



CITY COUNCIL

AGENDA

Tuesday, December 19, 2023, 6:00 P.M.

CALL TO ORDER

INVOCATION. COUNCIL MEMBER PELLEY

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES

- (1-2) a.) November 20th, 2023 – City Council Called Meeting
- (3-7) b.) November 21st, 2023 – City Council Called Meeting

REQUESTS FROM CITIZENS

CONSENT AGENDA

- (8-13) a) Approve Resolution No. 2023-32 to officially close and abandon an Unopened/Unimproved alley way between Rock Street and View Street.
- (14) b) Approve Resolution No. 2023-33 T-Mobile hometown grant application for sound system for historic downtown Athens.
- (15) c) Approve Resolution No. 2023-34 for review of Charter changes.
- (16-32) d) Approve annual review of Debt Management Policy.
- (33-34) e) Approve bid to replace roof at City Hall
- (35-42) f) Approve Purchases for Vehicles Utilizing State of Tennessee Bid
- (43) g) Approval of Committee Appointees
 - 1. Jordan Curtis to Economic Development Authority
 - 2. Frances Witt-McMahan to Senior Citizens
 - 3. Mayor Sherlin to Sister Cities Committee
- h.) Approve application for NLC Centennial Roadshow to promote the City

ORDINANCES

OLD BUSINESS

NEW BUSINESS

- (44-49) a.) Motion regarding termination of K-9 Program for Police.
- b.) Review tennis/pickleball courts bid for Ingleside.

REPORTS

- (50-59) a.) Finance Department Report. **MIKE KEITH**
- (60-71) b.) Fire Department Report. **BRANDON AINSWORTH**
- (72-80) c.) Police Department Report. **FRED SCHULTZ**

REPORT FROM THE CITY MANAGER

ADJOURNMENT

ATHENS CITY COUNCIL

MINUTES OF MEETING

November 20th, 2023

NOTICE OF CALLED MEETING

The Athens City Council met in a special called meeting on Monday November 20th, at 5:00 p.m. in the McMinn County Courthouse Commission Chambers (Blue Room) with Mayor Sherlin presiding. This was a joint meeting with the Industrial Development Board and the McMinn County Commission regarding a Tax Increment Financing (TIF) proposal by Clint Wolford. Upon roll call, the following members were present:

Curtis, Pelley, Eaton, Sherlin

Council Member Witt-McMahan was absent

The following decisions were made and ordered made a part of the records of the Athens City Council

-1-

NEW BUSINESS

PRESENTATION OF TAX INCREMENT FINANCING APPLICATION FOR PROPERTIES LOCATED ON DENNIS STREET CONGRESS PARKWAY AND DECATUR PIKE

Mr. Wolford presented information to each respective body concerning his TIF application for property located on Decatur Pike (previously used by Shoney's and Russell Stovers) and property located on Dennis Street across from the existing Walmart. County Mayor John Gentry provided further comments concerning the project and the positive impact it will have on the community.

-2-

MOTION REGARDING RESOLUTION NO. 2023-31 APPROVING A COMBINED ECONOMIC IMPACT PLAN FOR ATHENS MARKETPLACE, LLC PROJECTS

A motion was made by Vice Mayor Eaton, seconded by Council Member Pelley to approve Resolution No. 2023-31. The motion was approved by the following roll call vote:

AYES: Curtis, Pelley, Eaton, Sherlin
NAYS: None
ABSENT: Witt-McMahan

- 3 -

ADJOURNMENT

There being no further business to come before the meeting and upon motion duly made and seconded, the meeting adjourned at 6:00 p.m.

STEVE SHERLIN, Mayor

DEB WALLACE, City Manager

ATHENS CITY COUNCIL

MINUTES OF MEETING

November 21, 2023

The Athens City Council met in regular session on Tuesday, November 21, at 6:00 p.m. Mayor Sherlin presiding. The invocation was given by Council Member Curtis; and upon roll call, the following members were present:

Curtis, Witt-McMahan, Pelley, Eaton, Sherlin.

The following decisions were made and ordered made a part of the records of the Athens City Council.

- 1 -

APPROVAL OF MINUTES

The minutes of the October 17th, 2023; regularly scheduled meeting, and the minutes of the November 6th, 2023, City Council Called meeting was submitted and approved.

Council Member Curtis moved; Council Member Pelley seconded.

AYES: Curtis, Witt-McMahan, Pelley, Eaton, Sherlin
NAYS: None

- 2 -

COMMUNICATIONS AND SPECIAL PRESENTATIONS

PRESENTATION OF PROCLAMATION- ASHLEY ROGERS

Mayor Sherlin presented a proclamation to honor Ashley Rogers.

EMPLOYEE OF THE QUARTER- JOHN ANTONE

Nina Edmonds presented Josh Antone in the IT department with this award.

ATHENS CITY SCHOOLS-MIKE SIMMONS

Mr. Simmons presented an update on behalf of Athens City Schools.

- 3 -

REQUESTS FROM CITIZENS

Approximately 8 individuals addressed the Council expressing concerns about Council Member Pelley and recent news developments.

- 4 -

City Attorney Chris Caldwell addressed the council concerning Pelley's recent controversies. He noted three potential avenues to Pelley's removal from office.

1. Allowance by the city charter.
2. Recall election against Pelley.
3. Ouster motion- The City Attorney has received an ouster request and will be filing it later.

A motion was made by Council Member Witt-McMahan asking Dr. Pelley to resign from the City Council; it was seconded by Council Member Curtis.

AYES: Curtis, Witt-McMahan, Eaton, Sherlin.
NAYS: Pelley

Mayor Sherlin asked the Council if there was a motion to reprimand Council Member Pelley.

Council Member Witt-McMahan made the motion to reprimand Council Member Pelley if he's not going to do the right thing and resign to remove him from all boards and committees. It was seconded by Council Member Curtis

Mayor Sherlin said the motion to reprimand Council Member Pelley includes the removal of him from all boards and committees in which he currently serves.

AYES: Curtis, Witt-McMahan, Eaton, Sherlin.
NAYS: Pelley

- 5-

CONSENT AGENDA

Mayor Sherlin advised the recording clerk to read the following items into the record:

CONSENT AGENDA

- a) Approve Resolution No. 2023-29 authorizing the distribution of Athens Utilities Board's gas in lieu of tax payments for fiscal year 2023/2024.
- b) Approve Resolution No. 2023-30 authorizing the distribution of Athens Utilities Board's electric in lieu of tax payments for fiscal year 2023/2024.
- c) Convert part-time animal shelter employee to full-time.
- d) Approve restructure of authorized positions for police department.

Council Member Pelley moved, Vice Mayor Eaton seconded, that the Consent Agenda as stated above be approved.

AYES: Curtis, Witt-McMahan, Pelley, Eaton, Sherlin.
NAYS: None

- 6 -

ORDINANCES

Ordinance No. 1124 – Second Reading/Public Hearing – Ordinance to amend title 8, chapter 2 of the Athens Municipal Code to limit the number of local liquor store privilege licenses to 2.

Vice Mayor Eaton moved, Council Member Pelley seconded, that the Ordinance as stated above be approved.

AYES: Pelley, Eaton, Sherlin.
NAYS: Witt-McMahan, Curtis

- 7 -

OLD BUSINESS

- 8 -

NEW BUSINESS

Approve Bid for Animal Shelter Kennel

Council Member Pelley moved, Council Member Curtis to approve bid for Animal Shelter Kennel

AYES: Witt-McMahan, Curtis, Pelley, Eaton, Sherlin.
NAYS:

- 9 -

Motion concerning K-9 program and all issues associated

Vice Mayor Eaton made an amendment to the motion to retire canine dog and give to Savana Casteel, and to keep current dog/canine until March 2024. Council Member Witt-McMahan seconded.

AYES: Eaton
NAYS: Curtis, Witt-McMahan, Pelley, Sherlin

**Mayor Sherlin made an amendment to the motion to give the canine dog to its previous owner and end the program with other dogs and follow the chief advice.
No one seconded.**

**Council Member Curtis moved that we send to study session issue involving k-9 program.
Council Member Pelley seconded.**

AYES: Curtis, Witt-McMahan, Pelley
NAYS: Eaton, Sherlin

- 10 -

Motion to rescind a previous motion from the June 20th, 2023, council meeting to conduct an investigation into who leaked information from an executive session.

Council Member Pelley moved, Council Member Witt-McMahan seconded, to conduct investigation into who leaked information.

AYES: Curtis, Witt-McMahan, Pelley, Sherlin.
NAYS: Eaton

- 11-

d.) Approve funding in the amount of \$1000 to the VFW for maintaining the airplane and tank at the VFW post.

Council Member Pelley moved, Vice Mayor Eaton seconded, to approve funding in the amount of \$1000 to the VFW for maintaining airplane and tanks at the VFW post.

AYES: Curtis, Witt-McMahan, Eaton, Pelley, Sherlin.
NAYS:

- 12 -
REPORTS

FINANCE DEPARTMENT REPORT

Finance director Mike Keith presented the Finance Dep Report for October 2023. The report was accepted as presented.

- 13 -

FIRE DEPARTMENT REPORT

Fire Chief Brandon Ainsworth presented the Fire Department Report for October 2023. The report was accepted as presented.

- 14 -

POLICE DEPARTMENT REPORT

Police Chief Fred Schultz presented the Police Department Report for October 2023. The report was accepted as presented.

- 15 -

REPORT FROM THE CITY MANAGER

City Manager Deb Wallace presented an update on various projects and programs taking place. The report was accepted as presented.

- 16 -

ADJOURNMENT

There being no further business to come before the meeting, the meeting was adjourned at 8:45 p.m.

Council Member Pelley moved, Vice Mayor Eaton seconded, for the meeting to be adjourned.

AYES: Curtis, Witt-McMahan, Pelley, Eaton, Sherlin.

NAYS: None

STEVEN S. SHERLIN, Mayor

DEB WALLACE, City Manager

RESOLUTION NO. 2023-32

“A RESOLUTION TO OFFICIALLY CLOSE AND ABANDON AN UNOPENED/UNIMPROVED ALLEYWAY BETWEEN ROCK STREET AND VIEW STREET SHOWN ON THE ATTACHED EXHIBITS WITHIN THE CORPORATE LIMITS OF THE CITY OF ATHENS, TENNESSEE”

WHEREAS, the City of Athens Public Works Department Street Division has determined this right of way is not needed for the transportation needs of the city; and

WHEREAS, the Athens Municipal Regional Planning Commission, meeting in regular session on the 4th day of December 2023, conducted a public hearing pursuant to Section 16-608 (3) of the Municipal Code, and has reviewed the request and has recommended to the City Council the proposed section be closed and abandoned, and

WHEREAS, the adjacent land owners were notified per TCA 54-10-202 of the proposed closure and abandonment; and

WHEREAS, said abandoned unopened portion of right-of-way will be granted to the adjacent land owners; and

WHEREAS, it is for the public welfare that said right-of-way be officially closed and abandoned, reserving all rights of the City to install and maintain utilities in said right-of-way; and,

WHEREAS, this Resolution authorizes the Mayor to sign any Quit Claim Deeds to adjoining landowners affected by this closure and abandonment; and,

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Athens, Tennessee, as follows:

That the recitals above are true and accurate and form a part of this Resolution; and

That meeting in regular session this 19th day of December, 2023, that the right of way outlined in red between Rock Street and View Street as shown on the attached exhibits be closed and abandoned.

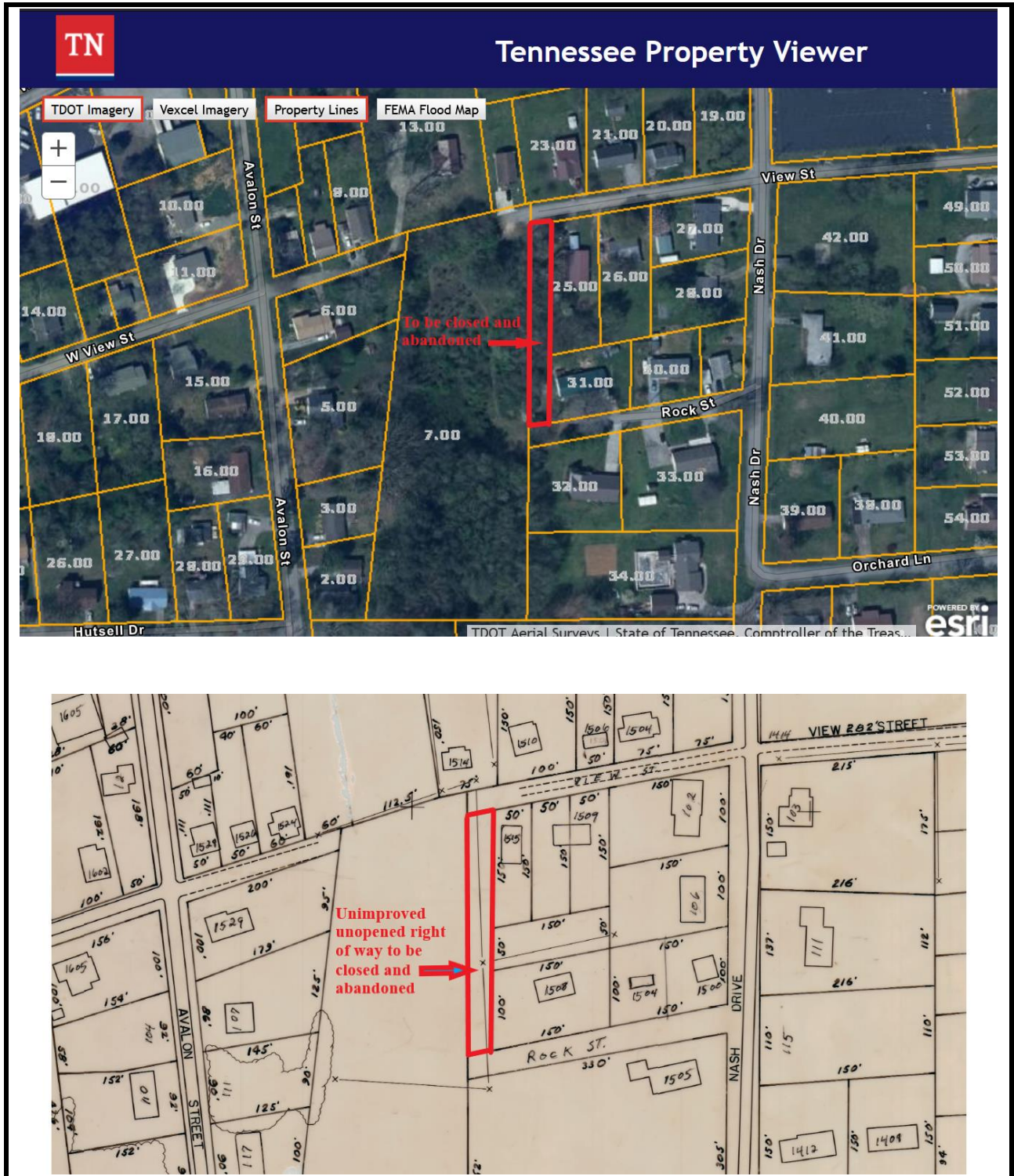
ON MOTION BY _____, **SECONDED BY** _____
_____, said Resolution was approved by roll call vote.

STEVEN S. SHERLIN, Mayor

DEB WALLACE, City Manager

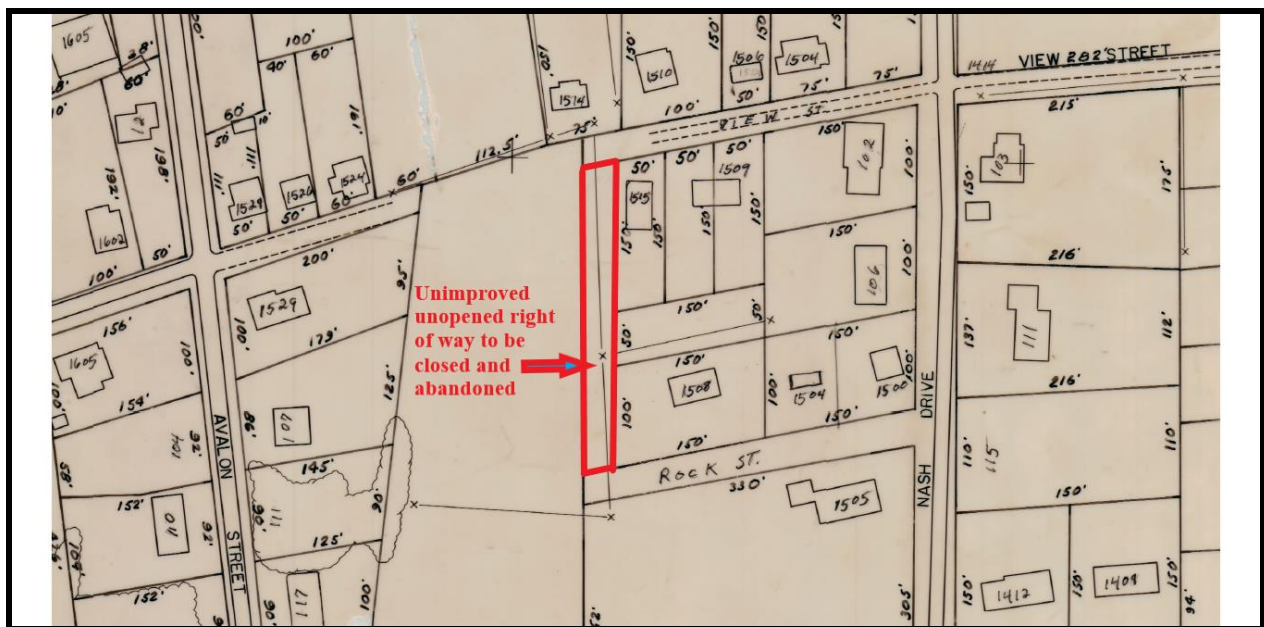
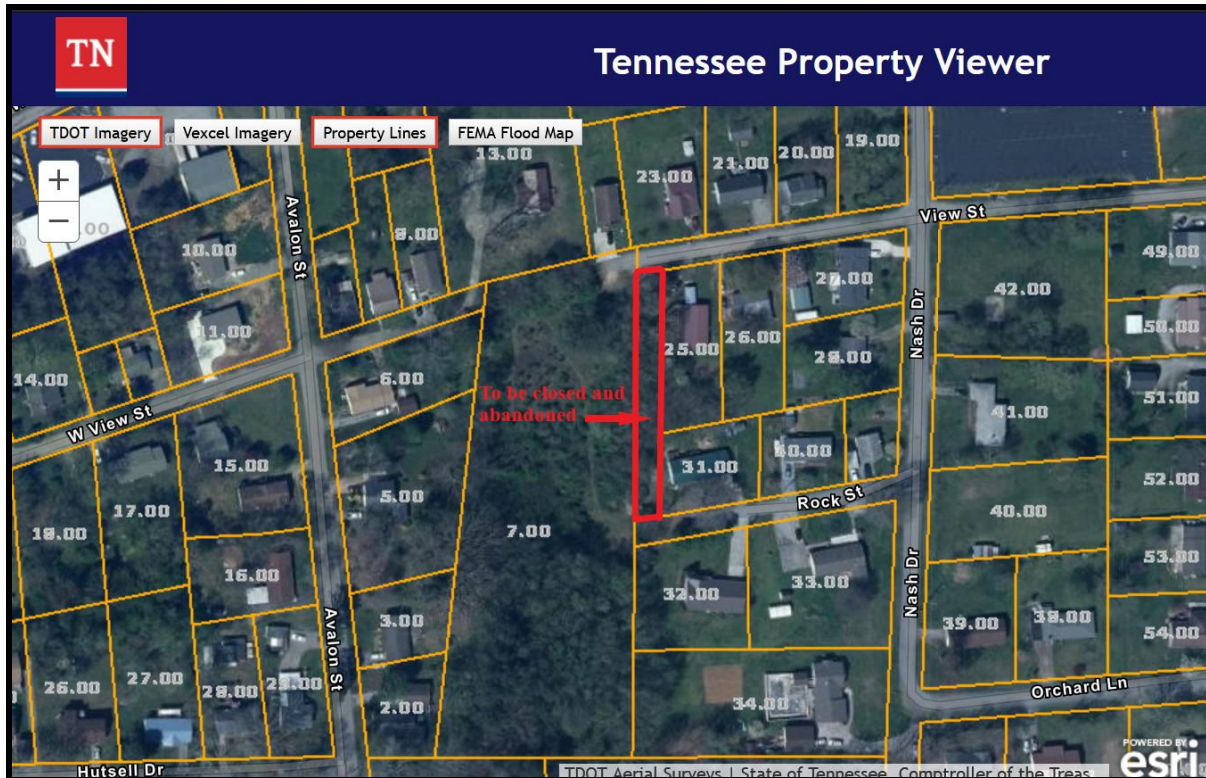
APPROVED AS TO FORM:

CHRIS CALDWELL, City Attorney



Portion of STAFF REPORT of ATHENS MUNICIPAL-REGIONAL PLANNING
COMMISSION December 4, 2023

3. Public Hearing and Recommendation for the closure and abandonment of an unopened/unimproved alleyway between Rock Street and View Street.



**LEGAL NOTICE
PUBLIC HEARING**

The City of Athens announces a public hearing will be held during the regular Planning Commission Meeting on December 4, 2023 at the Athens Municipal Building, Conference Room, 815 North Jackson Street at Noon on the following:

CLOSURE AND ABANDONMENT OF AN UNOPENED/UNIMPROVED ALLEY/RIGHT-OF-WAY RUNNING NORTH TO SOUTH BETWEEN VIEW STREET AND ROCK STREET IN THE CITY OF ATHENS

Public comments will be accepted at this public hearing. All parties wishing to speak on this issue should be present at the hearing or submit comments to the Community Development Department, 815 North Jackson Street, Athens, Tennessee 37303 or via email at acasteel@athensn.gov on or before the public hearing date. A copy of the alley area on Official City Street Maps to be abandoned is available for inspection at the Athens Municipal Building during normal business hours (Monday through Friday) between 8:00 a.m. and 5:00 p.m.

Publication: November 16, 2023.

We Appreciate Your Business!

Language of letter sent to all adjacent landowners:

SUBJECT: Official Notification of Alley Closure and Abandonment for an unopened/unimproved alley running north to south between Rock Street and View Street

To whom it may concern,

This letter is to inform you per TCA Section 54-10-202 about the possible closure of the entire length of the unopened/unimproved alley running north to south from View Street to Rock Street. There will be a public hearing at Noon at the December 4, 2023 regular Planning Commission Meeting at 815 North Jackson Street, Athens TN 37303. The request may come to a vote at the December 19, 2023 at the regular council meeting starting at 6 PM.

54-10-202. Notice to interested parties of action to open or close.

No road shall be opened, changed, or closed, without giving at least five-days' notice to all interested parties of the time the road or roads are to be opened, changed, or closed, and a surveyor or civil engineer may be employed, if necessary, to locate the interested parties. Landowners and those controlling land touched by the proposed highway shall be deemed interested parties.

The Public Works Department on behalf of City Council has initiated the closure and abandoned of the above unopened-unimproved right of way per Section 16-603 of the City of Athens Municipal Code. Proper notice has been sent to the adjacent landowners, and a public hearing has been properly advertised in the local paper of circulation. **Staff recommends approval subject to reserving all rights of the City to install and maintain utilities in said right-of-way.**

3. Public Hearing and Recommendation for the closure and abandonment of an unopened/unimproved alleyway between Rock Street and View Street.

The public Hearing was opened.

There was no one there to speak on this matter from the public.

The Public Hearing was closed.

MOTION: To recommend to City Council to abandon the unopened/unimproved alleyway between Rock Street & View Street.

MADE: Eric Newberry
SECOND: Jordan Curtis
VOTE: Unanimous
MOTION PASSED

RESOLUTION NO. 2023-33

A RESOLUTION AUTHORIZING THE CITY OF ATHENS, TENNESSEE TO PARTICIPATE IN THE T-MOBILE HOMETOWN GRANT PROGRAM.

WHEREAS, T-Mobile Hometown Grant is accepting applications for 2023 Quarterly grants; and,

WHEREAS, tourism is one of the largest industries and most important economic drivers in Tennessee; and,

WHEREAS, this grant is developed to support a community project that will improve a space where friends and neighbors gather; and,

WHEREAS, McMinn County has increased 6.88% in 2022 in tourism visitor spending; and,

WHEREAS, McMinn County is a Tennessee Economic and Community Development Job Tax Credit Enhancement Counties Tier Level 3; and,

WHEREAS, the maximum request is \$50,000; and,

NOW, THEREFORE, BE IT RESOLVED by the City of Athens, Tennessee as follows:

That the recitals above are true and accurate and form a part of this Resolution; and

That meeting in regular session this 19th day of December 2023, the Mayor and City Manager are hereby authorized, empowered, and directed to submit a grant application for the T-Mobile Hometown Grant Quarter 4, 2023.

BE IT FURTHER RESOLVED that upon award of the grant, the Mayor and City Manager are hereby authorized to enter into an agreement and execute documents for the acceptance of this grant on behalf of the City of Athens.

ON MOTION BY _____, **SECONDED BY** _____ said Resolution was approved by roll call vote.

STEVEN S. SHERLIN, Mayor

DEB WALLACE, City Manager

APPROVED AS TO FORM:

CHRIS CALDWELL, City Attorney

RESOLUTION NO. 2023-34

**RESOLUTION REQUESTING STATE LEGISLATORS INTRODUCE
AN ACT TO AMEND THE CHARTER OF THE CITY OF ATHENS,
TENNESSEE**

WHEREAS, the City of Athens, Tennessee, incorporated by Chapter 455 of the Private Acts of Tennessee for 1953, as amended, by the General Assembly of the State of Tennessee; and

WHEREAS, it now appears that the interest of the City of Athens, Tennessee, will be served if the charter of the city is further amended.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Athens, Tennessee, meeting in regular session this 19th day of December 2023, that the Honorable Senator Adam Lowe and Representative Mark Cochran are hereby requested to introduce the following act to the General Assembly of the State of Tennessee:

AN ACT to amend the charter of the City of Athens, Tennessee, being Chapter 455 of the Private Acts of Tennessee for 1953, as amended:

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. That Article V, Section 2 be amended such that the following is inserted into said section: "Councilpersons shall serve no more than three (3) terms. Furthermore, if a Councilperson was appointed mid-term, then that appointed term shall not count toward the (3) term limit enumerated herein."

SECTION 2. That Article XIX, Section 2 be amended in its entirety by striking said verbiage and replacing said section with the verbatim text contained within T.C.A. 58-8-104, as same may be amended from time to time.

SECTION 3. That the entire Charter for the City of Athens, Tennessee (the "Charter") be amended by revising each and every occurrence whereby said Charter states "Councilman" and inserting in lieu thereof "Councilperson."

BE IT FURTHER RESOLVED that this act shall become effective when it has been approved by the City Council of the City of Athens by a vote of not less than two-thirds of the entire membership of the Council within sixty (60) days of its signing by the Governor of this State. The approval or non-approval of the act by the City Council shall be certified by the Mayor of the City of Athens to the Secretary of State.

ON MOTION BY _____, SECONDED BY _____
said resolution was approved unanimously this 19th day of December 2023.

DEB WALLACE, City Manager

STEVEN SHERLIN, Mayor

APPROVED AS TO FORM:

CHRISTOPHER M. CALDWELL, City Attorney



DEBT MANAGEMENT POLICY

Original Adoption by City Council: December 20, 2011

Reviewed by City Council: December 19, 2023

TABLE OF CONTENTS

Introduction	1
Introductory Statement	2
Goals and Objectives	2
Procedures for the Issuance of Debt	3
Credit Quality and Credit Enhancement	4
Affordability	4
Debt Structure	4
Debt Types	6
Use of Derivatives	9
Refinancing Outstanding Debt	9
Methods of Issuance	10
Professionals	12
Compliance	14
Debt Policy Review	14

INTRODUCTION

This Debt Management Policy (the “Debt Policy”) is a written guideline with parameters that affect the amount and type of debt that can be issued by the City of Athens, Tennessee (the “City”), the issuance process and the management of the City’s debt. The purpose of this Debt Policy is to improve the quality of management and legislative decisions and to provide justification for the structure of debt issuances consistent with the Debt Policy’s goals while demonstrating a commitment to long-term capital planning. It is also the intent of the City that this Debt Policy will signal to credit rating agencies, investors and the capital markets that the City is well managed and will always be prepared to meet its obligations in a timely manner. This Debt Policy fulfills the requirements of the State of Tennessee regarding the adoption of a formal debt management policy on or before January 1, 2012.

This Debt Policy provides guidelines for the City to manage its debt and related annual costs within both current and projected available resources while promoting understanding and transparency for our citizens, taxpayers, rate payers, businesses, investors and other interested parties.

The City may, from time to time, review this Debt Policy and make revisions and updates, if warranted.

CITY OF ATHENS, TENNESSEE DEBT MANAGEMENT POLICY

I. INTRODUCTORY STATEMENT

In managing its Debt (defined herein as tax-exempt/taxable bonds, capital outlay notes, other notes, capital leases, interfund loans or notes and loan agreements); it is the City's policy to:

- Achieve the lowest cost of capital within acceptable risk parameters
- Maintain or improve credit ratings
- Assure reasonable cost access to the capital markets
- Preserve financial and management flexibility
- Manage interest rate risk exposure within acceptable risk parameters

II. GOALS AND OBJECTIVES

Debt policies and procedures are tools that ensure that financial resources are adequate to meet the City's long-term capital planning objectives. In addition, the Debt Management Policy (the "Debt Policy") helps to ensure that financings undertaken by the City have certain clear, objective standards which allow the City to protect its financial resources in order to meet its long-term capital needs.

The Debt Policy formally establishes parameters for issuing debt and managing a debt portfolio which considers the City's specific capital improvement needs; ability to repay financial obligations; and, existing legal, economic, and financial market conditions. Specifically, the policies outlined in this document are intended to assist in the following:

- To guide the City in policy and debt issuance decisions
- To maintain appropriate capital assets for present and future needs
- To promote sound financial management
- To protect the City's credit rating
- To ensure the City's debt is issued legally under applicable state and federal laws
- To promote cooperation and coordination with other parties in the financing
- To evaluate debt issuance options

III. PROCEDURES FOR ISSUANCE OF DEBT

1) Authority

- a) The City will only issue Debt by utilizing the statutory authorities provided by *Tennessee Code Annotated* as supplemented and revised (“TCA”) and the Internal Revenue Code (the “Code”).
- b) The City will adhere to any lawfully promulgated rules and regulations of the State and those promulgated under the Code.
- c) The City consists of three separate units; the City of Athens, the Athens City School system and the Athens Utilities Board. Each has its own board, but all debt for each of these three entities must be formally adopted by resolution of the City’s Legislative Body. For the purposes of this Debt Policy, it is understood that the City of Athens and the Athens City School system will adopt this policy, while the Athens Utilities will adopt its own separate policy to be approved by its board as well as the City Council.

2) Transparency

- a) It is recognized that the issuance of Debt must have various approvals and on occasion, written reports provided by the State of Tennessee Comptroller’s office either prior to adoption of resolutions authorizing such Debt, prior to issuance and/or following issuance. The City, in conjunction with any professionals (including, but not limited to, financial advisors, underwriters, bond counsel, etc. which may individually or collectively be referred to herein as “Financial Professionals”) will ensure compliance with TCA, the Code and all federal and State rules and regulations. Such State compliance will include, but not be limited to, compliance with all legal requirements regarding adequate public notice of all meetings of the City related to consideration and approval of Debt. In the interest of transparency, all costs (including interest, issuance, continuing and one-time) shall be disclosed to its legislative body, citizens and other interested parties in a timely manner. Additionally, the City shall provide the Tennessee Comptroller’s office sufficient information on the Debt to not only allow for transparency regarding the issuance, but also assuring that the Comptroller’s office has sufficient information to adequately report or approve any formal action related to the sale and issuance of Debt. The City will also make this information available to its legislative body, citizens and other interested parties.
- b) The City will file its Audited Financial Statements and any Continuing Disclosure document prepared by the City or its Dissemination Agent. To promote transparency and understanding, these documents should be furnished to

members of the Legislative Body and made available electronically or by other usual and customary means to its citizens, taxpayers, rate payers, businesses, investors and other interested parties by posting such information on-line or in other prominent places.

IV. CREDIT QUALITY AND CREDIT ENHANCEMENT

The City's Debt management activities will be conducted in order to maintain or receive the highest possible credit ratings. The City Manager and Finance Director in conjunction with any Financial Professionals that the City may chose to engage will be responsible for maintaining relationships and communicating with one or more rating agencies.

The City will consider the use of credit enhancements on a case-by-case basis, evaluating the economic benefit versus cost for each case. Only when clearly demonstrable savings can be shown shall an enhancement be considered. The City will consider each of the following enhancements as alternatives by evaluating the cost and benefit of such enhancements:

1) Insurance

The City may purchase bond insurance when such purchase is deemed prudent and advantageous. The predominant determination shall be based on such insurance being less costly than the present value of the difference in the interest on insured bonds versus uninsured bonds.

2) Letters of Credit

The City may enter into a letter-of-credit ("LOC") agreement when such an agreement is deemed prudent and advantageous. The City or its Financial Professionals, if any, may seek proposals from qualified banks or other qualified financial institutions pursuant to terms and conditions that are acceptable to the City.

V. AFFORDABILITY

The City shall consider the ability to repay Debt as it relates to the total budget resources, the wealth and income of the community and its property tax base and other revenues available to service the Debt. The City may consider debt ratios and other benchmarks compared to its peers when analyzing its Debt including materials published by the nationally recognized credit rating agencies.

VI. DEBT STRUCTURE

The City shall establish all terms and conditions relating to the issuance of Debt and will invest all bond proceeds pursuant to the terms of its investment policy, if any. Unless otherwise authorized by the City, the following shall serve as the Debt Policy for determining structure:

1) Term

All capital improvements financed through the issuance of Debt will be financed for a period not to exceed the useful economic life of the improvements and in consideration of the ability of the City to absorb such additional debt service expense. The term of Debt shall be determined by, but not limited to, the economic life of the assets financed, conditions in the capital markets, the availability of adequate revenue streams to service the Debt and the existing pattern of Debt payable from such identifiable fund or enterprise activity, but in no event will the term of such Debt exceed forty (40) years.

2) Capitalized Interest

From time to time, certain financings may require the use of capitalized interest from the date of issuance until the City is able to realize beneficial use and/or occupancy of the financed project. Interest may be capitalized through a period permitted by federal law and TCA if it is determined that doing so is beneficial to the financing by the Legislative Body and is appropriately memorialized in the legislative action authorizing the sale and issuance of the Debt.

3) Debt Service Structure

General Obligation debt issuance shall be planned to achieve relatively net level debt service or level principal amortization considering the City's outstanding debt obligations, while matching debt service to the useful economic life of facilities. Absent events or circumstances determined by its Legislative Body, the City shall avoid the use of bullet or balloon maturities (with the exception of sinking fund requirements required by term bonds) except in those instances where such maturities serve to make existing overall debt service level or match specific income streams. Debt which is supported by project revenues and is intended to be self-supporting should be structured to achieve level proportional coverage to expected available revenues.

4) Call Provisions

In general, the City's Debt should include a call feature no later than ten (10) years from the date of delivery of the bonds. The City will avoid the sale of long-term debt which carries longer redemption features unless a careful evaluation has been conducted by the City Manager and Finance Director and/or Financial Professionals, if any, with respect to the value of the call option.

5) Original Issuance Discount/Premium

Debt with original issuance discount/premium will be permitted.

6) Deep Discount Bonds

Deep discount debt may provide a lower cost of borrowing in certain capital markets. The City Manager and Finance Director and/or Financial Professionals, if any, should carefully consider their value and effect on any future refinancing as a result of the lower-than-market coupon.

VII. DEBT TYPES

When the City determines that Debt is appropriate, the following criteria will be utilized to evaluate the type of debt to be issued.

1) Security Structure

a) General Obligation Debt

The City may issue Debt supported by its full faith, credit and unlimited ad valorem taxing power ("General Obligation Debt"). General Obligation Debt may be used to finance capital projects that do not have significant independent creditworthiness or significant on-going revenue streams or as additional credit support for revenue-supported Debt, if such support improves the economics of the Debt and is used in accordance with these guidelines.

b) Revenue Debt

The City may issue Debt supported exclusively with revenues generated by a project or enterprise fund ("Revenue Debt"), where repayment of the debt service obligations on such Revenue Debt will be made through revenues generated from specifically designated sources. Typically, Revenue Debt will be issued for capital projects which can be supported from project or enterprise-related revenues.

c) Capital Leases

The City may use capital leases to finance projects assuming the City Manager and Finance Director and/or Financial Professionals, if any, determine that such an instrument is economically feasible.

d) Tax Increment Financing

The City may use tax increment financing (TIF) to finance projects as allowed under Tennessee guidelines.

2) Duration

a) Long-Term Debt

The City may issue long-term Debt when it is deemed that capital improvements should not be financed from current revenues or short-term borrowings. Long-term Debt will not be used to finance current operations or normal maintenance. Long-term Debt will be structured such that financial obligations do not exceed the expected useful economic life of the project(s) financed.

- i. *Serial and Term Debt.* Serial and Term Debt may be issued in either fixed or variable rate modes to finance capital infrastructure projects;
- ii. *Capital Outlay Notes ("CONs").* CONs may be issued to finance capital infrastructure projects with an expected life up to twelve years; or
- iii. *Capitalized Leases.* Capitalized Leases may be issued to finance infrastructure projects or equipment with an expected life not greater than its expected useful life.

b) Short-Term Debt

Short-term borrowing may be utilized for:

- i. Financing short economic life assets;
- ii. The construction period of long-term projects;
- iii. For interim financing; or
- iv. For the temporary funding of operational cash flow deficits or anticipated revenues subject to the following policies:
 1. *Bond Anticipation Notes ("BANs").* BANs, including commercial paper notes issued as BANs, may be issued instead of capitalizing interest to reduce the debt service during the construction period of a project or facility. The BANs shall not mature more than 2 years from the date of issuance. BANs can be rolled in accordance with federal and state law. BANs shall mature within 6 months after substantial completion of the financed facility.

2. *Revenue Anticipation Notes ("RANs") and Tax Anticipation Notes (TANs)*. RANs and TANS shall be issued only to meet cash flow needs consistent with a finding by bond counsel that the sizing of the issue fully conforms to federal IRS and state requirements and limitations.
 3. *Lines of Credit*. Lines of Credit shall be considered as an alternative to other short-term borrowing options. A line of credit shall only be structured to federal and state requirements.
- 3) *Other Short-Term Debt*. Other Short-Term Debt including commercial paper notes, BANs, Capitalized Leases and CONs may be used when it provides an interest rate advantage or as interim financing until market conditions are more favorable to issue debt in a fixed or variable rate mode. The City will determine and utilize the most advantageous method for short-term borrowing. The City may issue short-term Debt when there is a defined repayment source or amortization of principal.

Interest Rate Modes

a) Fixed Rate Debt

To maintain a predictable debt service schedule, the City may give preference to debt that carries a fixed interest rate.

b) Variable Rate Debt

The City recognizes the value of variable rate debt obligations in certain circumstances and that cities have benefitted from the use of variable rate debt in the financing of infrastructure and capital improvements. The City also recognizes that there are inherent risks associated with the use of variable rate debt. To mitigate these risks, the City will:

- i. Monitor historical and projected interest rates for variable rate debt
- ii. Reasonably limit the total outstanding variable rate debt in relation to total debt. Management will monitor interest rates and take appropriate steps to fix interest rates in the event of increasing interest costs. The analysis of variable rate debt costs will take into consideration the amount and investment strategy of the City's operating cash. Long term financial planning will consider the possible impact of increasing interest costs associated with variable rate debt.

VIII. USE OF DERIVATIVES

As of 7/1/2011, the City has no outstanding derivatives with its debt portfolio. The City has no plans to use derivatives or other similar financial structures in the future. Prior to any reversal of this provision:

- 1)** A written management report prepared by the City Manager, Finance Director and/or Financial Professionals, if any, outlining the potential benefits and consequences of utilizing these structures must be submitted to the City Council; and
- 2)** City Council must adopt a specific amendment to this policy concerning the use of derivatives or interest rate agreements that complies with the State Funding Board guidelines.

IX. REFINANCING OUTSTANDING DEBT

The City may refund debt when it is in the best financial interest of the City to do so. The City Manager and Finance Director, in conjunction with Financial Professionals, if any, shall have the responsibility to analyze outstanding Debt for refunding opportunities. The decision to refinance must be explicitly approved by the City Council, and all plans for current or advance refunding of debt must be in compliance with all state laws and regulations.

The City Manager and Finance Director will consider the following issues when analyzing possible refunding opportunities:

1) Onerous Restrictions

Debt may be refinanced to eliminate onerous or restrictive covenants contained in existing debt documents.

2) Restructuring for economic purposes

The City may also refund Debt when it is in its best financial interest to do so. Such a refunding will be limited to restructuring to meet unanticipated revenue expectations, achieve cost savings, mitigate irregular debt service payments, release reserve funds or remove unduly restrictive bond covenants or any other reason approved by the Legislative Body in its discretion.

3) Term of Refunding Issues

Normally, the City will refund Debt equal to or within its existing term. However, the City Manager and Finance Director may consider maturity extension, when necessary to achieve desired outcomes, provided that such extension is legally

permissible and it is approved by the Legislative Body. The City Manager and Finance Director may also consider shortening the term of the originally issued debt to realize greater savings. The remaining useful economic life of the financed facility and the concept of inter-generational equity should guide these decisions.

4) Escrow Structuring

The City shall utilize the least costly securities available in structuring refunding escrows. In the case of open market securities, a certificate will be provided by a third party agent, who is not a broker-dealer stating that the securities were procured through an arms-length, competitive bid process, that such securities were more cost effective than State and Local Government Obligations (SLGS), and that the price paid for the securities was reasonable within Federal guidelines. In cases where taxable Debt is involved, the City Manager and Finance Director, with the approval of bond counsel, may make a direct purchase as long as such purchase is the most efficient and least costly. Under no circumstances shall an underwriter, agent or any Financial Professionals sell escrow securities involving tax-exempt Debt to the City from its own account.

5) Arbitrage

The City shall take all necessary steps to optimize escrows and to avoid negative arbitrage in its refunding. Any positive arbitrage will be rebated as necessary according to Federal guidelines.

X. METHODS OF ISSUANCE

The City Manager and Finance Director may consult with a Financial Professional regarding the method of sale of Debt. Subject to approval by the Legislative Body, the City Manager and Finance Director will determine the method of issuance of Debt on a case-by-case basis consistent with the options provided by prevailing State law.

1) Competitive Sale

In a competitive sale, the City's Debt will be offered in a public sale to any and all eligible bidders. Unless bids are rejected, the Debt shall be awarded to the bidder providing the lowest true interest cost as long as the bid adheres to the requirements set forth in the official notice of sale.

In a competitive sale, a financial advisor may bid on an issue for which they are providing advisory services only if:

- a) Authorized by the rules and regulations of the Municipal Securities Rulemaking Board (the "MSRB"), including Rule G-23, as may be amended and modified;

- b) The Legislative Body or designated official grants in writing specific authority on a transaction by transaction basis;
- c) Such sale is properly carried out through a widely and publicly advertised sale, during normal bond sale hours, and through an industry standard, electronic bidding platform; and
- d) The financial advisory fee is separately disclosed and billed from the underwriting fee.

2) Negotiated Sale

The City recognizes that some securities are best sold through a negotiated sale with an underwriter or group of underwriters. The City shall assess the following circumstances in determining whether a negotiated sale is the best method of sale:

- a) State requirements on negotiated sales;
- b) Debt structure which may require a strong pre-marketing effort such as those associated with a complex transaction generally referred to as a "story" bond;
- c) Size or structure of the issue which may limit the number of potential bidders;
- d) Market conditions including volatility wherein the City would be better served by the flexibility afforded by careful timing and marketing such as is the case for Debt issued to refinance or refund existing Debt;
- e) Whether the Debt is to be issued as variable rate obligations or perhaps as Zero Coupon Debt;
- f) Whether an idea or financing structure is a proprietary product of a single firm;
- g) In a publicly offered or privately placed, negotiated sale, a financial advisor, if any, shall not be permitted to resign as the financial advisor in order to underwrite or privately place an issue for which they are or have been providing advisory services;
- h) The underwriter shall clearly identify itself in writing as an underwriter and not as a financial advisor from the earliest stages of its relationship with the City with respect to the negotiated issue. The underwriter must clarify its primary role as a purchaser of securities in an arm's length commercial transaction and that it has financial and other interests that differ from those of the City. The underwriter in a publicly offered, negotiated sale shall be required to provide pricing

information both as to interest rates and to takedown per maturity to the Legislative Body (or its designated official) in advance of the pricing of the debt.

3) Private Placement

From time to time, the City may elect to privately place its Debt. Such placement shall only be considered if this method is demonstrated to be advantageous to the City.

XI. PROFESSIONALS

1) Financial Professionals

As needed, the City may select Financial Professionals to assist in its Debt issuance and administration processes. In selecting Financial Professionals, consideration should be given with respect to:

- a) relevant experience with municipal government issuers and the public sector;
- b) indication that the firm has a broadly based background and is therefore capable of balancing the City's overall needs for continuity and innovation in capital planning and Debt financing;
- c) experience and demonstrated success as indicated by its experience;
- d) the firm's professional reputation;
- e) professional qualifications and experience of principal employees; and
- f) the estimated costs, but price should not be the sole determining factor.

2) Miscellaneous

a) Written Agreements

- i. Any Financial Professionals engaged by the City shall enter into written agreements including, but not limited to, a description of services provided and fees and expenses to be charged for the engagement.
- ii. The City shall enter into an engagement letter agreement with each lawyer or law firm representing the City in a debt transaction. No engagement letter is required for any lawyer who is an employee of the City or lawyer or law firm which is under a general appointment or contract to serve as counsel to the City. The City does not need an engagement letter with counsel not representing the City, such as underwriters' counsel.

- iii. The City shall require all Financial Professionals engaged in the process of issuing debt to clearly disclose all compensation and consideration received related to services provided in the debt issuance process by both the City and the lender or conduit issuer, if any. This includes “soft” costs or compensations in lieu of direct payments.
- iv. If the City chooses to hire financial advisors, the City will enter into a written agreement with each person or firm serving as financial advisor for debt management and transactions. Whether in a competitive sale or negotiated sale, the Financial Advisor will not be permitted to bid on, privately place or underwrite an issue for which they are or have been providing advisory services for the issuance.
- v. If there is an Underwriter, the City will require the Underwriter to clearly identify itself in writing (e.g., in a response to a request for proposals or in promotional materials provided to an issuer) as an Underwriter and not as a Financial Advisor from the earliest stages of its relationship with the City with respect to that issue. The Underwriter must clarify its primary role as a purchaser of securities in an arm’s-length commercial transaction and that it has financial and other interests that differ from those of the City. The Underwriter in a public offered, negotiated sale will be required to provide pricing information both as to interest rates and to takedown per maturity to the Legislative Body in advance of the pricing of the debt.

b) Conflict of Interest

- i. Financial Professionals involved in a debt transaction hired or compensated by the City shall be required to disclose to the City existing client and business relationships between and among the professionals to a transaction (including but not limited to financial advisors, swap advisors, bond counsel, swap counsel, trustee, paying agent, underwriter, counterparty, and remarketing agent), as well as conduit issuers, sponsoring organizations and program administrators. This disclosure shall include that information reasonably sufficient to allow the City to appreciate the significance of the relationships.
- ii. Financial Professionals who become involved in the debt transaction as a result of a bid submitted in a widely and publicly advertised competitive sale conducted using an industry standard, electronic bidding platform are not subject to this disclosure. No disclosure is required that would violate any rule or regulation of professional conduct.

XII. COMPLIANCE

1) Continuing Annual Disclosure

Normally at the time Debt is delivered, the City will execute a Continuing Disclosure Certificate in which it will covenant for the benefit of holders and beneficial owners of the publically traded Debt to provide certain financial information relating to the City by not later than twelve months after each of the City's fiscal years, (the "Annual Report and provide notice of the occurrence of certain enumerated events. The Annual Report (and audited financial statements, if filed separately) will be filed with the MSRB through the operation of the Electronic Municipal Market Access system ("EMMA") and any State Information Depository established in the State of Tennessee (the "SID"). If the City is unable to provide the Annual Report to the MSRB and any SID by the date required, notice of each failure will be sent to the MSRB and any SID on or before such date. The notices of certain enumerated events will be filed by the City with the MSRB through EMMA and any SID. The specific nature of the information to be contained in the Annual Report or the notices of significant events is provided in each Continuing Disclosure Certificate. These covenants are made in order to assist underwriters in complying with SEC Rule 15c2-12(b) (the "Rule").

2) Arbitrage Rebate

The City will also maintain a system of record keeping and reporting which complies with the arbitrage rebate compliance requirements of the Internal Revenue Code (the "Code").

3) Records

The City will also maintain records required by the Code including, but not limited to, all records related to the issuance of the debt including detailed receipts and expenditures for a period up to 6 years following the final maturity date of the Debt or as required by the Code.

XIII. DEBT POLICY REVIEW

1) General Guidance

The guidelines outlined herein are only intended to provide general direction regarding the future issuance of Debt. The City maintains the right to modify this Debt Policy and may make exceptions to any of its guidelines at any time to the extent that the execution of such Debt achieves the goals of the City as long as such exceptions or changes are consistent with TCA and any rules and regulations promulgated by the State.

This Debt Policy should be reviewed from time to time as circumstances, rules and regulations warrant.

2) Designated Official

The City Manager and Finance Director are responsible for ensuring substantial compliance with this Debt Policy.

MEMORANDUM

TO: Deb Wallace, City Manager
FROM: Matthew Marshall, Purchasing Assistant
DATE: December 5, 2023
RE: RFP-23-11 Roof Replacement

Attached is the bid tabulation for the Request for Bid 23-11. We had four proposals for the roof replacement. We are recommending the council approve J D Helton's proposal, in the amount of \$137,312.47. The Building Inspector and I have met to make sure this is the best solution for the City of Athens, TN. Given that this is a complex project, the vendor has listed additional costs if we find further failures in the roof. We feel this is the most fiscally responsible way to move forward.

The following are the alternatives:

ALT: 1 Wood Nailer will be charged at \$5 LF on an as need basis

ALT : 2 Covererboard will charged at \$2 SF on an on need basis.

Thank You,
Matthew Marshall



PURCHASING DIVISION BID TABULATION SHEET

REQUESTING DEPARTMENT: City Hall

DATE BIDS ADVERTISED: 11/4/2023

BID NUMBER: RFP 23-11

DATE BIDS RECEIVED: 11/30/2023

PROJECT NAME: Roof Replacment

BIDDER	CITY	LICENSE	TERMS	STD INS.	DRUG FREE	BID BOND	Compliance? (Y/N)	(\$ BID AMOUNT		
J.D Helton	Chattanooga	x	x	x	x	N/A	Y	\$ 137,312.47		
Foam-Crete Inc.	Chattanooga	x	x	x	x		Y	\$ 188,263.00		
Ridge Roofing	Lafollette	x	x	x	x		Y	\$ 225,000.00		
Genesis Roffing	Hendersonville	x	x	x	x		Y	\$ 364,000.00		

815 N. JACKSON STREET ATHENS, TN 37303 · (423) 462-1036 · PURCHASING@CITYOFATHENSTN.COM

MEMORANDUM

TO: Deb Wallace, City Manager
FROM: Matthew Marshall, Purchasing Assistant
DATE: December 7, 2023
RE: Statewide Contract for Vehicles

Attached is the information for the purchase of vehicles under the State Wide Contract. If we purchase under the State Wide Contract we are not required to bid these vehicles.

These vehicles are for the Police Department and include the six additional vehicles approved by the City Council for take home vehicles.

While there will be more vehicles to be purchased from our fleet fund these are the vehicles staff is ready to move forward with.

Thank You,
Matthew Marshall

Ford of Murfreesboro

John Hamby
1550 NW Broad St.
Murfreesboro, TN 37129

SALES QUOTATION

STATE CONTRACT- 000080356

TO:	PRICING GOOD ONLY FOR 2024 / 2025 MODELS
	K4G-100A
	ATHENS
	2024 EDGE SE AWD
	GREEN

F.O.B.
TERMS
DELIVERY
NUMBER

Thank you for your inquiry dated: December 5, 2023
We are pleased to quote you the following:

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	DELIVERY DATE
1	1	2024 EDGE SE AWD	\$34,165.00	TBD
2		2.0 LITER ECO BOOST W/ 10 SPEED TRANS		
3		EXTERIOR - GREEN		
4		INTERIOR - BLACK CLOTH		
5		OPTIONS LISTED ON WINDOW STICKER		
6		OPTIONS	\$0.00	
7				
8				
9				
10				
11				
12		TOTAL X 1	\$34,165.00	

We will be happy to supply any further information you may need and trust that you call on us to fill your order, which will receive our prompt and careful attention.

PER

December 5, 2023

DATE



Prepared by: JOHN HAMBY

12/05/2023

Ford of Murfreesboro | 1550 N.W. Broad St. Murfreesboro Tennessee | 371291709

2024 Edge 4dr AWD SE (K4G)

Price Level: 415

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
K4G	Base Vehicle Price (K4G)	\$38,365.00
Packages		
100A	<p>Equipment Group 100A</p> <p><i>Includes:</i></p> <ul style="list-style-type: none"> - Engine: Twin-Scroll 2.0L EcoBoost <i>Includes auto start-stop technology.</i> - Transmission: 8-Speed Automatic w/SelectShift - Active Transmission Warm-Up - 3.80 Axle Ratio - GVWR: TBD - Tires: 245/60R18 AS BSW - Wheels: 18" Sparkle Silver-Painted Aluminum - Cloth Bucket Seats <p><i>Includes 4-way manual front-driver seat (fore/aft, lumbar) with manual recline, 2-way manual front-passenger seat (fore/aft) with manual recline and 2-way manually adjustable (up/down) head restraints.</i></p> <ul style="list-style-type: none"> - Radio: AM/FM Stereo <p><i>Includes 6 speakers, MP3 capable, speed-compensated volume and USB media hub (A and C) style.</i></p> <ul style="list-style-type: none"> - SYNC 4A w/Enhanced Voice Recognition <p><i>Includes 12" LCD capacitive touchscreen with swipe capability, wireless phone connection, cloud connected, AppLink with app catalog, 911 Assist, Wireless Apple CarPlay and Android Auto compatibility, digital owners manual, adaptive dashcards and conversational voice command recognition.</i></p> <ul style="list-style-type: none"> - SiriusXM w/360L <p><i>Includes a 3-month prepaid subscription. Service is not available in Alaska and Hawaii. SiriusXM audio and data services each require a subscription sold separately, or as a package, by SiriusXM Radio Inc. Your SiriusXM service will automatically stop at the end of your trial unless you decide to subscribe. If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then-current rates. Fees and taxes apply. To cancel you must call SiriusXM at 1-866-635-2349. See SiriusXM customer agreement for complete terms at www.siriusxm.com. All fees and programming subject to change. Not all vehicles or devices are capable of receiving all services offered by SiriusXM. Current information and features may not be available in all locations, or on all receivers. Satellite and streaming lineups vary slightly. 2020 SiriusXM Radio Inc, Sirius, XM, SiriusXM and all related marks and logos are trademarks of Sirius XM Radio Inc.</i></p> <ul style="list-style-type: none"> - FordPass Connect <p><i>Includes 4G LTE Wi-Fi hotspot that connects up to 10 devices (Wi-Fi hotspot includes wireless data trail that begins upon AT&T activation and expires at the end of 3 months or when 3GB of data is used, whichever comes first, but cannot extend beyond the trial subscription period for remote features. To activate, go to www.att.com/ford). Remote start, lock and unlock vehicle, schedule specific times to remotely start vehicle, locate parked vehicle and check vehicle status (FordPass Connect (optional on select vehicles), the FordPass app., and complimentary connected services are required for remote features (see FordPass terms for details). Connected service and features depend on compatible AT&T network availability. Evolving technology, cellular networks, vehicle capability may limit functionality and prevent operation of connected features. Connected services excluded Wi-Fi hotspot). Note: Telematics solutions (both complimentary and subscription based) are available for fleet customers, providing access to manufacturer-grade data including but not limited to vehicle location, speed, idle time, fuel/energy, range, vehicle diagnostics, and maintenance alerts. FordPass Connect 4G Wi-Fi modem, enables telematics services directly from Ford or through authorized third party providers. Learn more at commercialsolutions.ford.com or email fcs1@ford.com or by calling 833-FCS-Ford. (833-327-3673).</i></p>	N/C
Powertrain		
999	Engine: Twin-Scroll 2.0L EcoBoost	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Ford of Murfreesboro

John Hamby
1550 NW Broad St.
Murfreesboro, TN 37129

SALES QUOTATION

STATE CONTRACT- 000080356

TO:	PRICING GOOD ONLY FOR 2024 / 2025 MODELS K8A-500A
	ATHENS
	2024/25 FORD POLICE INTERCEPTOR AWD WHITE

F.O.B.
TERMS
DELIVERY
NUMBER

Thank you for your inquiry dated: December 5, 2023
We are pleased to quote you the following:

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	DELIVERY DATE
1	1	2024/25 FORD POLICE INTERCEPTOR AWD SUV	\$45,372.00	TBD
2		3.3 LITER V-6 W/ 10 SPEED TRANS		
3		EXTERIOR - WHITE		
4		INTERIOR - EBONY CLOTH FRT/ VINYL REAR		
5		OPTIONS LISTED ON WINDOW STICKER		
6		OPTIONS	\$0.00	
7		KEYLESS ENTRY W/ FOBS	\$45,372.00	
8		LED SPOTLIGHT, INTERCEPTOR HEADLIGHT PKG		
9		INOP REAR DOORS/ WINDOWS, RECEIVER W/ TRAILER PLUG		
10				
11				
12		TOTAL X 9	\$408,348.00	

We will be happy to supply any further information you may need and trust that you call on us to fill your order, which will receive our prompt and careful attention.

PER

December 5, 2023

DATE



Prepared by: JOHN HAMBY

12/05/2023

Ford of Murfreesboro | 1550 N.W. Broad St. Murfreesboro Tennessee | 371291709

2024 Police Interceptor Utility AWD Base (K8A)

Price Level: 415

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
K8A	Base Vehicle Price (K8A)	\$47,165.00
Packages		
500A	Order Code 500A <i>Includes:</i> - 3.73 Axle Ratio - GVWR: 6,840 lbs (3,103 kgs) - Tires: 255/60R18 AS BSW - Wheels: 18" x 8" 5-Spoke Painted Black Steel Includes polished stainless steel hub cover and center caps. - Unique HD Cloth Front Bucket Seats w/Vinyl Rear Includes reduced bolsters, driver 6-way power track (fore/aft. up/down, tilt with manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks. - Radio: AM/FM/MP3 Capable Includes clock, 4-speakers, Bluetooth interface with hands-free voice command support (compatible with most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display.	N/C
Powertrain		
99B	Engine: 3.3L V6 Direct-Injection (FFV) (136-MPH top speed). Deletes regenerative braking and lithium-ion battery pack; adds 250-amp alternator, replaces H7 AGM battery (800 CCA/80-amp) with H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank with 21.4-gallon tank.	-\$2,830.00
44U	Transmission: 10-Speed Automatic (44U)	N/C
STDAX	3.73 Axle Ratio	Included
STDGV	GVWR: 6,840 lbs (3,103 kgs)	Included
Wheels & Tires		
STDTR	Tires: 255/60R18 AS BSW	Included
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel Includes polished stainless steel hub cover and center caps.	Included
Seats & Seat Trim		
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: JOHN HAMBY
12/05/2023

Ford of Murfreesboro | 1550 N.W. Broad St. Murfreesboro Tennessee | 371291709

2024 Police Interceptor Utility AWD Base (K8A)

Price Level: 415

As Configured Vehicle (cont'd)

Code	Description	MSRP
<i>Includes reduced bolsters, driver 6-way power track (fore/aft. up/down, tilt with manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks.</i>		
Other Options		
PAINT	Monotone Paint Application	STD
119WB	119" Wheelbase	STD
STDRD	Radio: AM/FM/MP3 Capable	Included
<i>Includes clock, 4-speakers, Bluetooth interface with hands-free voice command support (compatible with most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display.</i>		
153	Front License Plate Bracket	N/C
51R	Driver Only LED Spot Lamp (Unity)	\$395.00
68G	Rear-Door Controls Inoperable	\$75.00
<i>Locks, handles and windows. Can manually remove window or door disable plate with special tool. Locks/windows operable from driver's door switches.</i>		
55F	Remote Keyless Entry Key Fob w/o Key Pad	\$340.00
<i>Does not include PATS. Includes 4-key fobs. Key fobs are not fobbed alike when ordered with keyed-alike.</i>		
Emissions		
425	50 State Emission System	STD
Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles equipped with the 3.3L V6 Direct-Injection engine.		
Exterior Color		
YZ_01	Oxford White	N/C
Interior Color		
96_01	Charcoal Black w/Unique HD Cloth Front Bucket Seats w/Vinyl Rear	N/C
SUBTOTAL		\$45,145.00
Destination Charge		\$1,595.00
TOTAL		\$46,740.00

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Prepared by: JOHN HAMBY

12/05/2023

Ford of Murfreesboro | 1550 N.W. Broad St. Murfreesboro Tennessee | 371291709

2024 Edge 4dr AWD SE (K4G)

Price Level: 415

As Configured Vehicle (cont'd)

Code	Description	MSRP
	<i>Includes auto start-stop technology.</i>	
448	Transmission: 8-Speed Automatic w/SelectShift	Included
	<i>Includes:</i> - Active Transmission Warm-Up	
STDAX	3.80 Axle Ratio	Included
STDGV	GVWR: TBD	Included
Wheels & Tires		
STDTR	Tires: 245/60R18 AS BSW	Included
STDWL	Wheels: 18" Sparkle Silver-Painted Aluminum	Included
Seats & Seat Trim		
C	Cloth Bucket Seats	Included
	<i>Includes 4-way manual front-driver seat (fore/aft, lumbar) with manual recline, 2-way manual front-passenger seat (fore/aft) with manual recline and 2-way manually adjustable (up/down) head restraints.</i>	
Other Options		
PAINT	Monotone Paint Application	STD
112WB	112.2" Wheelbase	STD
STDRD	Radio: AM/FM Stereo	Included
	<i>Includes 6 speakers, MP3 capable, speed-compensated volume and USB media hub (A and C) style.</i>	
	<i>Includes:</i> - SYNC 4A w/Enhanced Voice Recognition <i>Includes 12" LCD capacitive touchscreen with swipe capability, wireless phone connection, cloud connected, AppLink with app catalog, 911 Assist, Wireless Apple CarPlay and Android Auto compatibility, digital owners manual, adaptive dashcards and conversational voice command recognition.</i> - SiriusXM w/360L <i>Includes a 3-month prepaid subscription. Service is not available in Alaska and Hawaii. SiriusXM audio and data services each require a subscription sold separately, or as a package, by SiriusXM Radio Inc. Your SiriusXM service will automatically stop at the end of your trial unless you decide to subscribe. If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then-current rates. Fees and taxes apply. To cancel you must call SiriusXM at 1-866-635-2349. See SiriusXM customer agreement for complete terms at www.siriusxm.com. All fees and programming subject to change. Not all vehicles or devices are capable of receiving all services offered by SiriusXM. Current information and features may not be available in all locations, or on all receivers. Satellite and streaming lineups vary slightly. 2020 SiriusXM Radio Inc. Sirius, XM, SiriusXM and all related marks and logos are trademarks of Sirius XM Radio Inc.</i> - FordPass Connect	

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: JOHN HAMBY

12/05/2023

Ford of Murfreesboro | 1550 N.W. Broad St. Murfreesboro Tennessee | 371291709

2024 Edge 4dr AWD SE (K4G)

Price Level: 415

As Configured Vehicle (cont'd)

Code	Description	MSRP
	<i>Includes 4G LTE Wi-Fi hotspot that connects up to 10 devices (Wi-Fi hotspot includes wireless data trail that begins upon AT&T activation and expires at the end of 3 months or when 3GB of data is used, whichever comes first, but cannot extend beyond the trial subscription period for remote features. To activate, go to www.att.com/ford). Remote start, lock and unlock vehicle, schedule specific times to remotely start vehicle, locate parked vehicle and check vehicle status (FordPass Connect (optional on select vehicles), the FordPass app., and complimentary connected services are required for remote features (see FordPass terms for details). Connected service and features depend on compatible AT&T network availability. Evolving technology, cellular networks, vehicle capability may limit functionality and prevent operation of connected features. Connected services excluded Wi-Fi hotspot). Note: Telematics solutions (both complimentary and subscription based) are available for fleet customers, providing access to manufacturer-grade data including but not limited to vehicle location, speed, idle time, fuel/energy, range, vehicle diagnostics, and maintenance alerts. FordPass Connect 4G Wi-Fi modem, enables telematics services directly from Ford or through authorized third party providers. Learn more at commercialsolutions.ford.com or email fcs1@ford.com or by calling 833-FCS-Ford. (833-327-3673).</i>	
Emissions		
425	50-State Emissions System	STD
Exterior Color		
L9_02	Forged Green Metallic	N/C
Interior Color		
CE_02	Ebony w/Cloth Bucket Seats	N/C
SUBTOTAL		\$38,365.00
Destination Charge		\$1,495.00
TOTAL		\$39,860.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

From: [Steven Sherlin](#)
To: [Deb Wallace](#); [Tammy Marshall](#)
Subject: Agenda
Date: Saturday, December 2, 2023 4:56:12 PM

Please add the following to the Worksession Agenda under Mayors Appointments.

Jordan Curtis
McMinn Economic Development Board

Frances Witt-McMahan
McMinn Senior Citizens Board

Historic Preservation Commission - TBA

Friendly Sisters City Committee Chairman - TBA

Steven S. Sherlin, Mayor

City of Athens
815 N Jackson St
Athens, TN 37303
423-920-6649
ssherlin@athenstn.gov
www.athenstn.gov

TO: Deb Wallace, City Manager

FROM: Kevin L. Helms, Project Manager

Cc: Ben Burchfield, Public Works Director
Matt Siniard, Parks and Recreation Director
Mike Keith, Finance Director

DATE: December 14, 2023

SUBJECT: Ingleside Court Reconstruction Project

Bid Analysis

The purpose for putting this item on the agenda after originally planning to defer it to next month is due to the bid specifications only requiring bidders to submit a bid bond holding their bid thirty-days, as compared to many of our projects which require a sixty-day period. The bid bond requires bidders to honor their bid for a specified period of time or forfeit the bonded amount to the City as compensation for costs associated with having to choose another bidder or rebid a project.

Rebidding a project is not a good practice unless the scope of the project changes substantially because contractors often choose not to bid a second time due to everyone knowing the original set of bid numbers which often results in less competition and higher prices. In the case of this bid, the scope has been transformed into maintenance of an existing facility with a minor modification to part of the complex to allow for a new use. Therefore, rebidding it after the original scope for a new Pickleball only facility was not an issue due to significant differences between the projects. However, re-bidding this project without any changes just because we missed the award deadline would likely result in fewer bids and a higher cost.

There is an additional factor regarding the low bid which makes it even more urgent to award the current low bid if the project is going to be approved. As is allowed by law when there is a question about the validity of a bid, we requested a detailed breakdown of the line items from the apparent low bidder. This led us to realize the bidder inadvertently included some portions of the electrical work in the lighting alternative rather than the base bid where it should have been. As a result, their base bid is between \$40,000 and \$50,000 less than it would be had these items been properly divided between the two portions of the bid. While Baseline is the low bidder under any combination of alternatives, this is the reason their base bid is a good bit lower than the range of the other bidders and their lighting alternative bid is the highest of all the bidders. We have discussed this with Baseline and they have indicated they plan to honor the bid if it is awarded within the thirty day timeframe. Sometimes a bidder will voluntarily

extend their bid hold period upon request, but in this case because they are assuming the cost related to the bid error on their part, they will not agree to an extension.

Baseline has also indicated to us that after spending so much time developing two bids and with there still being indecision as to whether the project will be approved, they do not intend to submit a bid if the project is rebid. This would be unfortunate because Baseline is the premier sport court company in this part of the country. It is likely other contractors will do the same, meaning if we get a bid there would be less competition and a higher cost.

Construction Comparison

Because Baseline was also the low bidder on the previous Pickleball only project and due to their expertise in this field of work, we asked them to compare the cost of the original project to the current reconstruction project. We thought this would provide some understanding as to why prices have fluctuated significantly through various iterations of these two projects. Their comments are below:

- The current bid yields a turnkey, tournament ready, ADA accessible facility with new tennis and pickleball courts housed in a footprint that yields 16,366 more square feet of court playing area compared to the original bid. The original bid included a base bid of eight Pickleball Courts and an alternate for eight additional Pickleball Courts. Because six Pickleball Courts can fit on two Tennis Courts, the eight existing tennis courts equal twenty-four Pickleball Courts and this results in an increase of approximately 50% in court surface area.
- Baseline provided us with a cost per square foot comparison for the original Pickleball project versus the current reconstruction project assuming all alternatives were accepted. The result is the current project costing \$25.87 per square foot of court playing area versus the original project costing \$44.67 per square foot. I do not have a breakdown by bid alternate on the original project but will provide a breakdown for the current project. The base bid is 80.3% of the cost of the current project which yields a cost of \$20.77 per square foot of court playing area for the base bid only. Alternate #1 equals 4.1% of the current project which yields a cost of \$21.83 per square foot of court playing area when combined with the base bid. Either option is considerably less than the original project concept even though there is more court playing surface area. This is primarily due to less earthwork, the bidder's error, the removal of alternates no longer under consideration such as shade structures, and less new sidewalk due to the elimination of new facilities. This lower cost is being achieved even with some stormwater infrastructure replacement which was not part of the original scope which was added to prevent water runoff onto the court playing surface which shortens the life of the asset in much the same way water infiltration shortens the life cycle of pavement on roads.

Also, because Baseline was the company which provided the previous estimate to crack seal and repaint the courts for approximately \$67,000 and are the low bidder on this project, we asked them to compare the cheaper repairs those outlined in the bid specification and their comments focused solely on the cheaper repair process. Referencing work which could be conducted for \$67,000 they stated, "In regards

to crack repair and resurfacing existing courts, we cannot / do not offer any implied, stated or written warranty of any kind due to the natural movement of the earth's surface and the common freeze / thaw cycles that we experience in East Tennessee. Repaired cracks will re-open." Therefore, you are comparing a short-term repair of \$67,000 to a rebuild for just more than \$1,000,000 which will result in a project which should last at least twenty years with routine maintenance.

Action Item

The City Council must decide if it wants to maintain the facilities currently at Ingleside which have been there for over thirty years, regardless of whether Pickleball is added to the facility or not. The current base bid allows for the continued use of the facility for Tennis while also adding Pickleball play without expanding the current footprint. It is unfortunate the cost of a long-term repair is more than \$1,000,000 but that is the current cost of performing the needed repairs and the cost will only increase if the repairs are deferred. While the cost may seem high, the fact we received five bids and if all portions of the project were approved the difference between the low and high bid is approximately 11% of the low bid demonstrates the pricing is consistent with the current market cost for this scope of work.

If the project is not approved, there is a high probability a minimum of half the Tennis Courts will be closed next Spring. Additional parking has been needed for a while and it serves the pool and skatepark as well as the current Tennis courts. The cost of this alternative is reasonable because you are getting the benefit of the pavers already being on site paving work the Tennis Courts. The cost will be higher to do this later as a stand-alone project.

Therefore, the staff recommends accepting the base bid from Baseline and encourages approval of Alternate #1 to add additional parking. We recommend rejecting Alternate #2 for lighting, but we will continue to pursue more cost-effective ways to improve the lighting.

December 13, 2023

Kevin Helms
Project Manager, City of Athens
815 N. Jackson Street
Athens, TN 37303

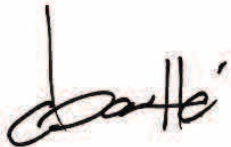
RE: Bid Evaluation and Recommendation

Mr. Helms,

After receipt and evaluation of contractor submitted bids for construction of the Ingleside Park Pickleball Addition, City of Athens Bid# RFB 23-12, we the project architect and designer recommend acceptance of the lowest bid submitted by **Baseline Sports Construction, llc.** with a base bid amount of one-million, four-teen thousand, one hundred dollars and no cents (**\$1,014,100**). In addition, Lose Design has reviewed Baseline's proposed cost for add alternate 1 (parking and sidewalk improvements). The cost for the scope of work (**\$51,200.00**) is in alignment with current market value and reflects an economy of scale based on overall areas of pavement. The contractors are obligated to provide a 5% contingency for unforeseen circumstances (such as shallow rock, unsuitable soils or unknown existing/abandoned utilities) should the city choose to add the contingency. At this time, Lose Design does not recommend the acceptance of Add Alternate #2 – LED lighting updates.

We look forward to continuing to work with and support you on this exciting recreation project for the City of Athens.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Boutte', with a stylized flourish at the end.

Daniel Boutte', ASLA, PLA
Senior Landscape Architect

BID TABULATION



Bid Number:

Date of Opening:

Bid Name:

RFB 23-12 (Lose # 22116)

12/11/2023

Ingleside Tennis Replacements & Pickleball Additions

Time: 2:00 PM

	Company Name	BASE BID	UNIT PRICE - ITEM 1 (N/A)	UNIT PRICE - ITEM 2 (N/A)		ALTERNATE 1 Additional Parking	ALTERNATE 2 Purchase & Installation of Spors Lights		Base Bid + All Alternates	Total Bid	Addendums Noted	NOTES
1	Terra Excavation	\$ 1,154,015.00				\$ 50,496.00	\$ 117,576.50		\$ 1,322,087.50	1,322,087.50	X	
2	Baseline	\$ 1,014,100.00				\$ 51,700.00	\$ 196,600.00		\$ 1,262,400.00	1,262,400.00	X	
3	Wilson Construction	\$ 1,161,724.00				\$ 70,835.00	\$ 110,330.00		\$ 1,342,889.00	1,342,889.00	X	
4	Cherokee Construction	\$ 1,201,356.00				\$ 83,624.00	\$ 118,867.00		\$ 1,403,847.00	1,403,847.00	X	
5	Tyson Construction	\$ 1,158,422.00				\$ 85,481.00	\$ 116,716.00		\$ 1,360,619.00	1,360,619.00	X	
6									\$ -	-		
7									\$ -	-		
8									\$ -	-		
9									\$ -	-		
10									\$ -	-		
11									\$ -	-		
12									\$ -	-		
13									\$ -	-		

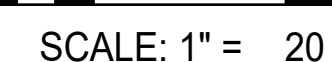
***NOTE:** Contractors are obligated to provide the owner a 5% contingency on all line items included on the bid form for unforeseen circumstances such as shallow rock, hidden or abandoned utility lines or unsuitable soil should the city choose to add the contingency.

BIDDING STATISTICS:	Base Bid			Base + All Alts	
	Value (\$)	Company		Value (\$)	Company
Low Bid:	1,014,100.00	Baseline		1,262,400.00	Baseline
Second Low Bid:	1,154,015.00	Terra Excavation		1,322,087.50	Terra Excavation
Third Low Bid:	1,158,422.00	Tyson Construction		1,342,889.00	Wilson Construction
High Bid:	1,201,356.00	Cherokee Construction		1,403,847.00	Cherokee Construction
Bid Variances, High to Low:	187,256.00			141,447.00	



CITY OF ATHENS

ATHLETIC



CITY OF ATHENS, TENNESSEE
Narrative on Financial Analysis
November, 2023

This narrative will discuss various aspects of the financial data presented to the city council for the above-referenced month. July, and 2 or 3 subsequent months will be above the normal percentages, primarily on the expenditure side because of several factors, as discussed below.

General Fund

Overall, we collected about \$442,000 more in November this year, primarily because we received \$225,000 for the SRO grant, \$24,000 for FEMA grant, \$221,000 more in interest revenue and \$70,000 more in property tax. As a percentage we collected .31% more than the budgeted revenues for last year.

PLEASE NOTE: On the financial spreadsheet that accompanies this report, at the top you will see General Fund revenues. I have only broken out major sources of revenue such as property taxes and sales taxes. The "total revenues" amount includes smaller items that I did not show in detail. A complete listing of all revenue accounts can be found on your computer-generated report titled "Statement of Actual and Estimated Revenues".

Expenditures are always going to show high in the early budget months, primarily due to the retirement contribution being paid in July and the fleet management transfer.

Another factor that makes the percentage spent look high is the fact that we set up annual purchase orders for known or recurring monthly expenses. For example, in the City Council division we pay for the monthly taping of council meetings. To avoid having to prepare a purchase order every month, we prepare one for the entire year and pay off of it monthly. This total PO is included in the "expended & encumbered" percentage.

Expenditures and encumbrances for this year are \$351,000 more than this time last year, showing 58.87% this year. The variance is due to the fund balance transfer to the capital projects fund not being made yet in the current year and the paving in the current year.

Sanitation

Revenues and expenditures are comparable to the prior year.

Please let me know if I can provide additional information.

CITY OF ATHENS, TENNESSEE
Financial Analysis for November, 2023
(Unaudited)

				Increase (Decrease)		Variance from	12-Month Variance
	Prior Year		Current Year	From		Current Yr.	
	11/30/2022	% Received	11/30/2023	Prior Year	% Received	to Prior Yr.	(5/12=41.67%)
GENERAL FUND							
Property Taxes	791,900	12.03%	862,165	70,265	13.21%	1.18%	-28.46%
AUB In-Lieu of Taxes	450,701	51.21%	310,863	(139,838)	35.53%	-15.68%	-6.14%
Local Sales Taxes	3,542,608	45.42%	3,605,606	62,998	42.92%	-2.50%	1.25%
Wholesale Beer Taxes	228,672	43.15%	209,345	(19,327)	39.50%	-3.65%	-2.17%
Wholesale Liquor Taxes	90,094	32.18%	96,727	6,633	34.55%	2.37%	-7.12%
Gross Receipt Taxes	68,692	15.57%	50,922	(17,770)	9.41%	-6.16%	-32.26%
State Sales Taxes	692,439	44.67%	700,775	8,336	43.80%	-0.87%	2.13%
Gas and Motor Fuel Taxes	211,155	43.99%	212,925	1,770	44.36%	0.37%	2.69%
Court Fines/Costs	46,960	31.31%	35,066	(11,894)	31.88%	0.57%	-9.79%
Interest Income	92,835	309.45%	314,281	221,446	104.76%	-204.69%	63.09%
Total Revenues/% of Budget	6,687,935	34.13%	7,129,800	441,865	34.44%	0.31%	-7.23%
	Sales Tax						
	2022	2023	Difference				
October	2,815,683	2,922,628	106,945				
November	3,542,608	3,605,606	62,998				
SANITATION							
Revenues:							
Industrial/Commercial	185,664	44.21%	184,943	(721)	44.21%	0.00%	2.54%
Residential	234,104	43.35%	239,276	5,172	43.35%	0.00%	1.68%
Total Revenues	435,037		458,950	23,913			
Percent of total budget		44.85%			44.85%	0.00%	3.18%
	Prior Year		Current Year			Variance	12-Month
	11/30/2022		11/30/2023			from	Variance
	Actual	% Expended	Actual	Outstanding	% Expended	Current Yr.	
		& Encumbered		PO's	& Encumbered	to Prior Yr.	(5/12=41.67%)
GENERAL FUND							
City Manager's Office	252,069	70.73%	156,525	2,051	50.18%	-20.55%	8.51%
City Council	36,108	59.49%	31,075	3,300	54.22%	-5.27%	12.55%
City Judge	5,383	41.40%	5,383		41.40%	0.00%	-0.27%
City Attorney	24,305	60.76%	14,280		35.70%	-25.06%	-5.97%
Special Appropriations	133,900	36.02%	143,950		37.01%	0.99%	-4.66%
Athens City Schools	1,176,292	48.59%	1,200,044		49.57%	0.98%	7.90%
Athens Utilities Board	240,116	50.02%	222,394		41.96%	-8.06%	0.29%
Total Administration	1,868,173	49.91%	1,773,651	5,351	47.16%	-2.75%	5.49%
Finance	210,324	42.12%	253,932	4,662	49.40%	7.28%	7.73%
Personnel	91,183	39.42%	109,838	4,220	43.83%	4.41%	2.16%
Administration (Purchasing)	57,456	31.04%	58,434	885	45.08%	14.04%	3.41%
City Hall	118,213	62.95%	116,817	42,531	81.93%	18.98%	40.26%
Information Technology	173,425	54.04%	157,286	5,364	36.73%	-17.31%	-4.94%
Total Admin & Emer. Svcs.	349,094	50.32%	332,537	48,780	49.59%	-0.73%	7.92%
Administration	82,372	44.10%	84,112	423	43.69%	-0.41%	2.02%
Codes Enforcement	156,437	50.58%	150,601	5,813	47.44%	-3.14%	5.77%
Cemeteries	36,530	109.37%	12,026	24,500	84.55%	-24.82%	42.88%
Total Community Development	275,339	49.21%	246,739	30,736	48.99%	-0.22%	7.32%

CITY OF ATHENS, TENNESSEE
Financial Analysis for November, 2023
(Unaudited)

[illegible]

CITY OF ATHENS
 FINANCIAL REPORT
 CASH BALANCES AND INVESTMENT SHEET
 2023-2024

	JUL	AUGUST	SEPT	OCT	NOV
GENERAL	16,149,000	15,794,000	15,502,000	15,184,000	15,358,000
EMP MED BENEFIT	394,000	398,000	400,000	401,000	403,000
SCHOOL DEBT SER	3,476,000	1,236,000	1,432,000	1,627,000	1,840,000
CITY DEBT SER	45,000	45,000	45,000	447,000	294,000
CAP IMP	11,872,000	12,057,000	11,897,000	12,105,000	12,187,000
FLEET	8,283,000	8,428,000	8,487,000	8,278,000	8,269,000
SAN	1,481,000	1,359,000	1,375,000	1,512,000	1,545,000
DRUG	159,000	131,000	139,000	143,000	152,000
CONFERENCE	77,000	51,000	53,000	55,000	60,000
SCHOOL CONST	3,058,000	3,689,000	3,384,000	3,385,000	3,035,000
2021 GO BOND	4,779,000	4,254,000	4,170,000	3,553,000	3,232,000
HOTEL/MOTEL TAX	496,000	464,000	496,000	509,000	540,000
TOTAL CASH & INV	50,269,000	47,906,000	47,380,000	47,199,000	46,915,000



City of Athens, Tennessee

Monthly Rev and Exp Reports for Council

Account Summary

For Fiscal: 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 01 - GENERAL FUND							
Revenue							
01-0000-4110	CURRENT PROPERTY TAXES	6,300,000.00	6,300,000.00	194,715.00	742,080.00	-5,557,920.00	11.78 %
01-0000-4115	PRIOR YEAR PROPERTY TAXES	100,000.00	100,000.00	5,409.00	53,974.00	-46,026.00	53.97 %
01-0000-4120	DELINQUENT PROPERTY TAXES C&	80,000.00	80,000.00	11,741.00	44,062.00	-35,938.00	55.08 %
01-0000-4125	PUBLIC UTILITIES	80,000.00	80,000.00	0.00	90.00	-79,910.00	0.11 %
01-0000-4130	INTEREST & PENALTY PY	20,000.00	20,000.00	727.50	6,510.65	-13,489.35	32.55 %
01-0000-4135	INTEREST & PENALTY C&M	25,000.00	25,000.00	4,922.90	15,538.49	-9,461.51	62.15 %
01-0000-4145	AUB ELECTRIC	650,000.00	650,000.00	45,821.55	229,107.75	-420,892.25	35.25 %
01-0000-4150	AUB GAS	225,000.00	225,000.00	16,351.07	81,755.35	-143,244.65	36.34 %
01-0000-4165	LOCAL SALES TAX	8,400,000.00	8,400,000.00	682,978.16	3,605,605.89	-4,794,394.11	42.92 %
01-0000-4170	WHOLESALE BEER TAX	530,000.00	530,000.00	21,048.79	209,345.04	-320,654.96	39.50 %
01-0000-4171	WHOLESALE LIQUOR TAX	280,000.00	280,000.00	26,051.53	96,727.49	-183,272.51	34.55 %
01-0000-4176	BUSINESS LICENSE APPLICATION FE	1,000.00	1,000.00	135.00	570.00	-430.00	57.00 %
01-0000-4177	BUSINESS TAX-ST CLERK FEE	40,000.00	40,000.00	573.42	5,365.51	-34,634.49	13.41 %
01-0000-4178	BUSINESS TAX-ST COLLECTED	500,000.00	500,000.00	4,416.25	45,986.27	-454,013.73	9.20 %
01-0000-4205	CABLE TV FRANCHISE TAX-COMCAS	160,000.00	160,000.00	0.00	0.00	-160,000.00	0.00 %
01-0000-4210	CABLE TV FRANCHISE TAX-AT&T	8,000.00	8,000.00	1,754.90	1,754.90	-6,245.10	21.94 %
01-0000-4310	TAXI/WRECKER/SOLICITORS	1,000.00	1,000.00	0.00	40.00	-960.00	4.00 %
01-0000-4315	BEER PERMITS	12,000.00	12,000.00	6,300.00	8,693.00	-3,307.00	72.44 %
01-0000-4320	ANIMAL CONTROL	1,000.00	1,000.00	121.00	493.00	-507.00	49.30 %
01-0000-4325	BUILDING LICENSES & PERMITS	50,000.00	50,000.00	11,022.00	87,949.00	37,949.00	175.90 %
01-0000-4410	TVA PAYMENTS IN LIEU OF TAX	150,000.00	150,000.00	43,186.23	43,186.23	-106,813.77	28.79 %
01-0000-4412	TVA IMPACT PYMTS	45,000.00	45,000.00	48,622.32	48,622.32	3,622.32	108.05 %
01-0000-4415	HOUSING AUTHORITY IN LIEU OF T	60,000.00	60,000.00	0.00	0.00	-60,000.00	0.00 %
01-0000-4420	STATE LAW/FIRE GRANTS	43,000.00	43,000.00	0.00	0.00	-43,000.00	0.00 %
01-0000-4425	STATE SALES TAX	1,600,000.00	1,600,000.00	138,702.41	700,775.51	-899,224.49	43.80 %
01-0000-4430	STATE INCOME TAX	0.00	0.00	0.00	623.21	623.21	0.00 %
01-0000-4435	STATE BEER TAX	6,000.00	6,000.00	0.00	3,392.67	-2,607.33	56.54 %
01-0000-4440	STATE MIXED DRINK TAX	80,000.00	80,000.00	7,586.81	40,055.46	-39,944.54	50.07 %
01-0000-4445	STATE GAS INSPECTION TAX	26,000.00	26,000.00	2,150.13	10,750.75	-15,249.25	41.35 %
01-0000-4450	STATE EXCISE TAX	40,000.00	40,000.00	0.00	0.00	-40,000.00	0.00 %
01-0000-4455	STATE SPORTSBETTING TAX	15,000.00	15,000.00	4,930.86	10,527.00	-4,473.00	70.18 %
01-0000-4460	REIMB OTHER GOVERNMENTS	80,000.00	80,000.00	0.00	29,949.47	-50,050.53	37.44 %
01-0000-4465	STATE GAS & MOTOR FUEL TAX	480,000.00	480,000.00	41,399.58	212,924.58	-267,075.42	44.36 %
01-0000-4475	REIMB:HIGHWAY MAINTENANCE	20,000.00	20,000.00	7,666.20	11,499.30	-8,500.70	57.50 %
01-0000-4520	GRANT FUNDS	0.00	0.00	0.00	24,009.55	24,009.55	0.00 %
01-0000-4530	GRANTS - POLICE DEPT.	0.00	0.00	11,630.44	236,630.44	236,630.44	0.00 %
01-0000-4620	ACCIDENT REPORT CHARGES	0.00	0.00	56.95	265.45	265.45	0.00 %
01-0000-4625	REPAIR DAMAGES AUB	25,000.00	25,000.00	0.00	4,809.70	-20,190.30	19.24 %
01-0000-4630	CEMETERY LOTS	1,000.00	1,000.00	300.00	2,550.00	1,550.00	255.00 %
01-0000-4635	CEDAR GROVE EXPANSION	5,000.00	5,000.00	1,660.00	4,640.00	-360.00	92.80 %
01-0000-4665	POOLS INGLESIDE	10,000.00	10,000.00	0.00	5,109.75	-4,890.25	51.10 %
01-0000-4675	RECREATION CONCESSIONS	30,000.00	30,000.00	241.25	13,606.55	-16,393.45	45.36 %
01-0000-4685	ADULT SPORTS ACTIVITIES	0.00	0.00	0.00	4,403.00	4,403.00	0.00 %
01-0000-4690	GENERAL CLASSES	40,000.00	40,000.00	2,612.39	12,119.88	-27,880.12	30.30 %
01-0000-4695	SPECIAL TICKET SALES	30,000.00	30,000.00	0.00	0.00	-30,000.00	0.00 %
01-0000-4700	YOUTH SPORTS ACTIVITIES	15,000.00	15,000.00	12,460.98	12,640.98	-2,359.02	84.27 %
01-0000-4705	LEASE/RENTAL BALLFIELDS	3,000.00	3,000.00	0.00	1,751.24	-1,248.76	58.37 %
01-0000-4710	LEASE/RENTAL PICNIC SHEL	3,000.00	3,000.00	105.00	3,632.50	632.50	121.08 %
01-0000-4740	FOUNDATION REVENUE	0.00	0.00	314.05	2,732.81	2,732.81	0.00 %
01-0000-4810	CITY COURT FINES & COSTS	110,000.00	110,000.00	11,759.90	35,064.65	-74,935.35	31.88 %

Monthly Rev and Exp Reports for Council

For Fiscal: 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<u>01-0000-4910</u>	INTEREST INCOME	300,000.00	300,000.00	47,904.55	314,280.70	14,280.70	104.76 %
<u>01-0000-4925</u>	INSURANCE RECOVERIES	0.00	0.00	7,159.75	77,159.75	77,159.75	0.00 %
<u>01-0000-4930</u>	DISCOUNTS EARNED	0.00	0.00	88.17	390.99	390.99	0.00 %
<u>01-0000-4935</u>	THIRD PARTY CONTRIBUTIONS	0.00	0.00	1,218.20	10,864.20	10,864.20	0.00 %
<u>01-0000-4940</u>	THIRD PARTY CONTRIBUTIONS-ANI	0.00	0.00	0.00	15.00	15.00	0.00 %
<u>01-0000-4999</u>	MISCELLANEOUS INCOME	20,000.00	20,000.00	938.37	15,168.47	-4,831.53	75.84 %
Revenue Total:		20,700,000.00	20,700,000.00	1,426,783.61	7,129,800.45	-13,570,199.55	34.44%
Fund: 01 - GENERAL FUND Total:		20,700,000.00	20,700,000.00	1,426,783.61	7,129,800.45	-13,570,199.55	34.44%
Report Total:		20,700,000.00	20,700,000.00	1,426,783.61	7,129,800.45	-13,570,199.55	34.44%



City of Athens, Tennessee

Monthly Rev and Exp Reports for Council

Group Summary

For Fiscal: 2023-2024 Period Ending: 11/30/2023

Division	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 01 - GENERAL FUND							
Department: 01 - Administration							
0101 - City Manager's Office	316,000.00	316,000.00	26,940.42	156,525.25	2,050.59	157,424.16	50.18%
0102 - City Council	63,400.00	63,400.00	4,374.69	31,074.68	3,300.00	29,025.32	54.22%
0103 - City Judge	13,000.00	13,000.00	1,076.50	5,382.50	0.00	7,617.50	41.40%
0104 - City Attorney	40,000.00	40,000.00	2,500.00	14,280.00	0.00	25,720.00	35.70%
0105 - Special Appropriations	389,000.00	389,000.00	17,500.00	143,950.00	0.00	245,050.00	37.01%
0106 - Athens City Schools	2,421,000.00	2,421,000.00	227,313.54	1,200,044.22	0.00	1,220,955.78	49.57%
0107 - Athens Utilities Board	530,000.00	530,000.00	44,295.65	222,394.15	0.00	307,605.85	41.96%
Department: 01 - Administration Total:	3,772,400.00	3,772,400.00	324,000.80	1,773,650.80	5,350.59	1,993,398.61	47.16%
Department: 02 - Finance							
0201 - Finance	523,500.00	523,500.00	69,847.00	253,931.64	4,662.11	264,906.25	49.40%
Department: 02 - Finance Total:	523,500.00	523,500.00	69,847.00	253,931.64	4,662.11	264,906.25	49.40%
Department: 03 - Human Resources							
0301 - Human Resources	260,200.00	260,200.00	32,988.99	109,838.29	4,220.28	146,141.43	43.83%
Department: 03 - Human Resources Total:	260,200.00	260,200.00	32,988.99	109,838.29	4,220.28	146,141.43	43.83%
Department: 04 - Administrative Services							
0401 - Administration	131,600.00	131,600.00	12,967.96	58,434.09	884.78	72,281.13	45.08%
0402 - City Hall	194,500.00	194,500.00	15,620.30	116,817.31	42,530.81	35,151.88	81.93%
0403 - Information Technology	442,800.00	442,800.00	27,644.10	157,285.59	5,364.09	280,150.32	36.73%
Department: 04 - Administrative Services Total:	768,900.00	768,900.00	56,232.36	332,536.99	48,779.68	387,583.33	49.59%
Department: 05 - Community Development							
0501 - Administration	193,500.00	193,500.00	13,121.82	84,111.96	423.07	108,964.97	43.69%
0502 - Codes Enforcement	329,700.00	329,700.00	19,863.88	150,600.77	5,812.45	173,286.78	47.44%
0503 - Cemeteries	43,200.00	43,200.00	3,000.00	12,026.56	24,500.00	6,673.44	84.55%
Department: 05 - Community Development Total:	566,400.00	566,400.00	35,985.70	246,739.29	30,735.52	288,925.19	48.99%
Department: 06 - Police							
0601 - Administration	319,700.00	319,700.00	23,888.97	236,904.99	3,111.29	79,683.72	75.08%
0602 - Patrol	2,591,500.00	2,591,500.00	147,583.16	1,142,854.80	39,816.62	1,408,828.58	45.64%
0603 - Special Services	609,600.00	609,600.00	123,889.12	377,283.78	2,495.02	229,821.20	62.30%
Department: 06 - Police Total:	3,520,800.00	3,520,800.00	295,361.25	1,757,043.57	45,422.93	1,718,333.50	51.19%
Department: 07 - Fire							
0701 - Administration	205,700.00	205,700.00	14,111.88	62,957.53	4,300.00	138,442.47	32.70%
0702 - Prevention	117,700.00	117,700.00	6,980.39	53,454.80	300.00	63,945.20	45.67%

Monthly Rev and Exp Reports for Council

For Fiscal: 2023-2024 Period Ending: 11/30/2023

Division	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
0703 - Suppression	2,455,700.00	2,455,700.00	192,075.34	1,347,484.78	23,586.83	1,084,628.39	55.83%
Department: 07 - Fire Total:	2,779,100.00	2,779,100.00	213,167.61	1,463,897.11	28,186.83	1,287,016.06	53.69%
Department: 08 - Parks and Recreation							
0801 - Administration	239,400.00	239,400.00	13,648.03	111,981.18	600.00	126,818.82	47.03%
0802 - Maintenance	806,000.00	806,000.00	57,664.49	345,394.30	49,483.49	411,122.21	48.99%
0803 - Swimming Pools	50,600.00	50,600.00	216.13	27,632.21	2,872.12	20,095.67	60.29%
0804 - Program Planning	325,400.00	325,400.00	23,527.41	148,513.03	22,469.11	154,417.86	52.55%
Department: 08 - Parks and Recreation Total:	1,421,400.00	1,421,400.00	95,056.06	633,520.72	75,424.72	712,454.56	49.88%
Department: 09 - Public Works							
0901 - Administration	424,000.00	424,000.00	25,487.18	163,548.43	20,979.78	239,471.79	43.52%
0902 - Traffic Control	300,700.00	300,700.00	18,688.54	80,984.09	108,624.88	111,091.03	63.06%
0903 - Street Maintenance	1,026,900.00	1,026,900.00	-864.93	709,213.87	1,602,792.13	-1,285,106.00	225.14%
0904 - Street Construction	621,900.00	621,900.00	36,412.47	287,992.69	51,281.44	282,625.87	54.55%
0905 - Street Cleaning	1,020,100.00	1,020,100.00	51,401.96	504,389.34	28,196.11	487,514.55	52.21%
0906 - Fleet Maintenance	352,200.00	352,200.00	24,010.60	148,473.25	20,064.66	183,662.09	47.85%
0908 - Animal Control	214,200.00	214,200.00	13,255.55	87,274.33	2,841.00	124,084.67	42.07%
Department: 09 - Public Works Total:	3,960,000.00	3,960,000.00	168,391.37	1,981,876.00	1,834,780.00	143,344.00	96.38%
Department: 10 - Communications/Dispatch							
1004 - Communications/Dispatch	327,300.00	327,300.00	560.00	164,154.16	0.00	163,145.84	50.15%
Department: 10 - Communications/Dispatch Total:	327,300.00	327,300.00	560.00	164,154.16	0.00	163,145.84	50.15%
Department: 11 - Transfers							
1101 - Non-Departmental	2,800,000.00	2,800,000.00	186,266.77	1,383,111.07	8,159.13	1,408,729.80	49.69%
Department: 11 - Transfers Total:	2,800,000.00	2,800,000.00	186,266.77	1,383,111.07	8,159.13	1,408,729.80	49.69%
Fund: 01 - GENERAL FUND Total:	20,700,000.00	20,700,000.00	1,477,857.91	10,100,299.64	2,085,721.79	8,513,978.57	58.87%
Report Total:	20,700,000.00	20,700,000.00	1,477,857.91	10,100,299.64	2,085,721.79	8,513,978.57	58.87%



City of Athens, Tennessee

Monthly Rev and Exp Reports for Council

Account Summary

For Fiscal: 2023-2024 Period Ending: 11/30/2023

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Used
Fund: 12 - SANITATION							
Revenue							
<u>12-0000-4648</u>	REFUSE PENALTY	4,000.00	4,000.00	324.54	2,136.21	-1,863.79	53.41 %
<u>12-0000-4650</u>	IND/COMMERCIAL REFUSE CHARG	420,000.00	420,000.00	30,121.90	184,942.70	-235,057.30	44.03 %
<u>12-0000-4658</u>	REFUSE COLLECTION CHARGES	540,000.00	540,000.00	49,250.59	239,276.85	-300,723.15	44.31 %
<u>12-0000-4750</u>	RECYCLING CENTER	3,000.00	3,000.00	0.00	2,692.60	-307.40	89.75 %
<u>12-0000-4910</u>	INTEREST INCOME	40,000.00	40,000.00	6,395.70	29,765.39	-10,234.61	74.41 %
<u>12-0000-4930</u>	DISCOUNTS EARNED	0.00	0.00	2.99	28.28	28.28	0.00 %
<u>12-0000-4999</u>	MISCELLANEOUS INCOME	3,000.00	3,000.00	45.00	108.22	-2,891.78	3.61 %
Revenue Total:		1,010,000.00	1,010,000.00	86,140.72	458,950.25	-551,049.75	45.44%
Fund: 12 - SANITATION Total:		1,010,000.00	1,010,000.00	86,140.72	458,950.25	-551,049.75	45.44%
Report Total:		1,010,000.00	1,010,000.00	86,140.72	458,950.25	-551,049.75	45.44%



City of Athens, Tennessee

Monthly Rev and Exp Reports for Council Group Summary

For Fiscal: 2023-2024 Period Ending: 11/30/2023

Division

Fund: 12 - SANITATION
Department: 09 - Public Works
0907 - Sanitation

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance		Percent Used
						Favorable	(Unfavorable)	
	1,010,000.00	1,010,000.00	58,869.72	473,935.20	12,176.71	523,888.09		48.13%
Department: 09 - Public Works Total:	1,010,000.00	1,010,000.00	58,869.72	473,935.20	12,176.71	523,888.09		48.13%
Fund: 12 - SANITATION Total:	1,010,000.00	1,010,000.00	58,869.72	473,935.20	12,176.71	523,888.09		48.13%
Report Total:	1,010,000.00	1,010,000.00	58,869.72	473,935.20	12,176.71	523,888.09		48.13%

City of Athens Fire Dept

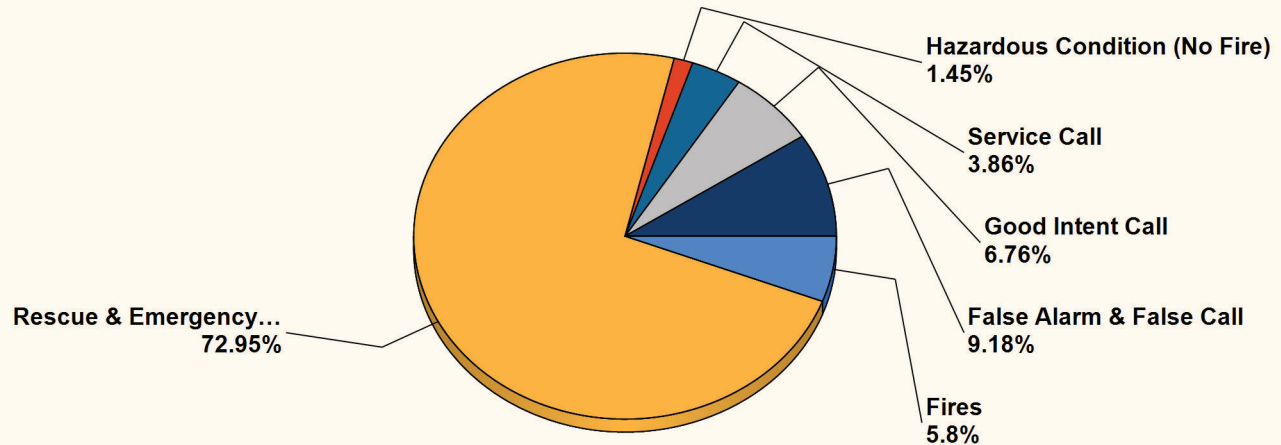
Athens, TN

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2023 | End Date: 11/30/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	12	5.8%
Rescue & Emergency Medical Service	151	72.95%
Hazardous Condition (No Fire)	3	1.45%
Service Call	8	3.86%
Good Intent Call	14	6.76%
False Alarm & False Call	19	9.18%
TOTAL	207	100%

1086 Employee Training hours
Participated in Bike Safety Rodeo at Market Park
2 State Inspections
Presented Colors at ACMS for Veterans Day
Flag display for Allen Memorial
Flag display for VFW Veterans Program
East Athens Baptist Church Preschool - Show A Truck
Special Olympics - Medical Standby
Old Fashioned Downtown Christmas
Several completing 12-Hour EMS and ER Clinicals

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	0.48%
113 - Cooking fire, confined to container	1	0.48%
118 - Trash or rubbish fire, contained	3	1.45%
140 - Natural vegetation fire, other	1	0.48%
141 - Forest, woods or wildland fire	3	1.45%
142 - Brush or brush-and-grass mixture fire	1	0.48%
143 - Grass fire	1	0.48%
160 - Special outside fire, other	1	0.48%
311 - Medical assist, assist EMS crew	133	64.25%
322 - Motor vehicle accident with injuries	13	6.28%
324 - Motor vehicle accident with no injuries.	4	1.93%
350 - Extrication, rescue, other	1	0.48%
412 - Gas leak (natural gas or LPG)	1	0.48%
441 - Heat from short circuit (wiring), defective/worn	1	0.48%
442 - Overheated motor	1	0.48%
531 - Smoke or odor removal	1	0.48%
551 - Assist police or other governmental agency	2	0.97%
561 - Unauthorized burning	5	2.42%
611 - Dispatched & cancelled en route	6	2.9%
622 - No incident found on arrival at dispatch address	4	1.93%
651 - Smoke scare, odor of smoke	4	1.93%
710 - Malicious, mischievous false call, other	1	0.48%
735 - Alarm system sounded due to malfunction	1	0.48%
744 - Detector activation, no fire - unintentional	16	7.73%
745 - Alarm system activation, no fire - unintentional	1	0.48%
TOTAL INCIDENTS:	207	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



City of Athens Fire Dept

Athens, TN

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Property Values versus Loss and Save per Incident for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023

INCIDENT #	PRE-INCIDENT VALUE	LOSSES	SAVED
2023-1945	\$85,000.00	\$200.00	\$84,800.00
2023-2099	\$1,600.00	\$500.00	\$1,100.00
2023-2138	\$700,000.00	\$200.00	\$699,800.00
Totals:	\$786,600.00	\$900.00	\$785,700.00

Both the PRE-INCIDENT VALUE and LOSSES columns are the summation of the respective Property and Contents fields as recorded on the Basic Info 5 screen of an incident. Only REVIEWED incidents included. EMS incidents excluded.



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Page # 1 of 1

City of Athens Fire Dept

Athens, TN

This report was generated on 12/6/2023 9:45:30 AM



Losses for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023

TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
3	\$700.00	\$200.00	\$900.00	\$300.00

INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2023-1945	11/02/2023	140 - Natural vegetation fire, other	\$200.00	\$0.00	\$200.00	22.22%
2023-2099	11/23/2023	118 - Trash or rubbish fire, contained	\$500.00	\$0.00	\$500.00	55.56%
2023-2138	11/29/2023	531 - Smoke or odor removal	\$0.00	\$200.00	\$200.00	22.22%

Only REVIEWED incidents included

City of Athens Fire Dept

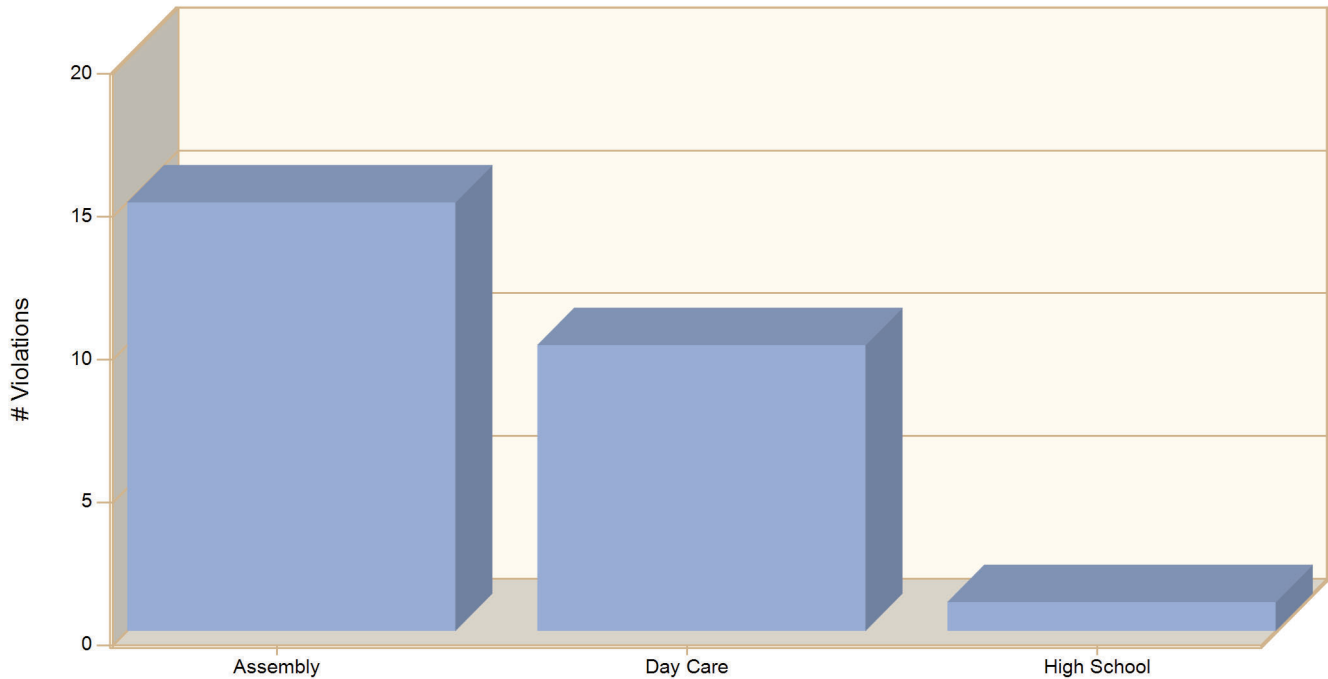
Athens, TN

This report was generated on 12/6/2023 9:53:07 AM



Count of Violations per Occupancy Type for Inspection Date Range

Inspection Observations: FAIL | Start Date: 11/01/2023 | End Date: 11/30/2023



OCCUPANCY TYPE	# VIOLATIONS
Assembly	15
Day Care	10
High School	1
Total of Violations:	26

Total number of violations for LOCKED inspections that took place for the DATE RANGE provided for each Occupancy Type.

City of Athens Fire Dept

Athens, TN

This report was generated on 12/6/2023 9:54:35 AM



Completed Inspections per Inspection Type for Date Range

Occupancy Status: All | Start Date: 11/01/2023 | End Date: 11/30/2023

ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
Inspection Type: Alarm System Test						
65	Terra Bella Athens	120 Keith LN Athens, TN 37303	11/08/2023	Fling, Jason R	Passed with Comments	
602	McMinn County Career Technical School	2103 S Congress PKY Athens, TN 37303	11/08/2023	Fling, Jason R	Passed	
607	McMinn County High School	2215 S Congress PKY Athens, TN 37303	11/08/2023	Fling, Jason R	Passed	
890	Tri County Center	3030 Lee HWY Athens, TN 37303	11/14/2023	Ingram, Jack	Pending	The whole fire alarm system is off line. No power to the system, no pull stations working. Would be unknown by alarm company, dispatch, or the fire department if there was fire, smoke, or sprinkler activation.
66	Athens City Middle School	200 Keith LN Athens, TN 37303	11/14/2023	Eaton, Mike	Passed	
380	Christ's Legacy Academy	625 Matlock AVE Athens, TN 37303	11/14/2023	Eaton, Mike	Passed	
596	McMinn County Alternative School	1775 Overland DR Athens, TN 37303	11/14/2023	Ingram, Jack	Passed	
243	Athens City Primary School	316 McMinn AVE Athens, TN 37303	11/17/2023	Smith, Austin A	Passed with Comments	

Total # Inspections for Alarm System Test: 8

Inspection Type: Annual

1135	Baby Care	1313 Decatur PIKE Athens, TN 37303	11/06/2023	Martin, Dustin R	Passed with Comments
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Includes LOCKED inspections for both archived and unarchived occupancy records.



ID	OCCUPANCY	ADDRESS	DATE	INSPECTOR	RESULT	NOTES
Inspection Type: Annual						
372	First Baptist Church Pre School	305 Ingleside AVE Athens, TN 37303	11/07/2023	Evans, Robert Tyler	Passed with Minor Violations	Contact advised she was having trouble with company used to maintain fire extinguishers. new company has been contacted and is in the process of resolving the issues.
1111	First Church of God	300 N Congress PKY Athens, TN 37303	11/07/2023	Evans, Robert Tyler	Correction Notice Issued	Contact advised that issues with fire protection equipment was in the process of being resolved by new company.

Total # Inspections for Annual: 3

TOTAL # INSPECTIONS: 11

City of Athens Fire Dept

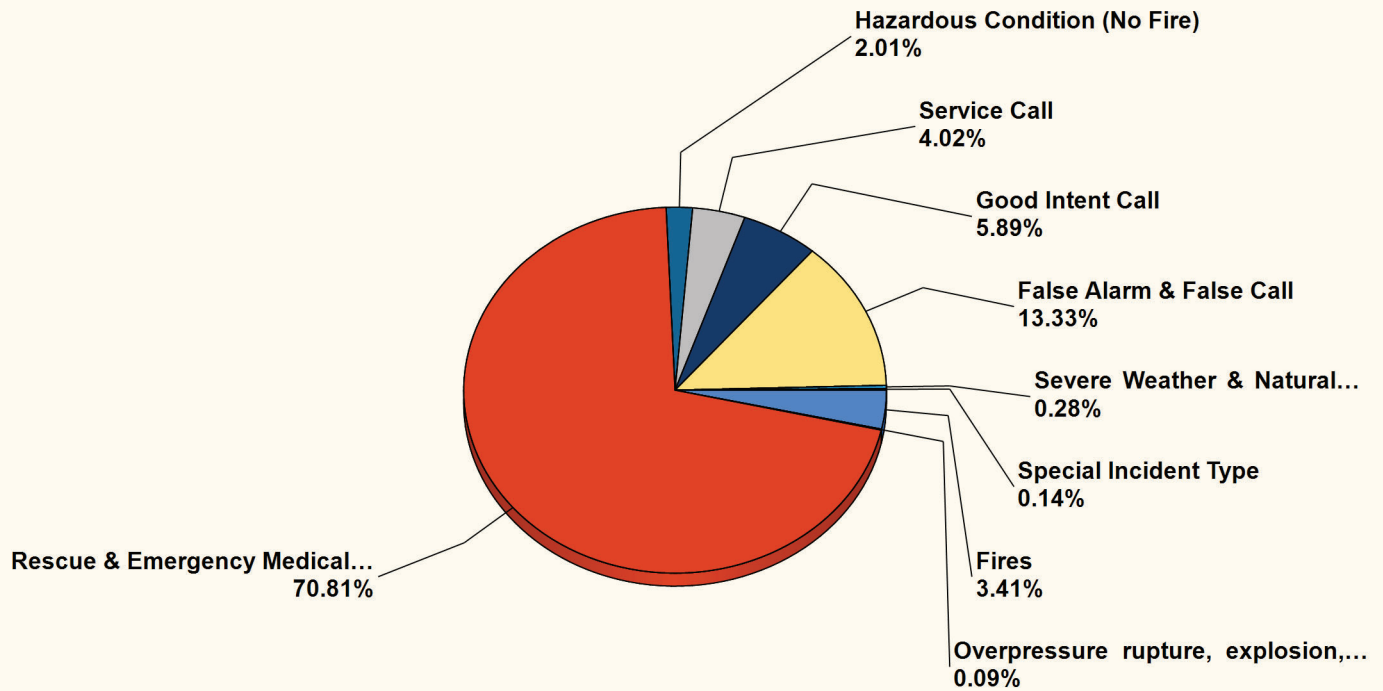
Athens, TN

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2023 | End Date: 11/30/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	73	3.41%
Overpressure rupture, explosion, overheating - no fire	2	0.09%
Rescue & Emergency Medical Service	1514	70.81%
Hazardous Condition (No Fire)	43	2.01%
Service Call	86	4.02%
Good Intent Call	126	5.89%
False Alarm & False Call	285	13.33%
Severe Weather & Natural Disaster	6	0.28%
Special Incident Type	3	0.14%
TOTAL	2138	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Page # 1 of 3

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.05%
111 - Building fire	20	0.94%
112 - Fires in structure other than in a building	1	0.05%
113 - Cooking fire, confined to container	6	0.28%
118 - Trash or rubbish fire, contained	3	0.14%
130 - Mobile property (vehicle) fire, other	1	0.05%
131 - Passenger vehicle fire	13	0.61%
132 - Road freight or transport vehicle fire	3	0.14%
138 - Off-road vehicle or heavy equipment fire	1	0.05%
140 - Natural vegetation fire, other	4	0.19%
141 - Forest, woods or wildland fire	3	0.14%
142 - Brush or brush-and-grass mixture fire	2	0.09%
143 - Grass fire	3	0.14%
150 - Outside rubbish fire, other	5	0.23%
151 - Outside rubbish, trash or waste fire	3	0.14%
154 - Dumpster or other outside trash receptacle fire	1	0.05%
160 - Special outside fire, other	2	0.09%
162 - Outside equipment fire	1	0.05%
251 - Excessive heat, scorch burns with no ignition	2	0.09%
311 - Medical assist, assist EMS crew	1311	61.32%
320 - Emergency medical service, other	4	0.19%
321 - EMS call, excluding vehicle accident with injury	4	0.19%
322 - Motor vehicle accident with injuries	157	7.34%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.05%
324 - Motor vehicle accident with no injuries.	30	1.4%
341 - Search for person on land	1	0.05%
350 - Extrication, rescue, other	2	0.09%
352 - Extrication of victim(s) from vehicle	1	0.05%
354 - Trench/below-grade rescue	1	0.05%
356 - High-angle rescue	1	0.05%
357 - Extrication of victim(s) from machinery	1	0.05%
400 - Hazardous condition, other	1	0.05%
410 - Combustible/flammable gas/liquid condition, other	1	0.05%
411 - Gasoline or other flammable liquid spill	1	0.05%
412 - Gas leak (natural gas or LPG)	10	0.47%
424 - Carbon monoxide incident	1	0.05%
440 - Electrical wiring/equipment problem, other	8	0.37%
441 - Heat from short circuit (wiring), defective/worn	1	0.05%
442 - Overheated motor	2	0.09%
444 - Power line down	5	0.23%
445 - Arcing, shorted electrical equipment	6	0.28%
451 - Biological hazard, confirmed or suspected	1	0.05%
462 - Aircraft standby	6	0.28%
500 - Service Call, other	3	0.14%
510 - Person in distress, other	2	0.09%
511 - Lock-out	1	0.05%
522 - Water or steam leak	1	0.05%
531 - Smoke or odor removal	3	0.14%
550 - Public service assistance, other	3	0.14%
551 - Assist police or other governmental agency	29	1.36%
552 - Police matter	2	0.09%
553 - Public service	7	0.33%
561 - Unauthorized burning	34	1.59%
571 - Cover assignment, standby, moveup	1	0.05%
600 - Good intent call, other	4	0.19%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
611 - Dispatched & cancelled en route	71	3.32%
622 - No incident found on arrival at dispatch address	17	0.8%
631 - Authorized controlled burning	1	0.05%
651 - Smoke scare, odor of smoke	25	1.17%
652 - Steam, vapor, fog or dust thought to be smoke	2	0.09%
653 - Smoke from barbecue, tar kettle	1	0.05%
671 - HazMat release investigation w/no HazMat	5	0.23%
700 - False alarm or false call, other	9	0.42%
710 - Malicious, mischievous false call, other	1	0.05%
713 - Telephone, malicious false alarm	1	0.05%
731 - Sprinkler activation due to malfunction	1	0.05%
735 - Alarm system sounded due to malfunction	1	0.05%
736 - CO detector activation due to malfunction	5	0.23%
740 - Unintentional transmission of alarm, other	1	0.05%
741 - Sprinkler activation, no fire - unintentional	2	0.09%
743 - Smoke detector activation, no fire - unintentional	1	0.05%
744 - Detector activation, no fire - unintentional	259	12.11%
745 - Alarm system activation, no fire - unintentional	3	0.14%
746 - Carbon monoxide detector activation, no CO	1	0.05%
800 - Severe weather or natural disaster, other	3	0.14%
813 - Wind storm, tornado/hurricane assessment	3	0.14%
900 - Special type of incident, other	1	0.05%
911 - Citizen complaint	2	0.09%
TOTAL INCIDENTS:	2138	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



City of Athens Fire Dept

Athens, TN

This report was generated on 12/6/2023 10:16:52 AM



Property Values versus Loss and Save per Incident for Date Range

Start Date: 01/01/2023 | End Date: 11/30/2023

INCIDENT #	PRE-INCIDENT VALUE	LOSSES	SAVED
2023-40	\$510,000.00	\$5,000.00	\$505,000.00
2023-113	\$1,224,400.00	\$10,000.00	\$1,214,400.00
2023-199	\$5,275,200.00	\$2,500.00	\$5,272,700.00
2023-304	\$509,800.00	\$200.00	\$509,600.00
2023-330	\$3,000.00	\$3,000.00	\$0.00
2023-452	\$228,000.00	\$60,000.00	\$168,000.00
2023-468	\$1,500.00	\$1,500.00	\$0.00
2023-518	\$74,700.00	\$10,200.00	\$64,500.00
2023-526	\$138,500.00	\$1,500.00	\$137,000.00
2023-526	\$225,000.00	\$105,000.00	\$120,000.00
2023-591	\$310,000.00	\$0.00	\$310,000.00
2023-618	\$6,025,000.00	\$30,000.00	\$5,995,000.00
2023-851	\$55,700.00	\$4,000.00	\$51,700.00
2023-853	\$134,200.00	\$500.00	\$133,700.00
2023-875	\$22,000.00	\$10,000.00	\$12,000.00
2023-891	\$148,500.00	\$3,000.00	\$145,500.00
2023-899	\$166,200.00	\$31,000.00	\$135,200.00
2023-1133	\$19,067,500.00	\$930,000.00	\$18,137,500.00
2023-1203	\$19,067,500.00	\$3,200,000.00	\$15,867,500.00
2023-1256	\$12,000.00	\$1,000.00	\$11,000.00
2023-1360	\$95,000.00	\$15,000.00	\$80,000.00
2023-1458	\$362,000.00	\$4,500.00	\$357,500.00
2023-1492	\$280,600.00	\$6,000.00	\$274,600.00
2023-1513	\$6,000.00	\$6,000.00	\$0.00
2023-1606	\$2,500.00	\$800.00	\$1,700.00
2023-1616	\$500.00	\$500.00	\$0.00
2023-1784	\$500.00	\$500.00	\$0.00
2023-1818	\$33,100.00	\$300.00	\$32,800.00
2023-1929	\$90,000.00	\$6,000.00	\$84,000.00
2023-1945	\$85,000.00	\$200.00	\$84,800.00
2023-2099	\$1,600.00	\$500.00	\$1,100.00
2023-2138	\$700,000.00	\$200.00	\$699,800.00
Totals:	\$54,855,500.00	\$4,448,900.00	\$50,406,600.00

Both the PRE-INCIDENT VALUE and LOSSES columns are the summation of the respective Property and Contents fields as recorded on the Basic Info 5 screen of an incident. Only REVIEWED incidents included. EMS incidents excluded.

City of Athens Fire Dept

Athens, TN

This report was generated on 12/6/2023 2:04:17 PM



Incident Detail for Aid Given and Received for Incident Type Range for Date Range

Incident Type Range: 100 - 911 | StartDate: 11/01/2023 | EndDate: 11/30/2023

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT
AID TYPE: Mutual aid given				
11/07/2023	2023-1983	3558 Highway 68	141 - Forest, woods or wildland fire	ST1 - Athens Fire Station 1
11/14/2023	2023-2036	133 COUNTY RD 181	111 - Building fire	ST2 - Athens Fire Station 2
11/14/2023	2023-2040	2117 Possum Trot RD	141 - Forest, woods or wildland fire	ST1 - Athens Fire Station 1
11/21/2023	2023-2084	COUNTY ROAD 906	141 - Forest, woods or wildland fire	ST1 - Athens Fire Station 1

Percentage of Total Incidents: 1.93%

Displays all incidents with aid given or received, and excludes incidents with neither. Percentages calculated from total number of incidents for parameters provided. Only REVIEWED incidents included.



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Page # 1 of 1



Police Department Report to City Manager

November ✓

2023 ✓

	This Month	This Year	Last Year to Date
Homicide	0	0	0
Sex Offense	2	13	17
Robbery	0	1	8
Assault	15	183	300
Burglary	4	66	136
Theft	33	448	603
MV Theft	3	62	91

Moving Violations	171	1531	2119
Citations	48	570	1046
Warnings	122	952	1068
Drugs	18	363	366
Arrests	95	1413	1465
Total Calls for Service	1493	16570	16298



Police Department Report to City Manager

November ▾

2023 ▾

This Month

This Year

Last Year to Date

Vehicle Accidents	51	530	525
Pedestrian	0	2	2
Private Property	17	240	358
Total	68	770	884
Injuries	9	128	118
Fatalities	0	0	1

Authorized Sworn Positions	36
Current Sworn Positions Filled	31
Police Department Vacancies	5

Prepared:

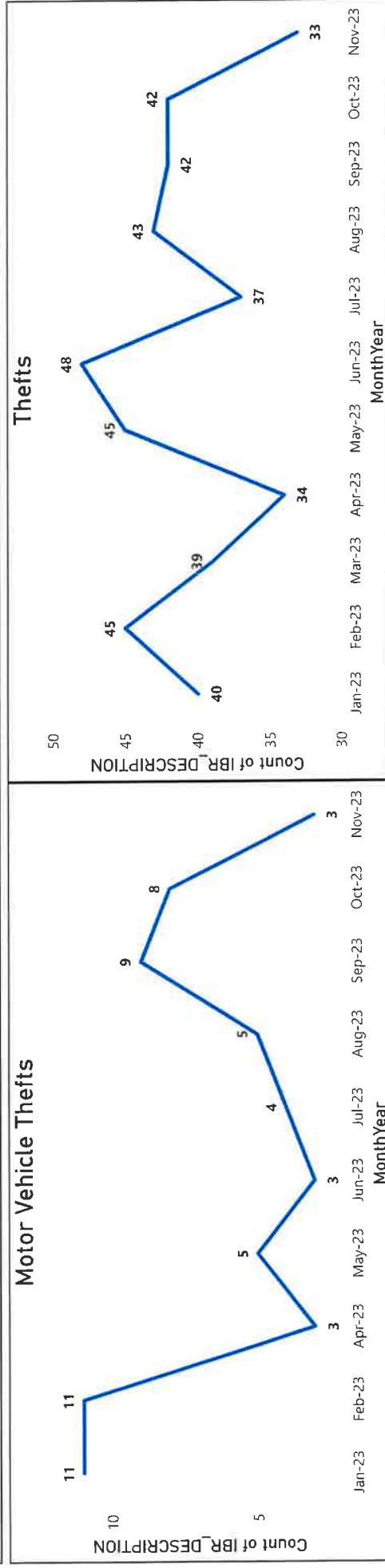
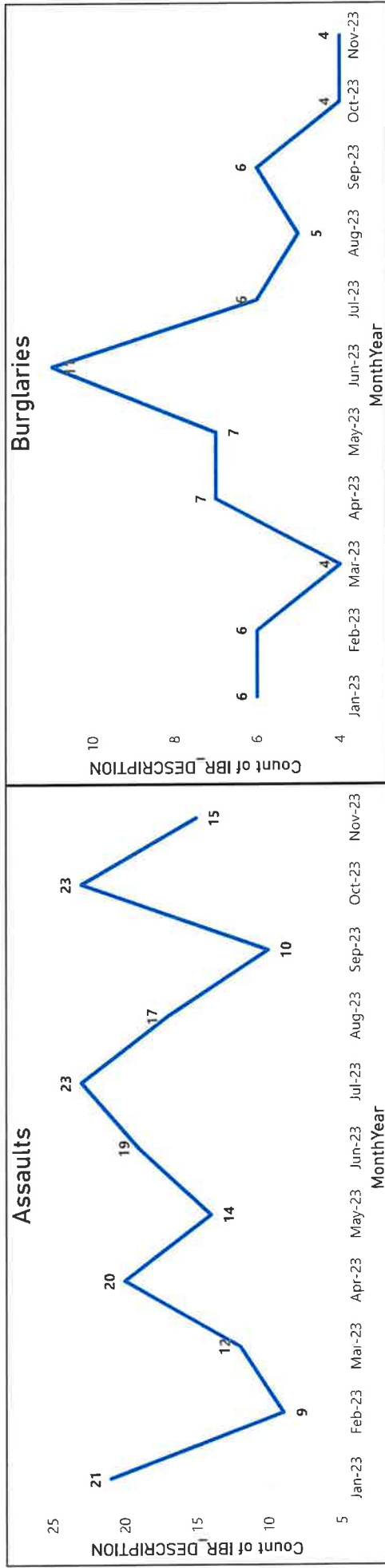
Jason B. Garren

Deputy Chief

Submitted:

Fred K. Schultz

Chief of Police

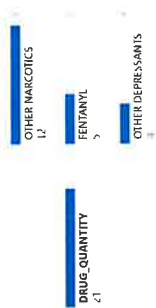
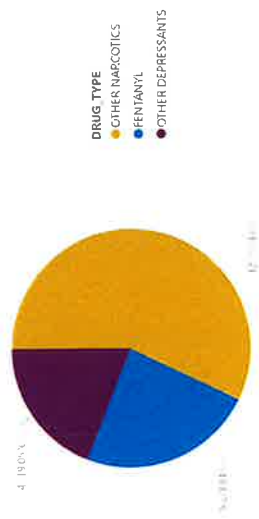


Date 11/17/2023 11/20/2023

MEASUREMENT
DOSAGE UNITS

DRUG_QUANTITY by DRUG_TYPE

DRUG_TYPE



Date

11/1/2023

11/30/2023



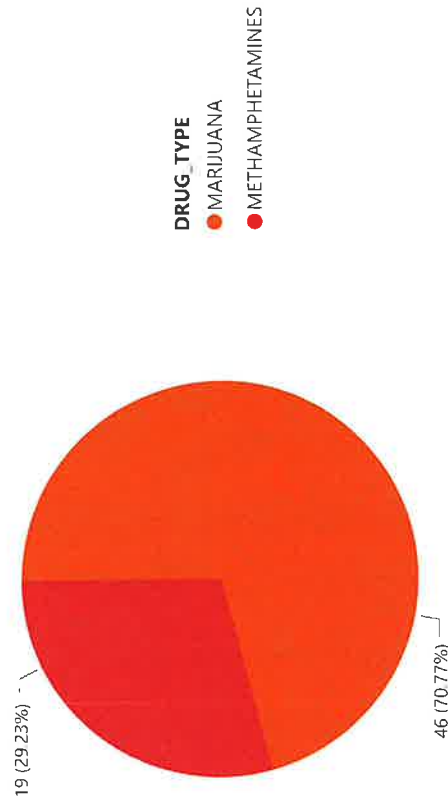
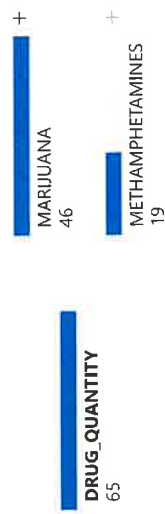
MEASUREMENT

GRAMS



DRUG_QUANTITY by DRUG_TYPE

DRUG_TYPE



Date

11/1/2023

11/30/2023

X



MEASUREMENT

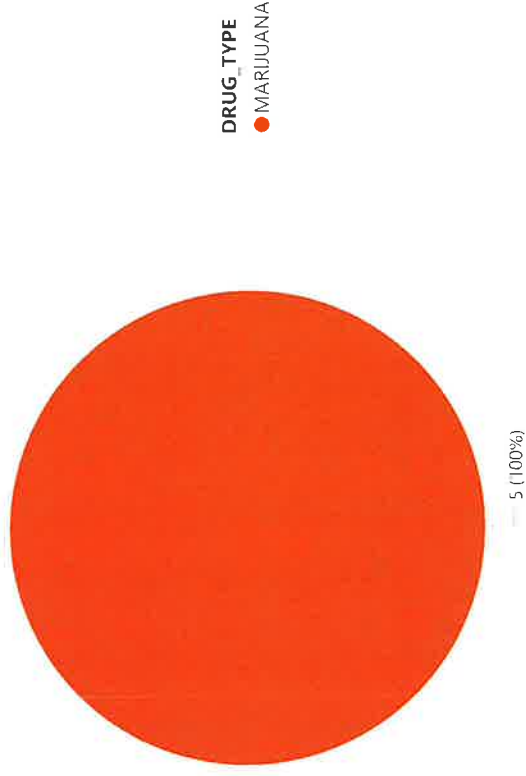
OUNCES

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DRUG_QUANTITY by DRUG_TYPE

DRUG_TYPE X



Monthly Overtime Report for Patrol Division November 2023

Late Shift: 37.00 hours

(reports, late arrests, late calls, early shift calls, raids, assignments)

Manpower: 102.00 hours

(fill in for sick leave, vacations, training)

Court: 9.50 hours

General Sessions: 6.00

City: 00.00

Criminal: 00.00

Civil: 00.00

Juvenile: 00.00

Grand Jury: 3.50

Training: 64.5 hours

Special Assignments: 58.50 hours

Meeting: 18.00

THSO: 2.00

K9 Maintenance: 30.50

Downtown Christmas: 8.00

Total hours for the month: 271.50 hours

Total expenditure for patrol overtime for the month: \$4,357.70

Total budgeted for patrol overtime for the month: \$6,250.00

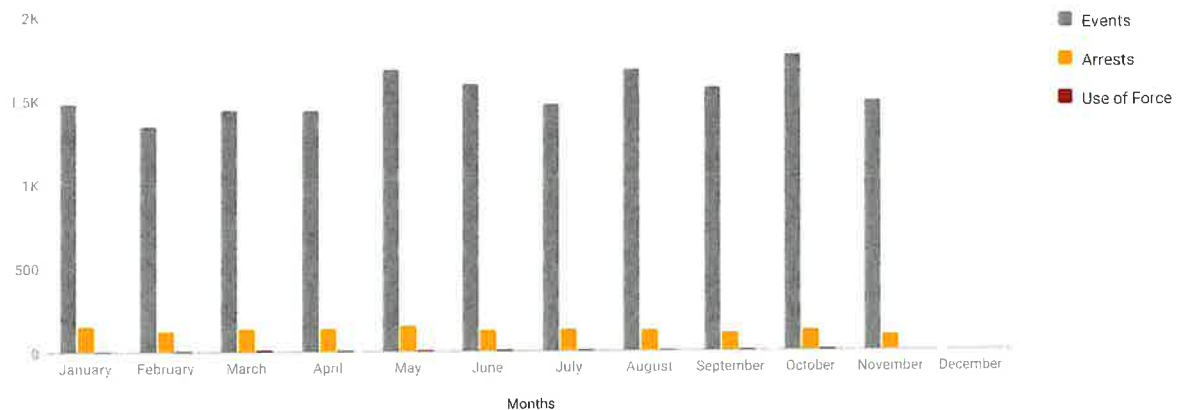


Athens Police Department

USE OF FORCE VS. EVENT COMPARISON (RESULT FOR YEAR 2023)

USE OF FORCE VS. EVENT COMPARISON SUMMARY BY MONTH

Event vs. Arrests vs. Use of Force Comparison



2023 Events vs. Use Of Force

Total Events: 17006
Use of Force Incidents: 50
0.29%

MONTHS	TOTAL EVENTS	USE OF FORCE	%
January	1486	3	0.20%
February	1351	4	0.30%
March	1447	9	0.62%
April	1443	4	0.28%
May	1685	6	0.36%
June	1600	6	0.38%
July	1477	4	0.27%
August	1683	2	0.12%
September	1574	5	0.32%
October	1767	6	0.34%
November	1493	1	0.07%
December	0	0	0.00%

2023 Arrests vs. Use Of Force

Total Arrests: 1440
Use of Force Incidents: 50
3.47%

MONTHS	TOTAL ARRESTS	USE OF FORCE	%
January	156	3	1.92%
February	126	4	3.17%
March	139	9	6.47%
April	140	4	2.86%
May	157	6	3.82%
June	129	6	4.65%
July	133	4	3.01%
August	128	2	1.56%
September	111	5	4.50%
October	126	6	4.76%
November	95	1	1.05%
December	0	0	0.00%

DISPOSITION COUNT

11/01/2023 to 11/30/2023

Disp. Code Id Disp. Code Name

(9)	Dismissed	<u>13</u>
(10)	Dismissed after Drv Safety Course	<u>8</u>
(11)	Dismissed upon payment of cost w/time to pay	<u>5</u>
(4)	Guilty - Trial by Judge	<u>1</u>
(19)	Paid in Full	<u>77</u>
(21)	Plea Guilty/ as charged	<u>17</u>
(25)	Plea Not Guilty, set for trail	<u>9</u>

Total Dispositions: 130