

# *City of Athens, Tennessee*



## Annual Budget 2013 – 2014



**CITY OF ATHENS, TENNESSEE**  
**TABLE OF CONTENTS**  
**FISCAL YEAR 2013-2014**

<b>VISION STATEMENT .....</b>	<b>1</b>
<b>INTRODUCTION.....</b>	<b>2</b>
<b>CITY ORGANIZATION CHART .....</b>	<b>5</b>
 <b>BUDGET SUMMARIES</b>	
Fund Summary .....	6
Revenue Summary .....	8
Expenditure Summary .....	9
Personnel Summary .....	10
 <b>FUND INFORMATION</b>	
General Fund.....	12
Revenue Summary .....	14
Expenditure Summary .....	16
Administration.....	18
Finance.....	21
Human Resources.....	23
Purchasing/Risk Management and Emergency Services .....	25
Community Development .....	28
Police.....	31
Fire .....	34
Parks and Recreation .....	37
Public Works.....	40
Non-Departmental .....	46
 Debt Service Fund	
Revenues and Expenditures.....	47
 Sanitation Fund	
Revenues and Expenditures.....	49
 Drug Fund	
Revenues and Expenditures.....	52
 <b>SCHEDULES AND SUMMARIES</b>	
Budget Ordinance .....	54
Property Tax Levy and Rate Information .....	61
Fixed Asset Summary.....	62
Fleet Management Summary.....	63
Debt Service Schedule .....	64
Statement of Outstanding Debt.....	65
Schedule of Interfund Transfers.....	66

## **City of Athens, Tennessee**

### **VISION STATEMENT**

***A DYNAMIC CITY THAT PROVIDES OUTSTANDING QUALITY OF LIFE FOR ITS RESIDENTS, VISITORS, BUSINESSES AND INDUSTRIES.***

**There are four strategies that proclaim this statement and are listed below:**

- 1. STRATEGY: Promote an appealing environment for existing and future business and industry.**
- 2. STRATEGY: Provide a solid governmental support system that sustains and promotes planned growth and encourages highest value and best uses of development.**
- 3. STRATEGY: Embrace and participate in quality educational and cultural opportunities.**
- 4. STRATEGY: Promote and develop regional, natural, and cultural resources.**

## INTRODUCTION

The City of Athens, Tennessee, incorporated in 1891, is located in the southeastern part of the state, midway between the metropolitan cities of Knoxville and Chattanooga. This unique location affords the citizens of the City of Athens the ability to quickly access the amenities of two metropolitan areas. In addition, its proximity to the mountains of East Tennessee, the Tennessee River, and whitewater rafting makes it attractive to a wide range of individuals. The City of Athens serves a population of 13,458 and occupies a land area of approximately 15 square miles.



The City of Athens operates under the council-manager form of government, as authorized under Chapter 455 of the Private Acts of 1953. The five council members are elected at large. All elections are non-partisan, and the terms are for four years. Elections are held every two years on the first Tuesday in November so that only two or three seats are up for election at any given time. The council members select the Mayor and Vice-Mayor every two years at the council meeting in November, following the election. Policy-making and legislative authority are vested in the council. The council is responsible, among other things, for passing ordinances, adopting the budget, appointing committees, hiring the city manager, and appointing the city attorney and city judge. The city manager is responsible for carrying out the policies and ordinances of the city council, for overseeing the City's day-to-day operations, and for appointing the heads of the various departments.

The City provides a full range of services which include police and fire protection; sanitation services; the construction and maintenance of highways, streets, and infrastructure; recreational activities and cultural events. In addition to general government activities, the governing body appoints the five-member Athens Utilities Board and approves the annual budget and debt issues for the Athens City Schools. The Utilities Board provides power, water, gas and sewer



services to residential, commercial and industrial customers located in Athens and the surrounding area. The Board of Education is responsible for elementary education (K-8<sup>th</sup> grades) within the City.

The annual budget serves as the foundation for the City of Athens' financial planning and control. The council reviews capital outlay needs each year at their annual retreat in January/February. The finance department compiles budgetary information to be distributed to the departments by February 28. Budget requests are submitted to the finance director in March, at which time the finance department compiles the data and makes revenue estimates. Budget hearings are held in April of each year with the department heads. In early May, the City Manager and/or Director of Finance make a formal balanced budget presentation to the city council.

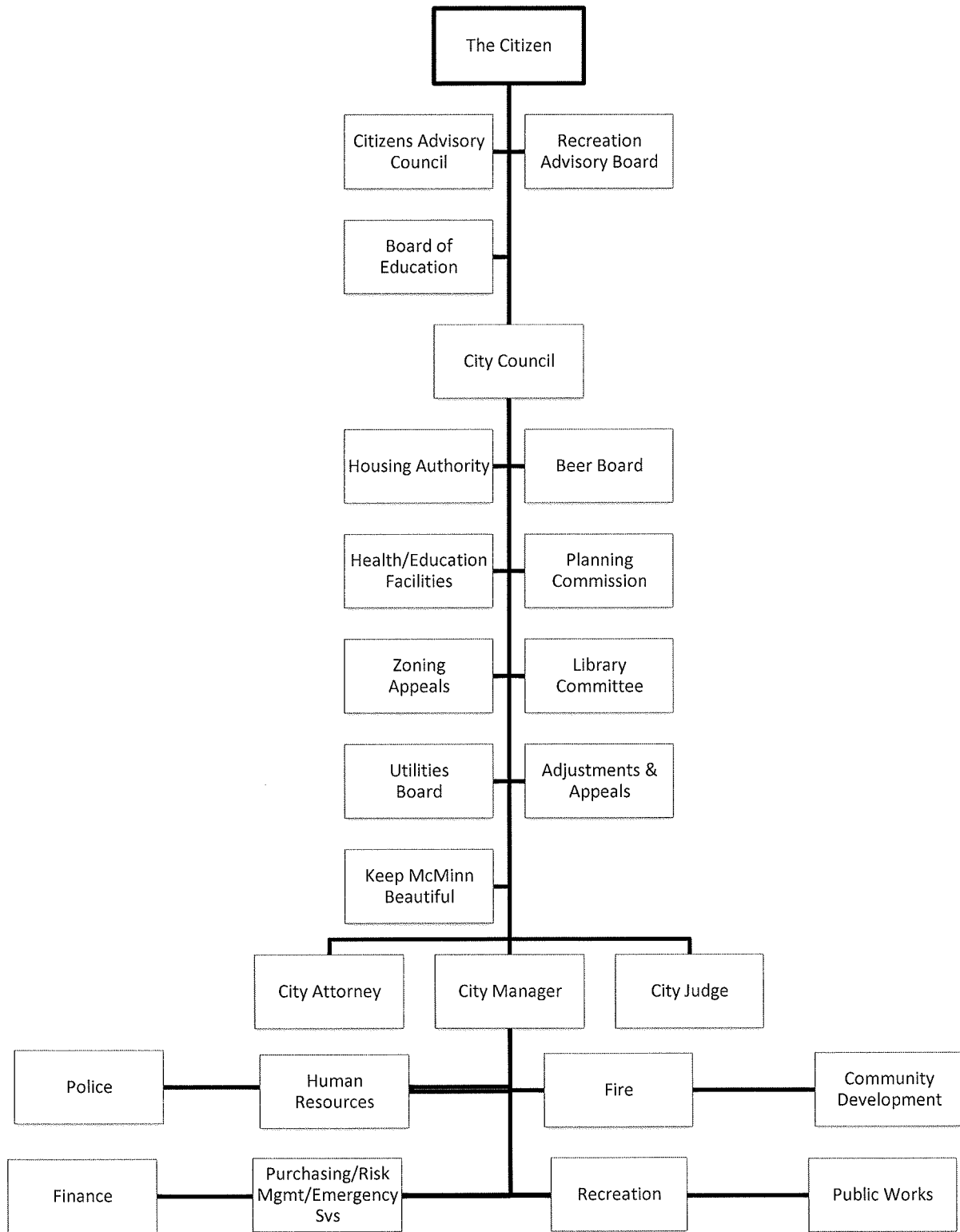
Athens is a great place to work and has several manufacturers and employers in the area. The City is pleased to announce the new Athens facility of HP Pelzer Automotive Systems, Inc. which will be scheduled for completion in August 2013. This facility is located near I-75 at exit 52. Other industries and employers include Manufacturers Industrial Group; Denso Tennessee, Inc; McMinn County Board of Education; Heil Trailer, International; Dean Foods/Mayfield Dairy Farms, Inc.; Wal-Mart; Athens Regional Medical Center; Thomas & Betts; Dynasty Spas and Mills Products. These principal employers employ approximately 4,800 employees.



There are a wide variety of recreational activities for the citizens of Athens and for local tourists. Annual special events include the Soap Box Derby, Fishing Derby, July 4 Fireworks, the area's largest Easter Egg Hunt and the nationally recognized Daddy Daughter Dance. The 165 acre Athens Regional Park anchors the park system and includes two lakes, miles of hiking/walking trails, a large playground, baseball, softball, and soccer fields along with a large lake pavilion and the Southeast Tennessee Trade and Conference Center. Many other neighborhood parks are maintained by the City including the new downtown Market Park which is home to the farmers market and a summer concert series along with other special events. The USS Charles R. Ware DD-865 calls Athens its final home port and the City hosts the ship reunion every three years and maintains Veterans Park, home to the Charles R. Ware memorial, the veteran's brick walk and monuments in honor and in memory of the area veterans.







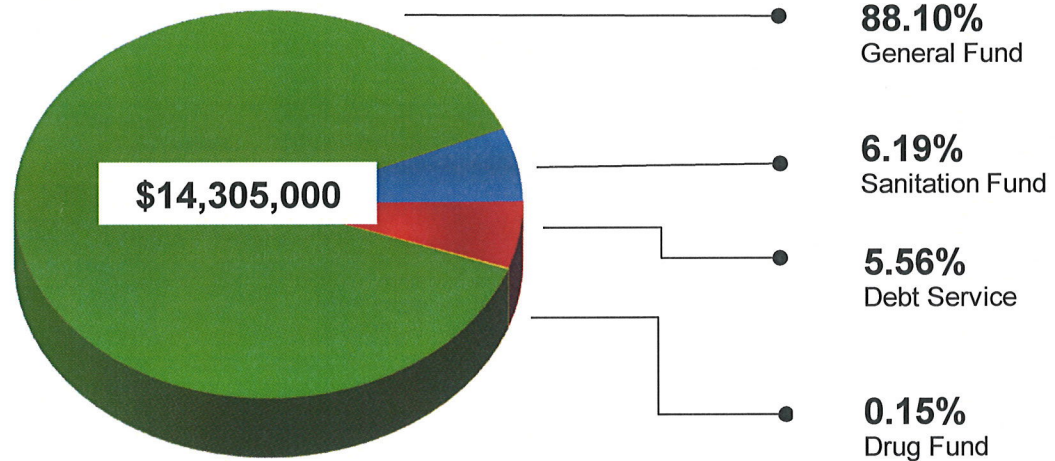
**CITY OF ATHENS, TENNESSEE**  
**FUND SUMMARY**  
**FISCAL YEAR 2013-2014**

<b>FUND</b>	<b>OPENING BALANCE 7/1/13</b>	<b>BUDGETED REVENUE</b>	<b>SUB-TOTAL</b>	<b>BUDGETED EXPENDITURES</b>	<b>ENDING BALANCE 6/30/14</b>
<b>GENERAL FUND</b>	6,600,000	12,603,000	19,203,000	13,065,900	6,137,100
<b>DEBT SERVICE</b>	3,500,000	795,000	4,295,000	795,000	3,500,000
<b>SANITATION FUND</b>	1,500,000	885,000	2,385,000	885,000	1,500,000
<b>DRUG FUND</b>	<u>225,000</u>	<u>22,000</u>	<u>247,000</u>	<u>22,000</u>	<u>225,000</u>
<b>TOTAL ALL FUNDS</b>	<u>11,825,000</u>	<u>14,305,000</u>	<u>26,130,000</u>	<u>14,767,900</u>	<u>11,362,100</u>

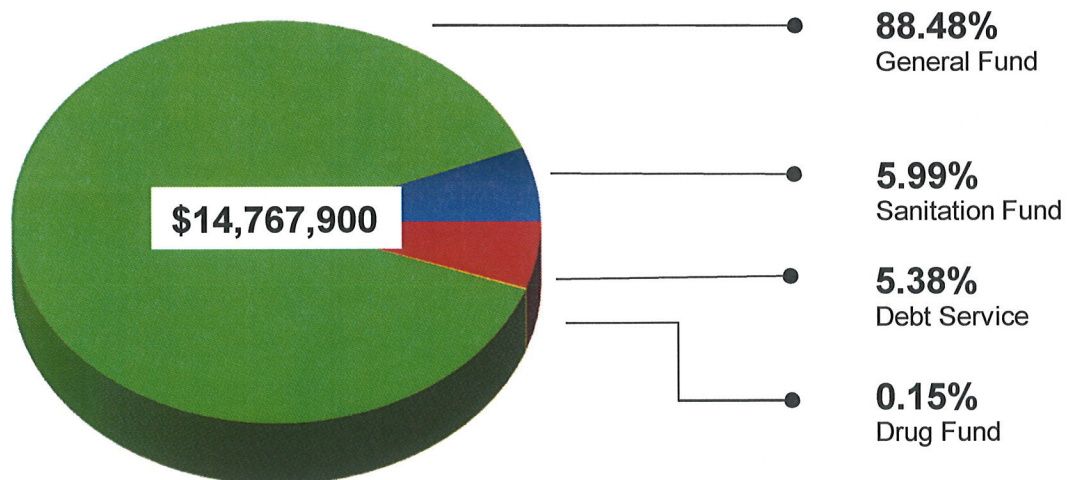


**CITY OF ATHENS, TENNESSEE  
FUND SUMMARY  
FISCAL YEAR 2013-2014**

**Budgeted Revenues**



**Budgeted Expenditures**



**CITY OF ATHENS, TENNESSEE**  
**REVENUE SUMMARY**  
**FISCAL YEAR 2013-2014**

<b><u>REVENUES</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
General Fund				
Taxes	10,279,600	10,408,742	10,062,500	10,356,500
Intergovernmental Revenues	1,617,465	1,636,910	1,491,000	1,581,800
Charges For Services	146,951	198,647	126,200	135,700
Fines and Forfeits	459,939	445,048	362,000	492,000
Interest	24,802	42,572	24,000	10,000
Miscellaneous	92,770	80,278	31,000	27,000
TOTAL GENERAL FUND	<u>12,621,527</u>	<u>12,812,197</u>	<u>12,096,700</u>	<u>12,603,000</u>
DEBT SERVICE FUND				
Interest	7,300	16,261	16,000	5,000
Intergovernmental Revenues	<u>790,000</u>	<u>790,000</u>	<u>790,000</u>	<u>790,000</u>
TOTAL DEBT SERVICE FUND	<u>797,300</u>	<u>806,261</u>	<u>806,000</u>	<u>795,000</u>
SANITATION FUND				
Charges For Services	812,082	821,318	895,000	884,500
Interest	<u>374</u>	<u>200</u>	<u>500</u>	<u>500</u>
TOTAL SANITATION FUND	<u>812,456</u>	<u>821,518</u>	<u>895,500</u>	<u>885,000</u>
DRUG FUND				
Fines and Forfeits	53,356	66,631	61,000	22,000
Interest	182	267	200	0
Miscellaneous	<u>235</u>	<u>8,741</u>	<u>0</u>	<u>0</u>
TOTAL DRUG FUND	<u>53,773</u>	<u>75,639</u>	<u>61,200</u>	<u>22,000</u>
TOTAL REVENUES	<u><u>14,285,056</u></u>	<u><u>14,515,615</u></u>	<u><u>13,859,400</u></u>	<u><u>14,305,000</u></u>



**CITY OF ATHENS, TENNESSEE  
EXPENDITURE SUMMARY  
FISCAL YEAR 2013-2014**

<b><u>EXPENDITURES</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
GENERAL FUND				
Administration	2,955,447	3,266,139	3,496,750	3,610,600
Finance	357,719	428,416	400,700	387,700
Human Resources	161,327	192,675	174,900	174,200
Purchasing/Risk Mgmt & Emergency Svs	503,643	485,674	489,800	478,100
Community Development	288,499	337,416	308,400	314,200
Police	2,157,136	2,551,723	2,361,000	2,478,400
Fire	1,556,489	1,729,413	1,634,500	1,717,600
Parks And Recreation	775,600	891,780	891,500	905,500
Public Works	2,034,760	2,227,551	2,138,850	2,209,600
Non-Departmental	<u>790,000</u>	<u>1,490,000</u>	<u>790,000</u>	<u>790,000</u>
TOTAL GENERAL FUND	<u>11,580,620</u>	<u>13,600,787</u>	<u>12,686,400</u>	<u>13,065,900</u>
DEBT SERVICE FUND	<u>723,531</u>	<u>725,678</u>	<u>749,000</u>	<u>795,000</u>
SANITATION FUND	<u>702,960</u>	<u>832,080</u>	<u>895,500</u>	<u>885,000</u>
DRUG FUND	<u>13,871</u>	<u>48,269</u>	<u>61,000</u>	<u>22,000</u>
TOTAL EXPENDITURES	<u><u>13,020,982</u></u>	<u><u>15,206,814</u></u>	<u><u>14,391,900</u></u>	<u><u>14,767,900</u></u>

**CITY OF ATHENS, TENNESSEE  
PERSONNEL SUMMARY  
FISCAL YEAR 2013-2014**

<b><u>DEPARTMENT</u></b>	<b>2010-2011 BUDGET</b>			<b>2011-2012 BUDGET</b>			<b>2012-2013 BUDGET</b>			<b>2013-2014 BUDGET</b>		
	<b><u>FT</u></b>	<b><u>PT</u></b>	<b><u>S</u></b>	<b><u>FT</u></b>	<b><u>PT</u></b>	<b><u>S</u></b>	<b><u>FT</u></b>	<b><u>PT</u></b>	<b><u>S</u></b>	<b><u>FT</u></b>	<b><u>PT</u></b>	<b><u>S</u></b>
ADMINISTRATION	2			2			2			2		
FINANCE	5			5			5			5		
HUMAN RESOURCES	2			2			2			2		
PURCHASING/RISK MGMT & EMERGENCY SVS												
Administration	1			1			1			1		
Communication	8			6			0			0		
COMMUNITY DEVELOPMENT												
Administration	2			2			2			2		
Codes Enforcement	2			2			2			2		
POLICE												
Administration	3			3			3			3		
Patrol	27			27	1		27			27		
Detectives	3			3			3			3		
FIRE												
Administration	1			1			1			1		
Prevention	1			0 (***)			0 (***)			0 (***)		
Suppression	21 (**)			21 (**)			21 (**)			21 (**)		
PARKS AND RECREATION												
Administration	2			2			2			2		
Maintenance	5	7		5	7		5	7		5	7	
Swimming Pools	0	12		0	12		0	5		0	5	
Program Planning	2	*		2	(*)		2	(*)		2	(*)	
PUBLIC WORKS												
Administration	3			3			3			3		
Traffic Control	2			2			2			2		
Street Maintenance	4			4			4			4		
Street Construction	4			4			4			4		

FT - Full -Time  
PT - Part-Time  
S - Seasonal

**CITY OF ATHENS, TENNESSEE  
PERSONNEL SUMMARY  
FISCAL YEAR 2013-2014**

<u>DEPARTMENT</u>	<u>2010-2011 BUDGET</u>			<u>2011-2012 BUDGET</u>			<u>2012-2013 BUDGET</u>			<u>2013-2014 BUDGET</u>		
	<u>FT</u>	<u>PT</u>	<u>S</u>	<u>FT</u>	<u>PT</u>	<u>S</u>	<u>FT</u>	<u>PT</u>	<u>S</u>	<u>FT</u>	<u>PT</u>	<u>S</u>
PUBLIC WORKS (Cont.)												
Street Cleaning	9			9			9			9		
Fleet Maintenance	3			3			3			3		
Sanitation	5			5			5			5		
Animal Control	1	2		1	2		1	2		1	2	
TOTAL PERSONNEL	<u>118</u>	<u>2</u>	<u>19</u>	<u>115</u>	<u>3</u>	<u>19</u>	<u>109</u>	<u>2</u>	<u>12</u>	<u>109</u>	<u>2</u>	<u>12</u>

FT - Full -Time

PT - Part-Time

S - Seasonal

( \*) No specified number of positions are maintained. Number of employees varies based upon programs offered.

( \*\*) 12 volunteer firemen positions are maintained. These provide part-time assistance during periods of vacation, illness, etc. by full-time employees.

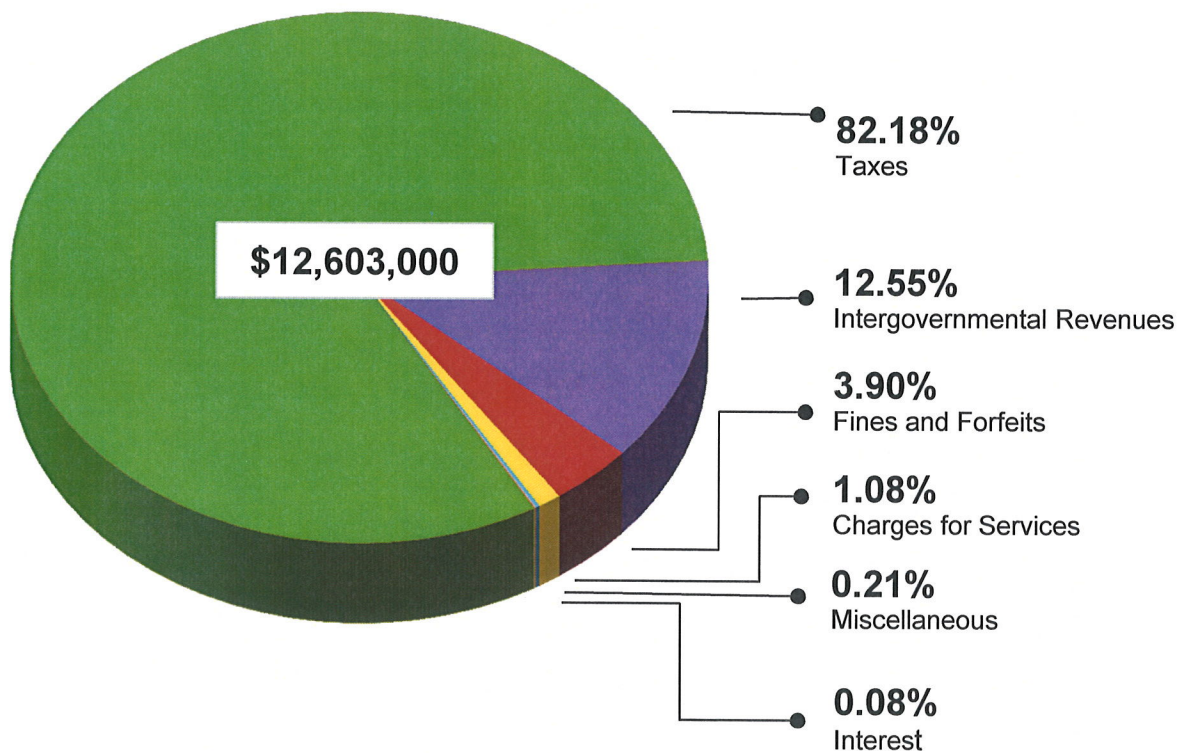
( \*\*\*) This position is an authorized position that is vacant and unfunded



**CITY OF ATHENS, TENNESSEE  
GENERAL FUND BUDGET  
FISCAL YEAR 2013-2014**

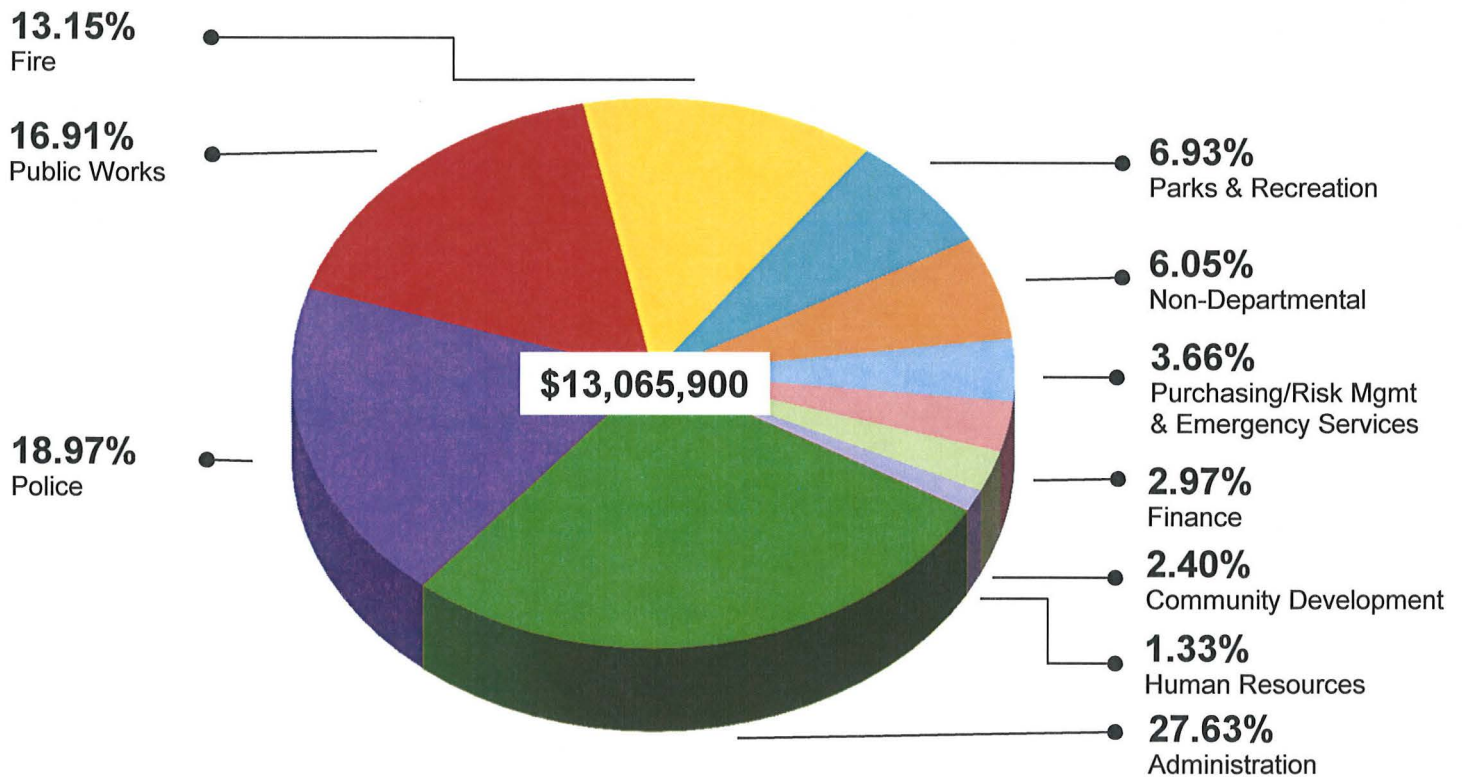
The General Fund is the primary fund of the City of Athens. It is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.

**Budgeted Revenues**



**CITY OF ATHENS, TENNESSEE  
GENERAL FUND BUDGET  
FISCAL YEAR 2013-2014**

**Budgeted Expenditures**



**CITY OF ATHENS, TENNESSEE  
GENERAL FUND REVENUE SUMMARY  
FISCAL YEAR 2013-2014**

<b><u>REVENUES</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
<b>TAXES</b>				
Current Property Taxes	4,139,952	4,078,006	4,025,000	4,025,000
Prior Year Property Taxes	168,864	144,336	170,000	140,000
Public Utilities	82,565	72,059	75,000	75,000
Delinquent Taxes-Clerk & Master	51,144	74,295	60,000	60,000
Penalty and Interest	45,207	46,789	38,000	38,000
TVA	112,652	155,632	150,000	150,000
Cable TV	151,724	154,429	152,000	151,000
AUB Electric	614,665	623,047	600,000	660,000
AUB Gas	191,872	190,917	175,000	185,000
Local 2% Sales Tax	3,764,265	3,913,163	3,750,000	3,900,000
Athens Housing Authority	41,286	37,825	39,000	39,000
Business Licenses	401,853	393,045	336,500	411,500
Beer Permits	15,108	14,650	12,000	12,000
Local Beer Tax	498,443	510,549	480,000	510,000
<b>TOTAL TAXES</b>	<b>10,279,600</b>	<b>10,408,742</b>	<b>10,062,500</b>	<b>10,356,500</b>
<b>INTERGOVERNMENTAL REVENUES</b>				
Grants	76,444	48,381	0	31,800
Reimb: Other Governments	126,295	99,355	65,000	75,000
State: Beer Tax	6,956	6,606	6,000	6,000
State: Gasoline Inspection	28,620	25,407	28,000	27,000
State: Gas & Motor Fuel Tax	363,493	347,973	350,000	340,000
State: Income Tax	56,191	113,354	110,000	100,000
State: Mixed Drink Tax	52,592	59,336	50,000	50,000
State: Sales Tax	884,124	909,563	860,000	930,000
State: Excise Tax	22,750	26,935	22,000	22,000
<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>1,617,465</b>	<b>1,636,910</b>	<b>1,491,000</b>	<b>1,581,800</b>
<b>CHARGES FOR SERVICES</b>				
Taxi/Wrecker Permits	1,160	700	500	500
Animal Control	2,587	3,244	2,500	3,000
Youth Sports Activities	13,073	21,264	15,000	15,000



**CITY OF ATHENS, TENNESSEE  
GENERAL FUND REVENUE SUMMARY  
FISCAL YEAR 2013-2014**

<b><u>REVENUES</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
<b>CHARGES FOR SERVICES (Cont.)</b>				
Adult Sports Activities	9,013	3,116	9,000	3,000
General Classes	31,763	37,265	25,000	30,000
Pools: Ingleside	15,121	13,179	13,000	13,000
Lease/Rental: Shelters/Ballfields	6,215	7,698	6,200	6,200
Concessions	35,780	58,852	30,000	40,000
Repair Damages - AUB	32,239	53,329	25,000	25,000
<b>TOTAL CHARGES FOR SERVICES</b>	<b>146,951</b>	<b>198,647</b>	<b>126,200</b>	<b>135,700</b>
<b>FINES AND FORFEITS</b>				
Clerks Fees	180	45	0	0
Codes Enforcement	36,058	51,483	35,000	50,000
Court Fines	378,421	336,801	300,000	350,000
Court Fines - State	38,565	55,128	25,000	90,000
DAG Forfeitures	1,077	0	0	0
False Alarm Fees	4,600	400	1,000	1,000
Accident Report Charges	1,038	1,191	1,000	1,000
<b>TOTAL FINES AND FORFEITS</b>	<b>459,939</b>	<b>445,048</b>	<b>362,000</b>	<b>492,000</b>
<b>INTEREST</b>	<b>24,802</b>	<b>42,572</b>	<b>24,000</b>	<b>10,000</b>
<b>MISCELLANEOUS</b>				
Miscellaneous	23,165	15,966	20,000	20,000
Rental Income	16,431	8,675	4,000	0
Cemetery Lots Sold	11,170	6,580	7,000	7,000
Resale City Property	1,086	439	0	0
TVA Impact	38,668	40,288	0	0
Insurance Claims	2,250	8,330	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>92,770</b>	<b>80,278</b>	<b>31,000</b>	<b>27,000</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>12,621,527</b>	<b>12,812,197</b>	<b>12,096,700</b>	<b>12,603,000</b>

**CITY OF ATHENS, TENNESSEE**  
**GENERAL FUND EXPENDITURE SUMMARY**  
**FISCAL YEAR 2013-2014**

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
ADMINISTRATION				
City Manager's Office	237,546	281,103	257,100	270,100
City Council	48,906	39,366	49,600	53,650
City Judge	12,918	12,918	13,000	13,000
City Attorney	13,533	8,998	16,000	16,000
Special Appropriations	312,500	311,500	325,050	310,950
Athens City Schools	1,825,000	2,108,268	2,326,000	2,431,900
Athens Utilities Board	505,044	503,986	510,000	515,000
TOTAL ADMINISTRATION	2,955,447	3,266,139	3,496,750	3,610,600
FINANCE	357,719	428,416	400,700	387,700
HUMAN RESOURCES	161,327	192,675	174,900	174,200
PURCHASING/RISK MGMT & EMERGENCY SVS				
Administration	62,279	60,200	70,500	70,900
City Hall	145,387	146,349	166,800	178,200
Communications	295,977	279,125	252,500	229,000
TOTAL PURCH/RISK MGMT & EMER SVS	503,643	485,674	489,800	478,100
COMMUNITY DEVELOPMENT				
Administration	119,518	141,504	130,600	128,600
Codes Enforcement	139,952	164,723	147,600	155,400
Cemeteries	29,029	31,189	30,200	30,200
TOTAL COMMUNITY DEVELOPMENT	288,499	337,416	308,400	314,200
POLICE				
Administration	275,195	302,771	288,200	343,200
Patrol	1,681,121	2,012,889	1,850,900	1,917,400
Detective	200,820	236,063	221,900	217,800
TOTAL POLICE	2,157,136	2,551,723	2,361,000	2,478,400

**CITY OF ATHENS, TENNESSEE**  
**GENERAL FUND EXPENDITURE SUMMARY**  
**FISCAL YEAR 2013-2014**

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
<b>FIRE</b>				
Administration	103,702	120,652	105,200	105,500
Prevention	60,314	11,158	10,700	11,100
Suppression	<u>1,392,473</u>	<u>1,597,603</u>	<u>1,518,600</u>	<u>1,601,000</u>
<b>TOTAL FIRE</b>	<u>1,556,489</u>	<u>1,729,413</u>	<u>1,634,500</u>	<u>1,717,600</u>
<b>PARKS AND RECREATION</b>				
Administration	159,833	186,052	176,900	168,100
Maintenance	379,374	428,706	444,400	452,700
Swimming Pools	32,415	31,490	34,700	37,500
Program Planning	<u>203,978</u>	<u>245,532</u>	<u>235,500</u>	<u>247,200</u>
<b>TOTAL PARKS AND RECREATION</b>	<u>775,600</u>	<u>891,780</u>	<u>891,500</u>	<u>905,500</u>
<b>PUBLIC WORKS</b>				
Administration	167,396	203,364	186,600	187,600
Traffic Control	137,347	198,043	162,400	171,000
Street Maintenance	507,402	418,578	437,800	397,300
Street Construction	270,354	330,296	300,450	349,300
Street Cleaning	627,672	702,952	692,600	728,500
Fleet Maintenance	227,710	264,969	251,900	264,200
Animal Control	<u>96,879</u>	<u>109,349</u>	<u>107,100</u>	<u>111,700</u>
<b>TOTAL PUBLIC WORKS</b>	<u>2,034,760</u>	<u>2,227,551</u>	<u>2,138,850</u>	<u>2,209,600</u>
<b>NON-DEPARTMENTAL</b>	<u>790,000</u>	<u>1,490,000</u>	<u>790,000</u>	<u>790,000</u>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<u><u>11,580,620</u></u>	<u><u>13,600,787</u></u>	<u><u>12,686,400</u></u>	<u><u>13,065,900</u></u>



## **CITY OF ATHENS, TENNESSEE ADMINISTRATION DEPARTMENT**

The City Manager Division consists of two employees. The City Manager is responsible for the day to day operations of the city and is hired by the City Council. All department heads report directly to the City Manager. This division is responsible for preparation of the agendas for the City Council meetings and coordinating activities of the council members.

The City Council Division records all of the expenditures pertaining to the council members. The five council members are elected for four year terms with elections held every two years. Two or three positions are open for election every two years. The Mayor and Vice-Mayor are selected for two year terms by the council members at the first council meeting following the election. The council maintains active participation in the Tennessee Municipal League and National League of Cities, organizations that assist cities and leaders in meeting the needs of their citizens.

The City Judge Division consists of the Judge who is hired by the City Council. The Judge maintains court for violations of city codes and ordinances. The majority of cases in municipal court are for traffic offenses.

The City Attorney Division records expenditures for the legal fees for the city. The attorney is selected by the City Council and handles most legal matters for the city.

The Special Appropriations Division consists of funding to agencies that are not under the control of the city, but provide benefits to the city. Many of these receive funding from both the City and McMinn County.

The Athens City Schools Division is the funding provided by the city for operations of the school system. Beginning in 1984, the City Council and the School Board agreed that 45% of the local option sales tax revenue would be given to the Schools for their funding from the City. However, since the 2009 – 2010 fiscal year, due to State of Tennessee Maintenance of Effort requirements, the Schools Division funding was not decreased when sales tax revenue went down. This resulted in a greater percentage than the 45% being given - a total of 50.8% of sales tax revenue in the fiscal year ending June 30, 2010, 48.5% in 2011, 53.9% in 2012, 62.03% in 2013 and 62.4% of the total sales tax revenue budgeted for the fiscal year ending June 30, 2014. In addition to this, the schools may request additional funding for capital needs. The City has been paying \$790,000 annually into its Debt Service Fund since the inception of a school renovation project (2004) to facilitate payment of the remaining debt that the City will incur over the remaining life of the loan. At June 30, 2013, the City's remaining balance on the loan is \$3,852,000.

The Athens Utilities Board Division is for the cost of operating street lights.

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

<b><u>ADMINISTRATION</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
<b>CITY MANAGER'S OFFICE</b>				
Salaries	138,191	141,395	144,000	147,000
Fringe Benefits	61,180	90,662	64,000	67,700
Travel	13,203	11,645	13,200	13,200
Office Supplies	1,017	519	1,000	1,000
Telephone	980	724	1,100	1,000
Printing	746	824	700	800
Contractual	1,295	0	12,000	12,000
Publicity/Subscriptions/Dues	4,546	6,041	6,400	7,200
Freight and Delivery	20	9	100	100
Operation of Motor Vehicles	0	0	100	200
Insurance	1,828	1,251	1,500	1,900
Contingency	13,473	27,079	10,000	10,000
Industrial Development	42	0	2,000	3,000
Activities	1,025	954	1,000	5,000
<b>TOTAL CITY MANAGER'S OFFICE</b>	<b>237,546</b>	<b>281,103</b>	<b>257,100</b>	<b>270,100</b>
<b>CITY COUNCIL</b>				
Salaries	13,772	14,047	14,700	14,900
Fringe Benefits	1,054	1,075	1,200	1,200
Travel	11,320	7,942	10,100	15,100
Operating Supplies	928	884	400	500
Publicity/Subscriptions/Dues	16,670	10,561	16,000	15,650
Election Expense	262	0	2,000	1,000
Activities	215	165	200	200
Contractual	4,685	4,692	5,000	5,100
<b>TOTAL CITY COUNCIL</b>	<b>48,906</b>	<b>39,366</b>	<b>49,600</b>	<b>53,650</b>
<b>CITY JUDGE</b>				
Salaries	12,000	12,000	12,000	12,000
Fringe Benefits	918	918	1,000	1,000
<b>TOTAL CITY JUDGE</b>	<b>12,918</b>	<b>12,918</b>	<b>13,000</b>	<b>13,000</b>

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

<b><u>ADMINISTRATION</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
CITY ATTORNEY				
Legal Services	<u>13,533</u>	<u>8,998</u>	<u>16,000</u>	<u>16,000</u>
TOTAL CITY ATTORNEY	<u>13,533</u>	<u>8,998</u>	<u>16,000</u>	<u>16,000</u>
 SPECIAL APPROPRIATIONS				
Chamber of Commerce	6,000	5,000	4,950	4,950
Economic Development Authority	30,700	30,700	30,500	35,000
Juvenile Services	66,500	66,500	66,000	66,000
Tri-County Center	10,700	10,700	10,600	10,000
Senior Citizens	18,700	18,700	18,500	18,000
Rescue Squad	5,100	5,100	5,000	4,000
Keep McMinn Beautiful	8,800	8,800	8,700	8,000
Athens Area Arts Council	11,400	11,400	11,300	11,000
Living Heritage Museum	5,300	5,300	5,200	5,000
McMinn Soccer Complex	5,000	5,000	5,000	0
E.G. Fisher Library	144,300	144,300	144,300	149,000
E.G. Fisher Library Capital Fund	<u>0</u>	<u>0</u>	<u>15,000</u>	<u>0</u>
TOTAL SPECIAL APPROPRIATIONS	<u>312,500</u>	<u>311,500</u>	<u>325,050</u>	<u>310,950</u>
 ATHENS CITY SCHOOLS	<u>1,825,000</u>	<u>2,108,268</u>	<u>2,326,000</u>	<u>2,431,900</u>
 ATHENS UTILITIES BOARD				
Street Lighting	<u>505,044</u>	<u>503,986</u>	<u>510,000</u>	<u>515,000</u>
 TOTAL ADMINISTRATION	<u><u>2,955,447</u></u>	<u><u>3,266,139</u></u>	<u><u>3,496,750</u></u>	<u><u>3,610,600</u></u>



## **CITY OF ATHENS, TENNESSEE FINANCE DEPARTMENT**

The Finance Department consists of five employees, including the director. The department is responsible for collecting all revenues, including property taxes, business licenses, and commercial sanitation charges. The department is also responsible for paying all invoices, processing payroll, investing city funds, grant reimbursement requests, all financial reporting for the city and assisting the City Manager with the budget preparation.

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

<b><u>FINANCE</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
Salaries	203,426	203,964	224,000	224,000
Fringe Benefits	71,371	119,239	78,500	79,200
Travel	2,981	3,078	3,100	3,500
Office Supplies	4,134	4,188	3,600	4,200
Printing	4,758	3,479	5,000	4,800
Audit Services	21,570	25,676	23,100	22,200
Publicity/Subscriptions/Dues	1,970	2,077	2,300	2,500
Freight and Delivery	29	0	0	0
Telephone	762	443	600	500
Insurance	2,756	2,448	2,400	2,300
Business License Tax	5,837	230	0	0
Contractual	28,699	48,234	33,100	19,500
Fixed Assets	9,426	15,360	25,000	25,000
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL FINANCE	<u>357,719</u>	<u>428,416</u>	<u>400,700</u>	<u>387,700</u>

## **CITY OF ATHENS, TENNESSEE HUMAN RESOURCES DEPARTMENT**

The Human Resources Department has a staff of two full time employees – a director and an assistant. This department coordinates human resource functions for all city departments to ensure there is compliance with personnel related laws such as the American with Disabilities Act, Family Medical Leave Act, Equal Employment Opportunity laws, Fair Labor Standard Act guidelines, Patient Protection and Affordable Care Act (PPACA), and the City of Athens Personnel Rules and Regulations. This department organizes the professional development of employees through job training, performance evaluations, and goal setting. In addition, the department directs the employment hiring process through recruiting, interviewing, selecting and retention. To attract and retain professional employees, the department maintains a competitive compensation plan and administers the employee benefit program that includes health, life, and disability insurance, as well as vacation, sick and holiday leave, retirement, and wellness. The department writes and publishes the employee newsletter, maintains all personnel files, verifies time and attendance, and mediates employee issues.

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

<b><u>HUMAN RESOURCES</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
Salaries	103,068	104,931	107,800	110,300
Fringe Benefits	29,644	53,549	32,500	28,400
Travel	2,197	2,495	2,700	2,700
Office Supplies	477	477	600	600
Printing	66	179	300	300
Contractual	5,969	7,338	6,500	6,800
Publicity/Subscriptions/Dues	1,147	1,118	1,500	1,600
Freight and Delivery	0	38	100	100
Telephone	448	301	300	300
Insurance	1,826	1,309	1,500	1,700
Unemployment Insurance	9,133	13,102	10,000	10,000
Activities	7,352	7,838	11,100	11,400
	<u>161,327</u>	<u>192,675</u>	<u>174,900</u>	<u>174,200</u>
<b>TOTAL HUMAN RESOURCES</b>	<b><u>161,327</u></b>	<b><u>192,675</u></b>	<b><u>174,900</u></b>	<b><u>174,200</u></b>

**CITY OF ATHENS, TENNESSEE  
PURCHASING/RISK MANAGEMENT AND EMERGENCY SERVICES  
DEPARTMENT**

The Administration Division, also known as Purchasing/Risk Management, consists of one employee and is under the direction of the City Manager. This division is responsible for issuance of purchase orders, issuing contracts, all bidding requirements and updating and maintaining the City web site. Property insurance and assistance in handling property loss claims are also the responsibility of this division.

The City Hall Division reports all expenditures for the municipal building that are not allocated to other departments or divisions.

The Communications Division is now contracted with the McMinn County E-911 Center effective January 1, 2012. This contract provides for emergency and non-emergency dispatching for the police and fire departments.



**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

<b><u>PURCHASING/RISK MGMT &amp; EMERG SVS</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
ADMINISTRATION				
Salaries	43,339	46,013	51,300	52,700
Fringe Benefits	12,767	7,869	12,900	13,400
Travel	487	771	1,100	900
Office Supplies	182	704	200	100
Printing	292	505	200	200
Publicity/Subscriptions/Dues	3,174	2,834	2,500	1,500
Freight & Delivery	175	55	100	100
Telephone	38	330	300	300
Operation of Motor Vehicles	0	0	500	200
Insurance	1,825	1,119	1,400	1,500
	<u>62,279</u>	<u>60,200</u>	<u>70,500</u>	<u>70,900</u>
TOTAL ADMINISTRATION				
	<u>62,279</u>	<u>60,200</u>	<u>70,500</u>	<u>70,900</u>
CITY HALL				
Operating Supplies	6,692	6,051	6,800	4,300
Repairs and Maintenance	8,648	7,162	16,000	16,000
Contractual	41,210	47,067	52,500	74,600
Utility Service	45,020	42,779	47,900	41,200
Postage and Box Rent	10,495	11,732	12,000	12,000
Telephone	21,181	21,417	19,100	18,800
Copier Supplies	4,599	3,646	5,000	4,000
Operation of Motor Vehicles	0	3	100	100
Insurance	6,216	5,340	5,900	6,000
Activities	1,326	1,152	1,500	1,200
	<u>145,387</u>	<u>146,349</u>	<u>166,800</u>	<u>178,200</u>
TOTAL CITY HALL				
	<u>145,387</u>	<u>146,349</u>	<u>166,800</u>	<u>178,200</u>

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

<b><u>PURCHASING/RISK MGMT &amp; EMERG SVS</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
COMMUNICATIONS				
Salaries	188,916	85,051	0	0
Overtime	16,548	7,386	0	0
Fringe Benefits	68,950	39,578	0	0
Travel	946	2,448	1,500	0
Office Supplies	480	702	0	0
Operating Supplies	43	0	0	0
Professional Supplies	328	82	0	0
Repairs and Maintenance	1,949	839	1,000	0
Contractual	14,227	142,299	250,000	229,000
Publicity/Subscriptions/Dues	207	0	0	0
Telephone	1,759	621	0	0
Insurance	1,624	119	0	0
	<u>295,977</u>	<u>279,125</u>	<u>252,500</u>	<u>229,000</u>
TOTAL COMMUNICATIONS	<u>295,977</u>	<u>279,125</u>	<u>252,500</u>	<u>229,000</u>
TOTAL PURCHASING/RISK MGMT & EMERG SVS	<u><u>503,643</u></u>	<u><u>485,674</u></u>	<u><u>489,800</u></u>	<u><u>478,100</u></u>

## **CITY OF ATHENS, TENNESSEE COMMUNITY DEVELOPMENT DEPARTMENT**

The Administration Division consists of two employees. The director is responsible for overseeing all functions of the department. The primary responsibilities are to create and enforce development standards and assist prospective businesses and developers. This includes maintaining Building Codes, Housing Codes, Historical District, Tax Increment Financing Applications, Subdivision Regulations, Flood Data, the Official Zoning Map and the Zoning Code. The Community Development employees provide staff support to the Athens Municipal-Regional Planning Commission, the Athens Historical Planning Commission, the City of Athens Cemetery Association, the Athens Board of Zoning Appeals and the Athens Board of Adjustments & Appeals.

The Codes Enforcement Division consists of two employees. The codes enforcement officer is responsible for enforcing municipal codes relating to property. This includes condemnation of substandard structures, high grass and public nuisance issues. The building inspector is responsible for the enforcement of building, electrical, plumbing and mechanical codes. This begins with the inspection of plans prior to issuing a building permit, issuing the permit, and inspections until final completion of the building.

The Cemeteries Division reports expenditures related to operating three cemeteries for which the city is responsible. This consists of selling lots and overseeing the general maintenance. The codes enforcement officer is responsible for the cemetery operations.



**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

<b><u>COMMUNITY DEVELOPMENT</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
ADMINISTRATION				
Salaries	83,676	85,504	87,500	89,500
Fringe Benefits	27,696	48,619	34,900	30,400
Travel	4,120	4,703	4,300	4,600
Office Supplies	543	482	400	400
Operating Supplies	62	3	100	100
Publicity/Subscriptions/Dues	1,170	772	1,400	1,400
Freight and Delivery	0	0	100	100
Telephone	424	173	300	300
Athens Historical Commission	0	0	100	100
Insurance	1,827	1,248	1,500	1,700
	<u>119,518</u>	<u>141,504</u>	<u>130,600</u>	<u>128,600</u>
TOTAL ADMINISTRATION				
	<u>119,518</u>	<u>141,504</u>	<u>130,600</u>	<u>128,600</u>
CODES ENFORCEMENT				
Salaries	96,005	97,951	100,000	103,400
Fringe Benefits	32,019	55,582	35,500	38,600
Travel	10,050	9,936	10,000	10,100
Printing	159	0	200	200
Operating Supplies	350	168	200	200
Contractual	0	0	300	1,500
Publicity/Subscriptions/Dues	412	481	500	500
Telephone	671	344	500	500
Insurance	286	261	400	400
	<u>139,952</u>	<u>164,723</u>	<u>147,600</u>	<u>155,400</u>
TOTAL CODES ENFORCEMENT				
	<u>139,952</u>	<u>164,723</u>	<u>147,600</u>	<u>155,400</u>

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

<u>COMMUNITY DEVELOPMENT</u>	<u>ACTUAL 2010-2011</u>	<u>ACTUAL 2011-2012</u>	<u>ESTIMATED 2012-2013</u>	<u>BUDGETED 2013-2014</u>
CEMETERIES				
Operating Supplies	1,095	930	1,500	1,500
Parts and Supplies	93	94	300	300
Contractual	27,120	29,512	27,900	27,900
Cost of Gravesites	578	521	300	300
Insurance	143	132	200	200
	<u>29,029</u>	<u>31,189</u>	<u>30,200</u>	<u>30,200</u>
TOTAL CEMETERIES				
	<u>29,029</u>	<u>31,189</u>	<u>30,200</u>	<u>30,200</u>
TOTAL COMMUNITY DEVELOPMENT	<u>288,499</u>	<u>337,416</u>	<u>308,400</u>	<u>314,200</u>



## **CITY OF ATHENS, TENNESSEE POLICE DEPARTMENT**

The Administration Division is made up of three employees. The Chief of Police is responsible for planning, organizing, and directing the functional areas within the department. The secretary provides office support to departmental activities including records. The records clerk provides office support to departmental activities including maintenance of City Court records.

The Patrol Division is made up of twenty-seven full-time officers. The patrol division is responsible for patrol activities including civil/criminal complaints, criminal investigations, crash investigations, traffic enforcement and the enforcement of municipal violations as well as state criminal violations.

The Detective Division is made up of three officers. The detective division is responsible for the investigation of crimes reported by the department and the public. Investigations include personal and property crimes, drug and alcohol violations, vice and undercover violations and the prosecution of those arrested.

The Department has been instructing a forty hour Citizen's Police Academy since 1994 as a public service to the community. The program allows citizens to see the operations of the department from the inside, including classes taught by police officers and riding on patrol with an officer.



**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

<b><u>POLICE</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
<b>ADMINISTRATION</b>				
Salaries	145,926	137,712	147,500	156,400
Fringe Benefits	44,557	76,788	53,000	46,800
Travel	5,941	5,439	6,700	6,700
Office Supplies	1,410	1,819	2,500	2,500
Printing	2,389	1,616	5,000	5,000
Contractual	22,385	18,378	26,800	28,300
Publicity/Subscriptions/Dues	100	125	150	200
Police Benefit Fund	418	365	0	200
State Court Charges	38,565	55,128	40,000	90,000
Freight and Delivery	262	116	250	500
Postage	43	35	100	100
Telephone	697	376	600	600
Insurance	2,641	3,237	3,500	4,300
Activities	2,147	1,637	2,100	1,600
Fixed Assets	7,714	0	0	0
<b>TOTAL ADMINISTRATION</b>	<b>275,195</b>	<b>302,771</b>	<b>288,200</b>	<b>343,200</b>
<b>PATROL</b>				
Salaries	1,024,360	1,070,894	1,078,000	1,129,100
Overtime	32,956	32,352	40,000	40,000
Fringe Benefits	356,512	626,960	447,400	444,300
Travel	2,398	2,164	2,000	4,000
Operating Supplies	13,165	19,135	17,600	17,700
Professional Supplies	10,534	8,516	12,700	13,700
Operation of Motor Vehicles	89,111	95,306	110,300	119,900
Fleet Management	65,000	77,500	88,500	92,000
Repairs and Maintenance	2,305	3,199	4,000	8,000
Publicity/Subscriptions/Dues	256	306	400	400
DAG Expenditures	10,080	1,570	0	0
Contractual	2,895	7,239	8,400	7,700
Utility Service	561	589	700	700
Telephone	8,287	6,319	6,400	7,400
Insurance	36,094	25,477	27,000	32,500
Fixed Assets	26,607	35,363	7,500	0
<b>TOTAL PATROL</b>	<b>1,681,121</b>	<b>2,012,889</b>	<b>1,850,900</b>	<b>1,917,400</b>

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

<b><u>POLICE</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
DETECTIVES				
Salaries	131,065	132,050	134,800	139,300
Fringe Benefits	45,466	77,474	54,200	46,800
Travel	75	1,122	1,000	1,000
Office Supplies	258	0	0	0
Operating Supplies	2,393	3,041	2,500	2,500
Professional Supplies	0	0	500	500
Operation of Motor Vehicles	5,757	6,926	8,500	9,500
Fleet Management	12,000	11,500	15,000	12,000
Repairs and Maintenance	0	0	1,000	1,000
Telephone	1,194	626	700	700
Publicity/Subscriptions/Dues	0	375	400	400
Insurance	2,612	2,949	3,300	4,100
	<u>200,820</u>	<u>236,063</u>	<u>221,900</u>	<u>217,800</u>
TOTAL DETECTIVES				
	<u>200,820</u>	<u>236,063</u>	<u>221,900</u>	<u>217,800</u>
TOTAL POLICE	<u>2,157,136</u>	<u>2,551,723</u>	<u>2,361,000</u>	<u>2,478,400</u>

## **CITY OF ATHENS, TENNESSEE FIRE DEPARTMENT**

The Administration Division consists of the Fire Chief, who is responsible for all operations in the Fire Department. The Chief and the Police Chief coordinate with other emergency services within the county for providing emergency management services within the city. This division also coordinates with the Local Emergency Planning Committee and the McMinn County E-911 user committee.

The Fire Prevention Division consists of four Certified State Fire Inspectors who are full-time employees in the Suppression Division and who are responsible for all aspects of the department related to fire inspections. This consists of inspections of new and existing structures, plans review, and public relations for the department. Interaction by the entire department with local residents, especially the elementary schools, is involved with these services.

The Fire Suppression Division consists of twenty-one full-time employees. There are also approximately twelve volunteers that assist during fire calls and in providing relief staff when a fire shift is not at full staff (vacations, sick leave, etc.). There are two fire stations in the city. This division assists in fire prevention and maintaining fire hydrants.

The City has an ISO rating of 4. In 2013 the department placed a new fire pumper into service and constructed a new drill tower located at the main fire station. They also received smoke detectors and installed these in local residences.



**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

<b><u>FIRE</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
<b>ADMINISTRATION</b>				
Salaries	70,960	72,366	73,900	75,900
Fringe Benefits	23,791	39,119	24,600	20,300
Travel	154	259	50	600
Office Supplies	66	418	300	300
Printing	198	65	100	300
Operating Supplies	108	424	300	300
Professional Supplies	21	29	100	100
Operation of Motor Vehicles	1,766	1,770	2,000	3,800
Fleet Management	3,000	3,000	0	0
Repairs and Maintenance	0	145	0	0
Publicity/Subscriptions/Dues	173	185	550	600
Freight and Delivery	103	21	200	200
Telephone	445	158	300	300
Insurance	2,022	1,729	1,600	1,600
Activities	895	964	1,200	1,200
	<u>103,702</u>	<u>120,652</u>	<u>105,200</u>	<u>105,500</u>
<b>TOTAL ADMINISTRATION</b>	<b>103,702</b>	<b>120,652</b>	<b>105,200</b>	<b>105,500</b>
<b>PREVENTION</b>				
Salaries	35,302	0	0	0
Fringe Benefits	14,723	527	1,700	1,700
Travel	221	704	2,500	2,500
Office Supplies	394	0	0	0
Printing	106	0	0	0
Operating Supplies	168	0	0	0
Professional Supplies	271	0	500	500
Operation of Motor Vehicles	596	3	0	0
Fleet Management	3,000	7,200	3,000	3,000
Repairs and Maintenance	550	0	0	0
Publicity/Subscriptions/Dues	1,499	0	0	0
Activities	2,656	2,720	3,000	3,100
Telephone	277	0	0	0
Insurance	431	4	0	300
Fixed Assets	120	0	0	0
	<u>60,314</u>	<u>11,158</u>	<u>10,700</u>	<u>11,100</u>
<b>TOTAL PREVENTION</b>	<b>60,314</b>	<b>11,158</b>	<b>10,700</b>	<b>11,100</b>



**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

	<u>ACTUAL</u> <u>2010-2011</u>	<u>ACTUAL</u> <u>2011-2012</u>	<u>ESTIMATED</u> <u>2012-2013</u>	<u>BUDGETED</u> <u>2013-2014</u>
<b><u>FIRE</u></b>				
SUPPRESSION				
Salaries	838,955	836,492	862,300	881,300
Overtime	11,140	10,716	12,000	12,000
Fringe Benefits	283,041	462,478	318,900	318,300
Travel	297	1,147	300	600
Office Supplies	227	510	700	700
Operating Supplies	24,345	31,002	36,300	39,600
Professional Equipment	3,908	588	3,700	3,700
Operation of Motor Vehicles	25,370	30,735	34,500	40,000
Fleet Management	149,000	149,000	190,000	235,000
Repairs and Maintenance	26,518	41,619	32,300	33,400
Parts and Supplies	245	1,332	1,100	600
Materials	22	1,148	900	900
Contractual	947	1,218	2,800	4,500
Utility Service	8,306	7,277	9,100	9,100
Telephone	2,978	1,990	2,200	2,500
Insurance	10,176	12,287	11,500	12,800
Fixed Assets	6,998	8,064	0	6,000
	<u>1,392,473</u>	<u>1,597,603</u>	<u>1,518,600</u>	<u>1,601,000</u>
TOTAL SUPPRESSION				
	<u>1,392,473</u>	<u>1,597,603</u>	<u>1,518,600</u>	<u>1,601,000</u>
TOTAL FIRE	<u>1,556,489</u>	<u>1,729,413</u>	<u>1,634,500</u>	<u>1,717,600</u>

**CITY OF ATHENS, TENNESSEE  
PARKS AND RECREATION DEPARTMENT**

The Administration Division consists of two employees. The director oversees all operations of the department. This division is responsible for other activities such as the Education and Government Channel 95 and assisting with the City's web site. This division also works with the Athens Parks Foundation to raise private funds and with state and federal sources for obtaining grant funds.

The Maintenance Division consists of five full-time employees and numerous seasonal employees for maintaining park properties. The employees are responsible for routine and preventative maintenance for all park buildings and grounds as well as providing support for recreation programs.

The Pool Division is responsible for the operation of the city swimming pool. Seasonal lifeguards are hired each summer for this. This division includes all utilities, chemicals and equipment to operate the pool, located near Ingleside School.

The Program Planning Division is the recreation part of the department. Two full-time employees and numerous seasonal employees are utilized to provide community education classes, sporting activities and special events.

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

	<u>ACTUAL 2010-2011</u>	<u>ACTUAL 2011-2012</u>	<u>ESTIMATED 2012-2013</u>	<u>BUDGETED 2013-2014</u>
<b><u>PARKS AND RECREATION</u></b>				
ADMINISTRATION				
Salaries	106,844	105,821	111,200	112,000
Fringe Benefits	37,176	63,631	44,200	33,100
Travel	6,590	8,907	9,500	9,500
Office Supplies	2,008	1,139	2,400	2,400
Printing	0	0	300	400
Operating Supplies	263	234	600	600
Operation of Motor Vehicles	390	365	1,200	1,200
Repairs and Maintenance	0	39	1,000	1,000
Contractual	3,056	3,293	2,800	3,500
Publicity/Subscriptions/Dues	440	460	1,000	1,300
Freight and Delivery	56	18	300	300
Telephone	491	357	300	300
Insurance	2,519	1,788	2,100	2,500
	<u>159,833</u>	<u>186,052</u>	<u>176,900</u>	<u>168,100</u>
TOTAL ADMINISTRATION				
	<u>159,833</u>	<u>186,052</u>	<u>176,900</u>	<u>168,100</u>
MAINTENANCE				
Salaries	170,523	176,718	181,200	190,500
Fringe Benefits	46,932	76,933	53,100	55,400
Operating Supplies	13,714	8,087	18,100	19,600
Operation of Motor Vehicles	15,516	20,450	21,500	25,000
Fleet Management	14,000	14,000	12,000	15,000
Repairs and Maintenance	28,366	27,353	25,500	26,500
Parts and Supplies	4,864	6,362	7,900	9,200
Materials	6,811	369	8,500	9,200
Contractual	33,973	39,896	53,400	53,700
Equipment Rental	312	6,082	800	800
Utility Service	23,200	22,146	25,000	27,700
Maintenance Projects	6,499	16,792	18,000	0
Downtown Beautification	4,550	4,620	9,500	9,500
Telephone	1,225	746	900	900
Insurance	8,889	8,152	9,000	9,700
	<u>379,374</u>	<u>428,706</u>	<u>444,400</u>	<u>452,700</u>
TOTAL MAINTENANCE				
	<u>379,374</u>	<u>428,706</u>	<u>444,400</u>	<u>452,700</u>

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

	<u>ACTUAL 2010-2011</u>	<u>ACTUAL 2011-2012</u>	<u>ESTIMATED 2012-2013</u>	<u>BUDGETED 2013-2014</u>
<b><u>PARKS AND RECREATION</u></b>				
SWIMMING POOLS				
Salaries	15,716	14,167	17,000	17,000
Fringe Benefits	2,040	1,703	2,200	2,200
Operating Supplies	8,333	9,214	7,200	7,600
Repairs and Maintenance	845	415	1,700	1,700
Contractual	650	610	600	700
Utility Service	1,214	2,132	2,200	2,300
Telephone	229	230	300	700
Insurance	3,388	3,019	3,500	5,300
	<u>32,415</u>	<u>31,490</u>	<u>34,700</u>	<u>37,500</u>
TOTAL SWIMMING POOLS				
PROGRAM PLANNING				
Salaries	96,388	104,153	120,700	124,000
Fringe Benefits	28,102	46,700	36,100	39,100
Operating Supplies	33,267	43,088	36,000	37,000
Contractual	2,918	2,788	5,000	6,000
Advertising	129	1,228	1,500	2,000
Program Expenses	37,654	41,344	30,000	30,000
Insurance	4,551	3,722	4,200	6,600
Telephone	687	768	500	500
Athens Area Youth Council	32	41	1,000	1,500
Fourth of July	250	250	500	500
Fixed Assets	0	1,450	0	0
	<u>203,978</u>	<u>245,532</u>	<u>235,500</u>	<u>247,200</u>
TOTAL PROGRAM PLANNING				
TOTAL PARKS AND RECREATION	<u>775,600</u>	<u>891,780</u>	<u>891,500</u>	<u>905,500</u>

## **CITY OF ATHENS, TENNESSEE PUBLIC WORKS DEPARTMENT**

The Administrative Division of Public Works consists of three employees; the director, secretary and GIS technician. This division manages all the functions of public works and is responsible for protecting the residents of Athens from manmade and natural environments of the City through the inspection and enforcement of ordinances, policies, issuing permits, processing reports and providing the administrative services for the other divisions of public works. Requests for services are initiated through this division and routed to the appropriate personnel. The GIS technician is responsible for maintaining all of the Geographic Information Services and assists all departments within the city.

The Traffic Control Division consists of two employees. Its primary responsibility is to promote the safety of traffic in Athens by maintaining and repairing signal lights, installing and maintaining signs, making signs and marking streets. They also assist with temporary street closures and perform various traffic studies including traffic counts, speed studies, classification studies, and turn studies.

The Street Maintenance Division consists of four employees. This division is responsible for the safety and maintenance of the roadways throughout Athens. The division maintains roads through pothole patching, repairing utility cuts, crack sealing, building driveway aprons and assessing which roads need to be resurfaced, replaced, or rejuvenated. This division also is responsible for the cleaning of our storm water system including catch basins, ditches, and culverts.

The Street Construction Division consists of four employees. Its primary purpose is to construct roads, drainage systems, and walkways. The division routinely maintains or builds drainage ditches and installs or repairs sidewalks and curbs. The employees assist other divisions on occasion with heavy equipment operators. They load mulch and help with the maintenance of storm water structures. They also conduct inspections of both existing sites and those under construction to insure that the storm water policy is being followed and that roads, drainage structures, curbs, and sidewalks are built correctly and according to city specifications.

The Street Cleaning Division consists of nine employees. The primary purpose of this division is to promote the health and sanitation of Athens by street sweeping and flushing, picking up litter and mowing. The division is also responsible for cleaning sidewalks, brush pick up, leaf pick up, and the removal of snow and ice. The division trims trees and vegetation around signs and intersections to improve safety on city streets.

The Fleet Maintenance Division is made up of three employees. The primary purpose and responsibilities of this division is to repair and maintain all city owned equipment and vehicles including city school buses and to perform preventative maintenance on all equipment. This division also builds and fabricates various metal devices for all city departments and maintains the inventory of tires, parts, and fluids for all departments. This division conducts various inspections including vehicle safety inspections, building inspections, and generator inspections and maintenance. The foreman of this division serves on the accident review committee, and assists in the replacement of equipment and vehicles purchased through the fleet management fund.

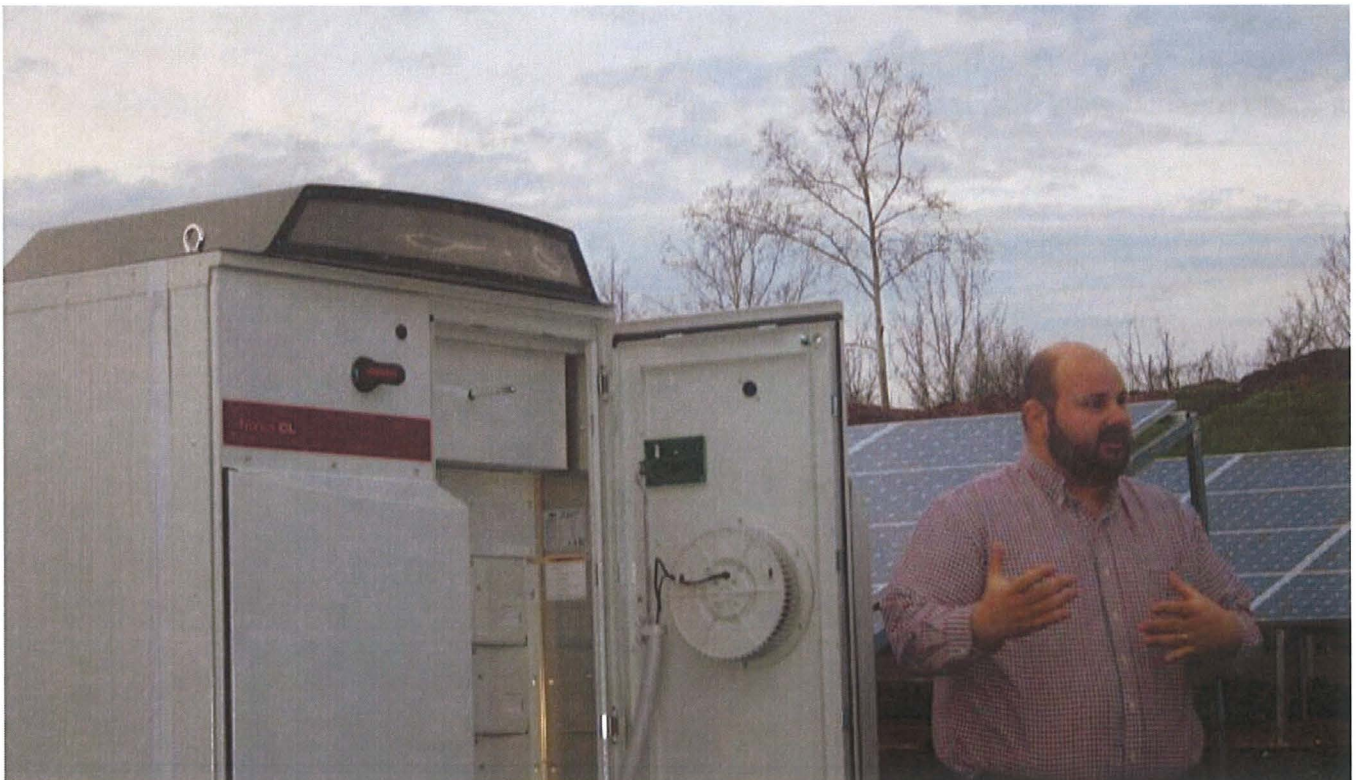


## **CITY OF ATHENS, TENNESSEE PUBLIC WORKS DEPARTMENT (CONT.)**

The Animal Control Division is made up of one full-time and two part-time employees. The division's primary purpose is to enforce the animal control ordinances through issuing citations, educating the public, removing unwanted or stray animals, picking up dead animals from streets, investigating animal cruelty cases, trapping nuisance animals, euthanizing animals, managing the animal control shelter, overseeing adoptions, and caring for animals brought into the animal shelter. This division also works closely with the McMinn Regional Humane Society, the Tennessee Wildlife Resource Officer, and our local veterinarians to promote the health and control the population of animals within the city.

The Sanitation Division is made up of five employees. This division's primary function is to promote the cleanliness and public health of Athens through residential and commercial garbage collection. The division manages several related services including the recycling program, pride car program and other cleanup events including picking up litter. The operations of this division are recorded in the sanitation fund.

Crews in the department installed solar panels utilizing matching funds from an energy grant. The panels were installed at the public works facility. Proceeds from the sale of the electricity will be used for energy efficient projects and the payback for the project is expected to be less than five years.



**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

	<u>ACTUAL 2010-2011</u>	<u>ACTUAL 2011-2012</u>	<u>ESTIMATED 2012-2013</u>	<u>BUDGETED 2013-2014</u>
<b><u>PUBLIC WORKS</u></b>				
ADMINISTRATION				
Salaries	105,112	107,829	110,000	112,500
Fringe Benefits	32,149	60,208	38,200	36,800
Travel	540	1,583	2,000	2,000
Office Supplies	3,001	2,968	3,000	3,000
Printing	0	120	200	200
Operating Supplies	461	359	500	500
Operation of Motor Vehicles	2,628	1,950	3,000	3,100
Fleet Management	0	4,000	4,000	4,000
Repairs and Maintenance	604	857	1,100	1,100
Engineering & Landscaping	3,272	3,268	2,000	2,000
Contractual	5,358	5,400	6,300	6,500
Publicity/Subscriptions/Dues	1,691	2,250	1,700	1,700
Freight and Delivery	256	120	200	200
Utility Service	6,680	7,414	8,400	8,400
Telephone	1,504	1,530	2,100	600
Activities	1,358	1,444	1,500	1,500
Insurance	2,782	2,064	2,400	3,500
	<u>167,396</u>	<u>203,364</u>	<u>186,600</u>	<u>187,600</u>
TOTAL ADMINISTRATION				
TRAFFIC CONTROL				
Salaries	53,015	55,111	56,700	58,700
Fringe Benefits	19,387	33,071	24,100	20,700
Operating Supplies	644	688	600	700
Operation of Motor Vehicles	5,770	4,916	7,000	7,000
Fleet Management	8,000	8,000	3,100	3,100
Repairs and Maintenance	81	56	3,100	3,100
Parts and Supplies	24,201	26,628	32,000	37,100
Materials	0	0	200	200
Contractual	17,199	31,758	30,000	35,000
TWC Crosswalk	3,636	14	0	0
Telephone	444	185	400	200
Insurance	4,970	4,761	5,200	5,200
Fixed Assets	0	32,855	0	0
	<u>137,347</u>	<u>198,043</u>	<u>162,400</u>	<u>171,000</u>
TOTAL TRAFFIC CONTROL				

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

	<u>ACTUAL 2010-2011</u>	<u>ACTUAL 2011-2012</u>	<u>ESTIMATED 2012-2013</u>	<u>BUDGETED 2013-2014</u>
<b><u>PUBLIC WORKS</u></b>				
<b>STREET MAINTENANCE</b>				
Salaries	173,396	168,546	176,100	177,600
Fringe Benefits	60,735	95,887	62,900	61,700
Travel	0	0	200	200
Operating Supplies	2,119	1,873	2,300	2,600
Storm Water Supplies	2,229	7,053	15,000	25,000
Operation of Motor Vehicles	15,252	21,980	23,000	24,400
Fleet Management	22,000	17,600	18,500	19,000
Repairs and Maintenance	2,955	108	600	3,000
Parts and Supplies	204	329	800	800
Materials	21,755	41,112	26,000	30,000
Contractual	204,578	62,146	110,000	50,000
Publicity/Subscriptions/Dues	90	50	300	200
Telephone	358	401	300	400
Insurance	1,731	1,493	1,800	2,400
	<u>507,402</u>	<u>418,578</u>	<u>437,800</u>	<u>397,300</u>
<b>TOTAL STREET MAINTENANCE</b>				
<b>STREET CONSTRUCTION</b>				
Salaries	133,637	130,831	138,500	145,000
Fringe Benefits	46,024	75,703	48,500	51,600
Operating Supplies	1,262	1,807	1,550	1,900
Engineering and Landscaping	2,182	3,922	1,500	1,500
Operation of Motor Vehicles	23,494	36,789	41,000	38,000
Fleet Management	38,000	31,000	21,000	31,000
Repairs and Maintenance	2,837	1,460	2,100	2,100
Parts and Supplies	590	1,004	1,200	1,200
Materials	9,418	16,264	14,500	14,500
Contractual	7,034	6,813	15,000	15,000
Publicity/Subscriptions/Dues	45	75	300	300
Equipment Rental	2,575	632	1,500	1,500
Sidewalk Projects	0	13,567	10,000	42,000
Telephone	0	0	0	100
Insurance	2,686	2,291	2,600	3,600
Fixed Assets	570	8,138	1,200	0
	<u>270,354</u>	<u>330,296</u>	<u>300,450</u>	<u>349,300</u>
<b>TOTAL STREET CONSTRUCTION</b>				

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

	<u>ACTUAL 2010-2011</u>	<u>ACTUAL 2011-2012</u>	<u>ESTIMATED 2012-2013</u>	<u>BUDGETED 2013-2014</u>
<b><u>PUBLIC WORKS</u></b>				
STREET CLEANING				
Salaries	316,441	319,779	334,700	347,000
Fringe Benefits	110,784	187,053	127,600	132,800
Operating Supplies	5,160	5,808	7,700	7,700
Operation of Motor Vehicles	76,504	74,267	90,100	90,000
Fleet Management	81,000	81,000	84,000	92,000
Repairs and Maintenance	2,501	1,513	1,600	1,600
Parts and Supplies	1,348	1,043	1,900	1,900
Materials	6,940	4,922	7,400	7,400
Publicity/Subscriptions/Dues	0	0	300	300
Contractual	21,630	20,792	28,000	41,000
Street Washing	0	1,932	1,000	1,000
Telephone	356	231	300	300
Insurance	5,008	4,612	5,000	5,500
Fixed Assets	0	0	3,000	0
	<u>627,672</u>	<u>702,952</u>	<u>692,600</u>	<u>728,500</u>
TOTAL STREET CLEANING				
FLEET MAINTENANCE				
Salaries	129,707	132,135	135,000	138,400
Fringe Benefits	42,105	70,488	44,100	51,600
Travel	0	100	300	300
Printing	0	0	200	200
Operating Supplies	5,491	5,027	6,300	6,300
Operation of Motor Vehicles	10,901	13,991	20,500	21,000
Fleet Management	4,600	4,600	4,900	4,900
Repairs and Maintenance	3,546	10,950	5,200	5,200
Parts and Supplies	2,856	3,655	6,100	6,800
Materials	563	38	400	600
Contractual	839	1,484	3,200	3,200
Utility Service	18,741	19,466	23,700	23,700
Telephone	36	13	100	100
Insurance	1,930	1,572	1,900	1,900
Fixed Assets	6,395	1,450	0	0
	<u>227,710</u>	<u>264,969</u>	<u>251,900</u>	<u>264,200</u>
TOTAL FLEET MAINTENANCE				

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

	<u>ACTUAL 2010-2011</u>	<u>ACTUAL 2011-2012</u>	<u>ESTIMATED 2012-2013</u>	<u>BUDGETED 2013-2014</u>
<b><u>PUBLIC WORKS</u></b>				
ANIMAL CONTROL				
Salaries	60,705	61,347	62,500	62,300
Fringe Benefits	12,191	20,603	15,100	15,600
Travel	0	0	0	600
Printing	0	0	100	100
Operating Supplies	5,920	7,970	7,100	8,300
Veterinary Supplies	4,610	6,492	7,000	7,000
Operation of Motor Vehicles	3,746	2,665	4,500	5,700
Fleet Management	3,400	3,400	3,400	3,400
Repairs and Maintenance	640	1,291	1,200	1,700
Parts and Supplies	52	42	0	1,400
Utility Service	3,730	3,449	3,500	3,500
Contractual	944	536	1,300	1,200
Telephone	336	165	300	200
Insurance	605	523	700	700
Fixed Assets	0	866	400	0
	<u>96,879</u>	<u>109,349</u>	<u>107,100</u>	<u>111,700</u>
TOTAL ANIMAL CONTROL				
	<u>96,879</u>	<u>109,349</u>	<u>107,100</u>	<u>111,700</u>
TOTAL PUBLIC WORKS	<u>2,034,760</u>	<u>2,227,551</u>	<u>2,138,850</u>	<u>2,209,600</u>

**CITY OF ATHENS, TENNESSEE  
GENERAL FUND EXPENDITURES  
FISCAL YEAR 2013-2014**

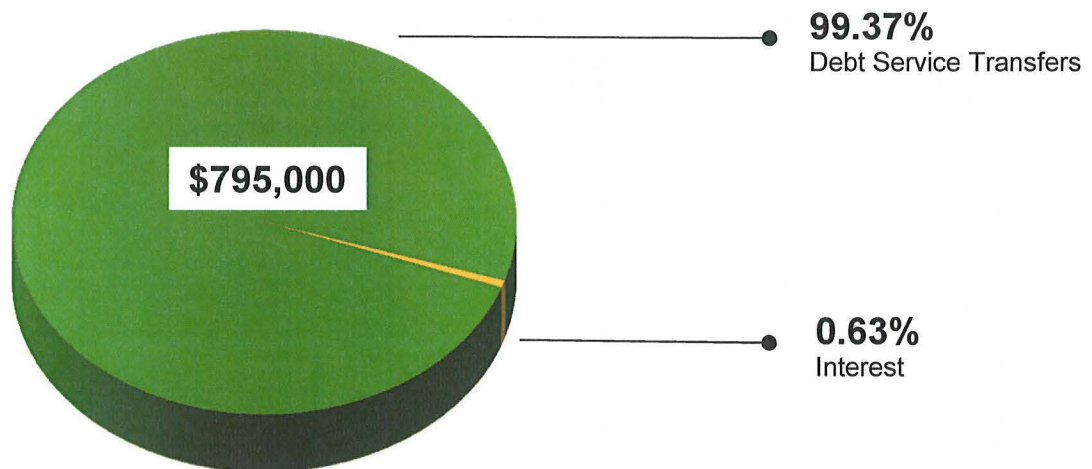
	<u>ACTUAL 2010-2011</u>	<u>ACTUAL 2011-2012</u>	<u>ESTIMATED 2012-2013</u>	<u>BUDGETED 2013-2014</u>
<b><u>NON-DEPARTMENTAL</u></b>				
Debt Service Transfers	790,000	790,000	790,000	790,000
Capital Improvement Fund Transfer	<u>0</u>	<u>700,000</u>	<u>0</u>	<u>0</u>
 TOTAL NON-DEPARTMENTAL	 <u>790,000</u>	 <u>1,490,000</u>	 <u>790,000</u>	 <u>790,000</u>
 TOTAL GENERAL FUND EXPENDITURES	 <u>11,580,620</u>	 <u>13,600,787</u>	 <u>12,686,400</u>	 <u>13,065,900</u>



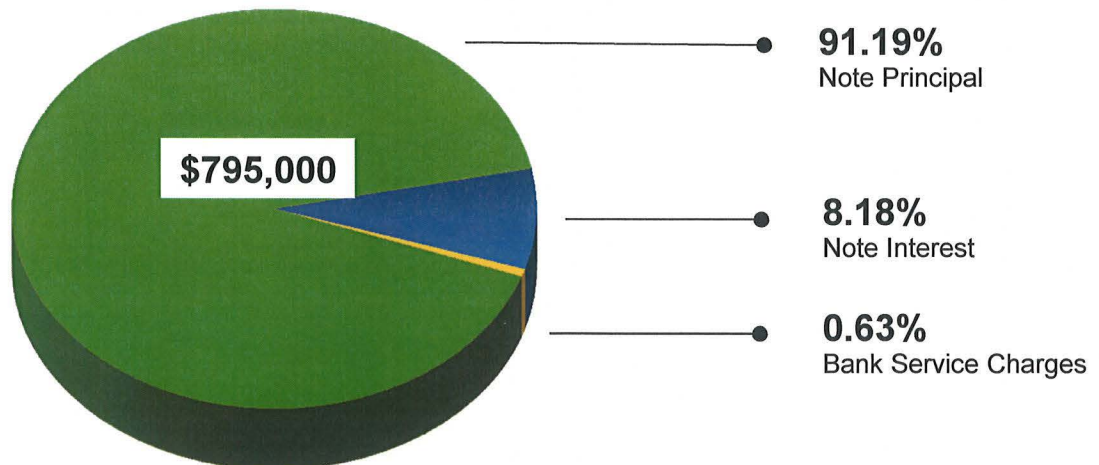
**CITY OF ATHENS  
DEBT SERVICE FUND BUDGET  
FISCAL YEAR 2013-2014**

The Debt Service Fund is used for the accumulation of resources for, and the payment of, principal and interest on general long-term debt.

**Budgeted Revenues**



**Budgeted Expenditures**



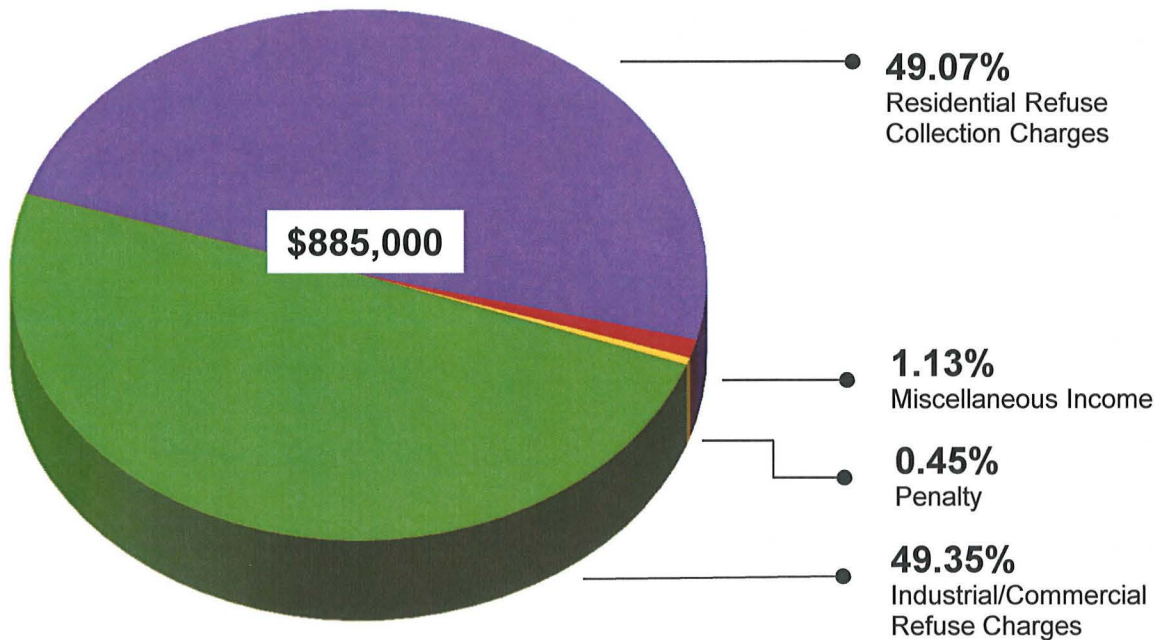
**CITY OF ATHENS, TENNESSEE  
DEBT SERVICE FUND  
FISCAL YEAR 2013-2014**

<b><u>REVENUES</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
Interest	7,300	16,261	16,000	5,000
Debt Service Transfers General Fund	<u>790,000</u>	<u>790,000</u>	<u>790,000</u>	<u>790,000</u>
 TOTAL REVENUES	 <u><u>797,300</u></u>	 <u><u>806,261</u></u>	 <u><u>806,000</u></u>	 <u><u>795,000</u></u>
 <b><u>EXPENDITURES</u></b>				
Note Principal	662,000	683,000	703,000	725,000
Note Interest	51,035	33,938	40,000	65,000
Bank Service Charges	<u>10,496</u>	<u>8,740</u>	<u>6,000</u>	<u>5,000</u>
 TOTAL EXPENDITURES	 <u><u>723,531</u></u>	 <u><u>725,678</u></u>	 <u><u>749,000</u></u>	 <u><u>795,000</u></u>

**CITY OF ATHENS, TENNESSEE  
SANITATION FUND BUDGET  
FISCAL YEAR 2013-2014**

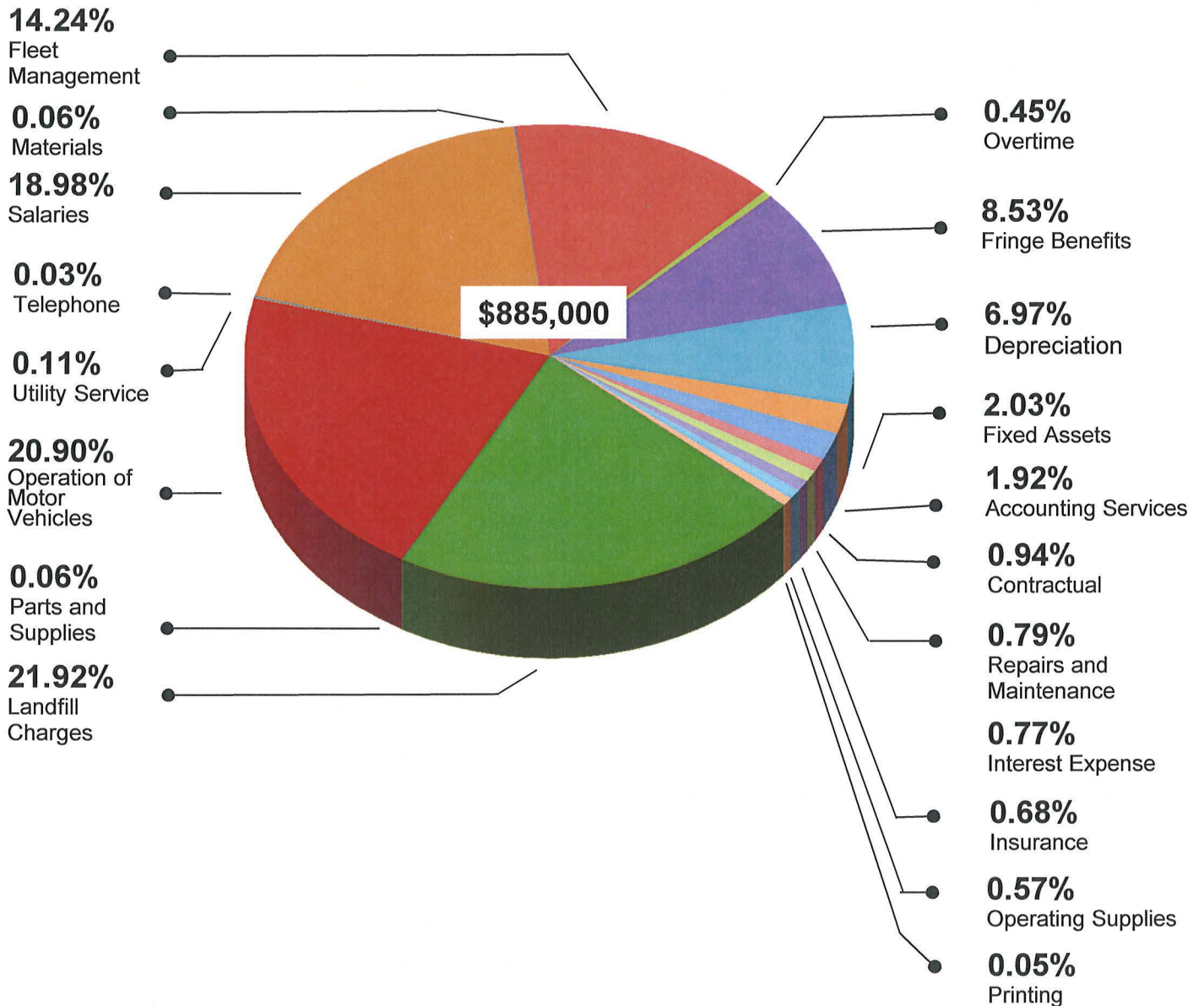
This fund was established expressly to account for financial activities related to the management of solid waste. This includes the collection, transportation and disposal of commercial, industrial and residential refuse.

**Budgeted Revenues**



**CITY OF ATHENS, TENNESSEE  
SANITATION FUND BUDGET  
FISCAL YEAR 2013-2014**

**Budgeted Expenditures**



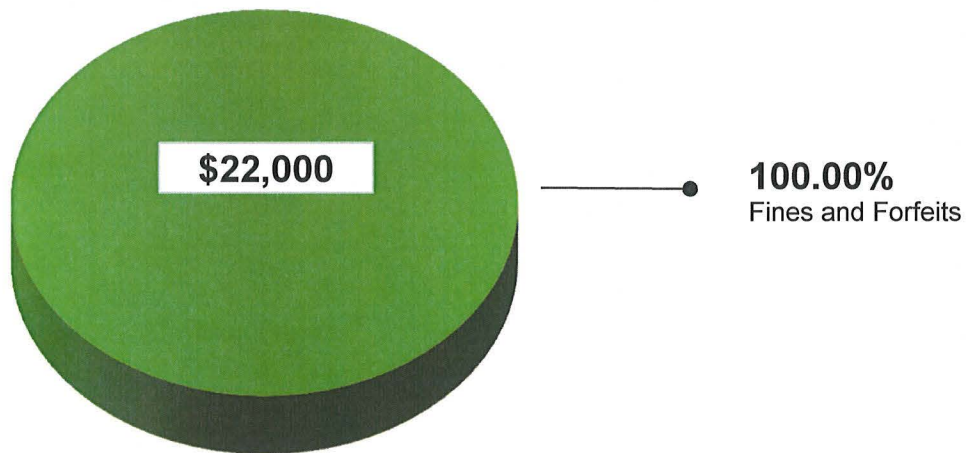
**CITY OF ATHENS, TENNESSEE  
SANITATION FUND  
FISCAL YEAR 2013-2014**

<b><u>REVENUES</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
CHARGES FOR SERVICES				
Industrial/Commercial Refuse Charges	407,926	404,715	437,000	436,500
Residential Refuse Collection Charges	384,174	387,972	434,000	434,000
Penalty	4,128	3,706	4,000	4,000
Miscellaneous Income	15,854	24,925	20,000	10,000
	<u>812,082</u>	<u>821,318</u>	<u>895,000</u>	<u>884,500</u>
TOTAL CHARGES FOR SERVICES				
INTEREST	374	200	500	500
	<u>374</u>	<u>200</u>	<u>500</u>	<u>500</u>
TOTAL REVENUES	<u>812,456</u>	<u>821,518</u>	<u>895,500</u>	<u>885,000</u>
 <b><u>EXPENDITURES</u></b>				
Salaries	163,219	169,378	170,900	168,000
Overtime	2,293	3,103	2,000	4,000
Fringe Benefits	66,133	101,660	70,900	75,500
Accounting Services	16,031	16,041	17,000	17,000
Printing	341	247	400	400
Operating Supplies	3,497	4,606	4,600	5,000
Operation of Motor Vehicles	102,429	142,229	197,000	185,000
Fleet Management	84,000	117,500	120,000	126,000
Repairs and Maintenance	3,751	3,055	8,000	7,000
Parts and Supplies	321	170	500	500
Materials	0	0	500	500
Contractual	12,210	5,370	12,800	8,300
Telephone	304	277	300	300
Utility Service	1,260	1,047	1,500	1,000
Landfill Charges	154,226	181,218	194,000	194,000
Insurance	5,538	4,789	5,100	6,000
Interest Expense	11,872	10,213	10,300	6,800
Depreciation	61,638	61,638	61,700	61,700
Fixed Assets	13,897	9,539	18,000	18,000
	<u>702,960</u>	<u>832,080</u>	<u>895,500</u>	<u>885,000</u>
TOTAL EXPENDITURES				

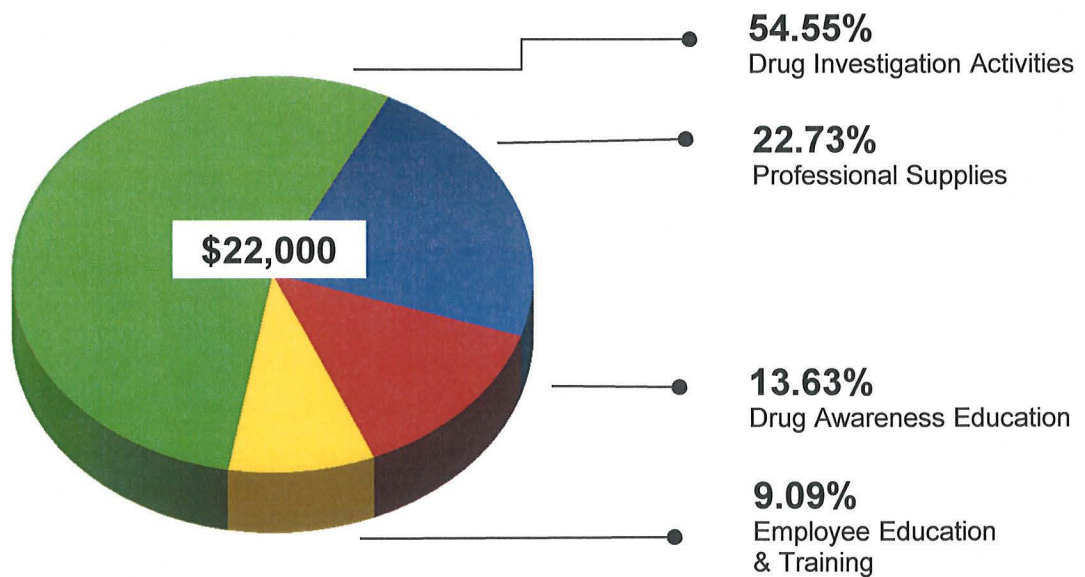
**CITY OF ATHENS, TENNESSEE  
DRUG FUND  
FISCAL YEAR 2013-2014**

This fund was established expressly to account for financial activities related to drug revenues and expenditures. This includes revenues for drug fines and forfeitures and expenditures for drug enforcement, education and treatment.

**Budgeted Revenues**



**Budgeted Expenditures**



**CITY OF ATHENS, TENNESSEE**  
**DRUG FUND**  
**FISCAL YEAR 2013-2014**

<b><u>REVENUES</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
Fines and Forfeits	53,356	66,631	61,000	22,000
Interest	182	267	200	0
Miscellaneous	235	8,741	0	0
<b>TOTAL REVENUES</b>	<b>53,773</b>	<b>75,639</b>	<b>61,200</b>	<b>22,000</b>

**EXPENDITURES**

Employee Education & Training	0	0	2,000	2,000
Drug Awareness Education	3,392	1,501	3,000	3,000
Professional Supplies	1,423	40,650	20,000	5,000
Drug Investigation Activities	4,290	4,000	12,000	12,000
Fixed Assets	4,766	2,118	24,000	0
<b>TOTAL EXPENDITURES</b>	<b>13,871</b>	<b>48,269</b>	<b>61,000</b>	<b>22,000</b>



**ORDINANCE NO. 1019****“AN ORDINANCE TO ADOPT A BUDGET AND SET THE TAX RATE ON TAXABLE PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF ATHENS, TENNESSEE, FOR THE FISCAL YEAR JULY 1, 2013 THROUGH JUNE 30, 2014.”**

WHEREAS, the Council for the City of Athens, Tennessee, after much consideration and study of the budget prepared and submitted by the City Manager, considers said budget to be in complete detail showing the financial condition of the City for the past fiscal year, and the proposed budget and expenditures for the various departments for the fiscal year beginning July 1, 2013 through June 30, 2014.

**SECTION 1.** NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF ATHENS, TENNESSEE, AS FOLLOWS:

That the budget hereto attached and made a part hereof consisting of the following words and figures, be and is hereby adopted as the Budget for the City of Athens, Tennessee, for the Fiscal Year beginning July 1, 2013 and extending through June 30, 2014.

	Actual <u>2011-2012</u>	Estimated <u>2012-2013</u>	Proposed <u>2013-2014</u>
<b><u>GENERAL FUND REVENUES:</u></b>			
Taxes	10,434,202	10,062,500	10,406,000
Intergovernmental Revenue	1,636,910	1,491,000	1,581,800
Charges for Services	249,475	126,200	140,200
Fines and Forfeits	392,329	362,000	445,000
Interest	42,572	24,000	10,000
Miscellaneous	56,709	31,000	20,000
TOTAL GENERAL FUND REVENUES	12,812,197	12,096,700	12,603,000
GENERAL FUND OPENING BALANCE	9,053,850	7,300,000	6,600,000
TOTAL GENERAL FUND	21,866,047	19,396,700	19,203,000
<b><u>DEBT SERVICE FUND REVENUES:</u></b>			
Transfers	790,000	790,000	790,000
Interest	16,261	5,000	5,000
TOTAL DEBT SERVICE FUND REVENUES	806,261	795,000	795,000
DEBT SERVICE FUND OPENING BALANCE	3,473,885	3,466,000	3,500,000
TOTAL DEBT SERVICE FUND	4,280,146	4,261,000	4,295,000
<b><u>SANITATION FUND REVENUES:</u></b>			
Charges For Services	792,686	868,000	868,000
Interest	201	500	500
Miscellaneous	28,631	27,000	16,500
TOTAL SANITATION FUND REVENUES	821,518	895,500	885,000
SANITATION FUND OPENING BALANCE	1,540,552	1,500,000	1,500,000
TOTAL SANITATION FUND	2,362,070	2,395,500	2,385,000

DRUG FUND REVENUES:

Fines and Forfeits	66,631	61,000	22,000
Interest	267	200	0
Miscellaneous	8,740	0	0
TOTAL DRUG FUND REVENUES	75,638	61,200	22,000
DRUG FUND OPENING BALANCE	222,524	225,000	225,000
TOTAL DRUG FUND	298,162	286,200	247,000
TOTAL ALL FUNDS	28,806,425	26,339,400	26,130,000

GENERAL FUND EXPENDITURES:

## ADMINISTRATION

City Manager's Office	281,103	257,100	270,100
City Council	39,366	49,600	53,650
City Judge	12,918	13,000	13,000
City Attorney	8,998	16,000	16,000
Special Appropriations	311,500	325,050	310,950
Athens City Schools	2,108,268	2,326,000	2,431,900
Athens Utilities Board	503,986	510,000	515,000
TOTAL ADMINISTRATION	3,266,139	3,496,750	3,610,600

FINANCE	428,416	400,700	387,700
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HUMAN RESOURCES	192,675	174,900	174,200
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## ADMINISTRATION &amp; EMERGENCY SERVICES

Administration	60,200	70,500	70,900
City Hall	146,349	166,800	178,200
Communications	279,125	252,500	229,000
TOTAL ADMIN. & EMERG. SERVICES	485,674	489,800	478,100

## COMMUNITY DEVELOPMENT

Administration	141,504	130,600	128,600
Codes Enforcement	164,723	147,600	155,400
Cemeteries	31,189	30,200	30,200
TOTAL COMMUNITY DEVELOPMENT	337,416	308,400	314,200

## POLICE

Administration	302,771	288,200	343,200
Patrol	2,012,889	1,850,900	1,917,400
Detective	236,063	221,900	217,800
TOTAL POLICE	2,551,723	2,361,000	2,478,400

## FIRE

Administration	120,652	105,200	105,500
Prevention	11,158	10,700	11,100
Suppression	1,597,603	1,518,600	1,601,000
TOTAL FIRE	1,729,413	1,634,500	1,717,600

**PARKS & RECREATION**

Administration	186,052	176,900	168,100
Maintenance	428,706	444,400	452,700
Swimming Pools	31,490	34,700	37,500
Program Planning	245,532	235,500	247,200
<b>TOTAL PARKS &amp; RECREATION</b>	<b>891,780</b>	<b>891,500</b>	<b>905,500</b>

**PUBLIC WORKS**

Administration	203,364	186,600	187,600
Traffic Control	198,043	162,400	171,000
Street Maintenance	418,578	437,800	397,300
Street Construction	330,296	300,450	349,300
Street Cleaning	702,952	692,600	728,500
Fleet Maintenance	264,969	251,900	264,200
Animal Control	109,349	107,100	111,700
<b>TOTAL PUBLIC WORKS</b>	<b>2,227,551</b>	<b>2,138,850</b>	<b>2,209,600</b>

<b>TRANSFERS</b>	<b>1,490,000</b>	<b>790,000</b>	<b>790,000</b>
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<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>13,600,787</b>	<b>12,686,400</b>	<b>13,065,900</b>
<b>TOTAL DEBT SERVICE EXPENDITURES</b>	<b>725,678</b>	<b>749,000</b>	<b>795,000</b>
<b>TOTAL SANITATION FUND EXPENDITURES</b>	<b>832,080</b>	<b>916,300</b>	<b>885,000</b>
<b>TOTAL DRUG FUND EXPENDITURES</b>	<b>48,269</b>	<b>61,000</b>	<b>22,000</b>
<b>TOTAL ALL FUNDS</b>	<b>15,206,814</b>	<b>14,412,700</b>	<b>14,767,900</b>

<b>ENDING FUND BALANCE</b>	<b>13,599,611</b>	<b>11,926,700</b>	<b>11,362,100</b>
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**SECTION 2.** BE IT FURTHER ORDAINED that the budget hereto attached and made a part hereof consisting of the following words and figures, be and is hereby adopted as the Budget for the Athens City Schools, for the Fiscal Year beginning July 1, 2013 and extending through June 30, 2014, as approved by the Athens City Board of Education:

	<b>General Purpose Fund</b>	<b>Federal Projects Fund</b>	<b>Food Service Fund</b>	<b>Total All Funds</b>
<b>Revenues:</b>				
Local Taxes	4,968,900	0	0	4,968,900
Charges for Current Services	285,000	0	296,278	581,278
Other Local Revenues	76,144	0	60,203	136,347
State Education Funds	7,901,811	0	11,547	7,913,358
Federal Funds received through State	235,937	1,108,564	910,649	2,255,150
Direct Federal Revenues	3,500	881,155	0	884,655
Other Sources	0	179,486	0	179,486
<b>Total estimated revenues</b>	<b>13,471,292</b>	<b>2,169,205</b>	<b>1,278,677</b>	<b>16,919,174</b>
<b>Reserves/Fund Balances</b>	<b>4,083,824</b>	<b>0</b>	<b>0</b>	<b>4,083,824</b>
<b>Total available funds</b>	<b>17,555,116</b>	<b>2,169,205</b>	<b>1,278,677</b>	<b>21,002,998</b>

	<b>General Purpose Fund</b>	<b>Federal Projects Fund</b>	<b>Food Service Fund</b>	<b>Total All Funds</b>
<b>Expenditures:</b>				
Regular Instruction	7,143,192	1,120,044	0	8,263,236
Special Education	642,282	315,837	0	958,119
Student Body Education	11,500	0	0	11,500
<b>Support Services:</b>				
Attendance	24,899	0	0	24,899
Health Services	58,257	0	0	58,257
Other Student Support	396,449	123,230	0	519,679
Regular Instruction	876,145	417,000	0	1,293,145
Special Education	51,161	61,116	0	112,277
Board of Education	203,384	0	10,500	213,884
Office of Superintendent	244,191	0	0	244,191
Office of Principal	698,813	0	0	698,813
Fiscal Services	156,834	0	0	156,834
Operation of Plant	792,247	0	0	792,247
Maintenance of Plant	410,957	0	0	410,957
Transportation	361,581	0	0	361,581
Central and Other	309,827	0	0	309,827
<b>Non-Instructional Services:</b>				
Food Service	0	0	1,268,177	1,268,177
Community Services	503,862	0	0	503,862
Early Childhood Education	649,611	0	0	649,611
Regular Capital Outlay	220,000			220,000
Other Uses (Transfers)	47,508	131,978	0	179,486
<b>Total expenditures</b>	<b>13,802,700</b>	<b>2,169,205</b>	<b>1,278,677</b>	<b>17,250,582</b>

**SECTION 3.** BE IT FURTHER ORDAINED that the taxes provided by Chapter 387 of the Public Acts of 1971 known as the Business Tax Act, as amended, are hereby enacted, ordained and levied on the businesses, business activities, vocations or occupations carried on in the City of Athens, Tennessee, at the rates and in the manner prescribed by said Act; also, the tax on the gross sales of beer sold within the corporate limits of the City of Athens, Tennessee, as provided by Chapter 76 of the Public Acts of Tennessee, as amended, for the fiscal year 2013-2014.

**SECTION 4.** BE IT FURTHER ORDAINED that the authority of municipalities to assess and collect certain privilege and license taxes is based upon the population of municipalities according to the Federal Census of 2010 on a graduated basis or any subsequent Federal Census or other census authorized by and certified to the Federal Government by the Tennessee State Planning Commission, whichever is latest. It is therefore, declared by the Council for the City of Athens that the official census for Athens, Tennessee, is 13,458. The levy and collections are only to the extent not repealed by Chapter 387 of the Public Acts of 1971.

**SECTION 5.** BE IT FURTHER ORDAINED that the City Manager or his Assistant shall collect a fee on all business licenses sold in accordance with applicable state law and said fee shall be turned over to the City for General Fund purposes. The Tennessee Department of Revenue will receive business tax payments under the Business Tax Act and the Director of Finance shall coordinate with the Tennessee Department of Revenue regarding the City receiving its appropriate share of business taxes collected pursuant to this ordinance.

**SECTION 6.** BE IT FURTHER ORDAINED that the tax rate for the year 2013-2014 be and is hereby fixed at \$1.1328 on each ONE HUNDRED DOLLARS (\$100.00) assessed value of taxable property located within the corporate limits of the City of Athens, Tennessee.

**SECTION 7.** BE IT FURTHER ORDAINED that refuse collection and disposal charges for fiscal year 2013-2014 is hereby fixed as follows: small professional, commercial or business establishments operating within the City of Athens shall pay a minimum fee of \$8.50 per month; large professional, commercial or business establishments operating within the City of Athens shall pay a minimum fee of \$25.50 per month; all residences within the City of Athens shall pay a minimum fee of \$8.50 per month.

**SECTION 8.** BE IT FURTHER ORDAINED that the Mayor and City Manager, by appropriate authorization may borrow upon tax anticipation notes such sums or sum of money as may be necessary to defray current operating expenses, provided however, that such notes shall bear interest at a rate not to exceed one (1%) percent in excess of prime interest rates set by New York Banks and shall not be borrowed for a period longer than the current fiscal year and said sums shall not exceed fifty percent (50%) of the annual tax levy as set out in Section 5 of the Corporate Powers of the Charter of the City of Athens, Tennessee, said interest to be exempt from all Federal, State, and Municipal taxation.

**SECTION 9.** BE IT FURTHER ORDAINED that the City of Athens has the following debt:

<b>Loan Name</b>	<b>Authorized and Unissued at 6/30/2013</b>	<b>Amount Outstanding at 6/30/2013</b>	<b>Payment Fund</b>	<b>Principal</b>	<b>Interest</b>	<b>Total Debt Service</b>
2003 School Renovation	0	\$3,852,000	Debt Service	\$725,000	\$65,000	\$790,000

**SECTION 10.** BE IT FURTHER ORDAINED that Capital Improvements for the 2013-2014 fiscal year are estimated to be as follows:

<b>Project</b>	
Equipment purchases	\$ 103,400
Overhead signal equipment	\$ 40,000
Strip paving	\$ 190,000

SECTION 11. BE IT FURTHER ORDAINED the City maintains an Internal Service Fund for its Fleet Management. It is hereby acknowledged that the Fleet Management Fund's estimated revenues and expenditures for the 2013-2014 fiscal year are as follows:

Estimated Revenues:

Transfer from General Fund	514,400
Transfer from Sanitation Fund	126,000
Miscellaneous	<u>40,000</u>
Total estimated revenues	680,400
Beginning Net Assets	3,100,000

Estimated Expenditures	<u>366,000</u>
Ending Net Assets	3,414,400

SECTION 12. BE IT FURTHER ORDAINED that the City maintains an additional Enterprise Fund for its Conference Center. It is hereby acknowledged that the Conference Center Fund's estimated revenues and expenditures for the 2013-2014 fiscal year are as follows:

Estimated Revenues:

Rental Income	<u>20,000</u>
Total estimated revenues	20,000
Beginning Net Assets	1,100,000

Estimated Expenditures	<u>20,000</u>
Ending Net Assets	1,100,000

SECTION 13. BE IT FURTHER ORDAINED that if for any reason a budget ordinance is not adopted prior to the beginning of the next fiscal year, the appropriations in this budget ordinance shall become the appropriations for the next fiscal year until the adoption of the new budget ordinance in accordance with Section 6-56-210, *Tennessee Code Annotated* provided sufficient revenues are being collected to support the continuing appropriations. Approval for a continuation budget will be requested from the Director of the State and Local Finance Division in the Office of the Comptroller of the Treasury if any indebtedness is outstanding.

SECTION 14. BE IT FURTHER ORDAINED that all Ordinances, and parts of Ordinances in conflict with this Ordinance shall be, and the same are, hereby repealed and superseded.


SECTION 15. BE IT FURTHER ORDAINED that if any section, paragraph, clause, or sentence of this Ordinance shall be held invalid by a Court of competent jurisdiction, such holding shall not affect the remaining sections, paragraphs, clauses, and sentences.

SECTION 16. BE IT FURTHER ORDAINED in that the fiscal year begins on July 1, 2013, and time is of the essence, therefore, this Ordinance is declared to be an emergency ordinance to take effect from and after its passage.

PASSED ON FIRST READING: May 21, 2013

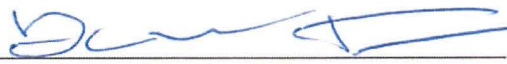
PASSED ON SECOND READING: July 23, 2013

DATE OF PUBLIC HEARING: July 23, 2013

  
\_\_\_\_\_  
MITCHELL B. MOORE, City Manager

  
\_\_\_\_\_  
R. HAL BUTTRAM, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
H. CHRIS TREW, City Attorney



**CITY OF ATHENS, TENNESSEE**  
**PROPERTY TAX LEVY AND RATE INFORMATION**  
**FISCAL YEAR 2013-2014**

<b>TAXABLE PROPERTY</b>	<b>ESTIMATED ACTUAL VALUE</b>	<b>ASSESSMENT RATE</b>	<b>ASSESSED VALUE</b>
Industrial & Commercial -Real Estate	428,380,500	40%	171,352,200
Industrial & Commercial -Personal Property	310,167,000	30%	93,050,100
Residential & Farm -Real Estate	436,869,600	25%	109,217,400
Public Utilities -Real Estate	711,200	55%	391,200
Total Assessed Value			374,010,900
Tax Rate			<u>1.1328</u>
Total Taxes			4,236,800
Less: Reserve for Delinquency (5.0%)			<u>211,800</u>
Current Budget			<u><u>4,025,000</u></u>

**CITY OF ATHENS, TENNESSEE**  
**FIXED ASSET SUMMARY**  
**FISCAL YEAR 2013-2014**

**GENERAL FUND**

<b>FINANCE</b>	Computer Equipment	25,000
<b>FIRE SUPPRESSION</b>	Air Tanks	<u>6,000</u>
	<b>TOTAL FIXED ASSETS - GENERAL FUND</b>	<u><u>31,000</u></u>
<b>SANITATION</b>	Dumpsters	<u><u>18,000</u></u>

**CAPITAL IMPROVEMENT FUND**

<b>POLICE</b>	Office Furniture	4,000	
	Office Renovation	10,000	
	Equipment For New Patrol Vehicles	4,000	
	In Car Video Equipment	14,000	
	2 Mobile Radar Units	4,100	
	<b>TOTAL POLICE</b>		36,100
<b>FIRE</b>	Winter Parkas	4,900	
	800 Hydrant Markers	3,400	
	Radios	5,500	
	<b>TOTAL FIRE</b>		13,800
<b>PARKS AND RECREATION</b>	Camera	1,000	
	Sports Fence	8,500	
	Floor Buffer	2,500	
	<b>TOTAL PARKS AND RECREATION</b>		12,000
<b>PUBLIC WORKS</b>	Traffic Signal Replacements	40,000	
	Traffic Software	800	
	Salt Spreader	15,800	
	Manure Spreader	4,000	
	Heavy Duty Bush Hog	2,500	
	Welder	3,500	
	Plasma Cutting System	2,000	
	Diagnostic Scanner and Software	7,000	
	Fleet Software	1,500	
	Storage Shelter for Animal Control	2,300	
	Kennel Equipment	2,100	
	<b>TOTAL PUBLIC WORKS</b>		<u>81,500</u>
	<b>TOTAL FIXED ASSETS - CAPITAL FUND</b>		<u><u>143,400</u></u>

**CITY OF ATHENS, TENNESSEE  
FLEET MANAGEMENT SUMMARY  
FISCAL YEAR 2013-2014**

**POLICE**

2 Patrol Cars	30,000
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**PARKS AND RECREATION**

Tractor	20,000
2 Pick Up Trucks (Used)	24,000
Cargo Van (Used)	23,000
Reel Mower	45,000

**PUBLIC WORKS**

2 Pickup Trucks	61,000
2 Dump Trucks	140,000
2 Flat Bed Trucks	70,000
Animal Control Truck	50,000
Mower	5,000

**TOTAL FLEET PURCHASES**

<u>468,000</u>
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**CITY OF ATHENS, TENNESSEE  
DEBT SERVICE SCHEDULE  
FISCAL YEAR 2013-2014**

<b><u>DEBT ISSUE</u></b>	<b><u>OUTSTANDING 7/1/2013</u></b>	<b><u>PRINCIPAL</u></b>	<b><u>INTEREST</u></b>	<b><u>TOTAL REQUIRED</u></b>
2004 Loan	3,852,000	725,000	65,000	790,000
TOTAL	3,852,000	725,000	65,000	790,000

<b><u>PRINCIPAL (By Issue)</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
2004 Loan	662,000	683,000	703,000	725,000
TOTAL PRINCIPAL	662,000	683,000	703,000	725,000

<b><u>INTEREST (By Issue)</u></b>	<b><u>ACTUAL 2010-2011</u></b>	<b><u>ACTUAL 2011-2012</u></b>	<b><u>ESTIMATED 2012-2013</u></b>	<b><u>BUDGETED 2013-2014</u></b>
2004 Loan	51,035	33,938	40,000	65,000
TOTAL INTEREST	51,035	33,938	40,000	65,000

<b><u>ORIGINAL AMOUNT</u></b>	<b><u>NAME OF ISSUE</u></b>
6,300,000	Loan through TN Municipal Bond Fund, Series 2004 dated 01/23/04 Funded By The General Fund

**CITY OF ATHENS, TENNESSEE  
STATEMENT OF OUTSTANDING DEBT  
FISCAL YEAR 2013-2014**

**FISCAL  
YEAR  
ENDING  
June 30**

**2004 BOND FUND DEBT**  
**PRINCIPAL      INTEREST      TOTAL**

2014	725,000	65,000	790,000
2015	747,000	60,000	807,000
2016	770,000	50,000	820,000
2017	793,000	40,000	833,000
2018	817,000	25,000	842,000
<b>TOTAL</b>	<b>3,852,000</b>	<b>240,000</b>	<b>4,092,000</b>

**CITY OF ATHENS, TENNESSEE  
INTERFUND TRANSFERS  
FISCAL YEAR 2013-2014**

FUND	ACTUAL 2010-2011		ACTUAL 2011-2012		ESTIMATED 2012-2013		BUDGETED 2013-2014	
	IN	OUT	IN	OUT	IN	OUT	IN	OUT
GENERAL FUND		790,000		1,490,000		790,000		790,000
DEBT SERVICE FUND	790,000		790,000		790,000		790,000	
CAPITAL IMPROVEMENT FUND			700,000					
TOTAL ALL FUNDS	790,000	790,000	1,490,000	1,490,000	790,000	790,000	790,000	790,000

