



Board of Mayor and Aldermen

Meeting Agenda

Town Hall
334 Atoka-Munford Avenue

Tuesday, April 12, 2022
7:00 p.m.

Invocation & Pledge of Allegiance

I. Call to Order & Roll Call

II. Minutes

- a. Regular Board Meeting – March 08, 2022 Exhibit A
- b. Special Called Meeting – March 17, 2022 Exhibit B

III. Reports

- a. Financial Report ❖ Exhibit C
 - 1. Sales Tax Report

IV. Old Business

- a. Ordinance – Final Consideration - Water and Sewer Fees Exhibit D

V. New Business

- a. Ordinances & Resolutions
 - 1. Resolution – Setting TCRS Contribution Rate Exhibit E
 - 2. Resolution – Resolution – Calling a Municipal Election Exhibit F
 - 3. Resolution – Approval of Tennessee Highway Safety Office Grant Exhibit G
 - 4.
- b. Miscellaneous Items
 - 1. Appointment of Building Inspector/Code Official
 - 2. Proclamation – Donate Life Month Exhibit H
 - 3. Proclamation – Child Abuse Prevention Month Exhibit I
 - 4. Special Event Approval – Cops and Bobbers Fishing Rodeo ❖ Exhibit J

VI. Departmental Reports

- a. Code Enforcement
- b. Fire Department Chief Posey
- c. Parks Department Director Isbell
- d. Police Department Chief Rudolph
- e. Public Works Department Director Patrick

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 April 12, 2022

1. **Exhibit A – Board Meeting Minutes** - The minutes from the Board's regular monthly meeting in March are included for review and approval.
2. **Exhibit B – Special Called Meeting Minutes** - The minutes from the Board's special called meeting in March are included for review and approval.
3. **Exhibit C – Financial Reports** – The monthly report detailing fiscal year financial performance through the month of March is included in the packet for your review.
4. **Exhibit D – Ordinance – Final Consideration – Water and Sewer Fees** – The town has been reviewing water and sewer fees as a result of the Water and Wastewater Financing Board Order. During an internal review, staff determined that language in the current Ordinance needs clarification to provide consistency of billing methodology between the water and sewer funds. The proposed revisions provide the necessary consistency of billing methods between both the water and sewer funds. There are no rate changes currently proposed, only language amendments. However, it will change the way that bills are calculated. Staff recommends adopting the Ordinance on final consideration.
5. **Exhibit E – Setting TCRS Contribution Rate** – Each year, the Town's retirement program through the Tennessee Consolidated Retirement Service (TCRS) is analyzed and a recommendation is made as to the Town's contribution level for the coming fiscal year. The Town's retirement program is required by statute to be funded in such a way as to avoid a future inability to meet pension obligations. The Town currently contributes 7.25% of payroll and the recommended contribution for the new fiscal year is 6.75%. The Town contribution is above the TCRS recommended minimum of 5.27% but the 6.75% is set to address our unfunded liability in accordance with state law over the next several years.

6. **Exhibit F – Resolution – Calling a Municipal Election** – This resolution formally calls the election required by the Atoka Town Charter to be held on November 8, 2022, for the purpose of electing a mayor and three (3) aldermen.
7. **Exhibit G – Approval of Tennessee Highway Safety Grant** – The grant application is for the Tennessee Highway Safety Office (THSO) law enforcement funds for the purpose of statewide administrative programs. The grant is 100% funded. Staff recommends approving the grant application.
8. **Appointment of Building Inspector/Code Official** – The new Building Inspector/Code Official will start work on Monday, April 18th. It is necessary for the Board to appoint Mr. Daugherty as the designated “Building and Code Official” to provide authority under the 2018 International Building Code and 2018 International Property Maintenance Code. The motion by the Board should contain an effective date on Monday, April 18th.
9. **Exhibit H – Proclamation – National Donate Life Month** – Mayor Walker will present a proclamation designating the month of April as Donate Life Month. The proclamation raises awareness of the critical need for organ and tissue donation.
10. **Exhibit I – National Child Abuse Prevention Month** – Mayor Walker will present a proclamation designating the month of April as Child Abuse Prevention Month. The proclamation raises awareness of the problem in child abuse and neglect.
11. **Exhibit J – Special Event Approval – Cops and Bobbers Fishing Rodeo** – The Atoka Police Department and the Tennessee Wildlife Resource Agency will hold the 3rd Annual Cops and Bobbers Fishing Rodeo at Pioneer Park May 21st from 7:00 – 10:00 am. The fishing rodeo is free to children ages 15 years and under.
12. **Department Reports** – Monthly reports from the Departments have been included in the Board packet for your review.

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



April 12, 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
March 08, 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 Kasey Culbreath, Police Chief Anthony Rudolph, Fire Chief Henry Posey, Park Director Dorothy Isbell, Public Works Director Dalton Patrick and attached list.

Absent: None

Regular Monthly Meeting February 08, 2022 – Exhibit A – Alderman Feldmayer made a motion to accept the minutes as presented. Alderman Harber seconded the motion. All in favor. Motion carried.

Financial Report: Exhibit B – 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:

Ordinances and Resolutions:

1. **Resolution – 22-03-01 – Broadcasting of Electronic Meetings – Exhibit C** – Administrator Woerner reviewed the resolution as presented. Alderman Feldmayer made a motion to approve the resolution. Alderman Akin seconded the motion. Aldermen Akin, Feldmayer, Giannini, Harber and Alderwoman Renfrow were all in favor. Alderman Pace was opposed. Motion carried.

New Business:

Ordinances and Resolutions:

1. **Presentation – Fiscal Year 2021 Audit Report – Exhibit D** – Jeff Hunter, CPA with Whitehorn, Tankersley & Davis, LLC presented the annual audit report for fiscal year ending June 30, 2021. Alderman Feldmayer made a motion to accept the report as presented. Alderman Akin seconded the motion. All in favor. Motion carried.
2. **Resolution – 22-03-02 – Single Shared Sales Tax & Single Article Cap– Exhibit E** - Administrator Woerner reviewed the resolution as presented. Alderman Feldmayer made a motion to approve the resolution. Alderman Giannini seconded the motion. All approved. Motion carried.
3. **Ordinance – First Consideration – Water and Sewer Fees – Exhibit F** – The Board had no objection to reading the ordinance by title only. The recorder read the ordinance by title only. Alderman Feldmayer made a motion to approve the ordinance as presented. Alderwoman Renfrow seconded the motion. Roll Call. Feldmayer-yes, Harber-yes, Pace-yes, Renfrow-yes, Akin-yes, and Giannini-yes. All approved. Motion carried.

Departmental Reports:

1. **Code Enforcement:** The Board reviewed the report as presented.
2. **Fire Department:** Chief Posey reviewed the report as presented. Chief Posey advised the Board of the following: The fire department received a grant from Southwest Electric to replace the Positive Pressure Firefighting Fans and batteries in the amount of \$6416.48. CPR training has been completed for the fire department. The AEDs at all locations in town have been replaced. Chief Posey received a resignation letter from one of the firefighters and will be working to fill the vacancy.
3. **Parks Department:** Director Isbell reviewed the report as presented. Director Isbell advised the Board of the following: The art class has been expanded from 2 to 3 classes. Softball and soccer registration has been highly successful. The Food Truck Festival scheduled for March 12th has been postponed to sometime in May due to the expected wintry weather.
4. **Police Department:** Chief Rudolph reviewed the report as presented. Chief Rudolph advised the Board of the following: Chief Rudolph held the Blessing of the Badges Ceremony Friday March 04 and complemented the new design. In-Service training is ongoing. The Cops and Bobbers event will be held May 21st at Pioneer Park. Chief advised that Sgt. Smith has submitted his resignation to retire on March 31st.
5. **Public Works Department:** Director Patrick reviewed the report as presented. Director Patrick has scheduled interviews to fill the current vacancy.

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

1. Mayor Walker advised that he and staff met with the long-range comprehensive plan team last week and they plan to meet again the end of May.
2. Administrator Woerner advised that there will be a subdivision process work session on the night of the planning commission meeting starting at 4pm on March 17th.
3. Administrator Woerner advised that he and Mayor Walker attended a Blue Oval City meeting last Saturday in Nashville. It was a joint effort with TML and our Kentucky equivalent.
4. Administrator Woerner advised that staff met on a Zoom call with TDEC to discuss funding opportunities for sewer grants.
5. Alderman Feldmayer asked what is the purpose of the traffic count at Meade Lake and Atoka-Idaville. Administrator Woerner advised that staff is looking at how to potentially improve the traffic congestion at the intersection.

Citizen Concerns:

1. President of the Atoka Firefighters Association Ray Pelletier of 333 Orchid Rd. advised that he and two other firefighters went to Nashville on February 23rd to help support HB 1356 and SB 1023 which is referred to as the Dustin Samples Act, which provides PTSD coverage in the form of on-the-job injury treatment for firefighters across the state. Mr. Pelletier asked for support of this bill from the Board and the Town.

Alderman Feldmayer motioned to adjourn the meeting. Alderwoman Renfrow seconded the motion. The meeting ended at 8:03 pm.

W. Daryl Walker, Mayor

Deborah Pickard, Recorder



April 12, 2022

Exhibit B

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
Special Called Meeting
March 17, 2022 at 6:15 p.m.**

The meeting was called to order by Mayor Walker at 6:16 p.m.

The Town of Atoka Board of Mayor and Aldermen met with the following: Mayor Daryl Walker, Aldermen Barry Akin, John Harber, Cody Pace and Alderwoman Christy Renfrow.

Also, present: Town Recorder Debbie Pickard and Town Administrator Marc Woerner

Absent: Aldermen Danny Feldmayer and Brett Giannini

Old Business: None

New Business:

- 1. Resolution – 22-03-03 – Modifying Nancy Lane Park Rules for Atoka BBQ Fest – Exhibit A**
- Administrator Woerner reviewed the resolution as presented. Alderman Harber made a motion to approve the resolution. Alderman Pace seconded the motion. All approved. Motion carried.

Adjournment:

Alderman Akin motioned to adjourn. Alderwoman Renfrow seconded the motion. The meeting adjourned at 6:19 pm.

W. Daryl Walker, Mayor

Deborah Pickard, Recorder

SUMMARY OF FINANCIAL CONDITION VS. BUDGET

For the Nine Months Ending March 31, 2022

<u>General Fund</u>		9 months	% of Budget	
Revenues:		Actual	Budget	Total Budget
Property Tax		2,385,113	103.9%	2,295,420
Sales Tax		2,632,306	85.3%	3,084,681
Grants		1,408,129	248.5%	566,652
Other Revenues		1,513,653	127.1%	1,191,322
Total		7,939,201		7,138,075
Expenditures:				
Legislature & Judicial		40,152	61.0%	65,800
Finance & Administration		340,807	62.5%	544,890
Police		1,512,918	67.7%	2,234,518
Fire		2,045,680	115.0%	1,778,528
Planning & Inspection		218,227	51.2%	426,370
Streets		2,298,416	186.7%	1,230,754
Parks & Recreation		541,767	82.3%	658,215
Total		6,997,967		6,939,075
Excess Revenue Over Expenditures		941,234		199,000
Cash on Hand at End of Period (1)		5,052,586		

<u>State Street Aid Fund</u>				
Revenue		269,230	80.0%	336,360
Expenditures		260,553	77.5%	336,360
Excess Revenue Over Expenses		8,677	0	
Cash on Hand at Beginning of Year		203,178		
Cash on Hand at End of Period		211,855		

<u>Drug Fund</u>				
Revenue		57,239	184.6%	31,000
Expenditures		22,700	73.2%	31,000
Excess Revenue Over Expenses		34,539	0	0
Cash on Hand at Beginning of Year		44,454		
Cash on Hand at End of Period		78,993		

(1) Does not included Park AC

134,992

April 12, 2022

Exhibit C

<u>Solid Waste Collections</u>				
Revenue		501,785	83.6%	600,000
Expenditures		452,372	62.8%	720,000
Excess Revenue Over Expenses		49,413	0	-120,000
Cash on Hand at Beginning of Year		116,211		120,000
*Cash on Hand at End of Period		287,002		0

SUMMARY OF FINANCIAL CONDITION WATER FUND

For the Nine Months Ended March 31, 2022

Cash on Hand at Beginning of Year	\$ 523,465
Cash on Hand at End of Period	\$ 898,890
Total Bonds/Notes outstanding 03/31/22	\$ 908,951

Net Income(Regulatory Basis) vs. Prior Year				
	Actual			Prior Year
	3/31/2022	% of Budget	Total Budget	3/31/2021
Revenues	\$ 842,940	48.64%	\$ 1,733,002	\$ 1,877,907
Expenses				
(353) Water Purchases	\$ 378,874	86.11%	\$ 440,000	\$ 384,204
				\$ 93,480
(100's) Payroll and Benefits	\$ 238,655	87.46%	\$ 272,874	\$ 370,740
(260) Repair Maintenance Services	\$ 32,161	44.67%	\$ 72,000	\$ 352,233
(241) Utility (Electric) Operations	\$ 3,744	42.04%	\$ 8,905	\$ 81,165
(211,290,292,310) Prof Service / Office Supplies	\$ 27,170	123.16%	\$ 22,061	\$ 56,576
* Other Operating Expenses	\$ 138,230	19.32%	\$ 715,623	\$ 145,587
(540) Depreciation	\$ 150,872	75.00%	\$ 201,163	\$ 356,250
Total	\$ 969,706	55.97%	\$ 1,732,626	\$ 1,840,235
Net Income (loss)	\$ (126,766)		\$ 376	\$ 37,672

WT/SW combined
previous year column

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

SUMMARY OF FINANCIAL CONDITION

SEWER FUND

For the Nine Months Ended March 31, 2022

Cash on Hand at Beginning of Year	\$ 2,006,806
Cash on Hand at End of Period	\$ 2,070,940
Total Bonds/Notes outstanding 03/31/22	\$ 1,193,685

Net Income(Regulatory Basis) vs. Prior Year				
	Actual			Prior Year
	3/31/2022	% of Budget	Total Budget	3/31/2021
Revenues	\$ 959,411	44.48%	\$ 2,156,835	\$ 1,877,907
Expenses				
				\$ 384,204
(243) Sewer Treatment Fees	\$ 150,967	100.64%	\$ 150,000	\$ 93,480
(100's) Payroll and Benefits	\$ 249,737	88.88%	\$ 280,988	\$ 370,740
(260,269) Sewer Maintenance	\$ 275,385	95.62%	\$ 288,000	\$ 352,233
(241) Utility (Electric) Operation	\$ 72,345	80.52%	\$ 89,850	\$ 81,165
(211,290,292,310) Prof Services / Office Supplies	\$ 26,602	87.12%	\$ 30,535	\$ 56,576
* Other Operating Expenses	\$ 213,711	26.24%	\$ 814,342	\$ 145,587
(540) Depreciation	\$ 205,342	75.00%	\$ 273,790	\$ 356,250
Total	\$ 1,194,089	61.95%	\$ 1,927,505	\$ 1,840,235
Net Income (loss)	\$ (234,678)		\$ 229,330	\$ 37,672

WT/SW combined
previous year column

Total - All Funds: \$ 8,745,992

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

General Sales Tax Revenue

April 12, 2022

Exhibit C

\$250,000

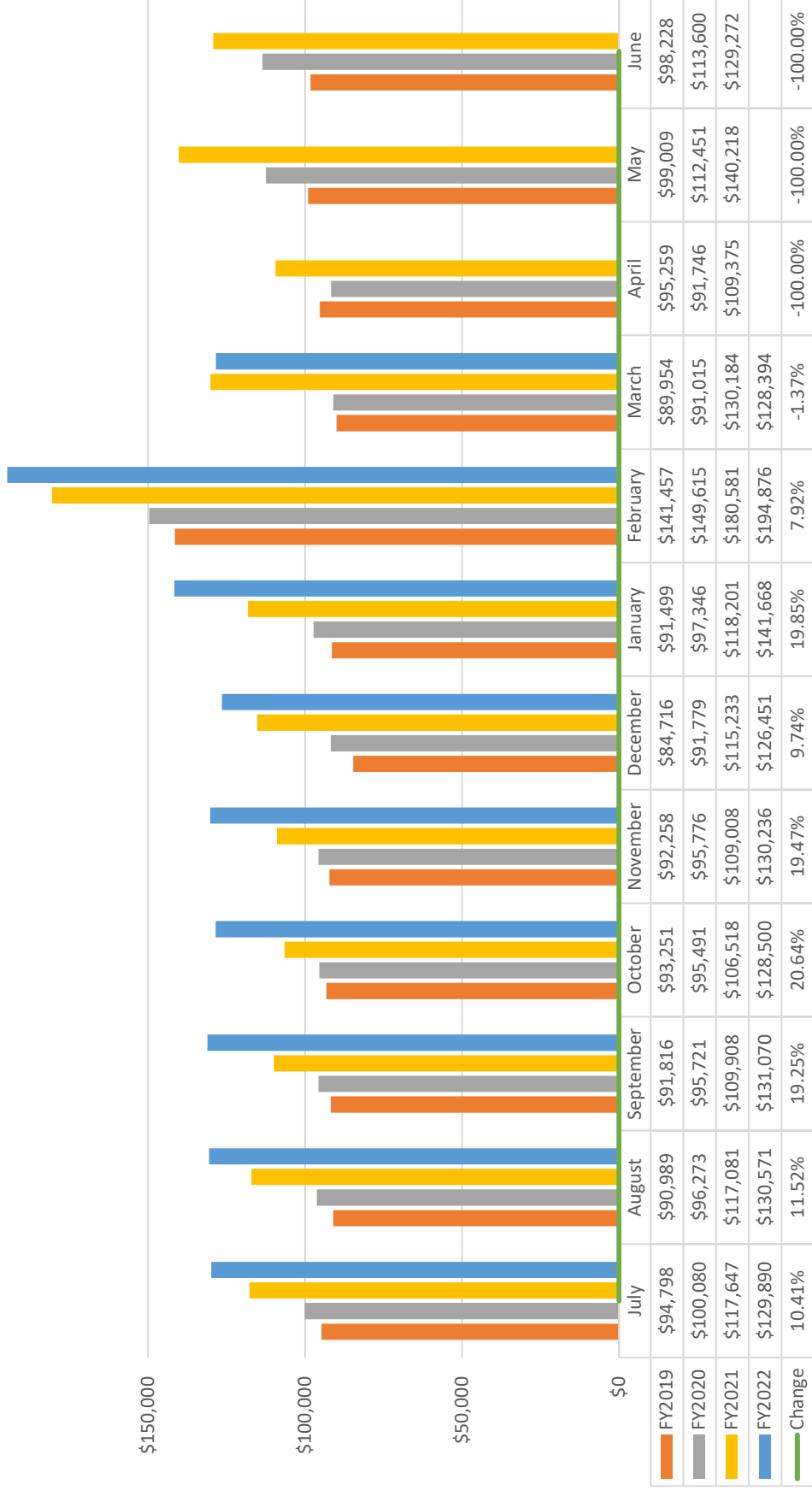
\$200,000

\$150,000

\$100,000

\$50,000

\$0



FY2019 FY2020 FY2021 FY2022 Change

ORDINANCE NUMBER _____**Exhibit D****AN ORDINANCE TO AMEND TITLE 18 CHAPTER 4 SECTION 403 AND 404 OF THE ATOKA MUNICIPAL CODE RELATED TO WATER AND SEWER SERVICE RATES.**

WHEREAS, the Title 18 Chapter 4 Section 403 of the Atoka Municipal Code of Ordinances sets the various fees for water and sewer service provided by the Town of Atoka, and

WHEREAS, the Town seeks to charge fair and reasonable fees for water and sewer services provided by the Town; and

WHEREAS, the Town must, from time to time, evaluate its water and sewer rate structure to maintain the financial integrity of the system.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF ATOKA, THAT:

SECTION 1. Title 18 Chapter 4 Section 403 (1) of the Atoka Municipal Code is amended to read as follows.

(1) Water Rates. The following rates and fees shall be charged to water customers:

Minimum (includes first 1,000 gallons)	\$ 10.00
Each additional one thousand gallons	\$ 3.85

SECTION 2. Title 18 Chapter 4 Section 403 (2) of the Atoka Municipal Code is amended to read as follows.

(2) Sewer Rates. The following rates and fees shall be charged to water customers:

		Meter Size
Minimum	\$ 6.88	5/8 to 3/4 inch
Minimum	\$ 8.74	1 inch
Minimum	\$ 17.03	1-1/2 inch
Minimum	\$ 22.56	2 inch
Minimum	\$ 36.81	3 inch
Each additional one thousand gallons	\$ 4.75	
Grease tank pumping	\$ 50.00	

SECTION 3. Title 18 Chapter 4 Section 403 (3) of the Atoka Municipal Code is amended to read as follows.

(3) Connection / Tap fees. The following fees shall be charged to customers for tapping onto the Town's water or sewer lines. These fees shall include all materials and labor for the Town to complete the connection.

Primary Water Connection	\$ 700.00
Sewer Connection	\$ 600.00
Auxiliary Water Connection	\$ 400.00

Grinder Pump Installation	\$ 3,100.00
Water Service Relocation using Existing Meter	\$ 400.00

SECTION 4. Title 18 Chapter 4 Section 403 (4) of the Atoka Municipal Code is amended to read as follows.

- (4) Account Activation/Relocation fee. The following fees shall be charged to customers requesting a new service, a name change on an existing service, or a relocation of service:

Water Connection – Property Owner	\$ 35.00
Sewer Connection – Property Owner	\$ 40.00
Water Connection – Property Renter	\$ 60.00
Sewer Connection – Property Renter	\$ 50.00

SECTION 5. Title 18 Chapter 4 Section 403 (5) of the Atoka Municipal Code is amended to read as follows.

- (5) Penalties and Service fees. The following fees shall be charged to customers as defined:

Late payment penalty	10% of bill due
Fee to restore service during business hours	\$ 25.00
Fee to activate service after business hours	\$ 40.00
Fee to restore service after business hours	\$ 85.00
Returned check fee	\$ 30.00

SECTION 6. Title 18 Chapter 4 Section 403 (6) of the Atoka Municipal Code is amended to read as follows.

- (6) Damaged or Destroyed equipment fees. The following replacement fees shall be charged to customers who destroy, disable or otherwise damage town equipment.

Water meter box lock	\$ 50.00
Concrete meter box lid	\$ 85.00
Concrete meter box	\$135.00
Sewer tank riser	\$ 70.00
Sewer tank lid	\$125.00
Water meter	\$280.00

SECTION 7. Title 18 Chapter 4 Section 404 of the Atoka Municipal Code is amended to read as follows.

18-404. Non-refundable Water and Sewer Connection fees. The following non-refundable connection fees shall apply:

- (1) Water Service. Residents. Each prospective water customer who owns property on which they reside within the corporate limits shall pay a (\$35.00) non-refundable connection fee and each prospective water customer who rents property within the corporate limits shall pay a (\$60.00) non-refundable connection fee to secure water service to his or her residence or business.
- (2) Sewer Service. Residents. Each prospective sewer customer who owns property on which they reside within the corporate limits shall pay (\$40.00) non-refundable connection fee and each prospective sewer customer who rents

property within the corporate limits shall pay a (\$50.00) non-refundable connection fee to secure to his or her residence or business.

SECTION 8. This Ordinance shall become effective immediately upon its adoption, the public welfare requiring it.

PASSED at the First Reading by the Board of Mayor and Aldermen of the Town of Atoka, Tennessee on the 8th day of March 2022.

PASSED at the Second Reading by the Board of Mayor and Aldermen of the Town of Atoka, Tennessee on the 12th day of April 2022.

W. Daryl Walker, Mayor

ATTEST:

Town Recorder

RESOLUTION NO. _____

A RESOLUTION SETTING A CONTRIBUTION RATE TO THE TENNESSEE CONSOLIDATED RETIREMENT SYSTEM FOR THE FISCAL YEAR BEGINNING JULY 1, 2022.

WHEREAS, the Town of Atoka participates in the Tennessee Consolidated Retirement System (TCRS) for the purposes of providing retirement benefits for employees of the Town; and

WHEREAS, TCRS provides an actuarial valuation of the Town's retirement program and makes recommendations for contributions to fund future pension obligations; and

WHEREAS, under the recommendation from TCRS, to address underfunding and to protect against future upward pressures on contribution rates, the Town contributes at or above the minimum funding requirement.

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 sets the TCRS contribution rate for the fiscal year beginning July 1, 2022 at six and three-quarter (6.75) percent of eligible payroll.

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 12th day of April 2022.

Mayor

ATTEST:

Town Recorder

MAR 16 2022

TOWN OF ATOKA, TN

**Tennessee Consolidated Retirement System
Employer Actuarially Determined Contribution (ADC) Rate**

**Department Code(s): 895.40
ATOKA TOWN OF**

Applicable period for this employer rate	July 1, 2022 through June 30, 2023
Actuarial valuation date	June 30, 2021
Actuarial experience study date	June 30, 2020
Investment rate of return assumption	6.75%

Key Elements of the Pension Plan (Employer Elections)

Base plan formula	1.5% formula times years of service
Employee contribution rate	5% of salary
Vesting period	5 years
Retiree COLAs	Provided, CPI based, capped at 3%

Employer ADC Rate

<i>Rate Components:</i>	
Normal cost	5.50 %
Unfunded accrued liability amortization	(0.36)%
Administrative cost	<u>0.13 %</u>
Total employer ADC rate	5.27 %

Actuarial Present Value of Benefits (PVB) Summary

Actuarial value of assets	\$ 5,000,608
Expected employee contributions	1,478,854
Expected employer normal cost	1,623,846
Unfunded accrued liability	<u>(430,657)</u>
Total PVB	\$ 7,672,651

Employees Covered by Benefit Terms

Inactive employees or beneficiaries currently receiving benefits	15
<i>Annualized Retirement Benefit: \$97,723</i>	
Inactive employees entitled to but not yet receiving benefits	55
Active employees	<u>59</u>
<i>Annualized Salary: \$2,910,349</i>	
Total	129

Amortization of Unfunded Accrued Liability

Actuarial Valuation Date	Unfunded Accrued Liability (Negative Unfunded Accrued Liability)	Annual Amortization Amount	Amortization Period at June 30, 2021 (in years)
June 30, 2013	\$ 0	\$ 0	0.00
June 30, 2015*	(187,813)	(19,817)	14.00
June 30, 2016	0	0	0.00
June 30, 2017	0	0	0.00
June 30, 2018	(130,834)	(12,337)	17.00
June 30, 2019	233,005	53,330	4.95
June 30, 2020	(609,862)	(54,243)	19.00
June 30, 2021	<u>264,847</u>	<u>22,966</u>	20.00
Total	\$ (430,657)	\$ (10,101)	

*Beginning June 30, 2015, valuations are performed annually.

April 12, 2022

Exhibit F

RESOLUTION NO. _____

A RESOLUTION CALLING A GENERAL MUNICIPAL ELECTION TO BE HELD TUESDAY, NOVEMBER 8, 2022 FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE ATOKA TOWN CHARTER.

WHEREAS, under the provisions of the Atoka Town Charter Section 7, a Municipal Election shall be held on the first Tuesday after the first Monday in November of even-numbered years to fill the offices, the terms of which are expiring.

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

SECTION 1. Pursuant to Section 7 of the Town Charter, a Municipal Election shall be held on Tuesday, November 8, 2022 for the purpose of electing a Mayor for the full term of four (4) years and three (3) Aldermen for the full term of four (4) years each.

SECTION 2. The Tipton County Election Commission is authorized and directed to conduct the election in accordance with all applicable Federal, State and local laws.

SECTION 3. 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 12th day of April 2022.

Mayor

ATTEST:

Town Recorder

RESOLUTION NO. _____**Exhibit G****A RESOLUTION APPROVING AND SUPPORTING THE SUBMISSION OF A GRANT APPLICATION TO THE TENNESSEE HIGHWAY SAFETY OFFICE.**

WHEREAS, the Tennessee Highway Safety Office is a division of the Tennessee Department of Safety and Homeland Security and has responsibility for the administration of statewide programs addressing occupant protection, impaired driving, speed enforcement, pedestrian safety, bicycle safety, crash data collection and analysis which is designed to assist communities in their efforts to develop and protect pedestrian, bicyclists, and motorists on Tennessee roadways; and

WHEREAS, the Town of Atoka, acting by and through its Board of Mayor and Aldermen, proposes to apply for 2022 funds, for 2023 Fiscal Year, for the purpose of developing protection and enforcement plans through and along the roadways that will benefit the majority of the residents of the Town of Atoka; and

WHEREAS, the Town of Atoka will not have to provide local financial support in conjunction with this grant as all of the THSO grants and programs are federally funded; and

WHEREAS, the Town of Atoka, acting through its police department, as a recipient, is required to identify areas of concern and report back to the THSO all related stats in the administration of said grant.

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

SECTION 1. Anthony W. Rudolph is hereby authorized to execute and submit an application with appropriate assurances to the State of Tennessee, Department of Safety and Homeland Security (Tennessee Highway Safety Office), requesting Fiscal Year 2023 funds for the implementation and enforcement of traffic plans to promote safety and protection to all citizens and visitors alike. These plans will cover any dedicated roadway within the Town of Atoka, or any State or Federal Highway located within these same boundaries.

SECTION 2. The Town of Atoka will not be responsible for any local cash/match toward the project.

SECTION 3. Anthony W. Rudolph will be and is hereby designated and appointed to act on behalf of the Town of Atoka, Tennessee and assume such duties as are consistent with said position.

SECTION 4. 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 5. 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 12th day of April 2022.

ATTEST:

Town Recorder

Mayor



April 12, 2022

Exhibit H

PROCLAMATION

National Donate Life Month

WHEREAS, there are nearly 100,000 people on the national organ transplant waiting list; and
WHEREAS, In 2021, more than 41,000 transplants from 20,300 donors brought renewed life to patients and their families; and
WHEREAS, on average, a people is added to the nation's organ transplant waiting list every 9 minutes; and
WHEREAS, approximately 17 patients die each day while waiting for a donated heart, liver, kidney or other organ; and
WHEREAS, the need for organ donations greatly exceeds the supply available and will likely increase in the coming years; and
WHEREAS, more than 2.5 million tissue transplants are done each year offering patients a new chance at a healthy, productive and normal life; and
WHEREAS, the need for a more diverse donor pool, including a variety of racial and ethnic minorities, will continue to grow in the coming years; and
WHEREAS, many American's have indicated a willingness to donate their organs and tissues but have not discussed this critical matter with the family members; and
WHEREAS, the final decision on whether a potential donor can share the gift of life is made, many times, by surviving family members regardless of the patient's initial intent; and
WHEREAS, *National Donate Life Month* is a national observance to raise awareness of the critical need for organ and tissue donation. It is also an initiative to educate the community about the facts and process of how to make the decision to donate life.

NOW, THEREFORE, I, W. DARYL WALKER, MAYOR OF THE TOWN OF ATOKA, TENNESSEE, would like to acknowledge Hunter Renfrow and all other Atoka residents that have donated life to allow others to live; and do hereby proclaim the month of April, 2022 to be:

"National Donate Life Month"

in the Town of Atoka and call upon citizens of Atoka to become aware so someday we may be able to Donate Life to someone waiting for a second chance.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND
AND HAVE CAUSED THE SEAL OF THE TOWN OF ATOKA
TO BE AFFIXED ON THIS 12TH DAY OF APRIL 2022:

W. Daryl Walker, Mayor



2

April 12, 2022

Exhibit I

PROCLAMATION

Child Abuse Prevention Month

WHEREAS, we need to recognize that child abuse and neglect is a serious and growing problem that changes life's path for nearly 4 million of our nation's children annually; and

WHEREAS, this problem, which has reached epidemic proportions in all regions of our nation, respects no racial, religious, socio-economic, or geographic boundaries, and can prevent children from following the road to a successful future; and

WHEREAS, we need to take steps to educate the public on child abuse and its causes; and

WHEREAS, The Exchange Club - Carl Perkins Center for the Prevention of Child Abuse is participating in National Child Abuse Prevention efforts through their awareness campaign with a "Be the Light - Prevent Child Abuse" theme.

NOW, THEREFORE, I, W. DARYL WALKER, MAYOR OF THE TOWN OF ATOKA, TENNESSEE, hereby proclaim the month of April, 2022 shall be observed as Child Abuse Prevention Month in the Town of Atoka and urge all citizens to use this time to better understand, recognize, and respond to this grievous problem as the Center helps to strengthen families and prevent abuse.

NOW, WE FURTHER commend the Exchange Club- Carl Perkins Center for the Prevention of Child Abuse for its continued success in helping families break free from the cycle of abuse and urge full public support of their successful efforts.

"Child Abuse Prevention Month"

in the Town of Atoka and call upon citizens of Atoka to become aware so someday we may be able to Donate Life to someone waiting for a second chance.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND
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W. Daryl Walker, Mayor

TOWN OF ATOKA

Event Proposal

Event: Cops and Bobbers
Date: May 21, 2022

Sponsor: Atoka Police, TWRA, & APR
Time: 7am-10am

Description: The event is proposed as Cops and Bobbers, which is an fishing event to be held at Pioneer Park. The event will be a one-day event. This will be the 3rd year to offer the event. It was very successful prior to this year. Sponsors and police forces from all over Tipton County make it happen!



Recommendation: Staff recommends approval of event



ATOKA FIRE DEPARTMENT
MONTHLY REPORT



March-22						
Incidents	Current Month	Previous Month	Current Month Last Year	Year to Date	Dollar Loss	Dollar Saved
Structure Fires-Atoka	2	6	0	8		
Structure Fires-County Area	6	9	5	25		
Total	8	15	5	33	\$0	\$0
Fires Other-Atoka	8	15	1	31		
Fires Other-County Area	4	1	0	9		
Total	12	16	1	40		
HazMat Calls-Atoka	4	1	0	10		
HazMat Calls-County Area	0	0	0	0		
Total	4	1	0	10		
MVA-Atoka	7	12	11	28		
MVA-County Area	1	2	2	4		
Total	8	14	13	32		
EMS Calls-Atoka	73	74	48	232		
EMS Calls-County Area	10	11	9	32		
Total	83	85	57	264		
Other Calls (Service, Good Intent)-Atoka	6	8	10	22		
Other Calls (Service, Good Intent)-County Area	0	1	0	1		
Smoke Alarm Checks	53	66	30	195		
Smoke Alarm Installs	0	2	1	2		
Total	6	9	10	23		
Mutual Aid Given	9	11	2	32		
Mutual Aid Received	5	14	2	25		
Total Calls-Atoka	100	116	70	331	\$0	\$0
Total Calls-County Area	21	24	16	71	\$0	\$0
Totals for the Month	121	140	86	402	\$0	\$0
Vehicle Fleet Status	DAYS OUT OF SERVICE		COMMENTS			
ENGINE 11 Smeal						
ENGINE 12 Wilson	31		Pump/Batteries			
ENGINE 13 Pierce						
BRUSH TRUCK 13 Ford						
Reserve Firefighter Hours	Training	Work	Total Hours	YTD Hours		
	8	168.5	176.5	421		
Comments						

Atoka Parks and Recreation

April Monthly Report- Calendar Year 2021-2022

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	N/A NEW	\$580.81	\$1,088.71	Rock the Block-August	est. 2,000	300 + cars	\$27,670.21	\$950.00
Summer-Y-Challenger-Soccer Camp	22	20	\$0.00	\$0.00	Autumn in Atoka	est. 500+	75+	\$1,467.60	\$2,520.00
Summer-Y-Lego 1 Camp		16			Safe Night Out	900 bags	1,000 bags	\$4,786.84	\$5,324.50
Summer-Y-Lego 2 Camp	17	N/A-NEW	\$652.40	\$1,680.00	Veteran's Ceremony-November	est. 50	est. 50	\$39.40	\$0.00
Summer-Y-Summer-Adventure Camp	19	16	\$1,053.55	\$1,472.00	Tree Lighting-December	400+	200+	\$4,068.22	\$0.00
Summer-Y-Art Camp		16			Santa's Ride-Meet/Greet-December	100+	N/A (COVID)		\$0.00
Summer-Y-Blast Ball/Tball		161			Christmas Decorating-December	9	14		\$0.00
Fall-Y-Soccer Camp	39	N/A- NEW	\$1,638.56	\$2,020.50	Easter-Bunny Brunch-April				
Fall-Y-AYSO-Soccer	279	150	\$16,453.78	\$22,175.00	Food Truck Festival-May				
Spring-Y-AYSO-Soccer	297	255	TBA	TBA	BBQ Fest- April	59 teams	64 teams	TBA	TBA
Fall-Y-REC-Softball	325	280	\$21,199.20	\$30,610.00	Cops & Bobbers-May				
Spring-Y-FASA-Softball	367	355	TBA	TBA	Movies in The Park #1-TBA				
Fall-A-Kickball	3	4	\$416.00	\$684.00	Movies in the Park #2-TBA				
Spring-A-Kickball	N/A	N/A	-	=	Tournament #1-TBA				
Winter-Y-Little Sports	8	25	\$203.50	\$285.00	Tournament #2- TBA				
Summer-Y-Little Sports	25	N/A NEW	\$618.48	\$1,245.00					
Summer-A-Softball		9							
Fall-Y-Art Class	20	19	\$1,108.79	\$1,470.00					
Spring-Y-Art Class	32	26	TBA	\$1,823.00					
Adult-Art/Craft Class	15	N/A	\$555.65	\$465.00					
Concession Sales					<div>Current Activities: Spring Art Class #2, Softball, and Soccer</div> <div>Current Registrations: Blast ball/Tball & Summer Camps</div> <div>Upcoming Events: Bunny Brunch 4/9, Food Truck Festival 5/7, & Cops and Bobber 5/21</div>				
Description	Current This Year	Current Year	Last	Current FYTD					
Nancy Lane Park	\$0.00		\$0.00	\$21,352.68					
Walker Park	\$0.00		\$0.00	\$9,267.69					
Rentals									
Description	Current This Year	Current Year	Last	Current FYTD					
Splash Pad-Regular (8)	\$0.00	N/A		\$1,440.00					
Splash Pad-Private (2)	\$0.00	N/A		\$1,700.00					
Softball Fields	\$120.00	N/A		\$755.00					
Other Facilities	\$255.00	N/A		\$455.00					
Citizen Service/Park Maintenance									
Description	Current This Year	Current Year	Last	Current FYTD	Last FYTD				
Q-Alert Service Request-Closed	1	0		11	7				



Atoka Police Department

68 Atoka - McLaughlin Drive



TN Incident Based Reporting System - Part 1 Crimes			
Town of Atoka	365 Days		
4/10/2022	2021	2022	+/-/=
Assault-Agg(All)	4	4	0
Assault-Agg	2	1	-1
Assault-Agg DV	1	3	2
Child Abuse Agg	1	0	-1
Auto Thft	4	0	-4
Bur-Non-res	0	0	0
Bur-Residential	1	1	0
Bur-Bus	0	0	0
Homicide	0	0	0
Murder	0	0	0
Negligent Manslaughter	0	0	0
Justifiable Homicide	0	0	0
Larceny(All)	11	6	-5
Shoplift Fel	0	1	1
Shoplift Misd	0	2	2
Th Build	0	0	0
Th Fr M/V	1	1	0
Th Veh Parts	1	0	-1
Th Other Trailer	1	0	-1
Other Th/Non-Specific	8	2	-6
Rape	0	0	0
Robbery-Bus	0	0	0
Robbery-Per	0	0	0
Robbery-In	0	0	0
Carjacking	0	0	0
Part 1 Totals	20	11	-9



Atoka Police Department

68 Atoka - McLaughlin Drive



	Additional Crimes & Statistics		
Town of Atoka	Year to Year Comparison		
4/10/2022	2021	2022	+/-/=
Fraud	5	3	-2
ID Theft	1	0	-1
Credit Card	2	0	-2
Swindle / Scheme	2	3	1
Counterfeit / Forgery	1	1	0
Weapons	0	0	0
MV Crash	70	63	-7
Injury	12	12	0
Hit and Run	3	9	6
Property damage	67	42	-25
Drugs / Narcotics	2	7	5
Felony	0	3	3
Misdemeanor	2	4	2
Driving under Influence	0	0	0
Additional Totals	78	74	-4
Misc Reports	86	67	-19
Bus and Res Alarms	45	49	4
Calls for Service	1,242	1,265	23

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										44
EXISTING ACCOUNTS CLOSED	5	6	3										14
NET CHANGE - CUSTOMER ACCOUNTS	8	12	10	0	0	0	0	0	0	0	0	0	30

SEWER SERVICE ISSUES	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
TANK PUMPING - VENDOR	31	30	45										106
TOTAL SEWER SERVICE ISSUES	31	30	45	0	0	0	0	0	0	0	0	0	106

SOLID WASTE SERVICE ISSUES	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
NEW CUSTOMERS (delivered can)	15	19	16										50
MISSSED COLLECTIONS	52	40	105										197
DAMAGED / REPLACED CANS	9	8	8										25
OTHER / TRASH	9	43	24										76
TOTAL SOLID WASTE SERVICE ISSUES	85	110	153	0	0	0	0	0	0	0	0	0	348

WATER SERVICE ISSUES	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
METER SET - PRIMARY SERVICE	2	1	4										7
METER SET - AUXILIARY SERVICE	1	0	0										1
METER MAINTENANCE	1	3	3										7
METERS REPLACED/ Antenna Added	1	2	10										13
ADJUSTMENTS	0	1	3										4
LATE PAYMENTS	653	662	646										1961
NON-PAYMENT DISCONNECTION	61	111	96										268
TOTAL WATER SERVICE ISSUES	719	780	762	0	0	0	0	0	0	0	0	0	2261

WORK ORDERS	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
WATER	163	209	197										569
SEWER	87	74	63										224
DITCHES, OTHER ISSUES	40	259	130										429
UTILITY LOCATES	71	132	134										337
TOTAL WORK ORDERS	361	674	524	0	0	0	0	0	0	0	0	0	1559

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										1332
E-BILL ACCOUNTS	1161	1175	1179										3515
SOLID WASTE CUSTOMERS	2931	2935	2942										8808
RECYCLING CUSTOMERS	2317	2324	2325										6966

COMMENTS