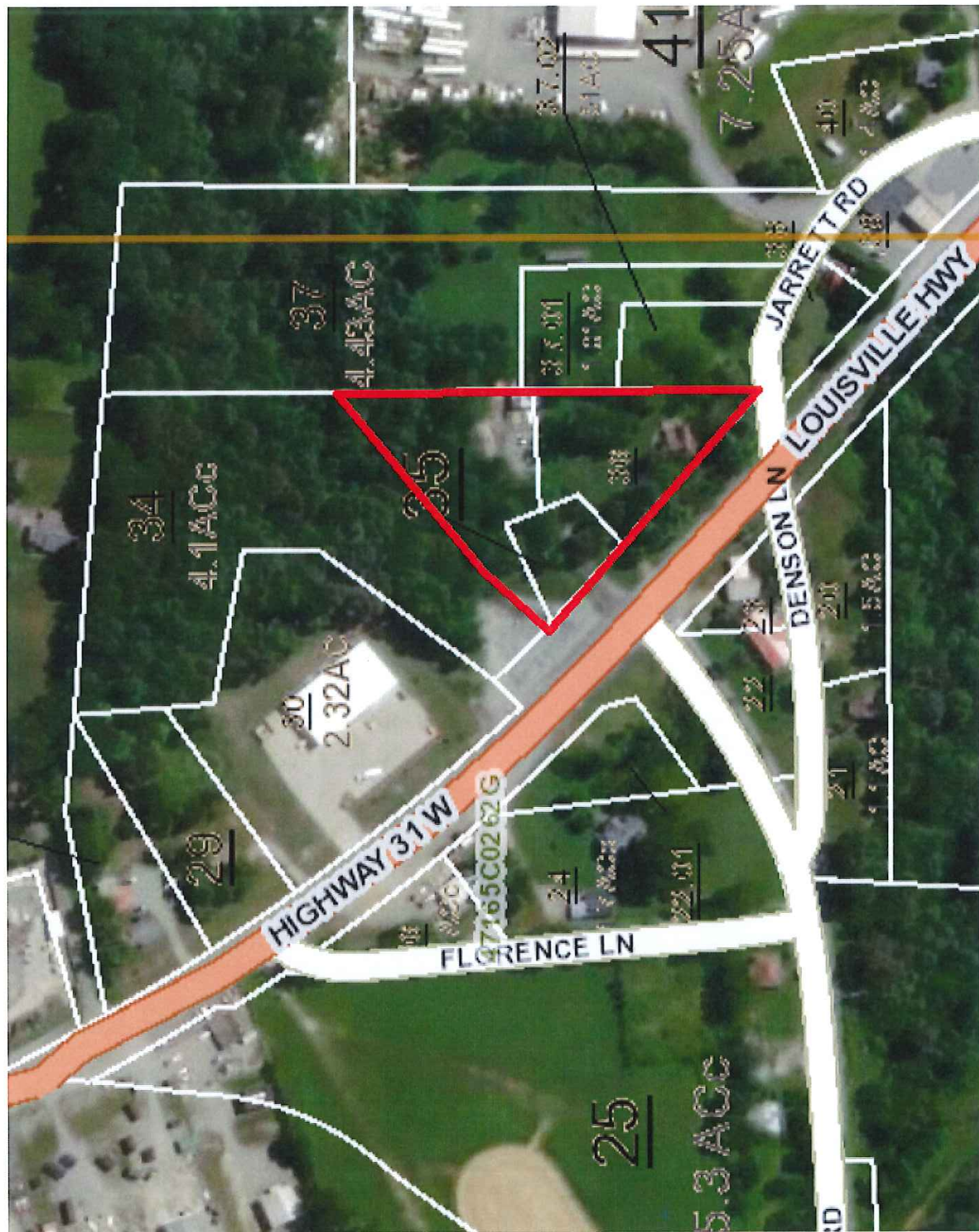
OHM Advisors



Jason Moseley, RLS, Field Services Manager

Accepted by: _____

Date: _____



STANDARD TERMS and CONDITIONS

1. THE AGREEMENT – These Standard Terms and Conditions and the attached Proposal or Scope of Services, upon their acceptance by the Owner, shall constitute the entire Agreement between Orchard, Hiltz & McCliment, Inc. (OHM), a registered Tennessee Corporation, and the Owner. The Agreement shall supersede all prior negotiations or agreements, whether written or oral, with respect to the subject matter herein. The Agreement may be amended only by mutual agreement between OHM and the Owner and said amendments must be in written form.

2. SERVICES TO BE PROVIDED – OHM will perform the services as set forth in the attached proposal or scope of services which is hereby made a part of the Agreement.

3. SERVICES TO BE PROVIDED BY OWNER – The Owner shall at no cost to OHM:

- a) Provide OHM personnel with access to the work site to allow timely performance of the work required under this Agreement.
- b) Provide to OHM within a reasonable time frame, any and all data and information in the Owners possession as may be required by OHM to perform the services under this Agreement.
- c) Designate a person to act as Owners representative who shall have the authority to transmit instructions, receive information, and define Owner policies and decisions as they relate to services under this Agreement.

4. PERIOD OF SERVICE – The services called for in this Agreement shall be completed within the time frame stipulated in the Proposal or Scope of Services, or if not stipulated shall be completed within a time frame which may reasonably be required for completion of the work. OHM shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this agreement resulting from any cause beyond OHM's reasonable control.

5. COMPENSATION – The Owner shall pay OHM for services performed in accordance with the method of payment as stated in the Proposal or Scope of Services. Method of compensation may

be lump sum, hourly; based on a rate schedule, percentage of the construction cost, or cost plus a fixed fee. The Owner shall pay OHM for reimbursable expenses for subconsultant services, equipment rental or other special project related items at a rate of 1.15 times the invoice amount.

6. TERMS OF PAYMENT – Invoices shall be submitted to the Owner not more often than monthly for services performed during the preceding period. Owner shall pay the full amount of the invoice within thirty days of the invoice date. If payment is not made within thirty days, the amount due to OHM shall include a charge at the rate of one percent per month from said thirtieth day.

7. LIMIT OF LIABILITY – OHM shall perform professional services under this Agreement in a manner consistent with the degree of care and skill in accordance with applicable professional standards of services of this type of work. To the fullest extent permitted by law, and not withstanding any other provision of this Agreement, the total liability in the aggregate, of OHM and its Officers, Directors, Partners, employees, agents, and subconsultants, and any of them, to the Owner and anyone claiming by, through or under the Owner, for any and all claims, losses, costs or damages of any nature whatsoever arises out of, resulting from or in any way related to the project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract or warranty, express or implied, of OHM or OHM's Officers, Directors, employees, agents or subconsultants, or any of them shall not exceed the amount of \$25,000 or OHM's fee, whichever is greater.

8. ASSIGNMENT – Neither party to this Agreement shall transfer, sublet, or assign any duties, rights under or interest in this Agreement without the prior written consent of the other party.

9. NO WAIVER – Failure of either party to enforce, at anytime, the provisions of this Agreement shall not constitute a waiver of such provisions or the right of either party at any time to avail themselves

of such remedies as either may have for any breach or breaches of such provisions.

10. GOVERNING LAW – The laws of the State of Tennessee will govern the validity of this Agreement, its interpretation and performance.

11. DOCUMENTS OF SERVICE – The Owner acknowledges OHM's reports, plans and construction documents as instruments of professional services. Nevertheless, the plans and specifications prepared under this Agreement shall become the property of the Owner upon completion of the work and payment in full of all monies due OHM, however, OHM shall have the unlimited right to use such drawings, specifications and reports and the intellectual property therein. The Owner shall not reuse or make any modifications to the plans and specifications without prior written authorization by OHM. In accepting and utilizing any drawings or other data on any electronic media provided by OHM, the Owner agrees that they will perform acceptance tests or procedures on the data within 30 days of receipt of the file. Any defects the Owner discovers during this period will be reported to OHM and will be corrected as part of OHM's basic Scope of Services.

12. TERMINATION – Either party may at any time terminate this Agreement upon giving the other party 7 calendar days prior written notice. The Owner shall within 45 days of termination, pay OHM for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions in this Agreement.

13. OHM'S RIGHT TO SUSPEND ITS SERVICES – In the event that the Owner fails to pay OHM the amount shown on any invoice within 60 days of the date of the invoice, OHM may, after giving 7 days notice to the Owner, suspend its services until payment in full for all services and expenses is received.

14. OPINIONS OF PROBABLE COST – OHM's preparation of Opinions of Probable Cost represent OHM's best judgment as a design professional familiar with the industry. The Owner must recognize that OHM has no control over costs or the prices of labor, equipment or materials, or over the contractor's method of pricing. OHM makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual cost.

15. JOB SITE SAFETY – Neither the professional activities of OHM, nor the presence of OHM or our employees and subconsultants at a construction site shall relieve the General Contractor or any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and the health or safety precautions required by any regulatory agency. OHM has no authority to exercise any control over any construction contractor or any other entity or their employees in connection with their work or any health or safety precautions. The Owner agrees that the General Contractor is solely responsible for jobsite safety, and warrants that this intent shall be made clear in the Owners agreement with the General Contractor. The Owner also agrees that OHM shall be indemnified and shall be made additional insureds under the General Contractors general liability insurance policy.

16. DISPUTE RESOLUTION – In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Owner and OHM agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the parties mutually agree otherwise.



memorandum

Date: July 26, 2019

To: All Bidding Parties

cc: Michael Barr

From: OHM Advisors

Re: Millersville City Hall: Bidding Addendum #1 – Bid Addendum #1 Changes

Below is a summary of the changes in Bidding Addendum #1 that bidding parties need to be aware of for the Millersville City Hall Addition Project.

Specifications: See Attachment #1

- I. Bid Form has been revised
- II. Section 012620_Weather Delays has been added
- III. Section 061607_Sheathing (Air-Water Barrier Integrated) has been added
- IV. Section 064116_Plastic Laminate-Faced Architectural Cabinets has been revised
- V. Section 093000_Tiling has been revised
- VI. Section 096519_Resilient Tile Flooring has been revised
- VII. Section 096813_Carpeting has been revised
- VIII. Section 097717_Fiberglass Reinforced Panels (FRP) has been revised
- IX. Section 123677_Countertops has been revised
- X. Section 142123_Machine Room-Less Hydraulic Elevators has been added

General:

No changes to General in this Addendum

Civil:

- I. GC to include pricing for Stainless Steel handrails (as required by code) for stairs at flagpole area in center of parking lot.
- II. GC is responsible for providing and furnishing temporary office trailers and maintaining access to site. See Attachment #2.

Landscape:

No changes to Landscape in this Addendum

Structural:

No changes to Structural in this Addendum

OHM Advisors'

209 10TH AVENUE SOUTH, SUITE 116
NASHVILLE, TENNESSEE 37203

T 615.649.5264

OHM-Advisors.com



Architectural:

- I. A-121 – Window Type “E” as shown in corridor adjacent to room “Waiting/Balcon-216A” are marked incorrectly and should be referred to as Window Type ‘F’ (see referring elevation and details on A-611). The rough opening as described on A-121 Floor Plan.
- II. A-402 – GC to include pit ladder as required
- III. A-402 / A-403 – Clarification that the CMU shaft enclosures are to be no less than 1-Hour rated enclosure with a cap assembly as specified on 3/A-403.
- IV. A-404 – Railing profile for exterior, metal grate stair to be fabricated as shown in 2/A-404
- V. A-413 – GC to include pricing to provide a 2-Hour rated fire shutter to be located at each transaction window (Window Type ‘G’).
- VI. A-421 / A-531 - GC to provide gypsum control joints as noted in 9/A-531, specifically on wall referred to in 1/A-421.
- VII. GC to default to structural drawings for thickness of exterior sheathing for walls and roof.
- VIII. GC to include pricing of Sheathing (Air-Water Barrier Integrated) (Spec Section 061607, added 07/26/2019) as a contractor option in lieu of traditional building wrap. Coordinate product thickness with Structural Drawings.
- IX. GC to include pricing for Stainless Steel handrails (as required by code) for front entry stairs and ramp. See Attachment #3, 1/ASD-01.
- X. GC to include pricing for painted, galvanized handrails (as required by code) for rear exit landing and ramp. See Attachment #3, 2/ASD-01.

Plumbing:

No changes to Plumbing in this Addendum

Mechanical:

No changes to Mechanical in this Addendum

Electrical:

1. Revisions to Lighting Plans and Lighting Schedules. See Attachment #4.

Attachments:

1. _Bidding Addendum #1_Specifications
2. _Construction Phase - Site Logistics
3. _ASD-01 – Bidding Addendum #1 - Exterior Railings
4. _Bidding Addendum #1_Electrical
5. _Contractor Question Responses



memorandum

Date: July 26, 2019

To: All Bidding Parties

cc: Michael Barr

From: OHM Advisors

Re: Millersville City Hall; Bidding Addendum #1 – Bidding Question Responses

- **Bid deadline is confirmed as 8/2/19**
- **Questions from bidding contractors are due 7/31/19.**

Below are questions that have been asked by bidding parties with responses directly below each question.

- What is the estimated / expected construction time frame?
 - 12 months
 - Liquidated Damages are included, \$500 per day penalty will be assessed
- The drawings are currently not stamped by the project team, when do we expect them to be stamped?
 - The drawing package will be stamped after a GC has been selected.
- Where are the down payment checks to be written to for drawings?
 - OHM confirmed CCAD will hold \$500 deposit, to be returned upon receipt of bid documents.
- Is there a permitting process for the project?
 - The city confirmed that OHM will review with the city code official in a walk-through process.
 - OHM to confirm if the State Fire Marshall will need to review
 - Contractor will not be responsible for building permit fees to the City of Millersville
 - No Construction General Permit is required.
- Will there be any additional bracing for the existing structure during construction?
 - Initial response from the SE was "No" but this should be confirmed prior to demo.
- What are the allowed working hours per the city?
 - Monday - Friday = 7am – 10pm (additional work hours may be allowed with prior approval by the City)
 - Saturday and Sunday = 10am – 10pm
- Will there be an additional transformer for the addition?
 - The electrical service is designed to be separate from the existing building's service.
 - The electrical service will be from an overhead from a pole mounted transformer.
- Low voltage is not included and will be direct to owner.
- If GC installs the 2 layers of rigid insulation on the roof, what thickness or total R value?
 - Energy code stipulates R-30 on the roof. Drawings call for (2) layers of rigid so that installation seams can be offset to avoid thermal bridging.
- GC to supply a new elevator as shown on sheets A-402 and S-305, but spec is not in project manual?
 - Elevator spec is included in bidding addendum #1
- Bid Form currently does not have a line item to stipulate Alternate pricing, will a new Bid Form be issued?
 - Yes, a new Bid Form with a line item for alternates is included in bidding addendum #1



- G-020 shows wall legends as metal studs, but detailing shows wood framing. What is the intent of the construction?
 - The entire building is wood framing.
- The Allowance of \$75,000 for additional signage not shown on the drawings seems large, especially since that only includes material. Does it seem reasonable to let this amount include labor since the GC will likely have no idea what is being installed at the time to receive bids? Can you clarify what this allowance is for, since we are having to provide the labor?
 - This allowance should include the labor for signage install.
- Can we get a plan view of interior window E which is part of Alternate #1, is this a Slider?
 - This is incorrectly called out and should be Window Type 'F' with a 4'-0" Rough Opening width. See A-611 for information.
- It appears a ladder to the attic space is to be installed in Storage 209. There doesn't appear to be a ceiling in that space. Will Door 209 and the walls of this room need to be fire rated?
 - This structure is Type V-B, which does not require any form of fire rating in the ceiling, so the door will not need to be rated. There is an area in the attic space designated to person access and that access should coordinate with the ladder
- Will drywall need to be installed on the underside of the truss bottom chord where the spaces are to remain otherwise unfinished?
 - No. The trusses will be left exposed to above and the shell lighting will be mounted to the underside of the chords.
- There are differences between the finish hardware schedule and door schedule related to which doors receive certain hardware sets.
 - We are coordinating with our hardware rep to update.
- Please advise what level of protection is required at the bullet-resistant windows.
 - We have designed it to have a ballistic resistant level 3 in the basis of design
- Finishing's of the fire extinguisher cabinets?
 - Prefinished – Standard colors (White/Satin/Stainless preferred)
- Where on the plans are the Fiberglass Reinforced Panels that are in the specs?
 - FRP panels will be in the Janitor closets only. The wet wall and side wall that the mop sink touches should be protected.
- Add alternate #1. Are we to bid the base price per E-112, E-212, & E-312? Sheet A-122 shows an alternate ceiling plan but no power plan & sheet A-702 does not show any lights in Room 207 or Room 201. How are we to price the alternate?
 - Use the luminaire count as shown on the architectural alternate (A-122) and then provide for (4) power outlets and (2) data ports per office. Print Area 207A will also need power and data ports.
- Are the existing site light poles to remain or be removed?
 - Existing site Light pole will be removed
- On sheet E-501, detail "equipment grounding" refers to a detail, no detail is shown.
 - Disregard equipment ground details, we will update our drawings.
- Where is this bonding to be installed? Is this required?
 - Bonding is required, electrical contractor shall bond to steel columns as per NEC 250 Part V.
- Is this lightning protection as referred to in Section 260526.2.1? This section refers to Section 264113 which is not in the spec book. Is lightning protection required?
 - Lightning protection is not required.
- No exit or emergency lights are shown?
 - New lighting sheet and luminaire schedule will be issued to include emergency lights.
- Note 7 on E-111 refers to up/down lights. None are shown on the lighting schedule?
 - Up/down lights by OCL. MODEL NUMBER: IN2-010A-48-GW-120. REQUEST FIXTURE TO BE SPECIFIED WITH LED.



- There are wall finishes depicted labeled A4, A6, etc., but we do not see them in the finish schedule.
 - It appears the "wall type" tags are being read as finishes. Please refer to the partition type sheet (G-020) to understand those designations. Finishes for the rooms are located on the Finish sheets (A-800s).
- Please confirm there is no insulation in the attic or in the interior walls.
 - There is only insulation in walls as designated according to the partition type sheet (G-020). There is no insulation in the attic as there is continuous, rigid insulation on the exterior of the roof.
- Please provide details of the insulated roof panel. Cannot locate them in the drawings.
 - No insulated roof panels are on this project. Please see Roof Details (A-521) for detail of roof assembly
- Are the narrow mirrors framed or unframed?
 - Framed
- Please confirm a size for the projection screen.
 - We expect a 72" Tall by 116" Wide. This will ultimately depend on projector type and selected by the city during the FFE process.
- Please confirm window shades are manually operated, as we are not seeing a power supply for motorized shades.
 - Manual
- Will the walk off mat require a border and logo? Please advise which type of material is desired (rubber, heavy duty carpet or exterior carpet)
 - The walk off mat will extend the full depth of the vestibule and extend to the width of the storefront. There will be a ceramic tile (CT-1) border. No logo.
- What are the glazing types as referred to on A-611?
 - Glazing Types are as follows:
 - GL-1 – Single Pane, Clear
 - GL-2 – Single Pane, Tempered
 - GL-3 – Double Pane, Tempered



August 14, 2019

Ms. Holly Murphy
City Manager
City of Millersville
1246 Louisville Highway
Millersville, TN 37072

RE: Recommendation of Award and Certified Bid Tab
City Hall Expansion
City of Millersville, TN
OHM No. 0058170030

Dear Ms. Murphy:

On August 9, 2019, eight (8) sealed bids were received and opened in the presence of City officials for the Millersville City Hall Expansion project. Boger Construction, LLC was the apparent low bidder with a total base bid amount of \$2,583,000.00. The certified bid tabulation is attached for your reference.

As requested, we have reviewed the qualifications of the lowest bidder Boger Construction, LLC. Based on the information we received, we found that they have performed a fair amount of municipal work and are capable to perform the work involved with the construction of this project.

Based on our findings, we recommend that the City consider awarding this contract to Boger Construction, LLC for \$2,583,000.00, per the lump sum bid for the project. We understand this decision will be voted on by the Board of Commissioners. If the Board concurs with our recommendation, we will notify the contractor of award.

We request that the City provides direction regarding the alternate 2nd floor build out. If you have any questions or require additional information, please feel free to contact this office.

Sincerely,
OHM Advisors

A handwritten signature in blue ink that reads "Robert E. Pelosi". The signature is written in a cursive style and is positioned above a horizontal line.

Robert Pelosi, P.E.
Project Manager

Encl: Certified Bid Tabulation
cc: Michael Barr, Development Services Director
John Calhoun, Project Architect

**City of Millersville
City Hall Expansion
BID TABULATION SHEET**
August 9, 2019

Contractor	BOND	ADDENDUM 1	ADDENDUM 2	ADDENDUM 3	BASE BID	Alternate No. 1	TOTAL of BASE BID + Alternate No. 1	Comments
Boger Construction, LLC	X	X	X	X	\$2,583,000.00	\$95,500.00	\$2,678,500.00	365 calendar days + 30 days
Romach, Inc.	X	X	X	X	\$2,687,000.00	\$68,000.00	\$2,755,000.00	365 calendar days + 0 days
StillWaters Construction, LLC	X	X	X	X	\$2,744,388.00	\$84,000.00	\$2,828,388.00	365 calendar days + 0 days
Pride Concrete, LLC	X	X	X	X	\$2,765,000.00	\$141,850.00	\$2,906,850.00	365 calendar days + 0 days
FTM Contracting	X	X	X	X	\$2,835,000.00	\$141,750.00	\$2,976,750.00	360 calendar days + 0 days
Kerry G. Campbell, Inc.	X	X	X	X	\$2,884,190.00	\$42,400.00	\$2,926,590.00	365 calendar days + 0 days
Baron Construction, LLC	X	X	X	X	\$2,993,000.00	\$158,800.00	\$3,151,800.00	365 calendar days + 15 days
City Construction, LLC	X	X	X	X	\$3,284,685.00	\$64,185.00	\$3,348,870.00	Did Not Submit Addendum Bid Form

I do hereby certify this to be a true and correct representation of the bids.

 8/14/19