ORDINANCE NO. 159

AN ORDINANCE APPROPRIATING FUNDS FOR THE VARIOUS DEPARTMENTS AND DIVISIONS FOR THE FISCAL PERIOD JULY 1, 1995, THROUGH JUNE 30, 1996, AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE.

BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN, as follows:

SECTION I. That the revenue received from the sources of income shown in the detailed budget headed "Estimated Total Revenue and Available Funds" including appropriation from General Fund surplus and fund transfers aggregating $1,263,844 received or accruing during the fiscal period ending June 30, 1996, or any other revenues or income accruing, or available for this appropriation, be and the same are hereby appropriated for the various purposes set out in the budget detail on file in the offices of the Mayor and the Recorder, and the same made a part of and incorporated in this ordinance by specific reference as if fully copied herein, in the aggregate of $1,166,514 for the payment of expenses and obligations for the fiscal period aforesaid which are payable from the general funds of the Town.

The books, accounts, orders, vouchers, or other official documents relating to the items of appropriation covered shall indicate the items involved either by name as given or by the symbol or code number as prefixed in the detailed budget and by department as listed below:

DEPARTMENT APPROPRIATIONS FOR THE FISCAL PERIOD
JULY 1, 1995, THROUGH JUNE 30, 1996

Legislative	$ 33,200
Judicial	8,844
City Administrator	43,435
Elections	0
Finance Administration	84,258
City Hall	19,442
General Government	129,083
Police	196,285
Fire	36,400
Animal Control	24,613
Building Inspection	3,000
Highways & Streets	100,886
State Street Aid	97,031
Sanitation	128,870
Pool/Recreation	61,280
Debt Service	0
Sewer	199,886
TOTAL APPROPRIATIONS	$1,166,514

SECTION II. That the revenue of the Sanitary Fund aggregating $139,870 received or accruing during the fiscal period ending June 30, 1996, or any other revenues or incomes accruing or available for the appropriation, be and the same are hereby appropriated for the budget purposes or various projects as set out in the budget detail on file in the offices of the Mayor and the Recorder, and the same made a part of and incorporated by specific reference as if fully copied herein, in the aggregate of $139,870 for the payment of expenses and obligations for the fiscal period aforesaid which are payable from the assessment fund.

The books, accounts, orders, vouchers, or other official documents relating to items of appropriation covered shall indicate the items involved either by name or by the symbol or code number as prefixed in the detailed budget.

SECTION III. That authority be and the same is hereby given to the Mayor and the Recorder to jointly issue vouchers in payment of the items of appropriations or expenditures, as they become due or necessary covered by the foregoing sections, and to make expenditures for items exceeding an aggregate cost of $5,000.00 when such items are explicitly listed as individually budgeted items in the budget detail.

SECTION IV. That authority be and the same is hereby given to the Mayor and the Recorder to transfer the unused portion of any item or appropriation within the same department, other than Capital Improvements. Further appropriations and expenditures including but not limited to those from the General Fund Contingency or Capital Outlay and transfers from Capital Outlay, Unappropriated, or from one department to another shall be made by Resolution of the Board of Mayor and Aldermen as the necessity and advisability shall become apparent.

Jim Dean

JAMES L. DEAN, Mayor

ATTEST:

Nancy Carter

NANCY F. CARTER, Recorder

APPROVED AS TO FORM:

Allen J. Craig

LAW OFFICES OF FAULK AND MAY, Attorneys

PASSED 1ST READING: 6-9-95 Ayes 5 Nays 0 Other 0
PASSED 2ND READING: 6-22-95 Ayes 5 Nays 0 Other 0

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THE UNIVERSITY OF TENNESSEE
MUNICIPAL TECHNICAL ADVISORY SERVICE

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MEMORANDUM

TO: Jim Dean & City Board Members

FROM: Ken Joines, Senior Finance Consultant Ken

DATE: June 22, 1995

SUBJ: FY-96 Mount Carmel Budget

Please find attached a revised copy of your proposed Budget for FY-96. The Proposed Budget amounts for FY-96 are the only amounts reflected on this draft of the budget. Some amounts have been revised to reflect what I think was a consensus of opinion at the budget workshop. These changes will become final if the budget is passed on the second reading. **However,** the pay adjustments provided for in these amounts do not become effective until the normal process for approving pay changes for individual employees has been followed.

These following changes have been made to the budget as a result of what I think was a general consensus, items discussed but not really resolved and one shift of $10,000 that I have proposed as a result of the general consensus to buy a new garbage truck are as follows:

1. PAY INCREASES:

   a. Added .50 cents per hour to one employee in financial administration.
   b. Added $1.25 per hour to one employee split between the police department and animal control.
   c. Added $1.25 per hour to one employee split between the street department and parks & recreation.
   d. Added $1.50 per hour to one employee in the sewer fund.

   REMEMBER, THE BUDGET PROVIDES FUNDS TO PAY FOR THESE INCREASES. IT DOES NOT AUTHORIZE THE PAY INCREASES TO THE SPECIFIC EMPLOYEE. ANY PAY INCREASES SHOULD FOLLOW THE

NORMAL PROCEDURE FOR PAY ADJUSTMENT AUTHORIZATION.

2. The proposed Tax Rate has been reduced by .10 cents, to $1.86 cents, with the understanding that the garbage truck will be paid for over a three (3) year period, with $25,000 being included for this year's portion of the cost.

3. We discussed the purchase of a new fax machine but didn't really come to any consensus. I have included $1,000 in the proposed budget to replace the damaged fax machine.

4. Reduced Sanitation-Machinery & Equipment Parts by $10,000 since plans are underway to purchase a garbage truck. I moved $5,000 of this to Capital Outlay-Garbage Cans and $5,000 to Highways and Streets (object 268), for street paving.

I hope these changes meet with your approval. One other thing, due to some additional information we have I would like for the Mayor and Board to consider amending your FY-95 Budget one more time. If you will consider this at your first meeting in July, I will come up and work up some new amendments so you will be in compliance with current budget laws.

6/22/95

MOUNT CARMEL, TN.
BUDGET SUMMARY
FISCAL YEAR ENDING JUNE 30, 1996

TAX RATE & CASH PROJECTIONS

	GENERAL FUND	SANITATION FUND	SEWER FUND	TOTAL ALL FUNDS
BEGINNING AVAILABLE RESERVE				
Restricted	$43,855			$43,855
Unrestricted	7,285	0	0	7,285
Property Taxes	430,000			430,000
Other State & Local Revenues	782,704	11,000	632,146	1,425,850
Transfer From Other Funds		128,870	199,886	328,757
Total Revenue, Transfers In & Beg Funds	$1,263,844	$139,870	$832,032	2,235,746
Expenditures	837,757	139,870	832,032	1,809,660
Transfer To Other Funds	328,757			328,757
Total Expenditures & Transfers Out	1,166,514	139,870	832,032	2,138,417
Ending Available Funds *1	84,083	0	0	84,083
Ending Reserve Funds	13,247			13,247

***1 - THIS REPRESENTS ABOUT A 17 DAYS OPERATING BALANCE. FOR A CITY YOUR SIZE I RECOMMEND ABOUT A 30 DAY OPERATING CASH BALANCE, SO WE ARE GOING IN THE. RIGHT DIRECTION.**

Property Taxes will all go into the General Fund, but the proceeds will be used as follows:

$0.44	$0.56	$0.86	$1.86

MOUNT CARMEL
PROPOSED BUDGET
GENERAL FUND - FUND #110
FISCAL YEAR ENDING JUNE 30, 1996

TOTAL APPROPRIATIONS

	ESTIMATED REVENUES	PROPOSED FY-96	TAX RATE
31100	Property Taxes	$430,000	$1.86
31610	Local Sales Tax, Co. Trustee	306,701	
31800	Business Tax	16,000	
31912	Cable TV Franchise	20,000	
32610	Building Permits	1,200	
33191	Postal Contract	19,332	
	FEMA Emergency Grant	0	
33430	State Suplement Pay	3,000	
	Other State Grants	0	
33510	State Sales Tax	227,795	
33520	State Income Tax	4,500	
33530	State Beer Tax	2,125	
33551	Gas and Motor Fuel Tax	92,000	
33552	State Streets & Transp.	10,450	
33591	In-lieu of tax- TVA	22,100	
33710	Local Grant-Fire Dept	1,000	
34310	State-Highway Contract	10,500	
34410	Residential Coll Ch.	0	
34420	Commercial Coll Ch.	0	
34510	Animal Control	1,500	
34751	Auditorium Rental	1,000	
	Park and Pool	0	
35110	City Court Fines and Costs	30,000	
35150	Court Fines/Cost-County	7,500	
	Hawkins County Donation	0	
36100	Interest	2,000	
36350	Insurance Recovery	0	
36711	Contributions & Donations	3,000	
36930	Sale of Notes	0	
36990	Misc Revenues	1,000	

	Total Estimated Revenue	$1,212,704	
	Begin Avail Funds *1	2,254	84,082
	Beg. St Street Aid Res.	5,031	0
	Beg. Other Reserves	43,855	13,247

	TOTAL AVAILABLE FUNDS	$1,263,844	
		=============	

Please Note: If Pool Reserve funds are not used for construction in FY-96, then appropriations will be reduced by $30,606 and will have to be added to the ending reserve balance of $13,247.

MOUNT CARMEL, TN.
PROPOSED BUDGET
GENERAL FUND - FUND #110
FISCAL YEAR ENDING JUNE 30, 1995

	APPROPRIATIONS	PROPOSED FY-96
41100	LEGISLATIVE	$33,200
41210	JUDICIAL	8,844
41340	CITY ADMINISTRATOR	43,435
41400	ELECTIONS	0
41500	FINANCE ADMINISTRATION	84,258
41810	CITY HALL	19,442
41990	GENERAL GOVERNMENT	129,083
42100	POLICE	196,285
42200	FIRE	36,400
42400	ANIMAL CONTROL	24,613
42420	BUILDING INSPECTION	3,000
43100	HIGHWAYS & STREETS	100,886
43190	STATE STREET AID	97,031
43200	SANITATION	128,870
44440	POOL/RECREATION	61,280
49000	DEBT SERVICE	0
52200	SEWER	199,886
	TOTAL APPROPRIATIONS	$1,166,514

MOUNT CARMEL
PROPOSED BUDGET
GENERAL FUND - FUND #110
FISCAL YEAR ENDING JUNE 30, 1996

			PROPOSED FY-96
		APPROPRIATIONS	
41112		LEGISLATIVE	
161		Mayor & Board Fee	$3,200
252		Legal	30,000

		Total Legislative	$33,200

41210		CITY JUDGE	
252		Legal Services	$1,800
	**	**3% Pay Increase**	54
	**	**City Court Clerk 1/2 Time Position**	**6,240**
320		Operating Supplies	750

		Total City Judges Office	$8,844

41340		**CITY ADMINISTRATOR**	
121	**	**Wages**	**$35,000**
		Employee Benefits ($6,565 included in Acc't 41990)	
		Other Costs	**8,435**

		Total City Administrator	**$43,435**

41400		ELECTIONS	
172		Election expense	$0

		Total Elections	$0

41500		FINANCIAL ADMINISTRATION	
121		Wages	$49,862
	**	**3% Pay Increase**	1,496
231		Publication-Public Notices	1,400
235		Membership	2,500
245		Telephone	1,800
253		Accounting/Auditing	7,500
255		Data Processing Services	2,500
260		Repairs and Maintenance	600
298	**	**Collection Fees**	**7,000**
310		Office Supplies	5,000
940		Capital Outlay	**1,000**
	**	**(Copier Rental)**	**1,600**
	**	**New Phone System**	**2,000**

		Total Financial Adm.	$84,258

41810		CITY HALL	
121		Wages	$2,080
	**	**3% Pay Increase**	**62**
241		Electricity	4,800
242		Water & Sewer	1,100
260		Repair & Maint. Serv.	4,000
	**	**(Roof)**	**6,000**
	**	**(Remodeling)**	**0**
324		Janitorial Supplies	1,400
		Postal Bonds	0

		Total City Hall	$19,442

41990		OTHER GENERAL GOVERNMENT	
141		FICA Employer Taxes	$24,409
142		Hospital/Health Insurance	15,140
143		Retirement	10,889
146		Workmans Compensation	14,435
147		Unemployment Insurance	1,750
	**	**3%Pay Increase Benefits Costs Included in Above Costs**	
235		Memberships/Dues	325
236		Public Relations	1,750
		Senior Center	0
254		Architectural/Engineering	0
257		Tenn State Planning	4,200
299		Miscellaneous	0
510		Insurance	35,179
511		Building Insurance	
512		Vehicle Insurance	
520		Surety Bond	650
721		Donation-library	6,500
722		First Tenn human Resources	2,116
723		Donat-Senior Citizens	11,740
724		Sanitation Fund	
299		Other	

		Total Other Gen Govt.	$129,083

PLEASE NOTE-Benefits are presented based on Payroll Information data.

42100	POLICE	
121	Wages	$125,756
	Part Time	6,358
	State Supplement	3,000
	** **3% Pay Increase**	3,963
	** Merit Increase	
148	Employee Ed. & Training	1,200
235	Memberships & Regist.	2,000
241	Electric	0
242	Water	0
245	Telephone	3,500
251	Medical Services	1,000
280	Travel	2,000
292	Board Bill	0
296	Litigation Tax	0
	** **ECOM Dispatch**	**0**
298	NCIC	700
299	Miscellaneous	0
320	Supplies	4,000
326	Clothing & Uniforms	3,500
327	Fire Arm Supplies	1,500
331	Gas, Oil, & Etc.	9,000
333	Machinery & Equip Parts	11,000
940	Capital Outlays	13,008
	** **New Radios**	**2,000**
	** **FAX Machine & Phone Line**	**1,200**
	** **Copy Machine Rental**	**1,600**
	Total Police	$196,285
42200	FIRE	
121	** **Wages**	**$2,400**
148	Education & Training	1,500
235	Memberships/Dues	300
236	Public Relations	
245	Telephone	700
251	** **Medical-Hepit. B**	**500**
266	Building Rep. & Maint.	500
280	** **Travel**	**500**
320	Operating Supplies	2,000
331	Gas, Oil, & Etc.	2,000
333	Machiner & Equip Parts	3,000
513	Liability Insurance	1,000
940	C/O Machinery & Equip	5,000
	** **Building Addition**	**17,000**
	** **Fire Engine**	**0**
	** **Equip for New Engine**	**0**
	** **New Radios**	
	** **Hydraulic Rescue Tools**	
	Total Fire	$36,400

42400		ANIMAL CONTROL	
	121	Wages	$10,530
	**	**3% Pay Increase**	**452**
	**	**Full Time Position**	**4,531**
	241	Electric	
	245	Telephone	600
	266	Building Rep. & Maint.	0
	291	Ambulance/Hospital Servcie	2,500
	320	Operating Supplies	3,500
	331	Gas, Oil, & Etc.	1,000
	333	Machinery & Equip Parts	1,500
		Total Animal Control	$24,613
42420		BUILDING INSPECTION	
	121	Wages	$3,000
		Total Building Inspection	$3,000
43100		HIGHWAYS & STREETS	
	121	Wages	$42,776
	**	**3% Pay Increase**	**1,283**
	241	Electric	2,000
	242	Water	800
	244	Natural Gas	750
	245	Telephone	800
	268 **	**Repair & Maint-Streets**	**16,477**
	320	Operating Supplies	4,300
	326	Clothing & Uniforms	1,200
	330	Repairs and Maintenance	
	331	Gas, Oil, & Etc.	5,000
	333	Machinery & Equip Parts	12,000
	342	Street Signs	1,000
	940 **	**C/O Tractor & Mower**	**7,500**
	**	**Dump Truck (Used)**	**5,000**
	**	**1 Ton Cab & Chassis**	**0**
	**	**Drainage Rep-Hemlock**	
		Total Highways & Streets	$100,886
43190		STATE STREET AID	
	121	Wages	$20,408
	**	**3% Pay Increase**	**612**
	141	OASI	
	142	Hospital/Health Insurance	
	143	Retirement	
	247	Street Lighting	20,000
	268	Repair & Maint-Streets	37,911
	269	Other Repair & Maint Serv	
	320	Operating Supplies	
	326	Clothing & Uniforms	
	330	Repairs and Maintenance	
	331	Gas, Oil, & Etc.	
	333	Machinery & Equip Parts	
	342	Sign Parts & Supp	
	400	Building Materials	
	611 **	**Note Principal**	**11,100**
	**	**Interest on Note**	**7,000**
		Total State Street Aid	$97,031

43200	SANITATION	
761	Transfer To Sanitation Fd	$128,870

	Total Sanitation	$128,870

44440	RECREATION & POOL	
110	** **Salary**	**$2,400**
121	Wages	4,212
148	Employee Ed & Training	
236	Public Relations	
241	Electric	
242	Water	
245	Telephone	
297	Recreation Programs	
299	Miscellaneous	
320	Supplies	
326	Uniforms	
330	Repairs and Maint Supp	
325	Concessions	
	Current Programs	24,060
900	**Capital Outlay**	
	** **New Pool**	**30,608**
	** **New Pool Operations**	**0**

	Total Recreation and Pool	$61,280

49000	DEBT SERVICE	
610	Principal	
630	Interest	

	Total Debt Service	$0

52000	SEWER	
762	Transfer to Sewer Fund	199,886

	Total Sewer	$199,886

	TOTAL GEN. FUND APPROPRIATIONS	$1,166,514
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