



# *Board of Mayor and Aldermen*

# **Meeting Agenda**

Town Hall  
334 Atoka-Munford Avenue  
Tuesday, September 13, 2022  
7:00 p.m.

Invocation & Pledge of Allegiance

## **I. Call to Order & Roll Call**

## **II. Minutes**

- a. Regular Board Meeting – August 09, 2022 Exhibit A

## **III. Reports**

- a. Financial Report ❖ Exhibit B
  - 1. Sales Tax Report
- b. Reports from Committees – Public Works, Public Safety, Finance and Administration

## **IV. Old Business - None**

## **V. New Business**

- a. Proclamation – Constitution Week – September 17-23, 2022 Exhibit C
- b. Presentation – Oath of Office – Fire Chief – Justin McMillian
- c. Ordinances & Resolutions
  - 1. Ordinance – Amending the FY 23 Budget Exhibit D
  - 2. Ordinance – Amending a Business License Privilege Tax Exhibit E
  - 3. Resolution – Approving a Spending Plan for ARPA funds Exhibit F
  - 4. Resolution – Approval of Planning Services Exhibit G
- d. Miscellaneous Items Exhibit H
  - 1. Records Destruction Request – Police Department
  - 2. Employee Credit Card Approval – Fire Chief, Building Code Official
  - 3. Reschedule November 8 BMA due to Election

## **VI. Departmental Reports**

- a. Planning and Inspection
- b. Fire Department Chief McMillian
- c. Parks Department Director Isbell
- d. Police Department Chief Rudolph
- e. Public Works Department Director Ellis

## **VII. Miscellaneous Items from the Mayor, Board of Aldermen, Town Administrator**

## **VIII. Citizen Concerns**

## **IX. Adjourn**



## Office of the Town Administrator

### MEMORANDUM

To: Honorable Mayor Daryl Walker & Board of Aldermen  
From: Marc Woerner, Town Administrator  
Re: Agenda items for September 13, 2022

1. **Exhibit A – Board Meeting Minutes** - The minutes from the Board's regular monthly meeting in August are included for review and approval.
2. **Exhibit B – Financial Reports** – The monthly report detailing fiscal year financial performance through the month of August is included in the packet for your review.
3. **Exhibit C – Special Presentation – Constitution Week Proclamation** – Mayor Walker will present a proclamation designating the week of September 17-23, 2022, as Constitution Week in Atoka. The proclamation honors the 235<sup>th</sup> anniversary of the drafting of the United States Constitution and will be presented to members of the Daughters of the American Revolution who will be in attendance Tuesday evening.
4. **Presentation – Oath of Office – Fire Chief Justin McMillian** – Justin McMillian will be sworn in and take the Oath of Office. Chief McMillian was appointed by the Board at the August 9<sup>th</sup> meeting and started employment August 27<sup>th</sup>.
5. **Exhibit D - Ordinance to Amend the FY2023 Town Budget** – This will be the first consideration of an ordinance to amend the Town budget for fiscal year 2023, running from July 1, 2022, to June 30, 2023. To comply with State law, the Town must amend its budget if expenditures for a department or fund exceed the figures in the adopted Town budget. The amended budget authorizes total General Fund expenditures of \$9,057,081. They are \$2,035,603 in Fire, \$2,694,108 in Highways and Streets, \$1,288,110 in Parks, \$442,575 in Planning and Inspection, and \$2,596,685 in Police.
  - a. The fire amendment is to purchase a brush truck, a utility brush vehicle w/trailer (Kubota) w/tools and spine attachment, and paint and color code hydrants
  - b. Highways and Streets is for road construction, paving projects, roundabout at the 3-Way and sidewalk extension at Walker Pkwy East to Atoka Elementary

- c. Parks and Recreation is related to Pioneer Park discharge pipe lining, resurfacing Nancy Lane playground, paving Nancy Lane parking lot and Walker Park gravel lots, fencing all four fields at Nancy Lane and soccer field lighting at Walker Park.
  - d. Planning and Inspections is for a new vehicle purchase
  - e. Police is to purchase mobile data terminals for all patrol vehicles, message board and three flock cameras.
- **Exhibit E – Ordinance – Amending a Business License Privilege Tax** – The Board of Mayor and Aldermen approved to amend Title Five Chapter 4 of the Atoka Municipal Code related to Privilege Tax. The amended section 5-405 grandfathering existing businesses has conflicting language regarding the license fee and privilege tax. The ordinance was submitted to the Tennessee Department of Revenue for approval and was rejected. Their legal department took a look at the previous ordinance and had concerns about the validity of the ordinance due to the “waiver” language, since a local government cannot selectively exempt certain businesses and tax others that are similarly situated. Section 5-405 has been removed and is presented for Board approval.
6. **Exhibit F – Resolution – Approving a Spending Plan for ARPA Funds** – The proposed resolution approves a spending plan for the town’s \$2,823,822 allocation of American Rescue Plan Act funds. Allocations are proposed for general services, including road construction, paving projects, public safety, various equipment, and vehicles. Total estimated allocation is \$2,620,000, with remaining uncommitted funds of \$203,822.
  7. **Exhibit G – Resolution – Approval of Planning Services** – The resolution approves an agreement for planning services between the Town of Atoka and Atkinson Planning, LLC.
  8. **Exhibit H – Correspondence – Record Destruction Request – Police Department** – From time to time, the Town removes records from our storage vault when the required records retention period has passed, and the record is no longer useful to the Town. The records are destroyed by shredding once they are cleared by the Board for destruction. A general overview of the records, the time period in which the record was generated, the required retention period and the allowable destruction date.
  9. **Employee Credit Card Approval** - For town employees to have a town credit card the bank requires that the Board approve it in the minutes. Staff recommends approving a credit card for Justin McMillian with a limit of \$3000.00 and a credit card for Mark Daugherty for \$500.00.

## 10. Reschedule November 8<sup>th</sup> BMA due to Election

If you have questions on any of these items prior to the Board meeting, please do not hesitate to call me.



September 13, 2022

## Exhibit A

TOWN OF ATOKA  
334 Atoka-Munford Avenue  
Atoka, Tennessee 38004  
Phone: (901) 837-5300  
www.TownofAtoka.com

**Town of Atoka Board of Mayor and Aldermen  
Regular Monthly Meeting  
August 09, 2022, 7:00 p.m.**

The Invocation was led by Mayor Walker. All present joined in the pledge to the flag.

The meeting was called to order by Mayor Walker at 7:00 p.m.

**The Town of Atoka Board of Mayor and Aldermen** met with the following:

**Present:** Mayor Daryl Walker, Aldermen Barry Akin, Danny Feldmayer, Brett Giannini, John Harber, Cody Pace and Alderwoman Renfrow

**Also present:** Town Recorder Debbie Pickard, Town Administrator Marc Woerner, Town Attorney Amber Shaw, Police Chief Anthony Rudolph, Park Director Dorothy Isbell, Public Works Director Harvey Ellis and attached list.

**Absent:** None

**Regular Monthly Meeting July 12, 2022 – Exhibit A** – Alderman Harber made a motion to accept the minutes as presented. Alderwoman Renfrow seconded the motion. All in favor. Motion carried.

**Special Called Meeting July 14, 2022 – Exhibit B** – Alderman Giannini made a motion to accept the minutes as presented. Alderman Feldmayer seconded the motion. All in favor. Motion carried.

**Special Called Meeting July 26, 2022 – Exhibit C** – Alderman Feldmayer made a motion to accept the minutes as presented. Alderman Pace seconded the motion. All in favor. Motion carried.

**Financial Report: Exhibit D** – Administrator Woerner reviewed the financial report as presented. Alderman Feldmayer made a motion to accept the report as presented. Alderman Akin seconded the motion. All in favor. Motion carried

**Old Business: None**

**New Business:**

**Presentations:**

- 1. Appointment of Fire Chief** – Administrator Woerner advised that Mr. Justin McMillian has accepted the position to be the new Fire Chief and he will start work on or about August 27<sup>th</sup>. Alderman Feldmayer made a motion to appoint Mr. McMillian as Fire Chief. Alderman Harber seconded the motion. All approved. Motion carried.
- 2. Presentation – Oath of Office – Police Officer – Rachel Williams** – The Oath of Office was previously performed within the police department by Chief Rudolph
- 3. Correspondence – Comptroller of the Treasury Budget Approval – Exhibit E** - This letter acknowledges receipt and approval of the FY2023 Town budget. This is a matter of information from the Comptroller's Office. No action is required from the Board.

**Ordinances and Resolutions:**

- 1. Resolution – 22-08-01 – Agreement for School Resource Officer – Exhibit F** – Alderman Feldmayer made a motion to approve the resolution, amending in order that the one year period mirror the language in section 16.0 of the agreement. Alderman Pace seconded the motion. All in favor. Motion carried.

2. **Resolution – 22-08-02 – Approving an Interlocal Agreement for Dispatching Services – Exhibit G –** Alderman Giannini made a motion to approve the resolution. Alderman Feldmayer seconded the motion. All in favor. Motion carried.
3. **Resolution – 22-08-03 – Fire Chief Services – Exhibit H –** Alderman Feldmayer made a motion to approve the resolution as presented. Alderman Pace seconded the motion. All in favor. Motion carried.

**Miscellaneous Items: None**

**Departmental Reports:**

1. **Code Enforcement:** The Board reviewed the report as presented.
2. **Fire Department:** Lt. Pelletier advised the Board of the following: The fire department participated with the Rock the Block Event. The fire department participated in an active shooter training July 25<sup>th</sup> at Dyersburg State Community College. The burn ban for Tipton County has been lifted. Lt. Hall is attending active shooter training in Columbus MS. The tornado siren at Tracy Rd. and Meade Lake Rd. is out of service and Precision Communications has been contacted for a service call.
3. **Parks Department:** Director Isbell reviewed the report as presented. Director Isbell advised the Board of the following: The Rock the Block Event was a huge success as always. A special thank you to Pyros for a great fireworks display. Director Isbell recognized the Boy Scouts for their help with parking for the event. Director Isbell thanked Air Serve, Fastimes and Gateway Baptist Church for their sponsorship and participation for Rock the Block. Director Isbell thanked the Police Dept, Fire Dept. and Public Works Dept. for their help. The Teen Night program held a slip-n-slide kickball event. There will be a Pop-Up Farmers Market August 13 from 8am to 1pm.
4. **Police Department:** Chief Rudolph reviewed the report as presented. Chief Rudolph advised the Board of the following: Chief Rudolph reviewed a notable arrest regarding a breach in a bank account belonging to a local church. Southwest Tennessee Electric awarded the grant application for \$10,000.00 to go towards the purchase of an electric messaging sign. The US Sheriff's Deputy Association awarded the grant application for medical kits to be placed on the officers' belts. Atoka has placed in the top 10 safest cities in Tennessee. The police department is attending active shooter training. Chief Rudolph introduced recently hired officer, Rachel Williams.
5. **Public Works Department:** Director Ellis reviewed the report as presented. Director Ellis advised the Board that he is meeting with the engineer to do a final walk through tomorrow to confirm measurements on the streets for the paving project. Director Ellis advised that the Pioneer Park outlet structure pipe is leaking again, and staff was able to make a temporary repair to stop the leak. A more permanent repair will likely be needed in the future.

**Miscellaneous Items from the Mayor, Board of Aldermen, Town Administrator**

1. Mayor Walker advised that tomorrow there will be a meeting at 2pm at Town Hall with TDEC, Senator Rose, Representative Moody, Mayor Cole, Mayor Washam, and other staff to discuss sewer infrastructure.
2. Mayor Walker advised that there will be a work session meeting Wednesday August 10 at 6:30 to discuss the spending plan for the TDEC and ARPA funds.
3. Administrator Woerner advised the Board of the following: Some of the items that will be discussed at the work session will be grant requirements and financial responsibility between Atoka, Brighton, and Munford for wastewater expansion. Woerner met with the fire department staff to discuss the appointment of the new fire chief. The Walker Parkway stream mitigation project, as of July 12, rights-of-way for tract 1 is fifty percent completed and tracts 2,3, and 4 are done, and construction will be handled by West Tennessee River Basin. The Multi-Model grant project for sidewalks has the financial authority to proceed. Staff will be meeting with Simmons Bank tomorrow to discuss possible financial opportunities. Woerner will be setting a finance committee meeting to discuss the business license tax and a public works committee meeting to discuss a fat, oil, and grease ordinance. Woerner is working on an RFP for trash collection. Woerner will be attending the TML Conference August 12<sup>th</sup> to 16<sup>th</sup>. Alderwoman Renfrow will be attending the Elected Officials Academy August 12<sup>th</sup>. Woerner will be attending the PE Partners conference August 24<sup>th</sup> – 26<sup>th</sup>.

**Citizen Concerns:**

1. Matt Peters of 316 Sterling Ridge expressed concerns that the entrance to Sterling Ridge Subdivision needs paving repairs. Also, September 10<sup>th</sup> will be the annual subdivision yard sale.
2. Bill Austin of 55 Clay Cove expressed concerns regarding the recent vandalism of the park benches along the Greenway Trail and he would like to see a reward system set up to catch the offenders.

**Adjournment:**

Alderwoman Renfrow motioned to adjourn. Alderman Akin seconded the motion The meeting adjourned at 7:58 pm.

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**W. Daryl Walker, Mayor**

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**Deborah Pickard, Recorder**

## SUMMARY OF FINANCIAL CONDITION VS. BUDGET

*For the Two Months Ending August 31, 2022*

<u>General Fund</u>		2 month	% of Budget	
Revenues:		Actual	Budget	Total Budget
Property Tax		13,539	0.5%	2,480,054
Sales Tax		613,050	17.5%	3,509,742
Grants		0	0.0%	75,327
Other Revenues		190,077	15.4%	1,231,481
<b>Total</b>		<b>816,666</b>		<b>7,296,604</b>
Expenditures:				
Legislature & Judicial		6,822	10.0%	68,200
Finance & Administration		100,856	14.7%	684,025
Police		421,956	17.2%	2,452,685
Fire		456,147	23.9%	1,904,603
Planning & Inspection		31,390	7.7%	407,575
Streets		76,560	8.7%	884,108
Parks & Recreation		141,143	16.7%	843,110
<b>Total</b>		<b>1,234,874</b>		<b>7,244,306</b>
Excess Revenue Over Expenditures		-418,208		52,298
<b>Cash on Hand at End of Period (1)</b>		<b>4,115,135</b>		

<u>State Street Aid Fund</u>				
Revenue		60,650	16.9%	358,946
Expenditures		0	0.0%	358,946
Excess Revenue Over Expenses		60,650	0	
Cash on Hand at Beginning of Year		233,220		
<b>Cash on Hand at End of Period</b>		<b>293,870</b>		

<u>Drug Fund</u>				
Revenue		4,223	7.3%	57,672
Expenditures		0	0.0%	57,672
Excess Revenue Over Expenses		4,223	0	0
Cash on Hand at Beginning of Year		90,062		
<b>Cash on Hand at End of Period</b>		<b>94,285</b>		

(1) Does not include and Park AC of:

135,075

*September 13, 2022*

**Exhibit B**

<b><u>Solid Waste Collections</u></b>				
Revenue		114,980	17.1%	670,782
Expenditures		92,191	14.1%	655,000
Excess Revenue Over Expenses		22,789	0	15,782
Cash on Hand at Beginning of Year		128,717		0
<b>*Cash on Hand at End of Period</b>		<b>151,506</b>		<b>15,782</b>

## SUMMARY OF FINANCIAL CONDITION WATER FUND

*For the Two Months Ended August 31, 2022*

Cash on Hand at Beginning of Year	\$ 803,386
Cash on Hand at End of Period	\$ 747,020
Total Bonds/Notes outstanding 08/31/22	\$ 871,331

<b>Net Income(Regulatory Basis) vs. Prior Year</b>				
	Actual			Prior Year
	8/31/2022	% of Budget	Total Budget	8/31/2021
<b>Revenues</b>	\$ 273,187	21.69%	\$ 1,259,538	\$ 209,344
<b>Expenses</b>				
(353) Water Purchases	\$ 114,491	22.90%	\$ 500,000	\$ 94,622
(100's) Payroll and Benefits	\$ 50,345	17.44%	\$ 288,731	\$ 50,874
(260) Repair Maintenance Services	\$ 4,604	6.39%	\$ 72,000	\$ 13,522
(241) Utility (Electric) Operations	\$ 1,423	28.46%	\$ 5,000	\$ 1,427
(211,290,292,310) Prof Service / Office Supplies	\$ 12,979	41.33%	\$ 31,401	\$ 10,368
* Other Operating Expenses	\$ 57,631	35.74%	\$ 161,240	\$ 49,459
(540) Depreciation	\$ 33,527	16.67%	\$ 201,163	\$ 33,527
<b>Total</b>	<b>\$ 275,000</b>	<b>21.83%</b>	<b>\$ 1,259,535</b>	<b>\$ 253,799</b>
<b>Net Income (loss)</b>	<b>\$ (1,813)</b>		<b>\$ 3</b>	<b>\$ (44,455)</b>

\* Other Operating Expenses include: Uniforms - Vehicle Maintenance - Liability, Property  
& Work Comp Insurance - Building Utilities & Maintenance



*For the Two Months Ended August 31, 2022*

Cash on Hand at Beginning of Year	\$ 2,006,786
Cash on Hand at End of Period	\$ 1,905,607
Total Bonds/Notes outstanding 08/31/22	\$ 1,146,490

Net Income(Regulatory Basis) vs. Prior Year				
	Actual			Prior Year
	8/31/2022	% of Budget	Total Budget	8/31/2021
Revenues	\$ 253,046	18.62%	\$ 1,359,137	\$ 215,955
Expenses				
(243) Sewer Treatment Fees	\$ 60,162	33.23%	\$ 181,048	\$ 20,227
(100's) Payroll and Benefits	\$ 53,737	17.75%	\$ 302,700	\$ 50,948
(260,269) Sewer Maintenance	\$ 42,551	15.36%	\$ 277,000	\$ 23,028
(241) Utility (Electric) Operation	\$ 19,475	21.64%	\$ 90,000	\$ 16,238
(211,290,292,310) Prof Services / Office Supplies	\$ 11,759	39.41%	\$ 29,840	\$ 10,814
* Other Operating Expenses	\$ 135,489	66.17%	\$ 204,759	\$ 47,169
(540) Depreciation	\$ 45,632	16.67%	\$ 273,790	\$ 45,632
Total	\$ 368,805	27.14%	\$ 1,359,137	\$ 214,056
Net Income (loss)	\$ (115,759)		\$ -	\$ 1,899

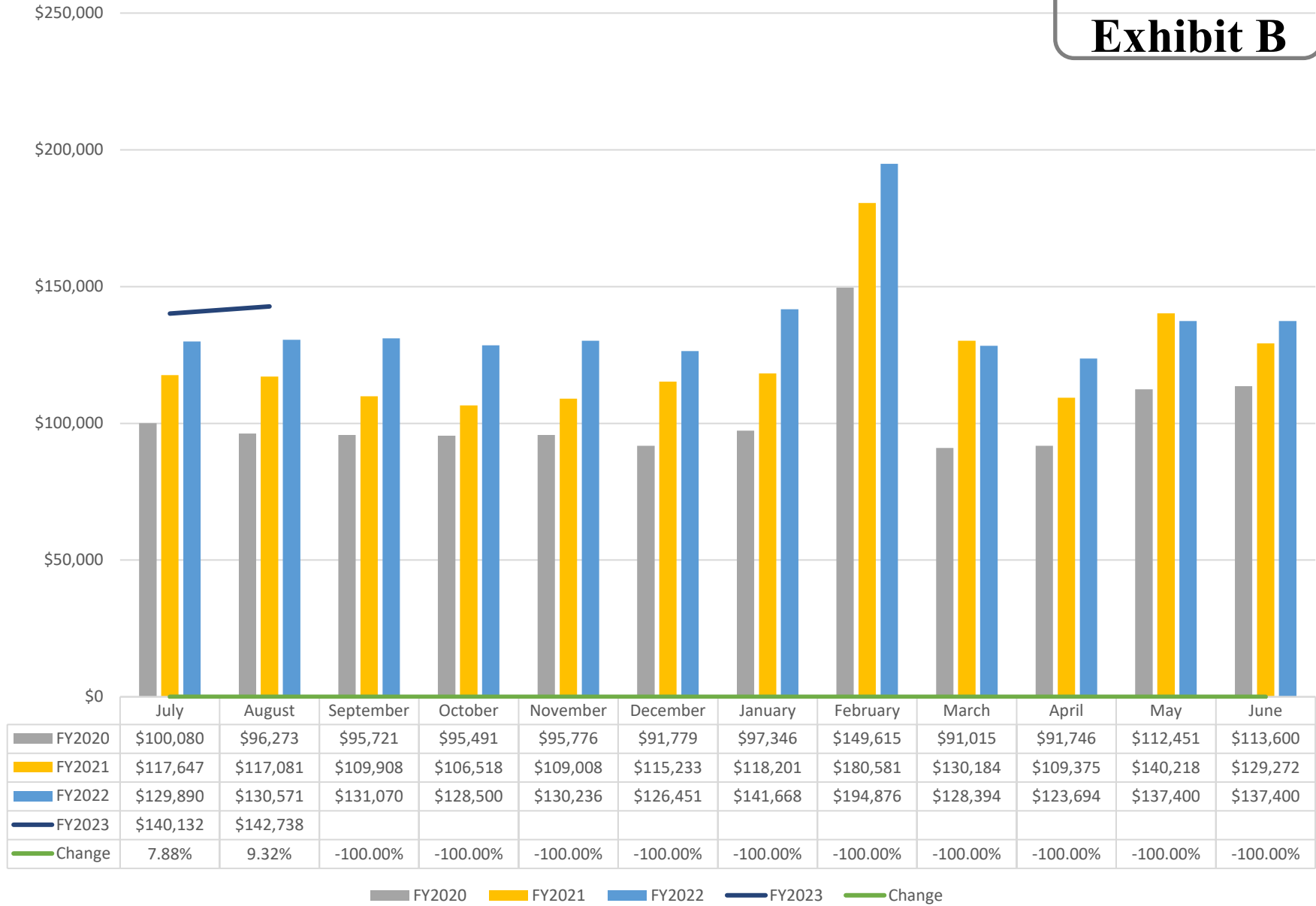
**Total - All Funds:** \$ 7,603,761

\* Other Operating Expenses include: Uniforms - Vehicle Maintenance - Liability, Property & Work Comp Insurance - Building Utilities & Maintenance

## General Sales Tax Revenue

September 13, 2022

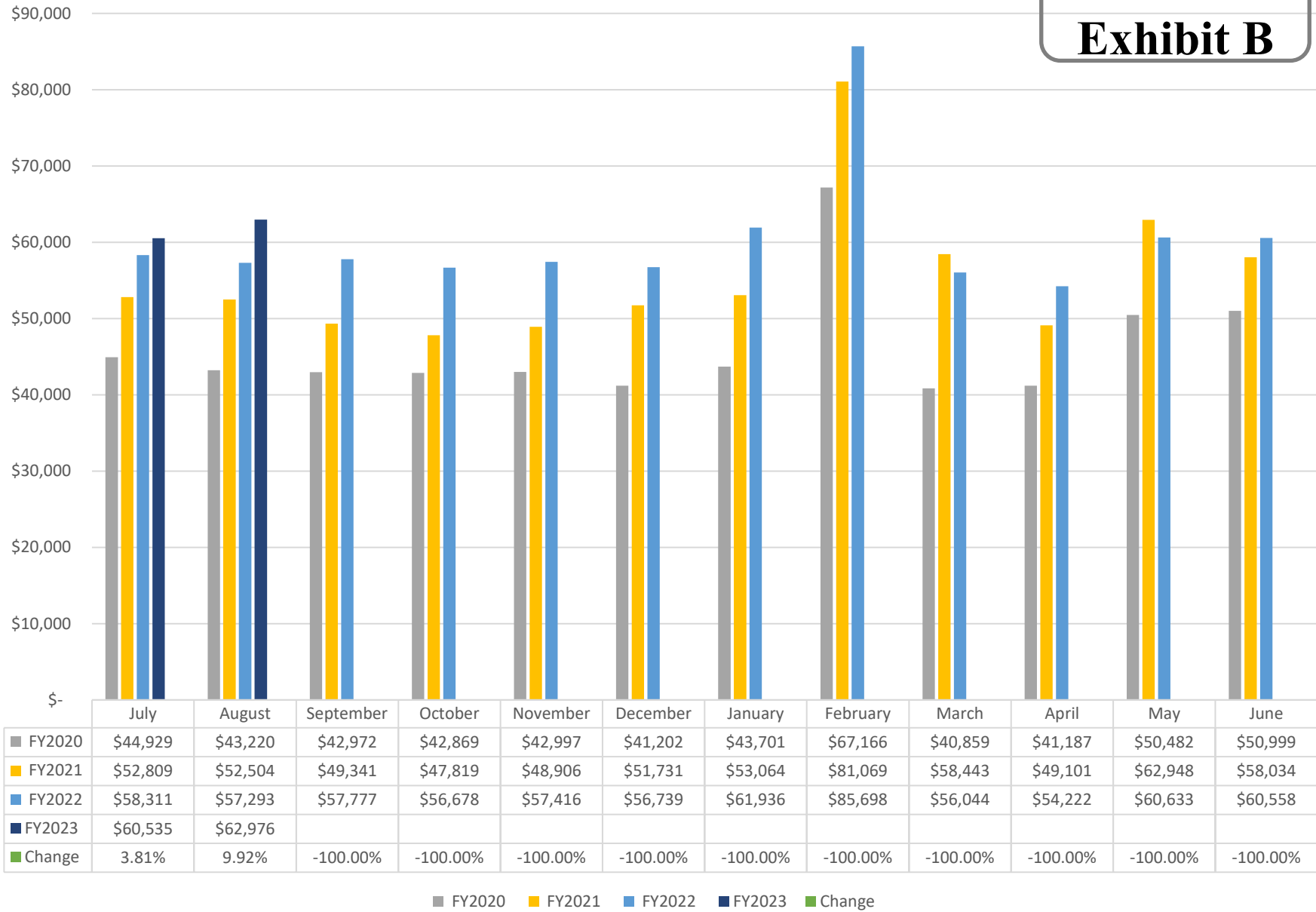
### Exhibit B



## Fire Tax Revenue

September 13, 2022

### Exhibit B





September 13, 2022

## Exhibit C

# PROCLAMATION

## Constitution Week 2022

**WHEREAS**, September 17, 2022, marks the two hundred thirty-fifth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention in Philadelphia, Pennsylvania; and

**WHEREAS**, the Constitution and its amendments enshrine civic rights and freedoms, establish a representative form of government and recognize, to an extent unprecedented at the time of its drafting, that the authority to govern comes from the consent of those governed; and

**WHEREAS**, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

**WHEREAS**, Public Law 915 was signed into law by President Dwight Eisenhower on August 2, 1956, guaranteeing the issuance of a proclamation each year by the President of the United States designating September 17 through 23 as Constitution Week; and

**WHEREAS**, the Town of Atoka honors the Constitution of the United States of America.

**NOW, THEREFORE, I, W. DARYL WALKER, MAYOR OF THE TOWN OF ATOKA, TENNESSEE**, do hereby proclaim the week of September 17 – 23, 2022 to be:

## "Constitution Week"

in the Town of Atoka and call upon citizens of Atoka to join me in commemorating the 235<sup>th</sup> anniversary of the drafting of the Constitution.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND  
AND HAVE CAUSED THE SEAL OF THE TOWN OF ATOKA  
TO BE AFFIXED ON THIS 13<sup>TH</sup> DAY OF SEPTEMBER, 2022:

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W. Daryl Walker, Mayor

**ORDINANCE NUMBER \_\_\_\_\_****Exhibit D****AN ORDINANCE OF THE TOWN OF ATOKA, TENNESSEE AMENDING SECTION 3 OF ORDINANCE NUMBER 22-06-02 RELATED TO APPROVED EXPENDITURES FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023**

**WHEREAS**, Tennessee Code Annotated Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

**WHEREAS**, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and

**WHEREAS**, on June 14, 2022, the Board of Mayor and Aldermen adopted a budget for the fiscal year 2023 and, through the course of the year, amendments to the budget have become necessary.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF ATOKA, TENNESSEE** as follows:

**SECTION 1.** Section 3 of Ordinance Number 22-06-02, passed by the Board of Mayor and Aldermen on June 014, 2022 is hereby amended to appropriate funds for the General Fund as follows:

<b>General Fund</b>	<b>FY23 Adopted Budget</b>	<b>FY23 Amended Budget</b>
Fire	\$1,904,603	\$2,035,603
Highways and Streets	\$884,108	\$2,694,108
Parks	\$788,110	\$1,288,110
Planning and Inspection	\$407,575	\$442,575
Police	\$2,452,685	\$2,596,685
<b>Total Expenditures</b>	<b>\$6,437,081</b>	<b>\$9,057,081</b>

**SECTION 2.** All other sections of Ordinance Number 22-06-02 shall remain as passed by the Board of Mayor and Aldermen.

**SECTION 3.** This ordinance shall become effective immediately upon its adoption, the public welfare requiring it.

**PASSED** on the First Consideration by the Board of Mayor and Aldermen of the Town of Atoka, Tennessee on the 13<sup>th</sup> day of September 2022.

**PASSED** on the Final Consideration by the Board of Mayor and Aldermen of the Town of Atoka, Tennessee on the 27<sup>th</sup> day of September 2022.

\_\_\_\_\_  
W. Daryl Walker, Mayor

ATTEST:

\_\_\_\_\_  
Town Recorder

**ORDINANCE NUMBER \_\_\_\_\_**

**AN ORDINANCE TO AMEND TITLE FIVE CHAPTER 4 OF THE ATOKA MUNICIPAL CODE RELATIVE TO PRIVILEGE TAX**

**WHEREAS**, Tennessee Code Annotated § 67-4-701, et seq., known as “Business Tax Act” authorizes municipalities to enact privilege taxes, and

**WHEREAS**, Tennessee Code Annotated 67-4-723 authorizes municipalities to issue business licenses to taxpayers, and

**NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF ATOKA THAT TITLE FIVE CHAPTER FOUR BE AMENDED AS FOLLOWS.**

5-401 Tax Levied

5-402 Licensed Required

5-403 Minimal Activity License

5-404 Transient Vendors

5-401. Tax Levied Except as otherwise specifically provided in this code, there is hereby levied on all vocations, occupations, and businesses declared by the general laws of the state to be privileges taxable by municipalities, an annual privilege tax in the minimum amount allowed by state laws. The taxes provided for in the state’s “Business Tax Act” (Tennessee Code Annotated, § 67-4-701, et seq.) are hereby expressly enacted, ordained, and levied on the businesses, business activities, vocations, and occupations carried on within the town at the rates and in the manner prescribed by the said act. The recorder is hereby authorized to levy a collection fee as set by Tennessee Code Annotated upon each enumerated business which is subject to the business tax for said year. The collection fee is to be paid at time of payment of the tax levied herein. Fees collected under this section shall be paid into and become part of the general fund.

5-402 Licensed Required No person shall exercise any such privilege within the town without a currently effective privilege license, which shall be issued by the recorder to each applicant upon receipt of the prescribed application and payment of the appropriate privilege tax. The License shall be renewed yearly. Tennessee Code Annotated 67-4-723

5-403 Minimal Activity License Notwithstanding any provision to the contrary, any incorporated municipality that imposes the tax authorized by 67-4-705 shall issue a minimal activity license to any person that is exempt from taxation and licensing pursuant to 67-4-712 provided that such person has sales of more than three thousand dollars (\$3,000) but less than ten thousand dollars (\$10,000) per year within the jurisdiction, which shall be issued by the recorder to each applicant upon receipt of the prescribed application and payment of the appropriate privilege tax. Tennessee Code Annotated 67-4-723

5-404 Transient Vendors Transient vendors shall pay a fee of fifty dollars (\$50.00) for each fourteen-day period in the municipality in which such vendors sell or offer to sell merchandise or which they are issued a license. Notwithstanding any law to the contrary, the fee shall be paid prior to the first day of engaging in business. Tennessee Code Annotated 67-4-709 and 67-4-710

**SECTION 2.** This Ordinance shall become effective immediately upon its adoption, the public welfare requiring it.

**PASSED** on the First Consideration by the Board of Mayor and Aldermen of the Town of Atoka, Tennessee on the 13<sup>th</sup> day of September 2022.

**PASSED** on the Final Consideration by the Board of Mayor and Aldermen of the Town of Atoka, Tennessee on the 27<sup>th</sup> day of September 2022.

\_\_\_\_\_  
W. Daryl Walker, Mayor

ATTEST:

\_\_\_\_\_  
Town Recorder

**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION APPROVING A SPENDING PLAN FOR THE AMERICAN RESUCE PLAN ACT (ARPA) FUNDS**

**WHEREAS**, the Town of Atoka, Tennessee has been awarded and expects to receive a total of \$2.8 million ARPA funds to spend on general services and,

**WHEREAS**, the Town of Atoka, acting by and through its Board of Mayor and Aldermen, propose to allocate funds for general services which include but are not limited to road construction, paving projects, various equipment, and vehicles, and,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF ATOKA, TENNESSEE** as follows:

**SECTION 1.** The following items and/or departments be approved:

<b>Item and/or Department</b>	<b>Estimated Allocation</b>
Road Construction and Paving Projects	\$ 1,500,000
Roundabout at 3-Way	\$ 300,000
Pioneer Park Discharge Pipe Lining	\$ 100,000
Planning and Inspection Department - new vehicle purchase	\$ 35,000
Fire Department Brush Truck - \$25k already included in FY23 budget	\$ 55,000
Fire Department Utility Brush Vehicle w/Trailer - Kubota w/tools and spine attachment	\$ 31,000
Fire Department/Water - paint and color code all hydrants	\$ 45,000
Parks and Recreation - Resurfacing of Nancy Lane playground	\$ 40,000
Parks and Recreation - Paving of Nancy Lane parking lot and Walker gravel lots	\$ 200,000
Parks and Recreation - Fencing of all four fields at Nancy Lane	\$ 60,000
Parks and Recreation - Soccer field lighting at Walker Park	\$ 100,000
Police Department - Mobile Data Terminals for all patrol vehicles	\$ 128,000
Police Department - Message Board and 3 FLOCK Cameras	\$ 16,000
Public Works - Sidewalk Extension from Walker Parkway East to Atoka Elementary - ADDITION	\$ 10,000
Estimated Allocated Total	\$ 2,620,000
Total ARPA Allocation	\$ 2,823,822
<b>Remaining Uncommitted Funds</b>	<b>\$ 203,822</b>

**SECTION 2.** The Mayor is authorized and directed to execute and the Town Recorder is hereby authorized and directed to attest and fix the seal of the Town of Atoka, Tennessee.

**SECTION 3.** The Town Recorder is hereby directed to file in her office a duplicate or copy of the agreement after it has been executed by the parties or their duly authorized representatives.



**SECTION 4.** This Resolution takes effect immediately upon its passage and approval, the public welfare requiring it.

**PASSED** by the Board of Mayor and Aldermen of the Town of Atoka, Tennessee this 13<sup>th</sup> day of September 2022.

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Mayor

ATTEST:

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Town Recorder



# ATOKA

## *Tennessee*

## American Rescue Plan Act

### Spending Plan

*September 13, 2022*

Mayor W. Daryl Walker

Aldermen Barry Akin, Danny Feldmayer, Brett Giannini,  
John Harber, Cody Pace, Christy Renfrow



334 Atoka Munford Avenue  
Atoka, Tennessee 38004  
Telephone: 901-837-5300  
Website: [www.TownofAtoka.com](http://www.TownofAtoka.com)

## Office of the Town Administrator

### SUMMARY

September 13, 2022

Honorable Mayor Walker, Aldermen and Citizens of Atoka,

I respectfully submit the spending plan for the Atoka's allocation of American Rescue Plan Act (ARPA) funds passed by the federal government. Atoka's allocation of the ARPA funds is \$2,823,822.00. The Board of Mayor and Aldermen met at public work sessions on two occasions, August 10<sup>th</sup> and August 29, 2022.

Although the FY 2023 budget was adopted prior to the end of the FY 2022 fiscal year as required by the Tennessee Code Annotated, a revised FY 2023 budget will need to be adopted to allocate the spending of the ARPA funds.

I continue to believe in Atoka and the fact it has a very exciting and incredible future. The appropriate and careful consideration regarding a spending plan for the ARPA funds are critical to our citizens.

The spending plan is designed to fund the essential needs of all departments using ARPA related funds. All town departments were requested to submit priorities for consideration to the Board of Mayor and Aldermen. The needs are illustrated in the following pages of this document. The Board of Mayor and Aldermen's desire was to consider departmental requests and fund those with maximum citizen impact.

As a categorical overview, the following was considered: Road construction, public safety, parks and recreation and utility infrastructure.

## SUMMARY cont.-

### **Departments:**

- Police Services
  - Mobile Data Terminals for all patrol vehicles - \$128,000
  - Emergency Message Board and three (3) additional FLOCK cameras - \$16,000
- Fire Protection
  - Purchase a new brush truck (\$25,000 already included in FY 23 budget) - \$55,000
  - Utility Brush Vehicle with trailer, including tools and spine attachments - \$31,000
  - Paint and color code all fire hydrants (approximately 600) - \$45,000
- Parks and Recreation
  - Resurfacing of Nancy Lane Park playground area - \$40,000
  - Pave and Resurface Nancy Lane Park parking lot and pave gravel parking lot at Walker Park - \$200,000
  - Replace fencing at all four (4) fields at Nancy Lane Park - \$60,000
  - Soccer field lighting at Walker Park - \$100,000
  - Discharge pipe lining at Pioneer Park - \$100,000
- Planning and Inspection
  - Replacement vehicle - \$35,000
- Highways and Streets
  - Road Construction and Paving projects - \$1,500,000
  - Potential Roundabout at 3-way - \$300,000
  - Sidewalk Extension from Walker Parkway East to Atoka Elementary - \$10,000

**SUMMARY cont.-**

<b>Item and/or Department</b>	<b>Estimated Allocation</b>
Road Construction and Paving Projects	\$ 1,500,000
Roundabout at 3-Way	\$ 300,000
Pioneer Park Discharge Pipe Lining	\$ 100,000
Planning and Inspection Department - new vehicle purchase	\$ 35,000
Fire Department Brush Truck - \$25k already included in FY23 budget	\$ 55,000
Fire Department Utility Brush Vehicle w/Trailer - Kubota w/tools and spine attachment	\$ 31,000
Fire Department/Water - paint and color code all hydrants	\$ 45,000
Parks and Recreation - Resurfacing of Nancy Lane playground	\$ 40,000
Parks and Recreation - Paving of Nancy Lane parking lot and Walker gravel lots	\$ 200,000
Parks and Recreation - Fencing of all four fields at Nancy Lane	\$ 60,000
Parks and Recreation - Soccer field lighting at Walker Park	\$ 100,000
Police Department - Mobile Data Terminals for all patrol vehicles	\$ 128,000
Police Department - Message Board and 3 FLOCK Cameras	\$ 16,000
Public Works - Sidewalk Extension from Walker Parkway East to Atoka Elementary - ADDITION	\$ 10,000
Estimated Allocated Total	\$ 2,620,000
Total ARPA Allocation	\$ 2,823,822
Remaining Uncommitted Funds	\$ 203,822

The projected estimated allocation is \$2,620,000 for all departments; leaving an uncommitted amount of \$203,822. The uncommitted amount may be utilized toward matching requirements for Tennessee Department of Environment and Conservation funds. Illustrations on the following pages are representative of some current conditions and future potential projects.

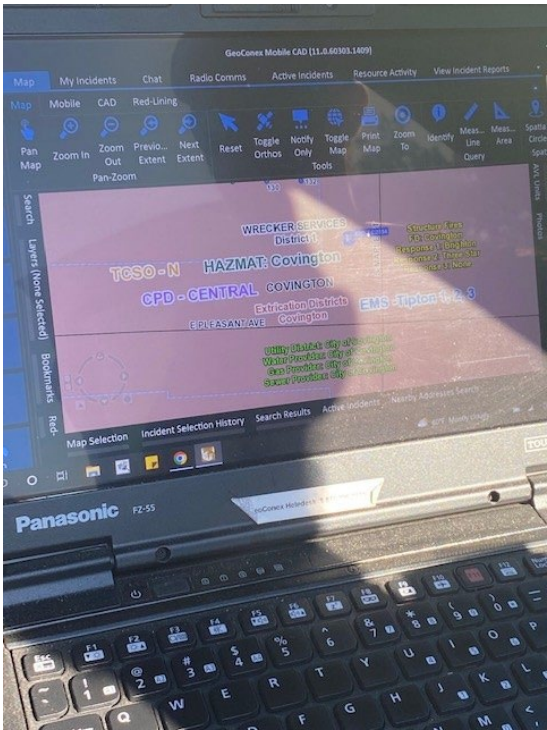
Respectfully,



Marc Woerner  
Town Administrator

Police Department

Mobile Data Terminals



FLOCK Cameras and Message Board





## Fire Department

Brush Truck



Utility Brush Vehicle  
with attachments



**Parks and Recreation**

Nancy Lane Park Playground Surface - Present



Nancy Lane Park Playground Surface  
after future resurfacing



Nancy Lane Park and Walker Park Paving – Present



Nancy Lane Park and Walker Park Paving – Future





**Parks and Recreation**

**Nancy Lane Park Fencing - Present**



**Nancy Lane Park Fencing - Future**

**Soccer Fields - Present**



**Soccer Fields - Future**

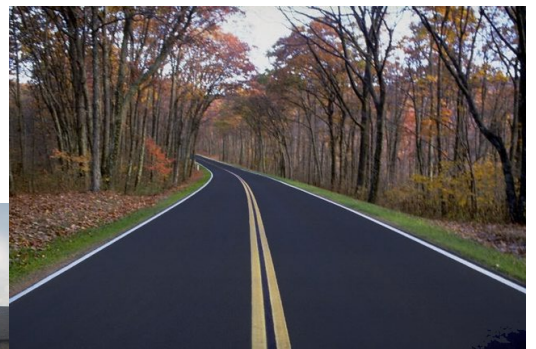


## Public Works – Streets

Streets - Present



The kind of streets we want - 😊



September 13, 2022

## Exhibit G

### RESOLUTION NO. \_\_\_\_\_

#### **A RESOLUTION APPROVING A CONTRACT BETWEEN THE TOWN OF ATOKA, TENNESSEE AND ATKINSON PLANNING, LLC**

**WHEREAS**, the Town of Atoka, Tennessee and Atkinson Planning, LLC. choose to enter into a contract for professional planning services on the 13<sup>th</sup> day of September 2022,

**WHEREAS**, the terms and conditions of the contract between the Town and Atkinson Planning, LLC. are outlined in the contract.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF ATOKA, TENNESSEE** as follows:

**SECTION 1.** The Board of Mayor and Aldermen of the Town of Atoka, Tennessee hereby approves and accepts the agreement by and between the Town of Atoka, Tennessee and Atkinson Planning, LLC. in substantively the same form and content as the agreement has been proposed.

**SECTION 2.** The Mayor is authorized and directed to execute and the Town Recorder is hereby authorized and directed to attest and fix the seal of the Town of Atoka, Tennessee on the agreement in substantively the same form and content as the agreement has been proposed.

**SECTION 3.** The Town Recorder is hereby directed to file in her office a duplicate or copy of the agreement after it has been executed by the parties or their duly authorized representatives.

**SECTION 4.** This Resolution takes effect immediately upon its passage and approval, the public welfare requiring it.

**PASSED** by the Board of Mayor and Aldermen of the Town of Atoka, Tennessee this 13<sup>th</sup> day of September 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Town Recorder



Atkinson Planning, LLC

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## **PROFESSIONAL SERVICES AGREEMENT**

August 3, 2022

Marc Woerner, Town Administrator  
Town of Atoka, TN  
334 Atoka-Munford Avenue  
Atoka, TN 38004

Dear Mr. Woerner,

I am pleased to submit this proposal for on-call planning services to the Town of Atoka. If acceptable, this proposal will serve as the mutual agreement for providing the services outlined below.

### **PARTIES**

This agreement is between the Town of Atoka and Atkinson Planning, LLC (AP, LLC).

Atkinson Planning, LLC  
Jim Atkinson  
9617 Jack Bond Road  
Lakeland, TN 38002

Town of Atoka, TN  
334 Atoka-Munford Avenue  
Atoka, TN 38004

### **TERM**

This Agreement shall begin on September 14, 2022 and continue for one (1) year. Either Party may terminate this Agreement for any reason with 30 days written notice to the other Party. This agreement may also be extended under the current terms if agreed upon by both parties.

### **WORK SCHEDULE**

The actual number of hours worked by AP, LLC per week is dependent on the workload and direction of the Town Administrator, and could fluctuate as needed from week to week.

Work tasks may be completed by AP, LLC at Atoka Town Hall or remotely, depending on the nature of the task. AP, LLC will notify the Town when remote work is planned.





Atkinson Planning, LLC

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## **SCOPE OF SERVICES**

AP, LLC will perform the following tasks for the Town of Atoka as directed by the Town Administrator:

1. Support boards and commissions throughout the development process. Specifically:
  - a. Attend pre-application meetings
  - b. Review development applications
  - c. Prepare staff reports
  - d. Communicate with applicants
  - e. Communicate with internal staff and other Town consultants
  - f. Make presentations to boards and commissions
2. Draft ordinances, resolutions, and policies, as needed and directed by the Town Administrator.
3. Attend internal and external meetings to represent the planning function of the Town of Atoka.
4. Respond to general planning-related inquiries from the public, businesses owners, internal staff, and other stakeholders as necessary.
5. Other planning-related activities as assigned by the City Administrator.

AP, LLC will not begin any task without direction from the Town Administrator.

## **COMPENSATION**

The Town shall compensate AP, LLC on an hourly basis as listed below for work performed consistent with the Scope of Services. Hourly rates are calculated to the nearest quarter hour.

### General Planning Activities: **\$90/hour**

General Planning Activities are defined as any work performed as part of the scope of services described in this agreement, with the exception of night and weekend assignments as described below.

### Evening and Weekend Activities: **\$100/hour**

Evening and weekend activities are defined as any meeting or other task that begins after 5:00 pm Monday - Friday, or any hour of the day on Saturday or Sunday.



Atkinson Planning, LLC

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**INVOICING**

AP, LLC shall invoice the Town monthly for work performed via email to the City Administrator or his designee.

Invoices shall include the number of hours worked, the rate used for the type of work, and a description of work performed.

Payment shall be made to "Atkinson Planning, LLC" and is due within 30 days of receipt of the invoice.

**INDEPENDENT CONTRACTOR**

AP, LLC is an independent contractor and not an employee of the Town of Atoka. It is understood that the Town will not withhold any amounts for payment of taxes from the compensation of AP, LLC. It is also understood that AP, LLC is not eligible for overtime pay in the event that the number of hours worked exceeds 40 per week.

**AGREED AND ACCEPTED**

Town of Atoka

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Atkinson Planning, LLC

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**Atoka Police Dept  
68 Atoka-McLaughlin Dr  
Atoka Tn 38004  
(901) 837-5302**



To: Honorable Mayor Daryl Walker & Board of Alderman  
From: Anthony W. Rudolph, Chief of Police  
Re: Records Destruction Request

*September 13, 2022*

**Exhibit H**

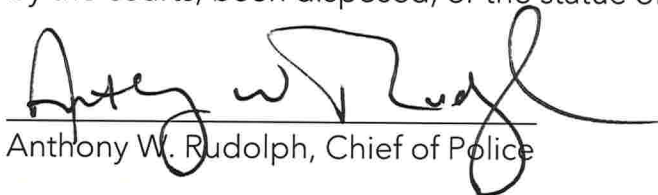
In accordance with Tennessee Code Annotated (T.C.A) 10-7-702 Retention Schedules, police records that are on file have met the retention schedule requirements and will be destroyed in compliance with the guidelines established by the Secretary of State's office. Captain Chris Ellwood has personally reviewed the documentation to be destroyed and submits the following:

The police records requested below have run the Statute of limitations for solvability resulting in no arrest or leads, or the records that were filed are of no criminal matter, such as memos, or there were matters of civil issue with no determination of a crime.

Each record that HAS resulted in an arrest, listed a suspect, or contained information regarding juveniles, or otherwise those records that meet the criteria as set forth by Municipal Technical Advisory Service (MTAS) for retention, have been set aside to be processed and saved electronically (up to 100 years) per T.C.A 10-7-12.

Record Period	Retention Period	End of Retention
2001	12 months to 5 years	2006
2002	12 months to 5 years	2007
2005	12 months to 5 years	2010
2006	12 months to 5 years	2011
2012	12 months to 5 years	2017
2013	12 months to 5 years	2018
2014	12 months to 5 years	2019
2015	12 months to 5 years	2020
2016	12 months to 5 years	2021

I hereby certify that the records listed for destruction described are no longer needed by the courts, been disposed, or the statute of limitations have expired.

  
Anthony W. Rudolph, Chief of Police

Code Enforcement Monthly Report

PERMIT INFORMATION	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Building Permit - Commercial		6											6
Building Permit - Industrial													0
Building Permit - Residential - Addition	2	2											4
Building Permit - Residential - New Build	2	5											7
Building Permit - Residential - Upstairs Finish	1	1											2
Misc Permit - Accessory Structure	3	10											13
Misc Permit - Detached Garage	1												1
Misc Permit - Fence Permit	9	12											21
Misc Permit - Pool Permit	2	6											8
Misc Permit - Sign Permit	1	2											3
<b>TOTAL PERMIT INFORMATION</b>	<b>21</b>	<b>44</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>65</b>

CERTIFICATE OF OCCUPANCY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Certificate of Occupancy - Commercial													0
Certificate of Occupancy - Industrial													0
Certificate of Occupancy - Residential	11	7											18
<b>TOTAL CERTIFICATE OF OCCUPANCIES</b>	<b>11</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18</b>

BUILDING INSPECTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Form Board / Set Back Inspection	3	2											5
Footing Inspection													0
Plumbing Inspection	5	5											10
Sheathing Inspection	4	4											8
Brick Ties Inspection	4	6											10
Framing Inspection	11	15											26
Insulation Inspection	9	4											13
<b>TOTAL BUILDING INSPECTIONS</b>	<b>36</b>	<b>36</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>72</b>

CODE ENFORCEMENT ACTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Municipal Court Citations													0
Property Maintenance Complaints - Closed	39	48											87
Property Maintenance Complaints - Received	7	19											26
<b>TOTAL CODE ENFORCEMENT ACTIONS</b>	<b>46</b>	<b>67</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>113</b>

PERMIT FEES	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Collected Fees	\$3,366	\$6,139											\$9,505
<b>TOTAL PERMIT FEES</b>	<b>\$3,366</b>	<b>\$6,139</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,505</b>

COMMENTS

Temporary Permits: (Fireworks, Temporary signs, etc..) Fiscal Year: Backwash Pit-2





# Atoka Parks and Recreation

## September Monthly Report- Calendar Year 2022-2023

Program/League Information					Special Event Information					
Description	Participants This Year	Participants Last Year	Program Cost	Fees Collected	Description	This Year	Last Year	Event Cost	Fee/Donations Collected	
Summer-Y-Space Camp		16			Pop-Up Farmer's Market- July	5	N/A	\$350.00	\$50.00	
Summer-Y-Challenger-Soccer Camp		22			Pop-Up Farmer's Market- August	4	N/A		\$40.00	
Summer-Y-Lego 1 Camp		16			Pop-Up Farmer's Market- Sept.		N/A			
Summer-Y-Lego 2 Camp		17			Pop-Up Farmer's Market- Oct.		N/A			
Summer-Y-Summer-Adventure Camp		19			Pop-Up Farmer's Market- Nov.		N/A			
Summer-Y-Art Camp	20	16	\$710.00	\$1,560.00	Rock the Block-August	est. 2,000	est. 2,000	TBA	TBA	
Summer-Y-Blast Ball/Tball		173			Autumn in Atoka		est. 500+			
Fall-Y-Soccer Camp		39			Safe Night Out		900 bags			
Fall-Y-AYSO-Soccer	247	279			Veteran's Ceremony-November		est. 50			
Spring-Y-AYSO-Soccer		297			Tree Lighting-December		400+			
Fall-Y-REC-Softball	319	325			Santa's Ride-Meet/Greet-December		100+			
Spring-Y-FASA-Softball		368			Christmas Decorating-December		9			
Winter-Y-Little Sports		8			Easter-Bunny Brunch-April		74			
Summer-Y-Little Sports		25			Food Truck Festival-May		46			
Summer-A-Softball	13	9	\$3,828.41	\$5,380.00	BBQ Fest- April		59 teams			
Fall-Y-Art Class	21	20			Cops & Bobbers-May		158			
Spring-Y-Art Class		32								
Adult-Art/Craft Class		15								
Concession Sales					<div>Current Activities: Softball and Soccer have started games. Art Class has started.</div> <div>Current Registrations: Fall Tiny Tykes and Teen Nights</div> <div>Upcoming Events: Pop-Up Farmer's Market on Sept. 10th from 8am-1pm. Autumn in Atoka &amp; Doggie Day at The Splash Pad on Oct. 1st.</div>					
Description	Current This Year	Current Year	Last Year	Current FYTD						Last FYTD
Nancy Lane Park	\$0.00	\$36.29		\$1,427.83						\$1,746.51
Walker Park	\$1,360.52	\$1,990.21		\$6,135.49						\$6,259.39
Rentals										
Description	Current This Year	Current Year	Last Year	Current FYTD						Last FYTD
Splash Pad-Regular	\$600.00	\$560.00		\$1,240.00						\$1,120.00
Splash Pad-Private	\$100.00	\$750.00		\$850.00						\$1,500.00
Softball Fields	\$530.00	\$0.00		\$1,725.00						\$85.00
Other Facilities	\$0.00	\$0.00		\$0.00						\$0.00
Citizen Service/Park Maintenance										
Description	Current This Year	Current Year	Last Year	Current FYTD	Last FYTD					
Q-Alert Service Request-Closed	1	0		4	2					



# Atoka Police Department

68 Atoka - McLaughlin Drive



	Additional Crimes & Statistics		
Town of Atoka	Year to Year Comparison		
8/28/2022	2021	2022	+/-/=
<b>Fraud</b>	<b>7</b>	<b>6</b>	<b>-1</b>
ID Theft	2	1	-1
Credit Card	2	0	-2
Swindle / Scheme	3	5	2
<b>Counterfeit / Forgery</b>	<b>1</b>	<b>5</b>	<b>4</b>
<b>Weapons</b>	<b>1</b>	<b>0</b>	<b>-1</b>
<b>MV Crash</b>	<b>166</b>	<b>147</b>	<b>-19</b>
Injury	30	25	-5
Hit and Run	7	17	10
Property damage	159	105	-54
<b>Drugs / Narcotics</b>	<b>9</b>	<b>17</b>	<b>8</b>
Felony	3	8	5
Misdemeanor	6	9	3
Driving under Influence	0	0	0
<b>Additional Totals</b>	<b>184</b>	<b>175</b>	<b>-9</b>
<b>Misc Reports</b>	<b>194</b>	<b>193</b>	<b>-1</b>
<b>Bus and Res Alarms</b>	<b>182</b>	<b>145</b>	<b>-37</b>
<b>Calls for Service</b>	<b>4,616</b>	<b>5,437</b>	<b>821</b>



# Atoka Police Department

68 Atoka - McLaughlin Drive



TN Incident Based Reporting System - Part 1 Crimes			
Town of Atoka	365 Days		
8/28/2022	2021	2022	+/-/=
<b>Assault-Agg(All)</b>	<b>6</b>	<b>15</b>	<b>9</b>
Assault-Agg	3	5	2
Assault-Agg DV	2	10	8
Child Abuse Agg	1	0	-1
<b>Auto Thft</b>	<b>5</b>	<b>2</b>	<b>-3</b>
<b>Bur-Non-res</b>	<b>3</b>	<b>0</b>	<b>-3</b>
<b>Bur-Residential</b>	<b>7</b>	<b>4</b>	<b>-3</b>
<b>Bur-Bus</b>	<b>1</b>	<b>2</b>	<b>1</b>
<b>Homicide</b>	<b>0</b>	<b>0</b>	<b>0</b>
Murder	0	0	0
Negligent Manslaughter	0	0	0
Justifiable Homicide	0	0	0
<b>Larceny(All)</b>	<b>31</b>	<b>27</b>	<b>-4</b>
Shoplift Fel	0	3	3
Shoplift Misd	0	8	8
Th Build	1	1	0
Th Fr M/V	4	2	-2
Th Veh Parts	5	2	-3
Th Other Trailer	5	1	-4
Other Th/Non-Specific	16	10	-6
<b>Rape</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>Robbery-Bus</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery-Per</b>	<b>0</b>	<b>1</b>	<b>1</b>
Robbery-In	0	1	1
Carjacking	0	0	0
<b>Part 1 Totals</b>	<b>53</b>	<b>52</b>	<b>-1</b>

# Atoka Public Works

## Monthly Report - Calendar Year 2022

CUSTOMER ACCOUNTS	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
NEW ACCOUNTS OPENED	13	18	13	30	20	30	20	22					166
EXISTING ACCOUNTS CLOSED	5	6	3	11	7	7	9	9					57
NET CHANGE - CUSTOMER ACCOUNTS	8	12	10	19	13	23	11	13	0	0	0	0	109

SEWER SERVICE ISSUES	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
TANK PUMPING - VENDOR	31	30	45	33	40	37	25	39					280
TOTAL SEWER SERVICE ISSUES	31	30	45	33	40	37	25	39	0	0	0	0	280

SOLID WASTE SERVICE ISSUES	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
NEW CUSTOMERS (delivered can)	15	19	16	20	31	29	30	34					194
MISSSED COLLECTIONS	52	40	105	54	46	56	75	123					551
DAMAGED / REPLACED CANS	9	8	8	9	11	11	7	7					70
OTHER / TRASH	9	43	24	13	10	14	9	12					134
TOTAL SOLID WASTE SERVICE ISSUES	85	110	153	96	98	110	121	176	0	0	0	0	949

WATER SERVICE ISSUES	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
METER SET - PRIMARY SERVICE	2	1	4	2	3	1	0	3					16
METER SET - AUXILIARY SERVICE	1	0	0	1	2	3	5	0					12
METER MAINTENANCE	1	3	3	2	0	0	0	12					21
METERS REPLACED/ Antenna Added	1	2	10	1	50	0	0	2					66
ADJUSTMENTS	0	1	3	0	2	1	3	1					11
LATE PAYMENTS	633	662	646	569	633	541	646	624					4974
NON-PAYMENT DISCONNECTION	61	111	96	62	72	81	77	75					635
TOTAL WATER SERVICE ISSUES	719	780	762	637	762	627	731	717	0	0	0	0	5735

WORK ORDERS	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
WATER	163	209	197	151	202	237	228	237					1624
SEWER	87	74	63	71	73	76	70	86					600
DITCHES, OTHER ISSUES	40	259	130	64	135	58	80	108					874
UTILITY LOCATES	71	132	134	139	153	125	86	179					1019
TOTAL WORK ORDERS	361	674	524	425	563	496	464	610	610	0	0	0	4727

WASTE PRO QUARTERLY COLLECTION	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
WASTE COLLECTED													0

BILLING INFORMATION	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
ACH ACCOUNTS	432	440	460	463	473	481	486	493					3728
E-BILL ACCOUNTS	1161	1175	1179	1180	1185	1195	1201	1202					9478
SOLID WASTE CUSTOMERS	2931	2935	2942	2948	2957	2967	2977	2984					23641
RECYCLING CUSTOMERS	2317	2324	2325	2331	2344	2355	2349	2355					18700

COMMENTS