

**MURFREESBORO CITY COUNCIL**  
**Workshop Meeting Agenda**  
**Airport Business Center – 11:30 AM**  
**December 12, 2024**

**Public Comment on Actionable Agenda Items**

**Action Items**

1. Resolution 24-R-32 Public Records Request Policy (Finance)
2. Resolution 24-R-33 Murfreesboro Sports Authority Budget (Finance)
3. City Council Meeting Minutes (Finance)
4. Environmental System Research GIS Software Agreement (Information Technology)

**Workshop Items**

5. Update on Marketing Consultant Process (Administration)
6. Downtown Public Trash Can Improvements (Solid Waste)
7. Cityworks Permits, Licensing, and Land (PLL) Update (Information Technology)
8. Historical Trends of Fleet Fuel Consumption and Costs (Administration)
9. CIP Transfers (Finance)
10. October 2024 Dashboard (Finance)

**Board & Commission Appointments**

**Licensing**

11. Beer Permits (Finance)

**Payment of Statements**

**Other Business**

**Adjourn**

## COUNCIL COMMUNICATION

Meeting Date: 12/12/2024

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**Item Title:** Resolution 24-R-32 Public Records Request Policy

**Department:** Finance

**Presented by:** Erin Tucker, City Recorder/ Chief Financial Officer

**Requested Council Action:**

Ordinance	<input type="checkbox"/>
Resolution	<input checked="" type="checkbox"/>
Motion	<input type="checkbox"/>
Direction	<input type="checkbox"/>
Information	<input type="checkbox"/>

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**Summary**

Resolution 24-R-32 revising the City of Murfreesboro Public Records Policy.

**Staff Recommendation**

Adopt Resolution 24-R-32 revising the Public Records Policy for the City of Murfreesboro.

**Background Information**

The City's Public Records Policy was last revised by Resolution 21-R-27 on July 8, 2021, and an update is advised. The revised policy aims to 1) provide transparency, clarity, accessibility and accountability in the City's public record request policy and procedures, 2) align more closely with the Tennessee Office of Open Records Counsel model public records policy to ensure consistency with state guidelines and legal standards and comply with the Tennessee Public Records Act (TPRA), 3) modernize the public records request process by transitioning to an online portal, allowing for more efficient access, tracking, and management of requests, 4) designate additional employees to ensure timely processing and response to public record requests, thereby improving service and reducing delays and 5) revise and modernize the paper-based public records request forms.

**Council Priorities Served**

*Responsible budgeting*

Automating and customizing activities within the public records request/response workflow and better utilizing and training staff will allow the City to provide a necessary service to Tennessee citizens.

*Improve economic development*

Providing an easy way for Tennessee citizens to request public City records may assist with development of the City.

*Establish strong City brand*

Records request portal customization will include City of Murfreesboro and Murfreesboro Police Department branding.

**Fiscal Impact**

There is no fiscal impact.

**Attachments**

Resolution 24-R-32

**RESOLUTION 24-R-32** revising the Public Records Policy for the City of Murfreesboro.

**WHEREAS**, the Charter of the City of Murfreesboro, Part I, Article X, Section 52 and 53 establishes the City Recorder as the custodian and preserver of public records of the City; and,

**WHEREAS**, pursuant to Tenn. Code Ann. § 10-7-503(g), every governmental entity subject to the Tennessee Public Records Act (“TPRA”) (Tenn. Code Ann. § 10-7-501 et seq.), must establish a written public records policy properly adopted by the appropriate governing authority by July 1, 2017; and,

**WHEREAS**, the City adopted its Public Records Policy by Resolution 17-R-18 on June 22, 2017 and subsequently revised the policy with the passage of Resolution 21-R-27 on July 8, 2021; and,

**WHEREAS**, the City is committed to maintaining transparency and clarity in its public record request policy, ensuring that the process is easily understood and accessible to all members of the public; and,

**WHEREAS**, the City recognizes the need to modernize its public records request process by transitioning to an online portal, allowing for more efficient access, tracking, and management of requests; and,

**WHEREAS**, the quantity of public record requests received warrants additional Public Records Request Coordinators to process requests; and,

**WHEREAS**, the City seeks to update its public records policy to align with the best practices outlined in the Office of Open Records Counsel model policy, ensuring consistency with state guidelines and legal standards; and,

**WHEREAS**, by adopting additional portions of the model policy, the City aims to promote greater transparency, efficiency, and accountability in responding to public records requests; and,

**WHEREAS**, aligning with the Office of Open Records model policy will help ensure that the City's practices are in compliance with current legal requirements and that the public has clear and accessible information about how to request and access public records; and,

**WHEREAS**, the City Council believes it is in the best interest of the City of Murfreesboro to modify its Public Records Policy to address these changes.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MURFREESBORO, TENNESSEE, AS FOLLOWS:**

**SECTION 1.** The previous Public Records Policy for the City of Murfreesboro is hereby rescinded, and the following policy is hereby adopted:

**PUBLIC RECORDS POLICY  
FOR THE  
CITY OF MURFREESBORO**

**I. Purpose and Scope.**

- A. Pursuant to Tenn. Code Ann. § 10-7-503(g), the following Public Records Policy for the City of Murfreesboro (“Policy”) is hereby adopted by the Murfreesboro City Council to provide economical and efficient access to public records as provided under the Tennessee Public Records Act (“TPRA”) in T.C.A. § 10-7-501, *et seq.*
- B. This Policy shall be applied consistently throughout the various offices, departments, and/or divisions of the City of Murfreesboro, except the Murfreesboro City Schools, which has separate public records policies consistent with its legal obligations.
- C. The TPRA requires that the City’s public records shall be open for personal inspection by any citizen of this state during the business hours of the City’s administrative offices, and those in charge of the records shall not refuse such right of inspection to any citizen, unless otherwise provided by state law.
- D. Personnel of the City shall provide timely access and assistance to people requesting to view or receive copies of public records. No provisions of this Policy shall be used to hinder access to open public records. However, the integrity and organization of public records and the efficient and safe operation of the City shall be protected as permitted by law. Questions about this Policy should be addressed to the Public Records Request Coordinator (“PRRC”) for the City.
- E. This Policy shall be posted online at [www.MurfreesboroTN.gov](http://www.MurfreesboroTN.gov) and available for inspection and duplication in the office of the City Recorder. This Policy shall be reviewed periodically, as needed, by the Public Records Request Coordinator and City Legal Department with recommended changes, if any, being submitted to City Council for approval.

**II. Definitions.**

- A. **Copy or Duplication:** Request for copy or duplication of public records provides the requestor with the option for an electronic, digital, paper, or other copy or reproduction of public records.
- B. **Inspection:** Request for inspection of public records provides the requestor with the option to view the records in person. No copies of records (electronic or otherwise) are provided with an inspection-only request.
- C. **Tennessee Office of Open Records Counsel (“OORC”):** T.C.A. § 8-4-601 establishes the Office of Open Records Counsel in the Tennessee Comptroller’s office to answer questions and provide information to the public and public officials regarding public records. The OORC issues opinions on public records questions and may mediate disputes relative to public records.
- D. **Public Records:** All documents, papers, letters, maps, books, photographs, microfilms, electronic data processing files and output, films, sound recordings, or other material, regardless of physical form or characteristics, made or received pursuant to law or ordinance or in connection with the transaction of official business by the City. See T.C.A. § 10-7-503(a)(1)(A).
- E. **Public Record Request:** A request for public records made for inspection or for copy/ duplication.
- F. **Public Records Request Coordinator (“PRRC”):** The City employee or

employees designated by the City Recorder, who has or have the responsibility to ensure public records requests are routed to the appropriate Records Custodian and are fulfilled in accordance with the TPRA. A PRRC may also be a Records Custodian. See T.C.A. § 10-7-503(a)(1)(B).

- G. **Records Custodian:** The office, official or employee lawfully responsible for the direct custody and care of a public record. The records custodian is not necessarily the original preparer or receiver of the record. See T.C.A. § 10-7-503(a)(1)(C).
- H. **Requestor:** A person seeking access to a public record, whether it is for inspection or duplication.

### III. Requesting Access to Public Records.

- A. **Submitting a Request.** Public record requests shall be made to the Public Records Request Coordinator (“PRRC”) or the PRRC’s designee(s) via online submission to ensure public record requests are received and routed to the appropriate Records Custodian and fulfilled in a timely manner. Any public record request received by a City employee other than the PRRC shall be sent to the PRRC.
- B. **Copy or Duplication Requests.** Requests for copies, or requests for inspection and copies (including electronic or digital copies), must be made through the public records request online portal found at [www.MurfreesboroTN.gov](http://www.MurfreesboroTN.gov); or in writing on the Public Records Request Form (Form A) or Police Public Records Request Form (Form B) developed by the PRRC and submitted by email or in person to the PRRC.
- C. **Inspection Only Requests.** Requests for inspection only (viewing records in person) are not required to be made in writing, but a written request is preferred for clarity. Oral requests will not necessarily be granted the same day they are made. The PRRC will request an email or mailing address from the requestor in order to provide any written communication required under the TPRA. Requests for inspection may be made through the online portal at [www.MurfreesboroTN.gov](http://www.MurfreesboroTN.gov) (preferred); in writing on the Public Records Request Form (Form A) or Police Public Records Request Form (Form B) developed by the PRRC and submitted by email, mail or in person to the PRRC; or verbally in person or by phone.
- D. **Tennessee Citizenship Required.** Proof of Tennessee citizenship by presentation of a valid Tennessee driver’s license (or other governmental photo ID along with acceptable proof of Tennessee citizenship) is required as a condition to inspect or receive copies of public records. The requestor and provided proof of Tennessee citizenship must be the same person.
- E. **Online Records.** Public notices, meeting documents and frequently requested records are posted online and readily available on the City’s website at [www.MurfreesboroTN.gov](http://www.MurfreesboroTN.gov) and/or within the City’s public records portal, also accessible through the City’s website.

### IV. Responding to Public Records Requests.

#### A. Public Record Request Coordinator (PRRC).

- 1. The City’s designated Public Records Request Coordinator (PRRC) is the City employee or employees designated by the City Recorder. Current contact information for each designated PRRC shall be posted on the City of Murfreesboro website. The Murfreesboro Police Department shall have its own designated Public Records Request Coordinator who shall receive,

route and respond to police department-specific requests. The contact information for the PRRC and PRRC-Police are:

Public Records Request Coordinator  
City of Murfreesboro  
111 West Vine Street  
Murfreesboro, TN 37130  
Phone: (615) 893-5210  
Email: [PublicRecords@MurfreesboroTN.gov](mailto:PublicRecords@MurfreesboroTN.gov)

Public Records Request Coordinator – Police  
Murfreesboro Police Department  
1004 North Highland Avenue  
Murfreesboro, TN 37130  
Phone: (615) 849-2637  
Email: [PolicePublicRecords@MurfreesboroTN.gov](mailto:PolicePublicRecords@MurfreesboroTN.gov)

2. **Initial Determination.** The PRRC shall review public records requests and make an initial determination of the following:
  - a. The requestor provided proper evidence of Tennessee citizenship;
  - b. The request was made on the proper form;
  - c. The request describes records with sufficient specificity to identify them; and
  - d. The City of Murfreesboro is the custodian of the records.
3. **Acknowledging Receipt of Request.** The PRRC shall acknowledge receipt of the request and respond promptly, within seven (7) business days of receipt. The receipt of a request shall be considered and calculated based on the administrative business days and hours of the City, which currently are Monday through Friday, 8:00 a.m. – 4:30 p.m. Central Standard Time (CST), excluding City recognized holidays and closings.
4. **Advising and/or Contacting the Requestor.** The PRRC shall advise or contact the requestor regarding clarification needed to process the request including, but not limited to, the following:
  - a. Required proof of Tennessee citizenship;
  - b. Forms required for copies;
  - c. Fees, labor threshold and waivers, if applicable, that are associated with fulfilling the request;
  - d. Aggregation of multiple or frequent requests;
  - e. If appropriate, contact the requestor to see if the request can be narrowed; and
  - f. If the requested records are in the custody of a different governmental entity, and the PRRC knows the correct governmental entity, advise the requestor of the correct governmental entity.
5. **Coordination with Records Custodian.** The PRRC shall forward the records request to the appropriate Records Custodian(s) in the City of Murfreesboro.
6. **Denial of Requests.** If appropriate, the PRRC shall deny the request in writing, providing the appropriate grounds for such denial, which may include, but is not limited to:
  - a. The requestor is not, or has not presented evidence of being, a Tennessee citizen;

- b. The request was not submitted on the correct form.
- c. The request lacks specificity;
- d. An exemption makes the record not subject to disclosure under the TPRA;
- e. The City of Murfreesboro is not the custodian of the requested records;
- f. The records do not exist; and/or
- g. The confidential status of a record under the TPRA or other applicable law.

7. **Reporting to City Council.** The PRRC shall provide an annual report to the City Council reflecting the City's compliance with the TPRA pursuant to this Policy. When needed, the PRRC shall make recommendations, if any, for improvements or changes to this Policy.

## **B. Records Custodian.**

- 1. Upon receiving a records request, a Records Custodian shall promptly make available requested public records not protected from disclosure by law.
- 2. Records Custodians may consult with the PRRC or the City's Legal Department for guidance with regard to fulfilling the request.
- 3. If not practicable to promptly provide requested records because additional time is necessary to determine whether the requested records exist; to search for, retrieve, or otherwise gain access to records; to determine whether the records are available for public disclosure; to redact records; or for other similar reasons, then the Records Custodian will notify the PRRC who will communicate with the requestor as required by the TPRA. Such communication should take place within seven (7) business days of receipt of the request.
- 4. If a Records Custodian denies a public record request, the Records Custodian shall notify the PRRC, who will communicate the denial to the requestor.
- 5. If a Records Custodian determines production of records must reasonably be segmented because of the volume of requested records or the time required to fulfill the request, the Records Custodian shall notify the PRRC who will communicate with the requestor that production of the records will be in segments and that a records production schedule will be provided as expeditiously as practicable. If appropriate, the PRRC may contact the requestor to see if the request can be narrowed.
- 6. If a Records Custodian discovers records responsive to a records request were omitted, the Records Custodian shall inform the PRRC who will communicate with the requestor concerning the omission and produce the records as quickly as practicable.

## **C. Redaction.**

- 1. **Confidential Information.** If a record contains confidential information or information that is not subject to disclosure, the PRRC shall work with the Records Custodian to prepare a redacted copy prior to providing access to the record. If questions arise concerning redaction, the Records Custodian shall coordinate with the Legal Department regarding review and redaction of the records.
- 2. **Basis for Redaction.** Whenever a redacted record is provided, the PRRC will provide the requestor with the basis for redaction that is general in nature and does not reveal or disclose confidential information.

## **V. Access to Public Records.**

### **A. Inspection.**



1. Provisions in this Policy regarding responding to a records request shall apply to requests for inspection.
2. There shall be no charge for inspection of open public records, unless such a charge is allowed by law.
3. The location for inspection of records within the offices of the City of Murfreesboro shall be determined by either the PRRC or the Records Custodian.
4. When a reasonable basis exists, the PRRC or Records Custodian may require an appointment for inspection.
5. A City employee may sit with the requestor while the requestor views the records.
6. A requester will not be allowed to make copies of records with personal equipment. Please refer to Policy sections "Copies of Records" and "Fees and Charges and Procedures for Billing and Payment" if copies or duplication of inspected records is requested.
7. If a requestor makes two (2) or more requests to inspect public records within a six-month period and, for each request, the person fails to view the public record within fifteen (15) business days of receiving notification that the record is available for inspection, the City of Murfreesboro is not required to comply with any public records requests from the person for a period of six (6) months from the date of the second request to view the public record, unless the City determines failure to view the public record was for good cause. Tenn. Code Ann. § 10-7-503(a)(7)(A)(vii)(a).
8. A requestor will not be allowed to make copies of records with personal equipment.

**B. Copies.**

1. A Records Custodian shall promptly inform the PRRC of the most economic and efficient manner practicable to respond to the request.
2. Upon payment of all fees and charges, including labor, postage or shipping costs, copies shall be delivered via one of the following means:
  - a. Electronic/ digital format via the City's public records portal or email, or
  - b. Pickup by the requestor at a location specified by the PRRC, or
  - c. To an address designated by the requestor using the United States Postal Service, unless the requestor desires another delivery method.
3. A requestor will not be allowed to make copies of records with personal equipment.

**VI. Fees and Charges and Procedures for Billing and Payment.** Fees and charges for copies of public records are not used to hinder access to public records.

**A. Estimate of Charges.** The PRRC shall provide the requestor with an estimate of charges and an itemization of the final charges prior to producing copies of records and may require pre-payment of all charges before producing requested records.

**B. Schedule of Fees and Charges.** Fees and charges are set forth below or shall be assessed in accordance with the current OORC's Schedule of Reasonable Fees & Charges, to the extent allowed by law.

1. **Labor Costs.** Labor is the time (in hours) reasonably necessary to produce requested records including the time spent locating, retrieving, reviewing, redacting, and reproducing records. After the first hour of work, the cost of the employee's salary/ wages for time spent producing the records will be charged to the requestor. If participation by more than one employee is required to produce the requested records, the requestor shall not be invoiced for the first hour of the highest paid employee. Requests for copies

of records may not be broken down in multiple requests for the same information in order to qualify for the first free hour.

**2. Copy Charges.**

- a. *Black and White Documents.* (8 ½ x 11 or 8 ½ x 14) \$0.15/page
- b. *Color Documents.* (8 ½ x 11 or 8 ½ x 14) \$0.50/page
- c. *Certified Copies.* \$0.50/page
- d. *Large Copies.* The terms and conditions of Tennessee Code Annotated 10-7-506(c) are included herein by reference as fully and completely as though copied herein verbatim. The charge shall be \$2.00 per square foot for copies of documents in sizes other than 8 ½ x 11 or 8 ½ x 14 such as maps, plats, or other large format documents (Paper cost approximately \$0.21/sq. ft.; ink \$0.75-\$1.00/sq. ft.; plotter/GIS system \$0.80-\$1.00/sq.ft.)
- e. *Flash Drive, DVD and Similar Storage Devices.* The charge to transfer digital records onto a new flash drive or similar storage device shall be the cost of the device provided by the City. (This does not include possible labor costs associated with uploading the records.)
- f. *Outside Vendor.* If it is not practicable or feasible for the Records Custodian to produce copies internally, the Records Custodian may use an outside vendor and charge the costs assessed by the vendor to the requestor, in addition to any other allowable charges.

Duplex copies shall be equivalent to two (2) separate pages. Maps, plats, electronic data, audio discs, video discs and all other materials shall be duplicated at actual costs to the City. In the event actual costs of the Records Custodian are higher than those reflected above or if the requested records are being reproduced on a medium other than standard sized paper, the Records Custodian shall compute the actual costs of the reproduction and inform the requestor prior to the charges being incurred. All copying of records must be performed by employees of the City or by an outside vendor designated by the Records Custodian.

- 3. **Retrieval Costs.** If a Records Custodian is assessed a charge to retrieve requested records from archives or any other entity having possession of requested records, the records custodian may recover from the requestor the costs assessed for retrieval.
- 4. **Delivery of Copies.** Delivery of copies of records to a requestor is anticipated to be by electronic means or hand delivery, when the requestor returns to the Records Custodian's office to retrieve the requested records. If the requestor chooses not to return to the Records Custodian's office to retrieve the copies, the Records Custodian may deliver the copies through the United State Postal Service, and the cost incurred in delivering the copies shall be assessed, in addition to any other charge, to the requestor. Additionally, the costs of packing materials and necessary media required shall be added to the total charges.
- 5. **Frequent Requestor.** When the total number of requests made by a requestor during a calendar month exceeds four (4), the requestor may be charged a fee for all labor that is reasonably necessary to produce copies of the requested records. The requestor shall not be entitled to one (1)

free hour of labor, and the requestor shall be notified accordingly.

**C. Payment of Fees and Charges.**

1. Payment must be made in accordance with City policies and practices on receipt of fees and charges.
2. Payment or receipt of payment must be presented to the PRRC.
3. Payment shall be made by means currently accepted by the City's Finance Department which may include, but is not limited to: cash, credit card, personal check, cashier's check, or money order payable to the City of Murfreesboro. If paying by personal check, the check may be required to clear before releasing records. Any additional payment processing charges shall be paid by the requestor.
4. Payment in advance may be required when costs are estimated to exceed \$10.00.

**D. Waiver of Fees.**

1. Fees and charges may be waived for the following at the discretion of the PRRC or Records Custodian:
  1. Incident reports involving and/or produced for the victims of crimes.
  2. Current City employees may receive a free copy of their personnel file, or updates hereto, every two (2) years.
  3. Reports where the cost of production does not exceed \$5.00.
2. When fees and charges do not exceed \$100, the fees may be waived by the PRRC, upon finding good cause to do so. If requesting a fee waiver, requestor shall submit a Public Records Fee Waiver Form, Form C, to the PRRC for consideration.
3. Requests for waivers of fees and charges exceeding \$100 must be requested on the Public Records Fee Waiver Form, Form C, and approved by the City Manager, City Recorder, or City Attorney.
4. The City of Murfreesboro reserves the right to assess each fee waiver request on a case-by-case basis. The final decision on any fee waiver request will be made in accordance with the TPRA and City policies.

**E. Failure to Pay for Copies of Public Records.** If a requestor makes a request for copies of a public record and, after copies have been produced, the person fails to pay the governmental entity the cost for producing such copies, the City of Murfreesboro is not required to comply with any public records request from the person until the person pays for such copies; provided, that the requestor was provided with an estimate of costs for producing the copies prior to producing the copies and the person agreed to pay the estimated cost for such copies. Tenn. Code Ann. § 10-7-503(a)(7)(A)(vii)(b).

**F. Aggregation of Frequent and Multiple Requests.**

1. The City will aggregate active record requests in accordance with the Frequent and Multiple Request Policy promulgated by the OORC when more than four (4) requests are received within a calendar month (either from a single individual or a group of individuals deemed working in concert).
2. If more than four (4) requests are received by the City within a calendar month:
  - a. Records requests may be aggregated at the City level.
  - b. The PRRC is responsible for making the determination that a group of individuals are working in concert. The PRRC or the Records Custodian will inform the individuals that they have been deemed to be working in concert and that they have the right to appeal the decision to the

OORC.

- c. Routinely released and readily accessible records excluded from aggregation include, but are not limited to, meeting agendas and approved minutes.
- 3. If a record request has been finalized and completed, the requestor may be required to submit a new request for additional or supplementary records.

**VII. Safe Harbor Policy.** The Safe Harbor Policy established by the OORC is adopted herein by reference as fully and completely as though copied herein verbatim. The City of Murfreesboro is committed to adhering to the Schedule of Reasonable Charges and the Policy for Frequent and Multiple Requests as established by the OORC.

**VIII. Murfreesboro Police Department (MPD) Personnel Records.** The Police Chief shall maintain in the Chief's office records of undercover investigators containing personally identifying information. All other personnel records of the MPD shall be maintained in the office of the Records Custodian. Requests for personnel records, other than for undercover investigators, shall be made to the PRRC, who shall promptly notify the Police Chief of such a request. The Police Chief shall make the final determination as to the release of the information requested. In the event the Police Chief refuses to release the information, the Chief shall provide a written explanation of the reasons for not releasing the information.

**IX. Frail Records.** If the public records requested are frail due to age or other conditions and copying of the records will cause damage to the original records, the requesting party may be required to make an appointment for inspection.

**X. Validity.** If a part of this Policy is deemed invalid by a court of competent jurisdiction, all valid parts that are severable from the invalid part remain in effect. If a part of this Policy is deemed invalid in one or more of its applications by a court of competent jurisdiction, the part remains in effect in all valid applications that are severable from the invalid application.

SECTION 2. This Resolution is effective immediately, the public welfare and the welfare of the City requiring it.

Passed: \_\_\_\_\_

\_\_\_\_\_  
Shane McFarland, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Erin Tucker  
City Recorder

Signed by:  
*Adam F. Tucker*  
\_\_\_\_\_  
43A2035E51F9401...  
Adam F. Tucker  
City Attorney



**Form A**  
**City of Murfreesboro**  
**Public Records Request Form**  
**for Tennessee Citizens**  
All Records (except Police)

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require records custodians to compile information or create or recreate records that do not exist. The City's public records policy is available online [www.murfreesborotn.gov](http://www.murfreesborotn.gov).

**REQUESTOR INFORMATION**

**Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Is the requestor a Tennessee citizen?**  Yes  No (Attach proof of TN citizenship)

**REQUESTED RECORDS**

**Type of Request:**

- Electronic Copy
- On-Site Pickup Copy
- USPS First Class Mail Copy
- Inspection Only – No copies (The TPRA does not permit fees or require a written request for inspection only)

*Please Note: Records shall be delivered electronically unless specifically requested or record is not available in digital format. Requestor shall bear cost for mail delivery, copying charges and/or labor charges over 1 hour, as specified in City Policy. Requestor shall receive an estimate of charges, if applicable, prior to beginning work.*

**Department or Division (Select all that apply):**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Administration        | <input type="checkbox"/> Fleet Services         | <input type="checkbox"/> Purchasing             |
| <input type="checkbox"/> Airport               | <input type="checkbox"/> Golf                   | <input type="checkbox"/> Risk Management        |
| <input type="checkbox"/> Building & Codes      | <input type="checkbox"/> Human Resources        | <input type="checkbox"/> Senior Center          |
| <input type="checkbox"/> Communications        | <input type="checkbox"/> Information Technology | <input type="checkbox"/> Solid Waste            |
| <input type="checkbox"/> Community Development | <input type="checkbox"/> Judicial (City Court)  | <input type="checkbox"/> Streets                |
| <input type="checkbox"/> Engineering           | <input type="checkbox"/> Legal                  | <input type="checkbox"/> Stormwater             |
| <input type="checkbox"/> Finance & Tax         | <input type="checkbox"/> Parks & Recreation     | <input type="checkbox"/> Transportation / Buses |
| <input type="checkbox"/> Fire Rescue           | <input type="checkbox"/> Planning & Zoning      | <input type="checkbox"/> Water Resources        |
|  | <input type="checkbox"/> Police                 | <input type="checkbox"/> Other _____            |

**TURN OVER ... MUST COMPLETE BOTH SIDES**

**Description of Request** - Provide a detailed description of the record(s) requested, including: (1) type of record; (2) timeframe or dates for the records sought; and (3) subject matter or key words related to the records. Under the TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the records custodian to identify the specific records you are seeking.

**Certification**

I certify that the information provided is accurate, and I understand that any false information may result in denial of my request.

**Signature of Requestor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**Submit form to:** Public Records Request Coordinator, City of Murfreesboro, 111 West Vine Street, Murfreesboro, TN 37130 OR [PublicRecords@murfreesborotn.gov](mailto:PublicRecords@murfreesborotn.gov).

**For internal use only:**  
Date & Time Request Received: \_\_\_\_\_ Initials of PRRC: \_\_\_\_\_

**TURN OVER ... MUST COMPLETE BOTH SIDES**



Form B  
**Murfreesboro Police Department**  
**Public Records Request Form**  
**for Tennessee Citizens**  
Police Records

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require records custodians to compile information or create or recreate records that do not exist. The City’s public records policy is available online [www.murfreesborotn.gov](http://www.murfreesborotn.gov).

**REQUESTOR INFORMATION**

**Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Is the requestor a Tennessee citizen?**  Yes  No (Attach proof of TN citizenship)

**Select all that apply:**

- Requestor is Law Enforcement. Dept. Name: \_\_\_\_\_
- Requestor is Media. Name of Media Outlet: \_\_\_\_\_
- Requestor is an Attorney. Law Firm: \_\_\_\_\_ Client: \_\_\_\_\_
- Request is being made by Subpoena (If yes, copy of Subpoena must be attached)
- There is a pending criminal case against one of the parties involved.

**REQUESTED RECORDS**

**Type of Request:**

- Electronic Copy
- On-Site Pickup Copy
- USPS First Class Mail Copy
- Inspection Only – No copies (The TPRA does not permit fees or require a written request for inspection only)

*Please Note: Records shall be delivered electronically unless specifically requested or record is not available in digital format. The requester shall bear the cost for mail delivery, copying charges and/or labor charges over 1 hour, as specified in the City Policy. The requester shall receive an estimate of charges, if applicable, prior to beginning work.*

**Records Requested (Select all that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> 911 Audio/ Non-Emergency Phone Audio                | <input type="checkbox"/> Personnel File |
| <input type="checkbox"/> Background Check (Law Enforcement or Military Only) | <input type="checkbox"/> Photos         |
| <input type="checkbox"/> Body Camera Footage                                 | <input type="checkbox"/> Police Report  |
| <input type="checkbox"/> Crash Report  | <input type="checkbox"/> Other _____    |
| <input type="checkbox"/> Dash Camera Footage                                 |   |

**TURN OVER... MUST COMPLETE BOTH SIDES**

<b>Date of Event</b>	<b>Time of Event</b>	<b>Case or MPPAT Number</b>
<b>Location of Incident</b>		
<b>Name of Officer(s) involved</b>		
<p><b>Description of Request/ Event</b> - Provide a detailed description of the record(s) requested, including: (1) type of record; (2) timeframe or dates for the records sought; and (3) subject matter or key words related to the records. Under the TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the records custodian to identify the specific records you are seeking.</p>		

**Certification**

I certify that the information provided is accurate, and I understand that any false information may result in denial of my request.

**Signature of Requestor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Submit form to:** Public Records Request Coordinator - Police, Murfreesboro Police Department, 1004 S. Highland Avenue, Murfreesboro, TN 37130 OR [PolicePublicRecords@murfreesborotn.gov](mailto:PolicePublicRecords@murfreesborotn.gov).

**For internal use only:**

Date & Time Request Received by Records: \_\_\_\_\_ Initials: \_\_\_\_\_

Date & Time Request Received by PRRC: \_\_\_\_\_ Initials: \_\_\_\_\_

**TURN OVER... MUST COMPLETE BOTH SIDES**





**Form C**  
**City of Murfreesboro**  
**Public Records Request Fee Waiver Form**  
All Records

Under the Tennessee Public Records Act (TPRA), the City of Murfreesboro provides access to public records as required by law. This form may be used to request a waiver of fees for access to public records, subject to eligibility criteria and approval by the Public Records Request Coordinator.

**REQUESTOR INFORMATION**

**Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Waiver Amount Requested: \$** \_\_\_\_\_

**PUBLIC RECORDS REQUEST DETAILS (Attach copy of Request)**

**Date of Original Public Records Request:** \_\_\_\_\_

**Brief Description of the Records Requested:** \_\_\_\_\_

*Please check all applicable reasons for requesting a fee waiver:*

- The request is made in the public interest, by another public entity
- Affiliated with a non-profit research or academic institution
- Other Good Cause: \_\_\_\_\_

**Certification**

I certify that the information provided on this form is accurate, and I understand that any false information may result in denial of the fee waiver request.

**Signature of Requestor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**The City of Murfreesboro reserves the right to assess each fee waiver request on a case-by-case basis. The final decision on any fee waiver request will be made in accordance with the TPRA and City policies.**

**For internal use only:**

- Approved Up to \$ \_\_\_\_\_
- Denied

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- City Recorder, City Attorney or City Manager Approval Needed

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# COUNCIL COMMUNICATION

Meeting Date: 12/12/2024

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**Item Title:** Resolution 24-R-33 Murfreesboro Sports Authority Budget

**Department:** Finance

**Presented by:** Erin Tucker, City Recorder

**Requested Council Action:**

- Ordinance
  - Resolution
  - Motion
  - Direction
  - Information
- 

**Summary**

Approval of the FY25 Murfreesboro Sports Authority Budget.

**Staff Recommendation**

Approve Resolution 24-R-33.

**Background Information**

On December 5, 2024, the newly established Murfreesboro Sports Authority Board recommended a FY25 budget for City Council approval. Funding will allow the Board to hire a consultant and other actions necessary to carry out the Authority's purpose.

**Council Priorities Served**

*Responsible budgeting*

The FY25 Budget addresses the current economic conditions and necessary expenditures of this fund.

**Fiscal Impact**

The FY25 Murfreesboro Sports Authority Budget projects use of \$250,000.

**Attachment**

Resolution 24-R-33 – Murfreesboro Sports Authority FY25 Budget

**RESOLUTION 24-R-33** approving the budget of the Murfreesboro Sports Authority for the Fiscal Year 2025 (hereafter "FY2025").

**WHEREAS**, the Murfreesboro Sports Authority Board presented a proposed budget to the City Council; and,

**WHEREAS**, the City Council conducted a public hearing on the budgets of the City and its departments and funds.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MURFREESBORO, TENNESSEE, AS FOLLOWS:**

SECTION 1. The budget of the Murfreesboro Sports Authority for the FY2025, as adopted and recommended by the Murfreesboro Sports Authority Board on December 5, 2024 is hereby approved. A synopsis of the budget is attached as Exhibit A and incorporated herein as if copied verbatim.

SECTION 2. This Resolution shall be effective immediately upon its passage and adoption, the public welfare and the welfare of the City requiring it.

Passed: \_\_\_\_\_

\_\_\_\_\_  
Shane McFarland, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Erin Tucker  
City Recorder

Signed by:  
*Adam F. Tucker*  
43A2035E51F9401...  
\_\_\_\_\_  
Adam F. Tucker  
City Attorney

**FY25 Budget Year**

January 1, 2025 - June 30, 2025

	<b>Budget</b>
<b>Revenue</b>	
Transfer in From General Fund	250,000
Sponsorships	-
Donations	-
<b>Total Revenue</b>	<b>250,000</b>
<b>Expenses</b>	
Administrative Services	60,000
Contractual Services	80,000
Facility Rental	2,000
Advertising	4,000
Outside Legal Services & Expenses	20,000
Training & Travel	-
Office Supplies and Materials	125
Miscellaneous Expense	5,000
Transfer to GF	78,875
<b>Total Expenses</b>	<b>250,000</b>
<b>Net Revenue</b>	<b>-</b>
<b>Change in Fund Balance</b>	<b>-</b>

**COUNCIL COMMUNICATION**  
**Meeting Date: December 12, 2024**

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**Item Title:** City Council Meeting Minutes  
**Department:** Finance  
**Presented by:** Erin Tucker, City Recorder/ Chief Financial Officer  
**Requested Council Action:**

Ordinance	<input type="checkbox"/>
Resolution	<input type="checkbox"/>
Motion	<input checked="" type="checkbox"/>
Direction	<input type="checkbox"/>
Information	<input type="checkbox"/>

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**Summary**

Review and approval of City Council meeting minutes.

**Staff Recommendation**

Approve minutes as listed.

**Background Information**

City Council meetings are available on the City’s website for reference to actions taken and discussion made as items are considered. In accordance with Meeting procedures, Council approves meeting minutes for these to become the official minutes of the meeting.

**Attachments**

Current Minutes

- November 7, 2024 (Public Comment)
- November 7, 2024 (Regular Meeting)
- November 14, 2024 (Workshop)

Historical Minutes

- March 8, 2023 (Workshop)
- March 16, 2023 (Regular Meeting)
- March 23, 2023 (Regular Meeting)
- April 6, 2023 (Public Comment)
- April 6, 2023 (Regular Meeting)



**City of Murfreesboro**  
**City Council – Workshop Regular Session**

Wednesday, March 8, 2023, at 11:30 am  
Municipal Airport Business Center  
1930 Memorial Boulevard  
Murfreesboro, Tennessee

**MINUTES**

The City Council of the City of Murfreesboro, Rutherford County, Tennessee, met in regular session at its workshop meeting place at the Municipal Airport Business Center at 11:35 a.m. on Wednesday, March 8, 2023.

**Council Members Present**

Mayor Shane McFarland – Presiding  
Jami Averwater  
Madelyn Scales Harris  
Austin Maxwell  
Bill Shacklett  
Kirt Wade

Shawn Wright was absent and excused from this meeting.

**City Representatives Present**

Craig Tindall, City Manager  
Adam Tucker, City Attorney  
Jennifer Brown, City Recorder/ Finance Director  
Erin Tucker, Budget Director  
Darren Gore, Assistant City Manager  
Sam Huddleston, Executive Director of Development Services  
Angela Jackson, Executive Director of Community Services  
Raymond Hillis, Executive Director of Public Works  
Jim Kerr, Transportation Director  
Chris Yeager, City Clerk

**Prayer and Pledge of Allegiance**

Mayor McFarland called the meeting to order and commenced the meeting with a prayer followed by the Pledge of Allegiance.

Mayor McFarland moved Agenda Item 4 to the beginning of the meeting to allow TDOT personnel to finish their presentation early in the meeting.

**4. TDOT Interstate 24 SMART Corridor Project Update.** Jim Kerr, Transportation Director, presented a Council Communication regarding TDOT Interstate 24 SMART Corridor Project Update and introduced Lee Smith, TDOT Assistant Director of Traffic Operations, and Rebekah Hammonds, Region 3 Community Relations Officer, to go over the community outreach process for this project. Mr. Smith and Ms. Hammonds presented a PowerPoint presentation providing an update on the past and where the project is currently. The project focuses on four items: 1) mobility for all modes, 2)

reliability of travel time, 3) concentration of crashes and to improvement, and 4) developmental agency coordination. Phase 1 is completed, Phase 2 is current portion of the project, and Phase 3 is ramp flow metering and arterial cameras. Once Phase 2 is completed, TDOT will have a go live event. Social media will be launched prior to the go live event to educate the public. Mayor McFarland suggested that Ms. Hammonds and Mike Browning connect to coordinate communication. Discussion ensued.

### **Action Items**

**1. Resolution 23-R-05 MED Pension Plan.** Craig Tindall, City Manager, presented a Council Communication requesting Council authorize the MED Pension Committee annuity purchase and authorize the City Manager to accept the lowest and best bid. The resolution titled "RESOLUTION 23-R-05 authorizing City Manager to award annuity contract for MED Pension Plan to the insurance carrier that both satisfies the safest available annuity standard and submits the lowest-priced final bid" was offered for passage on its first and only reading.

Mr. Maxwell made a motion to approve Resolution 23-R-05. Ms. Scales Harris seconded the motion. Upon roll call, the resolution was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shane McFarland

**Nay:** None

**2. Ordinance 23-O-11 FY23 Budget 5<sup>th</sup> Amendment (1st Reading).** Erin Tucker, Budget Director, presented a Council Communication regarding an amendment to the City's FY23 Budget. The ordinance titled, "ORDINANCE 23-O-11 amending the 2022-2023 Budget (5th Amendment)" was offered for passage on first reading.

Ms. Scales Harris made a motion to approve Ordinance 23-O-11 on first reading. Mr. Maxwell seconded the motion. Upon roll call, the ordinance was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shane McFarland

**Nay:** None

**3. Retail Package Liquor Store Certificate of Compliance – Bubba's Wine & Liquor.** Jennifer Brown, City Recorder/ Finance Director, presented a Council Communication and information regarding issuance of a certificate of compliance for a retail liquor store for Bubba's Wine & Liquor at 2510 S. Church Street due to a change of ownership. All requirements were met, and application was recommended for approval.

Mr. Maxwell made a motion to approve the certificate of compliance. Ms. Scales Harris seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shane McFarland

**Nay:** None

### **Workshop Items**

Agenda Item 4, TDOT Interstate 24 SMART Corridor Project Update, was presented at the beginning of the meeting.

**5. CIP Allocation Review.** Jennifer Brown, City Recorder/ Finance Director, presented a Council Communication and documents regarding notification of CIP Allocation Review and the reasons for on-going review and potential reallocation is required. This information was provided to Council as notification only and no vote was necessary.

**6. January 2023 Dashboard.** Erin Tucker, Budget Director, presented a Council Communication and documents regarding January 2024 Dashboard. There were no questions. This information was provided to Council as notification only and no vote was necessary.

### **Board & Commission Appointments**

No board and commission appointments were presented.

### **Licensing**

**Beer Permits.** Jennifer Brown, City Recorder/ Finance Director, presented a Council Communication regarding Regular Beer Permits. One Regular Beer Permit was presented for a new location for a grocery/ market located at 1604 Memorial Boulevard for approval. The applicant met the requirements for the permit and was recommended for approval and has passed final building and codes inspection for the regular beer permit.

Mr. Wade made a motion to approve the permit. Ms. Averwater seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shane McFarland

**Nay:** None

### **Payment of Statements**

No payment of statements was presented.



**Other Business**

Craig Tindall, City Manager, discussed the possibility of creating a Solid Waste Authority at the state level. Mr. Tindall anticipates bringing a draft version of the legislation being presented to Council at an upcoming meeting.

Mayor McFarland discussed the possibility of Rutherford County Schools purchasing land on the Batey property for a new school. A letter was sent to the Rutherford County School Board explaining what we do for outside city sewer customers. Mayor McFarland asked for discussion on whether sewer service should be given at regular rates to schools on county property rather than paying the out of city fees.

Darren Gore, Assistant City Manager, recommended designing agreements that specify requirements to be met if services are provided. This would require an amendment to the existing ordinance. Mr. Gore will work with Adam Tucker, City Attorney, to draft an amendment to the ordinance that would require County School's asking for City services to agree to a development plan consistent with city codes and zoning.

Mr. Tindall stated the next council meeting will be March 23, 2023.

**Adjourn**

There being no further business, Mayor McFarland adjourned this meeting at 1:38 p.m.

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SHANE MCFARLAND  
MAYOR

ATTEST:

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ERIN TUCKER  
CITY RECORDER/ CHIEF FINANCIAL OFFICER

APPROVED BY COUNCIL: \_\_\_\_\_



**City of Murfreesboro**  
**City Council – Regular Session**

Thursday, March 16, 2023, at 6:00 pm  
City Council Chambers  
111 West Vine Street  
Murfreesboro, Tennessee

**MINUTES**

The City Council of the City of Murfreesboro, Rutherford County, Tennessee, met in regular session at its regular meeting place in the Council Chambers at City Hall at 6:00 p.m. on Thursday, March 16, 2023.

**Council Members Present**

Vice Mayor Bill Shacklett – Presiding  
Jami Averwater  
Madelyn Scales Harris  
Kirt Wade  
Shawn Wright

Mayor Shane McFarland and Austin Maxwell were absent and excused from this meeting.

**City Representatives Present**

Craig Tindall, City Manager  
Adam Tucker, City Attorney  
Jennifer Brown, City Recorder/ Finance Director  
Darren Gore, Assistant City Manager  
Erin Tucker, Budget Director  
Mark McCluskey, Fire Rescue Chief  
Michael Bowen, Police Chief  
Randolph Wilkerson, Employee Services Director  
Raymond Hillis, Executive Director of Public Works  
Sam Huddleston, Executive Director of Development Services  
Jim Kerr, Transportation Director  
Greg McKnight, Planning Director  
Matthew Blomeley, Assistant Planning Director  
Matt Jarratt, Information Technology Director  
Cathy Smith, Purchasing Director  
Scott Elliott, Project Development Manager  
Luke Murphy, Public Works Foreman  
Chris Yeager, City Clerk

**Prayer and Pledge of Allegiance**

Vice Mayor Shacklett called the meeting to order and commenced the meeting with a prayer followed by the Pledge of Allegiance.

**Ceremonial Items**

**STARS Award for February 2023.** Randolph Wilkerson, Employee Services Director, presented the STARS Award for the month of February upon Mark Lewis, Facility Attendant, with the Solid Waste Department. The STARS award's purpose is to recognize City employees that go beyond the call of duty. Mr. Lewis has served City residents with exemplary customer service for eight years,

assisting citizens when disposing garbage and recyclable items at the Murfreesboro Convenience Center located at 648 West Main Street. Mr. Lewis has a servant attitude and goes above and beyond to ensure customers' needs are met. Mr. Lewis thanked the Council Members, Mr. Hillis, Mr. Gossett, and Mr. Tindall for helping him do the work he does and being so encouraging to him.

### **Consent Agenda**

The Consent Agenda was presented for approval with Council Communications for the following items:

1. Purchase of Uniforms, Clothing, and Equipment (Fire Rescue)
2. Donation of Pumper Truck (Fire Rescue)
3. Asphalt and Concrete Purchase Report (Street)

Ms. Averwater made a motion to approve the Consent Agenda. Mr. Wade seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Kirt Wade, Shawn Wright, Bill Shacklett

**Nay:** None

Vice Mayor Shacklett deferred the vote on Agenda Item 4 until after discussion on Agenda Item 5.

### **5. Resolution 23-R-06 Property Purchase for Murfreesboro City Schools Pre-K Program.**

Sam Huddleston, Executive Director of Development Services, presented a Council Communication and documents requesting Council approve a purchase and sales agreement between the City and Child Care Deve GP, LLC for the purchase of property for the Murfreesboro City Schools Pre-K Program, authorize the use and reallocation of grants from the CIP, and consider and approve Resolution 23-R-06.

Mr. Huddleston requested Council approve the budget of \$4.5 million dollars along with the purchase and sales agreement between the City of Murfreesboro and Child Care Deve GP, LLC.

Ms. Scales Harris made a motion to approve the budget and purchase and sales agreement with Child Care Deve GP, LLC. Mr. Wright seconded the motion. Upon roll call, the motion passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Kirt Wade, Shawn Wright, Bill Shacklett

**Nay:** None

The resolution titled, "RESOLUTION 23-R-06 regarding one-time transfer of assets to Murfreesboro City Schools regarding land, building, fixtures and furnishings for a preschool" was offered for passage on its first and only reading.

Ms. Scales Harris made a motion to approve Resolution 23-R-06. Mr. Wright seconded the motion. Upon roll call, the resolution was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Kirt Wade, Shawn Wright, Bill Shacklett

**Nay:** None

## **Old Business**

### **Ordinance**

#### **4. FY23 Budget Amendment Ordinance (2<sup>nd</sup> and Final Reading).**

**4a. FY23 Budget Amendment.** Erin Tucker, Budget Director, presented a Council Communication and proposed amendment to Ordinance 23-O-11 for Council approval, prior to its second reading vote. Changes are shown on Exhibit A to Ordinance 23-O-11.

Mr. Wright made a motion to approve the amendment to Ordinance 23-O-11, prior to its second reading. Ms. Scales Harris seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Kirt Wade, Shawn Wright, Bill Shacklett

**Nay:** None

**4b. Ordinance 23-O-11 FY23 Budget 5<sup>th</sup> Amendment (2<sup>nd</sup> and Final Reading).** The ordinance titled "ORDINANCE 23-O-11 amending the 2022-2023 Budget (5th Amendment)" which passed its first reading on March 8, 2023, was offered, for passage on its second and final reading, as amended.

Mr. Wade made a motion to approve Ordinance 23-O-11, as amended, on second and final reading. Ms. Scales Harris seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Kirt Wade, Shawn Wright, Bill Shacklett

**Nay:** None

## **New Business**

### **Resolution**

#### **6. Resolution 23-R-07 Charter Amendment to Permit Creation of a Solid Waste Authority.**

Craig Tindall, City Manager, presented a Council Communication requesting Council approve the resolution requesting the Tennessee General Assembly Amend the City's Charter via private act and permit the creation of a solid waste authority. Mr. Tindall explained the importance of such an entity with the imminent closure of Middle Point Landfill. While counties already are empowered by the state to create authorities, this request is seeking approval from the state to change the City Charter

to allow the formation of a solid waste authority. He also explained that this would be a reasonable move regardless of whether the City decided to move forward with the WastAway biogas project for funding and tax purposes. The resolution titled, "RESOLUTION 23-R-07 requesting the Tennessee General Assembly to pass a Private Act amending the Murfreesboro City Charter and authorizing the creation of a municipal solid waste authority as a public instrumentality of the City with the power and right to control the collection of solid waste within the City and to control the disposition of solid waste collected within the City" (Charter Article XXI) was offered for passage on its first and only reading.

Mr. Wright made a motion to approve Resolution 23-R-07. Ms. Averwater seconded the motion. Upon roll call, the resolution was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Kirt Wade, Shawn Wright, Bill Shacklett

**Nay:** None

#### **On Motion**

**7. Amendment to Insight Agreement for Microsoft Enterprise Products.** Matt Jarratt, Information Technology Director, presented a Council Communication requesting Council approve the First Amendment to the Contract between the City of Murfreesboro and Insight Public Sector, Inc. for Microsoft Enterprise Products.

Ms. Scales Harris made a motion to approve the amendment. Mr. Wade seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Kirt Wade, Shawn Wright, Bill Shacklett

**Nay:** None

**8. Relocation Payment – Cherry Lane III.** Jim Kerr, Transportation Director, presented a Council Communication regarding relocation assistance payment to Gary Smith and Elfrieda Morenas for the Cherry Lane III project (Tract 44, State Project No. 75LPLM-F2-026, Federal Project No. STP-M-9311(21)). Mr. Kerr requested the Council approve the relocation assistance payment to the property owner of 3783 Sulphur Springs Road in the amount of \$84,500.

Mr. Wade made a motion to approve the relocation assistance payment. Ms. Averwater seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Kirt Wade, Shawn Wright, Bill Shacklett

**Nay:** None

#### **Board and Commission Appointments**

No board and commission appointments were presented.

## Licensing

**Beer Permits.** Jennifer Brown, City Recorder/ Finance Director, presented a Council Communication regarding Special Event Beer Permits. Three Special Event Beer Permits were presented for approval: Charity Circle of Murfreesboro on April 15, 2023, Rutherford County Chamber of Commerce on April 11, 2023, and Discovery Center on May 5, 2023. All applicants met requirements for the permits and are recommended for approval.

Ms. Averwater made a motion to approve the permits. Mr. Wade seconded the motion.

Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Kirt Wade, Shawn Wright, Bill Shacklett

**Nay:** None

## Payment of Statements

No payment of statements was presented.

## Other Business

Craig Tindall, City Manager, stated he would assess whether a meeting was necessary on March 23, 2023, otherwise, there will be a meeting on March 30, 2023.

## Adjourn

There being no further business, Vice Mayor Shacklett adjourned this meeting at 6:23 p.m.

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BILL SHACKLETT  
VICE MAYOR

ATTEST:

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ERIN TUCKER  
CITY RECORDER/ CHIEF FINANCIAL OFFICER

APPROVED BY COUNCIL: \_\_\_\_\_



**City of Murfreesboro  
City Council – Regular Session**

Thursday, March 23, 2023, at 6:00 pm  
City Council Chambers  
111 West Vine Street  
Murfreesboro, Tennessee

**MINUTES**

The City Council of the City of Murfreesboro, Rutherford County, Tennessee, met in regular session at its regular meeting place in the Council Chambers at City Hall at 6:00 p.m. on Thursday, March 23, 2023.

**Council Members Present**

Mayor Shane McFarland – Presiding  
Jami Averwater  
Madelyn Scales Harris  
Austin Maxwell  
Bill Shacklett  
Shawn Wright

Kirt Wade was absent and excused from this meeting.

**City Representatives Present**

Craig Tindall, City Manager  
Adam Tucker, City Attorney  
Jennifer Brown, City Recorder/ Finance Director  
Darren Gore, Assistant City Manager/ Water Resources Director  
Sam Huddleston, Executive Director Development Services  
Angela Jackson, Executive Director of Community Services  
Raymond Hillis, Executive Director of Public Works  
Dr. Trey Duke, City Schools Director  
Robert Holtz, Director of Community Development  
Michael Bowen, Police Chief  
Bill Terry, Public Safety IT Manager  
Chris Yeager, City Clerk

**Prayer and Pledge of Allegiance**

Mayor McFarland called the meeting to order. Council Member Shawn Wright announced his pastor, Reverend Dr. Drew Shelley of First United Methodist Church, would be leading prayer. Dr. Shelley prayed with those present followed by the Pledge of Allegiance.

**Ceremonial Items**

Mayor McFarland welcomed the athletic training team from Middle Tennessee State University and proclaimed that March is Athletic Training Month for the City of Murfreesboro.

**Consent Agenda**

The Consent Agenda was presented for approval with Council Communications for the following items:

1. Mandatory Referral for Dedication of Right-of-way and Easement along New Salem Highway (Planning)
2. Mandatory Referral for Dedication of Right-of-way and Easement along Thompson Lane (Planning)
3. Mandatory Referral for Abandonment of Repurified Waterline Easement along Greshampark Drive (Planning)
4. Mandatory Referral for Abandonment of Drainage, Temporary Construction, and Public Utility/Drainage Easements along Memorial Boulevard (Planning)
5. Mandatory Referral for Abandonment of a Drainage Easement along Middle Tennessee Boulevard (Planning)
6. Mandatory Referral for Abandonment of a portion of a Sanitary Sewer Easement along New Salem Highway (Planning)
7. Purchase of Uniforms, Clothing and Equipment (Police)
8. Mechanical Electrical Service Contract Task Order 22-01 Change Order (Water Resources)

Ms. Averwater made a motion to approve the Consent Agenda. Mr. Wright seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** None

#### **Old Business**

#### **Ordinance**

**9. Ordinance 23-O-01 Salem Highway and Barfield Road Special Sanitary Sewer Assessment District (2nd and Final Reading).** The ordinance titled, "ORDINANCE 23-O-01 amending Chapter 33 of the Murfreesboro City Code by amending Section 33-205, revising a sanitary sewer special assessment district known as the Salem Highway and Barfield Road Sanitary Sewer Special Assessment District" which passed its first reading on March 2, 2023, was offered for passage on its second and final reading.

Ms. Averwater made a motion to approve Ordinance 23-O-01 on second and final reading. Mr. Maxwell seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** None

#### **Land Use Matters**

**10. Ordinance 23-OZ-04 Zoning property along Butler Drive (2nd and Final Reading).** The ordinance titled, "ORDINANCE 23-OZ-04 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect to



zone approximately 22.3 acres along Butler Drive as Heavy Industrial (H-I) District, simultaneous with annexation; City of Murfreesboro Administration Department, applicant [2022-429]" which passed its first reading on March 2, 2023, was offered for passage on its second and final reading.

Mr. Wright made a motion to approve Ordinance 23-OZ-04 on second and final reading. Ms. Averwater seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** Austin Maxwell

**11. Ordinance 23-OZ-05 Rezoning property along West Thompson Lane (2nd and Final Reading).** The ordinance titled, "ORDINANCE 23-OZ-05 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to rezone approximately 10.1 acres located along West Thompson Lane from Single-Family Residential Fifteen (RS-15) District to Planned Residential Development (PRD) District (Cherry Blossom Downs PRD); BA Homes, LLC, applicant, [2022-422]" which passed its first reading on March 2, 2023, was offered for passage on its second and final reading.

Ms. Averwater made a motion to approve Ordinance 23-OZ-05 on second and final reading. Mr. Wright seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** None

**12. Ordinance 23-OZ-02 Rezoning property along Memorial Boulevard (2nd and Final Reading).** The ordinance titled, "ORDINANCE 23-OZ-02 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to rezone approximately 4.1 acres located east of Memorial Boulevard from Single-Family Residential Fifteen (RS-15) District to Planned Commercial Development (PCD) District (Memorial Plaza PCD); B & N Patel, applicant, [2022-426]" which passed its first reading on March 2, 2023, was offered for passage on its second and final reading.

Ms. Averwater made a motion to approve Ordinance 23-OZ-02 on second and final reading. Mr. Maxwell seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** None

**13. Ordinance 23-OZ-03 Zoning property along South Church Street (2nd and Final Reading).** The ordinance titled, "ORDINANCE 23-OZ-03 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect to zone approximately 0.54 acres along South Church Street and Highfield Drive as Planned Commercial Development (PCD) District (South Church Street Corner PCD) simultaneous with annexation; Salem Investment Partners, applicant [2022-428]" which passed its first reading on March 2, 2023, was offered for passage on its second and final reading.

Mr. Maxwell made a motion to approve Ordinance 23-OZ-03 on second and final reading. Ms. Averwater seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright

**Nay:** None

**Abstain:** Shane McFarland

## **New Business**

### **Resolution**

**14. Resolution 23-R-04 FY23 City Schools Budget Amendment #6.** Dr. Trey Duke, City Schools Director, presented a Council Communication requesting Council approve Amendment Number 6 to FY23 City Schools budget to recognize new expenditures from fund balance and new revenues in the General Purpose Schools, School Federal Projects, Nutrition and ESP funds. The resolution titled, "RESOLUTION 23-R-04 amending the 2022-2023 Murfreesboro City Schools Budget (6th Amendment)" was offered for passage on its first and only reading.

Ms. Scales Harris made a motion to approve Resolution 23-R-04. Mr. Maxwell seconded the motion. Upon roll call, the resolution was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** None

**On Motion**

**15. Professional Services Contract for Phase I Downtown Murfreesboro Community**

**Plan.** Robert Holtz, Community Development Director, presented a Council Communication and documents regarding Professional Services Contract for Phase I Downtown Murfreesboro Community Planning Study with Kingdom Development Group Incorporated (KDGI Solutions) and requested Council approval. The expense of \$166,400 will be funded by CDBG funds.

Vice Mayor Shacklett made a motion to approve the contract with KDGI Solutions. Mr. Wright seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** None

**16. Purchase of License Plate Recognition Camera System.** Michael Bowen, Police Chief, presented a Council Communication and documents regarding the purchase of a license plate recognition camera system and requested Council approve of a contract between the City of Murfreesboro and Insight Public Sector, Inc for license plate recognition cameras and services (Omnia Partners Cooperative Contract No. 4400006644). The initial expense of \$162,450 will be funded by the Department's FY23 operating budget, the second year's expense of \$142,500 will be included in the Department's FY24 operating budget. Discussion ensued among Council and staff.

Ms. Scales Harris made a motion to approve the contract with Insight Public Sector, Inc. Mr. Wright seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** None

**17. Purchase of Public Safety Camera System.** Michael Bowen, Police Chief, presented a Council Communication and documents regarding the purchase of public safety camera system to assist with crime investigations and data analytics and requested Council approve a contract between the City of Murfreesboro and Convergent Technologies, LLC (Sourcewell Contract #030421-CTL) in the amount of \$607,047, funded by the DA21 grant. Discussion ensued among Council and staff. Jennifer Brown, City Recorder/ Finance Director, explained that the DA21 funds were from the state and allocated specifically for the purchase of these cameras.

Mr. Maxwell made a motion to approve the contract with Convergent Technologies, LLC. Ms. Scales Harris seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** None

**18. Purchase of Mobile Data Terminals.** Bill Terry, Public Safety IT Manager, presented a Council Communication and documents regarding the purchase of 85 mobile data terminals (MDT) for police vehicles and requested Council approve a contract between the City of Murfreesboro and Insight Public Sector, Inc. for IT products and services (Omnia Partners Cooperative Contract No. 4400006644) in the amount of \$376,632. Discussion ensued among Council and staff.

Mr. Maxwell made a motion to approve the purchase and contract with Insight Public Sector, Inc. Ms. Scales Harris seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** None

Mayor McFarland acknowledged that Mr. Terry would be retiring after 26 years of service with the City. He recognized the several advances in technology that Mr. Terry had overseen during his tenure and thanked him for his excellent service. Mr. Terry shared his gratitude and enjoyment in working for the City of Murfreesboro.

**19. 2021 Sewer Rehabilitation – Final Change Order.** Darren Gore, Assistant City Manager/ Water Resources Director, presented a Council Communication and documents regarding the 2021 Sewer Rehabilitation Project (MWRD Project No. 21017) and requested Council approve the Final Change Order with SBW Constructors, LLC and LJA Engineering, Inc. The contract amount is being reduced by \$603,221, for a final contract price of \$4,077,230.

Ms. Scales Harris made a motion to approve the final change order. Mr. Maxwell seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** None

## **Board and Commission Appointments**

**Airport Commission.** Mayor McFarland recommended two candidates for appointment to the Airport Commission: Reverend Drew Shelley and Paul Myers.

Ms. Scales Harris made a motion to approve the appointments. Mr. Wright seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** None

## **Licensing**

**Beer Permits.** Jennifer Brown, City Recorder/ Finance Director, presented eleven beer permits for approval including: one regular permit for new location for a retail boutique (RYE the Label) at 1440 Medical Center Pkwy, Suite D, and ten special event permits as follows:

1. Charity Circle of Murfreesboro at 1546 Georgetown Lane on 8/18/23 for a fundraiser.
2. Charity Circle of Murfreesboro at 1525 Riverview Drive on 9/8/23 for a fundraiser.
3. Charity Circle of Murfreesboro at 2905 Cherry Blossom Lane on 12/8/23 for a fundraiser.
4. Rutherford County Chamber of Commerce at Redstone FCU-2404 Medical Center Parkway on 5/9/23 for a networking event.
5. Rutherford County Chamber of Commerce at Murfreesboro Medical Clinic – 3325 Shores Road on 7/11/23 for a networking event.
6. Rutherford County Chamber of Commerce at Wild About Smiles – 614 E. Clark Blvd. on 8/8/23 for a networking event.
7. Rutherford County Chamber of Commerce at Ferguson Enterprises – 540 New Salem on 9/12/23 for a networking event.
8. Rutherford County Chamber of Commerce at Volunteer State Bank – 2019 Memorial Blvd on 10/10/23 for a networking event.
9. MBRC Foundation at Oakland’s Mansion on 5/12/23 for Breakfast Rotary Club fundraiser.
10. MBRC Foundation at Oakland’s Mansion on 5/13/23 for Breakfast Rotary Club fundraiser.

Applicants met requirements for permit and were recommended for approval pending building and codes final inspection for the regular permit and special event permit issuance for the special event beer permits.

Mr. Maxwell made a motion to approve the permits. Mr. Wright seconded the motion.

Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright, Shane McFarland

**Nay:** None

**Payment of Statements**

No payment of statements was presented.

**Other Business**

Craig Tindall, City Manager, stated that the next meeting would be April 6, 2023.

Mr. Maxwell asked about the impact fee status and amending the Charter to be able to help the county schools with sewer connections. Adam Tucker, City Attorney, confirmed that both would be ready for the next meeting.

Tomorrow morning is the ribbon cutting at the indoor facility of the Seigel Soccer Park at 10:00 a.m.

Mayor McFarland informed Council Members that the budgeting process had already begun for staff and would be starting for Council soon and announced a State of the City video available to watch online.

**Adjourn**

There being no further business, Mayor McFarland adjourned this meeting at 6:33 p.m.

\_\_\_\_\_  
SHANE MCFARLAND  
MAYOR

ATTEST:

\_\_\_\_\_  
ERIN TUCKER  
CITY RECORDER/ CHIEF FINANCIAL OFFICER

APPROVED BY COUNCIL: \_\_\_\_\_



**City of Murfreesboro**  
**City Council – Public Comment Special Session**

Thursday, April 6, 2023 at 5:30 pm  
City Council Chambers  
111 West Vine Street  
Murfreesboro, Tennessee

**MINUTES**

The City Council of the City of Murfreesboro, Rutherford County, Tennessee, met in public comment special session at its regular meeting place in the Council Chambers at City Hall at 5:30 p.m. on Thursday, April 6, 2023.

**Council Members Present**

Mayor Shane McFarland – Presiding  
Jami Averwater  
Madelyn Scales Harris  
Austin Maxwell  
Bill Shacklett  
Shawn Wright

Kirt Wade was absent and excused from this meeting.

**City Representatives Present**

Craig Tindall, City Manager  
Adam Tucker, City Attorney  
Jennifer Brown, City Recorder/ Finance Director  
Chris Yeager, City Clerk

**Public Comment**

Mayor McFarland began the meeting and announced that a special meeting was being held to hear from the citizens of Murfreesboro. He reviewed the procedures for speaking and invited those present to come forward to the lectern when they heard their name. The following individuals spoke.

Crosby Hunt, 2662 Goose Creek Lane, spoke in favor of the importance of local farming, banking, and health to the Murfreesboro 2035 plan. Mr. Hunt is a Ph.D. student at MTSU and Murfreesboro resident. He was concerned that fluoride in City drinking water will have negative impacts on child development. Mr. Hunt suggested listing filters available that can reduce fluoride.

Isaac Gilliam, 911 Kay Street, spoke against the TN Equality project ban currently in place. He was not okay with the response he received at the last meeting.

Judy Reeves, 208 Cass Drive, spoke regarding traffic concerns west of I-24. She was concerned about the heavy load of traffic, the noise, and the speeding. She suggested roundabouts at critical intersections.

Roberta Chevrette, Nashville, spoke in favor of Boro Pride. She asked the City to rescind the ban on TN Equality Project holding events on public property.

There was no one else present who wished to speak.

There being no further business, Mayor McFarland adjourned the meeting at 5:46 p.m.

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SHANE MCFARLAND  
MAYOR

ATTEST:

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ERIN TUCKER  
CITY RECORDER/ CHIEF FINANCIAL OFFICER

APPROVED BY COUNCIL: \_\_\_\_\_





**City of Murfreesboro  
City Council – Regular Session**

Thursday, April 6, 2023, at 6:00 pm  
City Council Chambers  
111 West Vine Street  
Murfreesboro, Tennessee

**MINUTES**

The City Council of the City of Murfreesboro, Rutherford County, Tennessee, met in regular session at its regular meeting place in the Council Chambers at City Hall at 6:00 p.m. on Thursday, April 6, 2023.

**Council Members Present**

Mayor Shane McFarland – Presiding  
Jami Averwater  
Madelyn Scales Harris – Arrived to the Meeting during presentation of Agenda Item 7  
Austin Maxwell  
Bill Shacklett  
Kirt Wade  
Shawn Wright

**City Representatives Present**

Craig Tindall, City Manager  
Adam Tucker, City Attorney  
Jennifer Brown, City Recorder/ Finance Director  
Randolph Wilkerson, Employee Services Director  
Darren Gore, Assistant City Manager / Water Resources Director  
Mark McCluskey, Chief of Fire & Rescue  
Michael Bowen, Chief of Police  
Seth Russell, MPD Communications Director  
Matthew Blomeley, Assistant Planning Director  
Jennifer Knauf, Project Engineer/ Flood Plain Administrator  
Raymond Hillis, Executive Director of Public Works  
Chris Yeager, City Clerk

**Prayer and Pledge of Allegiance**

Mayor McFarland called the meeting to order. Vice Mayor Bill Shacklett invited Daniel Crosby, a local counselor, to speak on how to handle concerning times. Mr. Crosby then led the meeting in prayer. Vice Mayor Shacklett followed by leading the Pledge of Allegiance.

**Ceremonial Items**

**STARS Award for March 2023.** Randolph Wilkerson, Employee Services Director, presented the STARS award to TJ Steverson and Nate Bailey of the Street Department for March 2023. Mr. Steverson and Mr. Bailey were approached by a family who was missing an elderly family member, so they kept a watch out and spotted a person at the bottom of a hill on their route. They contacted emergency services, and the individual was recovered.

**Proclamation: Public Safety Telecommunicators; Barbara Wallace.** Mayor McFarland welcomed Barbara Wallace for her long and storied service to the City of Murfreesboro in several capacities.

Mayor McFarland commended our dispatchers and emergency services for their response during the recent storms. He then proclaimed that April 9-15, 2023, is the National Public Safety Telecommunicators Week for the City of Murfreesboro and presented a Proclamation to Mark McCluskey, Fire Chief, Michael Bowen, Police Chief, and Seth Russell, MPD Communications Division Director.

### **Consent Agenda**

The Consent Agenda was presented for approval with Council Communications for the following items:

1. Mandatory Affordable Housing Program - Legacy Pointe (Community Development)
2. Homeowner Rehabilitation - 416 South Highland Avenue (Community Development)
3. Mandatory Referral for Dedication of Electric Easements along North Thompson Lane, Bradyville Pike, and Searcy Street (Planning)
4. Asphalt Purchases Report (Water Resources)
5. Purchase of WRRF Clarifier Scraper Blades (Water Resources)
6. WRRF Pivot System Irrigator (Water Resources)

Mr. Maxwell made a motion to approve the Consent Agenda. Ms. Averwater seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**Absent:** Madelyn Scales Harris

### **New Business**

#### **Ordinance**

**7. Ordinance 23-O-13 Development Impact Fees (1<sup>st</sup> Reading).** Craig Tindall, City Manager, presented a Council Communication regarding Development Impact Fees. The ordinance titled, "ORDINANCE 23-O-13 amending the Murfreesboro City Code, by establishing Chapter 16, Impact Fees" was offered for passage on first reading. Mr. Tucker explained that this ordinance will set up the framework to make impact fees allowable and a separate ordinance would need to be drafted to effectuate those fees. Mr. Maxwell stated that it would be good to have language that made sure it was specifically for dwellings. Mr. Tucker stated that could be done in the fee ordinance. Mr. Tindall stated that specific language would be included in the ordinance presented for second reading.

Vice Mayor Shacklett made a motion to approve Ordinance 23-O-13. Mr. Maxwell seconded the motion. Upon roll call, the ordinance was passed on first reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**8. Ordinance 23-O-12 Conditions for water and sewer service to property outside City limits (1<sup>st</sup> reading).** Darren Gore, Assistant City Manager/ Water Resources Director, presented a Council Communication and documents regarding the conditions for water and sewer service to property outside City limits. The ordinance titled, “ORDINANCE 23-O-12 amending the Murfreesboro City Code, Chapter 33, Water Resources, Article I, Section 33-2.1.1, regarding the conditions for water and sewer service to property outside City limits” was offered for passage on first reading.

Ms. Scales Harris made a motion to approve Ordinance 23-O-12. Ms. Averwater seconded the motion. Upon roll call, the ordinance was passed on first reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**9a. Public Hearing Rezoning 9.75 acres along Agripark Drive.** Matthew Blomeley, Assistant Planning Director, presented a Council Communication and documents regarding a rezoning for approximately 9.75 acres located along Agripark Drive north of Old Fort Parkway to be rezoned from CH (Highway Commercial District) to PRD (Planned Residential Development District). During its regular meeting on February 1, 2023, the Planning Commission conducted a public hearing on this matter and then voted to recommend its approval. Notice of public hearing was published on March 21, 2023 in the *Murfreesboro Post*. Mr. Blomeley stated a public hearing was needed for this rezoning and introduced Matt Taylor, of Site Engineering Consultants, Inc. (SEC) presented a PowerPoint presentation regarding plans for the project. Ms. Scales Harris asked the rental costs. The developer, Kevin Woodley, Arden Senior Living, stated it rental costs would range from \$1,500 to \$1,900 a month. Discussion ensued among Council and the presenters.

Mayor McFarland initiated a public hearing, welcoming comments on the rezoning and provided instructions for those wishing to speak. The following addressed Council:

Judy Reeves of 208 Cass Drive, Murfreesboro, stated that she would not be interested in this development as a 55 + adult and expressed that the traffic is already bad in the area.

Despite sufficient time for input, no additional attendees expressed a desire to speak on the matter. Consequently, Mayor McFarland concluded the public hearing.

**9b. Ordinance 23-OZ-07 (1<sup>st</sup> Reading).** The ordinance titled, “ORDINANCE 23-OZ-07 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to rezone approximately 9.8 acres located along the east side of Agripark Drive from Highway Commercial (CH) District to Planned Residential Development (PRD) District (Arden at Murfreesboro PRD); FC Murfreesboro, LLC, applicant, [2022-427]” was offered for passage on first reading.

Mr. Wade made a motion to approve Ordinance 23-OZ-07 on first reading. Ms. Averwater seconded the motion. Upon roll call, the ordinance was passed on first reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

**10a. Public Hearing Amending the Zoning Ordinance.** Jennifer Knauf, Project Engineer/ Flood Plain Administrator, presented a Council Communication and documents regarding amending the zoning ordinance at Section 34, Floodplain Zoning. The ordinance as presented has been reviewed and approved by FEMA. The Planning Commission recommended approval at its meeting on February 1, 2023. Notice of public hearing was published on March 21, 2023 in the *Murfreesboro Post*.

Mayor McFarland initiated a public hearing, welcoming comments on amending the Zoning Ordinance and provided instructions for those wishing to speak. Despite sufficient time for input, no attendees expressed a desire to speak on the matter. Consequently, Mayor McFarland concluded the public hearing.

**10b. Ordinance 23-O-08 (1<sup>st</sup> Reading).** The ordinance titled, “ORDINANCE 23-O-08 amending Murfreesboro City Code Appendix A, Zoning, Section 34, Floodplain Zoning, for the purpose of amending the City of Murfreesboro, Tennessee Zoning Ordinance regulating development within the corporate limits of Murfreesboro, Tennessee, to minimize danger to life and property due to flooding, and to maintain eligibility for participation in the National Flood

Insurance Program, City of Murfreesboro Planning Department, applicant [2023-801]” was offered for passage on first reading.

Mr. Wade made a motion to approve Ordinance 23-O-08 on first reading. Mr. Wright seconded the motion. Upon roll call, the ordinance was passed on its first reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**11a. Public Hearing on Plan of Services and Annexation for Highway 99 Right-of-Way.**

Matthew Blomeley, Assistant Planning Director, presented a Council Communication and documents regarding an annexation and plan of services of approximately 3,600 linear feet of Highway 99 right-of-way (ROW) south of Clearidge Drive. Notice of public hearing was published on March 21, 2023 in the *Murfreesboro Post*. TDOT has provided a statement of no objection to the right-of-way. The Planning Commission approved the annexation and plan of services at its meeting on February 1, 2023. Mr. Blomeley stated that a public hearing was required on the matter.

Mayor McFarland initiated a public hearing, welcoming comments on amending the Zoning Ordinance and provided instructions for those wishing to speak. Despite sufficient time for input, no attendees expressed a desire to speak on the matter. Consequently, Mayor McFarland concluded the public hearing.

**11b. Resolution 23-R-PS-09.** The resolution titled, “RESOLUTION 23-R-PS-09 to adopt a Plan of Services for approximately 3,600 linear feet (approximately 12 acres) of Highway 99 south of Clearidge Drive, City of Murfreesboro, applicant [2023-501.” was offered for passage on its first and only reading.

Mr. Maxwell shared his thoughts regarding the prospective future cost of expanding this stretch of roadway when needed and his reasons for objecting to annexing this section of roadway. Discussion ensued among Council and staff.

Ms. Averwater made a motion to approve Resolution 23-R-PS-09. Mr. Wade seconded the motion. Upon roll call, the resolution was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** Austin Maxwell

**11c. Resolution 23-R-A-09.** The resolution titled, “RESOLUTION 23-R-A-09 to annex approximately 3,600 linear feet (approximately 12 acres) of Highway 99 south of Clearidge Drive, and to incorporate the same within the corporate boundaries of the City of Murfreesboro, Tennessee, City of Murfreesboro, applicant [2023-501]” was offered for passage on its first and only reading.

Ms. Averwater made a motion to approve Resolution 23-R-A-09. Mr. Wright seconded the motion. Upon roll call, the resolution was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Bill Shacklett, Kirt Wade, Shawn Wright,  
Shane McFarland

**Nay:** Austin Maxwell

### **On Motion**

**11. Purchase of Extrication Equipment.** Mark McCluskey, Fire Chief, presented a Council Communication and documents regarding the purchase of extrication equipment. Chief McCluskey requested approval of 1) an agreement with North American Equipment Company, Inc. (NAFECO) for firefighter equipment and accessories in the amount of \$51,304 and 2) an agreement with Municipal Emergency Services, Inc. for firefighting equipment and rescue tools with related supplies and accessories in the amount of \$94,885.

Mr. Wright made a motion to approve the purchases and contracts. Ms. Averwater seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

**13. Purchase of Elgin Street Sweeper.** Raymond Hillis, Executive Director of Public Works, presented a Council Communication and documents regarding the purchase of an Elgin Street Sweeper and accessories. Mr. Hillis requested Council approve a contract with Sansom Equipment Company, Inc. in the amount of \$275,850.

Ms. Scales Harris made a motion to approve the purchase and contract. Ms. Averwater seconded the motion. Upon roll call, the motion passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

**14. Purchase of CTX160 Skid Steer with Bucket and Harley Rake.** Raymond Hillis, Executive Director of Public Works, presented a Council Communication and documents regarding the purchase of CTX16 Skid Steer with 42-inch Bucket and Harley Rake for roadside maintenance. Mr. Hillis requested Council approve a contract with Vermeer Heartland in the amount of \$59,666.

Mr. Maxwell made a motion to approve the purchase and contract. Ms. Scales Harris seconded the motion. Upon roll call, the motion passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**Board and Commission Appointments**

No Board and Commission appointments were presented

**Licensing**

No beer permits were presented.

**Payment of Statements**

No payment of statements was presented.

**Other Business**

Craig Tindall, City Manager, stated the next meeting is a workshop next Wednesday at the airport.

**Adjourn**

There being no further business, Mayor McFarland adjourned this meeting at 7:34 p.m.

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SHANE MCFARLAND  
MAYOR

ATTEST:

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ERIN TUCKER  
CITY RECORDER/ CHIEF FINANCIAL OFFICER

APPROVED BY COUNCIL: \_\_\_\_\_



**City of Murfreesboro**  
**City Council – Public Comment Special Session**

Thursday, November 7, 2024, at 5:30 pm  
City Council Chambers  
111 West Vine Street  
Murfreesboro, Tennessee

**MINUTES**

The City Council of the City of Murfreesboro, Rutherford County, Tennessee, met in special public comment session at its regular meeting place in the Council Chambers at City Hall at 5:32 p.m. on Thursday, November 7, 2024.

**Council Members Present**

Vice Mayor Bill Shacklett – Presiding  
Jami Averwater  
Austin Maxwell  
Shawn Wright

Mayor Shane McFarland, Madelyn Scales Harris, and Kirt Wade were absent and excused from this meeting.

**City Representatives Present**

Darren Gore, City Manager  
Adam Tucker, City Attorney  
Erin Tucker, City Recorder/Chief Financial Officer  
Sam Huddleston, Assistant City Manager  
Karen Lampert, Grant Manager  
Brad Barbee, Principal Planner  
Dr. Trey Duke, City Schools Director  
Steve Jarrell, Deputy Police Chief  
Valerie Smith, Water Resources Director  
Angela Jackson, Executive Director of Strategic Services  
Raven Bozeman, Executive Assistant

**Public Comment**

Vice Mayor Shacklett called the meeting to order and announced that this special meeting was being held for public comment. He asked Erin Tucker, City Recorder/ Chief Financial Officer, if anyone had signed up to speak. Ms. Tucker indicated no one had signed up to speak.

Vice Mayor Shacklett gave an opportunity for anyone present to come forward to speak and provided instructions for those wishing to speak. The following addressed the Council.

Deacon Jones, 1426 Wallstreet Drive, Murfreesboro. Mr. Jones proposed an idea for property his family owns at 1620 Bridge Avenue. The property is currently zoned Commercial Local and he would like the council to provide advice on how to rezone the property. His goal is to rehabilitate the mechanic shop on the property so it will be an AirBNB Mechanic Shop.

Despite sufficient time for input, there was no one else present who wished to speak.



There being no further business, Vice Mayor Shacklett adjourned the meeting at 5:37 p.m.

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BILL SHACKLETT  
VICE MAYOR

ATTEST:

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ERIN TUCKER  
CITY RECORDER/ CHIEF FINANCIAL OFFICER

APPROVED BY COUNCIL: \_\_\_\_\_



**City of Murfreesboro**  
**City Council – Regular Session**

Thursday, November 7, 2024 at 6:00 pm  
City Council Chambers  
111 West Vine Street  
Murfreesboro, Tennessee

**MINUTES**

The City Council of the City of Murfreesboro, Rutherford County, Tennessee, met in regular session at its regular meeting place in the Council Chambers at City Hall at 6:00 p.m. on Thursday, November 7, 2024.

**Council Members Present**

Mayor Shane McFarland – Presiding  
Jami Averwater  
Madelyn Scales Harris  
Austin Maxwell  
Bill Shacklett  
Kirt Wade  
Shawn Wright

**City Representatives Present**

Darren Gore, City Manager  
Adam Tucker, City Attorney  
John Tully, Assistant City Attorney  
Erin Tucker, City Recorder / Chief Financial Officer  
Sam Huddleston, Assistant City Manager  
Randolph Wilkerson, Human Resources Director  
Brad Barbee, Principal Planner  
Holly Smyth, Principal Planner  
Cary Gensemer, Deputy Police Chief  
Karen Lampert, Grant Manager  
Angela Jackson, Executive Director of Strategic Services  
Brad Hennessee, Facilities Maintenance Director  
Robert Holtz, Community Development Director  
Valerie Smith, Water Resources Director  
Ronald Head, Information Technology Assistant Director  
Seth Russell, Police Emergency Communications Director  
Mike Browning, Public Information Officer  
Raven Bozeman, Executive Assistant

**Prayer and Pledge of Allegiance**

Mayor McFarland called the meeting to order and commenced the meeting with a prayer followed by the Pledge of Allegiance.

**Ceremonial Items**

**STARS Award for October 2024.** Randolph Wilkerson, Human Resources Director, presented the STARS Award for October 2024 upon Miguel Morales and Stanley Dorelas of the Street Department. The STARS award purpose is to reward and recognize City employees that go above and beyond the call of duty. Mr. Morales and Mr. Dorelas were working along Northwest Broad Street when

they witnessed a serious car accident involving a cement truck. Without hesitation, they safely approached the scene to assist the driver, who was visibly injured and in distress. Mr. Moreles and Mr. Dorelas comforted the driver and stayed by his side, keeping him conscious until paramedics arrived. They are prime examples that it is not the title that makes a leader, but the actions of someone who makes a leader.

**Street Sign Presentation: Tommy Bragg Drive.** A CityTV video was shown highlighting Tommy Bragg's contributions to the City of Murfreesboro and the ribbon cutting and dedication of Tommy Bragg Drive. Mayor Shane McFarland then presented a Tommy Bragg Drive street sign to Mayor Bragg and thanked him for his work and dedication to the City. Tommy Bragg served as Mayor of the City of Murfreesboro from 2002 - 2014. Vice Mayor Shacklett also thanked former Mayor Bragg for his service and contributions to the community.

#### **Public Comment on Actionable Agenda Items**

Mayor McFarland inquired of Erin Tucker, City Recorder/ Chief Financial Officer, about the presence of any registered speakers for public comment on actionable agenda items. Ms. Tucker stated there were no individuals registered to speak on any actionable agenda items.

#### **Consent Agenda**

The Consent Agenda was presented for approval with Council Communications for the following items:

1. Parking Lot Lease Amendment with UPS 902 Industrial Drive (Administration)
2. Housing Rehabilitation Change Order - 2407 Aspen Ave. (Community Development)
3. Change Order #2 for Old Fort Park Tennis Court Renovations (Facilities)
4. MedImpact Healthcare Systems, Inc. Amendment Agreement (Human Resources)
5. Mandatory Referral for Dedication of Temporary Construction Easement along North Thompson Lane (Planning)
6. Mandatory Referral for Dedication of an Electric Easement along Veterans Parkway (Planning)
7. Contract Extension with Nashville Communications, Inc. (Police)
8. Skate Park and Pump Track Final Change Order (Project Development)
9. Murfreesboro Transit Center Contingency Allowance Allocation (Project Development)
10. Asphalt Purchases Report (Water Resources)
11. WRRF Expansion-Hazen and Sawyer Task Orders 1-5 Amendment (Water Resources)
12. Robert Rose Administration Building Renovations Final Change Order (Project Development)
13. Temetra-Customer Information System Integration (Water Resources)
14. Cityworks-Customer Information System Integration (Water Resources)
15. Overall Creek Pump Station Change Order No. 3 (Water Resources)

Mr. Wright made a motion to approve the Consent Agenda. Mr. Maxwell seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

## Minutes

### **16. City Council Meeting Minutes Approval - October 3 & 17, 2024 and March 1 & 2, 2023.**

Erin Tucker, City Recorder / Chief Financial Officer presented a Council Communication regarding approval of City Council meeting minutes for October 3, and 17, 2024, March 1 and March 2, 2023. The meeting minutes were not read aloud but were presented for approval as part of the agenda packet.

Mr. Maxwell made a motion to approve the minutes. Mr. Wright seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

## Old Business

## Ordinance

### Land Use Matters

**17. Ordinance 24-O-32 Amending the “Food Truck Ordinance” (Second and Final Reading).** The ordinance titled “ORDINANCE 24-O-32 amending the Murfreesboro City Code, Chapter 13. Food and Food Products, Article II. Mobile Food Vending, Sections 13-20 – 13-26 regarding mobile food service vehicles (aka food trucks) " which passed its first reading on October 17, 2024, was offered for passage on its second and final reading.

Mr. Wright made a motion to approve Ordinance 24-O-32 on second and final reading. Mr. Maxwell seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

**18. Ordinance 24-OZ-33 Zoning for property along Westridge Drive (Second and Final Reading).** The ordinance titled “ORDINANCE 24-OZ-33 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect to zone approximately 0.42 acres along Westridge Drive as Planned Residential Development (PRD) District (Veterans Cove PRD) simultaneous with annexation; Alcorn Properties, LLC, applicant [2024-406]" which passed its first reading on October 17, 2024, was offered for passage on its second and final reading.

Mr. Maxwell made a motion to approve Ordinance 24-OZ-33 on second and final reading. Vice Mayor Shacklett seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**19. Ordinance 24-OZ-34 Rezoning property along North Maple Street (Second and Final Reading).** The ordinance titled "ORDINANCE 24-OZ-34 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to rezone approximately 0.38 acres located along North Maple Street from Commercial Highway (CH) District and City Core Overlay (CCO) District to Planned Residential Development (PRD) District (Maple Five PRD) and City Core Overlay (CCO) District; Hamid Mehryar, applicant, [2024-403]." which passed its first reading on October 17, 2024, was offered for passage on its second and final reading.

Vice Mayor Shacklett made a motion to approve Ordinance 24-OZ-34 on second and final reading. Ms. Averwater seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**20. Ordinance 24-OZ-35 Rezoning property along Willowoak Trail (Second and Final Reading).** The ordinance titled "ORDINANCE 24-OZ-35 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to rezone approximately 6.1 acres located along Willowoak Trail and Robert Rose Drive from Planned Unit Development (PUD) District (Clari Park PUD) and Gateway Design Overlay One (GDO-1) District to Commercial Highway (CH) District and Gateway Design Overlay One (GDO-1) District; Hines Clari Park Land Holdings, LLC, applicant, [2024-410]." which passed its first reading on October 17, 2024, was offered for passage on its second and final reading.

Vice Mayor Shacklett made a motion to approve Ordinance 24-OZ-35 on second and final reading. Mr. Wright seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

## **New Business**

### **Land Use Matters**

#### **21a. Public Hearing Amending the PUD Zoning for Property Along Robert Rose Drive.**

Brad Barbee, Planner, presented a Council Communication regarding amending the PUD zoning of approximately eight acres located along the west side of Robert Rose Drive north of Medical Center Parkway. The Planning Commission recommended approval of the zoning request on October 2, 2024. Matt Taylor, Site Engineering Consultants (SEC), presented a PowerPoint presentation reviewing the proposed Clari Park PUD architecture and Robert Rose Drive access amendments. Councilmembers asked and Mr. Taylor answered questions regarding the request. Notice of public hearing was published on October 22, 2024 in the *Murfreesboro Post*.

Mayor McFarland initiated a public hearing, welcoming comments on the zoning and provided instructed for those wishing to speak. Despite sufficient time for input, no attendees expressed a desire to speak on the matter. Consequently, Mayor McFarland concluded the public hearing.

**21b. Ordinance 24-OZ-36 (First Reading).** The ordinance titled, “ORDINANCE 24-OZ-36 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to amend the conditions applicable to approximately 8.0 acres in the Planned Unit Development (PUD) District (Clari Park PUD) located along Robert Rose Drive, and Roby Corlew Lane, as indicated on the attached map, Hines Clari Park Land Holdings, LLC, applicant [2024-414].” was offered for passage on first reading.

Vice Mayor Shacklett made a motion to approve Ordinance 24-OZ-36. Ms. Averwater seconded the motion. Upon roll call, the ordinance was passed on its first reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

**22a. Public Hearing Rezoning Property Along New Salem Highway.** Brad Barbee, Planner, presented a Council Communication regarding rezoning approximately 92.54 acres located along the south side of New Salem Highway and along the west side of Barfield Road rezoned from RS-15

(Single-Family Residential District 15) to CH (Highway Commercial District). The Planning Commission recommended approval of the rezoning on October 2, 2024. Notice of public hearing was published on October 22, 2024 in the *Murfreesboro Post*.

Mayor McFarland initiated a public hearing, welcoming comments on the zoning and provided instructed for those wishing to speak. Despite sufficient time for input, no attendees expressed a desire to speak on the matter. Consequently, Mayor McFarland concluded the public hearing.

**22b. Ordinance 24-OZ-37 (First Reading).** The ordinance titled, “ORDINANCE 24-OZ-37 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to rezone approximately 92.54 acres located along New Salem Highway and Barfield Road from Single-Family Residential Fifteen (RS-15) District to Commercial Highway (CH) District; Matt Taylor of SEC, Inc. on behalf of World Outreach Church, applicant [2024-411]” was offered for passage on first reading.

Mr. Wright made a motion to approve Ordinance 24-OZ-37. Mr. Wade seconded the motion. Upon roll call, the ordinance was passed on its first reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

Mayor McFarland moved to Item 23, rezoning the 5.1 acres along Greenland Drive and acknowledged Holly Smyth, Principal Planner.

Ms. Smyth presented Item 24a (a different agenda item) with a Council Communication regarding rezoning of approximately 6.15 acres located along the south side of Hazelwood Street east of Lascassas Pike from RM-16 (Multi-Family Residential District) to PRD (Planned Residential District). The Planning Commission recommended approval of the rezoning on October 2, 2024. Notice of public hearing was published on October 22, 2024 in the *Murfreesboro Post*.

**23a. Public Hearing Rezoning Property Along Greenland Drive.** Mayor McFarland initiated a public hearing, welcoming comments on rezoning approximately 5.1 acres located along the south side of Greenland Drive west of Fairview Avenue from RM-16 (Multi-Family Residential District) to PRD (Planned Residential District). Mayor McFarland asked if anyone wished to speak on the matter. Despite sufficient time for input, no attendees expressed a desire to speak on the matter. Consequently, Mayor McFarland concluded the public hearing.

**23b. Ordinance 24-OZ-38 (First Reading).** The ordinance titled, “ORDINANCE 24-OZ-38 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to rezone approximately 5.1 acres located along Greenland Drive from Residential Multi-Family Sixteen (RM-16) District to Planned Residential Development (PRD) District (Crossings at Greenland PRD); SW Capital Group, applicant, [2024-412]” was offered for passage on first reading.

Mr. Maxwell made a motion to approve Ordinance 24-OZ-38. Ms. Averwater seconded the motion. Upon roll call, the ordinance was passed on its first reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

Mayor McFarland moved to Item 24, rezoning the 6.15 acres along Hazelwood Street and acknowledged Holly Smyth, Principal Planner.

Ms. Smyth presented Item 23a (a different agenda item) with a Council Communication regarding rezoning approximately 5.1 acres located along the south side of Greenland Drive west of Fairview Avenue from RM-16 (Multi-Family Residential District) to PRD (Planned Residential District). The Planning Commission recommended approval of the rezoning on October 2, 2024. Notice of public hearing was published on October 22, 2024 in the *Murfreesboro Post*.

**24a. Public Hearing Rezoning Property Along Hazelwood Street.** Mayor McFarland initiated a public hearing, welcoming comments on rezoning 6.15 acres along Hazelwood Street. Mayor McFarland asked if anyone wished to speak on the matter. Despite sufficient time for input, no attendees expressed a desire to speak on the matter. Consequently, Mayor McFarland concluded the public hearing.

**24b. Ordinance 24-OZ-39 (First Reading).** The ordinance titled, “ORDINANCE 24-OZ-39 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to rezone approximately 6.15 acres located along Hazelwood Street from Residential Multi-Family Sixteen (RM-16) District to Planned Residential Development (PRD) District (Crossings at Hazelwood PRD); SW Capital Group, applicant, [2024-413]” was offered for passage on first reading.

Mr. Wade made a motion to approve Ordinance 24-OZ-39. Ms. Averwater seconded the motion. Upon roll call, the ordinance was passed on its first reading by the following vote:



**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

**25a. Public Hearing Amending the Zoning Ordinance – Retail Hybrid and Distribution**

**Uses.** John Tully, Assistant City Attorney, presented a Council Communication regarding amending the Zoning Ordinance, Sections 2 and 9 and Chart 1 (including Chart 1 endnotes) regarding retail hybrid and distribution uses. The Planning Commission recommended approval of this ordinance on October 2, 2024. Notice of public hearing was published on October 22, 2024 in the *Murfreesboro Post*.

Mayor McFarland initiated a public hearing, welcoming comments on the zoning ordinance. Despite sufficient time for input, no attendees expressed a desire to speak on the matter. Consequently, Mayor McFarland concluded the public hearing.

**25b. Ordinance 24-O-40 (First Reading).** The ordinance titled, “ORDINANCE 24-O-40 amending the Murfreesboro City Code Appendix A-Zoning, Sections 2, 9, Chart 1 and Chart 1 Endnotes, pertaining to retail operations, Murfreesboro Planning Department, applicant [2024-805]” was offered for passage on first reading.

Mr. Averwater made a motion to approve Ordinance 24-O-40. Mr. Wright seconded the motion. Upon roll call, the ordinance was passed on its first reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

**26. Sewer Allocation Variance – Old Fort Parkway – Camino Real.** Brad Barbee, Planner, presented a Council Communication regarding a proposed development request for additional density above the sewer allocation ordinance’s zoning allowance. The property is zoned Commercial Highway (CH), which only allows 2.5 single family units (sfu) per acre. The subject lot is approximately 1.68 acres in size, allowing for only 4.2 sfu. The anticipated usage is approximately 18.7 sfu; therefore, the proposed restaurant use requires a variance from the allowable estimated sewer flow. Murfreesboro Water Resources Department finds that the system can handle the increased flow from this development. Mr. Barbee requested Council approve the sewer allocation allowance.

Mr. Maxwell inquired about why a Mexican restaurant would need more than the previous restaurant (O’Charley’s) sewer allocation at that location. Darren Gore, City Manager, explained that

during the time O'Charley's was at that location there probably wasn't a sewer allocation ordinance in place. Typically, Water Resources would evaluate and review water consumption usage for other restaurants. Mr. Gore stated that Water Resources could provide Mr. Wright that information if wanted. Mayor McFarland stated that he would abstain from this vote because he is doing the remodel work on the site.

Mr. Wright made a motion to approve the Sewer Allocation. Mr. Wade seconded the motion. Upon roll call, the ordinance was passed on its first reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright

**Nay:** None

**Abstain:** Shane McFarland

### **Resolution**

**27. Resolution 24-R-30 FY25 Budget Amendment #5.** Dr. Trey Duke, City Schools Director, presented a Council Communication and documents requesting Council authorize schools budget amendment number 5 to the FY25 General Purpose fund and Federal Projects fund. The resolution titled, "RESOLUTION 24-R-30 amending the Fiscal year 2025 (hereafter "FY2025") Murfreesboro City Schools Budget (5<sup>th</sup> Amendment)" was offered for passage on its first and only reading.

Mr. Maxwell made a motion to approve Resolution 24-R-30. Vice Mayor Shacklett seconded the motion. Upon roll call, the resolution was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

**28. Resolution 24-R-31 Redesignation Point of Contact for JAG Grants.** Erin Tucker, City Recorder / Chief Financial Officer presented a Council Communication regarding Council approve revising the authorized employees with access to the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. The Resolution titled, "RESOLUTION 24-R-31 re-designating those with the job title of Finance Director and Public Safety Finance Director as representatives for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program" was offered for passage on its first and only reading.

Mr. Wade made a motion to approve Resolution 24-R-31. Ms. Averwater seconded the motion. Upon roll call, the resolution was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

**On Motion**

**29. Subrecipient Agreement with Volunteer Behavioral Health.** Karen Lampert, Grant Manager, presented a Council Communication regarding a Subrecipient Agreement with Volunteer Behavioral Health and requested Council approve the subrecipient agreement between Murfreesboro Police Department and Volunteer Behavioral Health (VBH) to provide Co-Responder Services such as displaying mental health issues, providing de-escalation, assessment, resources, and linkage to services. This agreement provides for a continuation of services for three years. The agreement reflects use of Opioid Remediation Funds of \$106,500 and federal grant funds of \$493,500 to fund these services.

Ms. Averwater made a motion to approve the Subrecipient Agreement with VBH. Vice Mayor Shacklett seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

**30. Cornerstone OnDemand, Inc. Learning Management System (LMS) Agreement.** Randolph Wilkerson, Director of Human Resources, presented a Council Communication regarding an agreement between the City of Murfreesboro and Cornerstone OnDemand, Inc. to continue delivering online training modules in management, leadership, and safety for the City's employees. The cost of the three-year program totals \$213,317, structured as follows: \$68,000 for year one, \$71,060 for year two, and \$74,257 for year three.

Ms. Averwater made a motion to approve the agreement with Cornerstone OnDemand, Inc. Ms. Scales Harris seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade,  
Shawn Wright, Shane McFarland

**Nay:** None

**31. NICE Software Upgrade from Motorola.** Cary Gensemer, Deputy Chief of Police, presented a Council Communication regarding an agreement and amendment with Motorola Solutions, Inc. to upgrade, maintain and support NICE software services. Deputy Chief Gensemer

requested approval of the Contract between City of Murfreesboro and Motorola Solutions, Inc. for NICE Upgrade. NICE Elite will add additional functions such as incident reconstruction and quality assurance capabilities. This upgrade will significantly streamline the processes required by the emergency communication center and is a sole-source purchase through Motorola for a one-time cost of \$222,148.

Additionally, approval of Amendment 4 to Motorola SUA Maintenance Purchase Agreement between City of Murfreesboro and Motorola Solutions (aka Motorola Services, Inc.) Inc. was requested to add maintenance and support for the Elite software with a total cost of \$174,139, billed in annual installments over the remaining six years of the contract.

Mr. Maxwell made a motion to approve the agreement and amendment with Motorola Solutions. Mr. Wright seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**32. Purchase of Police Vehicles from Columbia Dodge.** Cary Gensemer, Deputy Chief of Police, presented a Council Communication regarding the purchase of seven marked police vehicles in the amount of \$336,959 and contract between the City of Murfreesboro and TT of Columbia, Inc for the purchase.

Ms. Averwater made a motion to approve the purchase and contract with TT of Columbia, Inc. Mr. Maxwell seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**33. Amendment to the Purchase Agreement with Lonnie Cobb Ford to Add Vehicle Equipment.** Cary Gensemer, Deputy Chief of Police, presented a Council Communication regarding an amendment to the contract with Lonnie Cobb Ford, Inc. to add the installation of aftermarket vehicle equipment on twenty police vehicles for a net cost of \$228,792. He requested Council approve the First Amendment to the Contract between the City of Murfreesboro and Lonnie Cobb Ford, LLC.

Mr. Wade made a motion to approve the First Amendment to the Contract with Lonnie Cobb Ford, Inc. Ms. Averwater seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**34. Purchase of Verkada Security Cameras.** Cary Gensemer, Deputy Chief of Police, presented a Council Communication regarding the purchase of Verkada security cameras and purchase agreement with Waypoint Business Solutions, LLC for the purchase in the amount of \$144,965.

Mr. Maxwell made a motion to approve the purchase of Verkada security cameras and contract with Waypoint Business Solutions, LLC. Mr. Wright seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**35. LJA Task Order Asset Management Plan Preparation.** Valerie Smith, Water Resources Director, presented a Council Communication regarding a Task Order under the Master Services Agreement (MSA) with LJA Engineering, Inc. (LJA) for assistance with preparing a TDEC-approved Asset Management Plan that is sewer-specific and requested Council approval. The Task Order expense of \$85,000 will be funded from working capital reserves.

Mr. Wade made a motion to approve the Asset Management Plan Task Order with LJA Engineering. Mr. Maxwell seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**36. Hobas Pipe Sewer Rehabilitation Change Order No. 2.** Valerie Smith, Water Resources Director, presented a Council Communication regarding approval of Change Order Number 2 with LJA Engineering for the 2022 Murfreesboro Rehabilitation Project (HOBAS) (Project No. 22090). The Change Order in would allow for one more Hobas line segment and two sewer manholes into the

project which would also require adding 100 calendar days to the project. The contract amount will remain at \$9,944,818.

Vice Mayor Shacklett made a motion to approve Change Order No. 2 with LJA Engineering for the 2022 Murfreesboro Rehabilitation Project (HOBAS) (Project No. 22090). Mr. Wright seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**37. Revised Holidays Policy No. 1008.** Darren Gore, City Manager, presented a Council Communication regarding a revision to Employee Handbook Policy No. 1008, Holidays. Under the current Holidays Policy, all full-time City employees receive designated official holidays. Mr. Gore requested approval of a revised policy that would include Juneteenth as an additional official holiday, aligning with both federal and state legislation.

Mr. Wade made a motion to approve the revised Employee Handbook Policy No. 1008. Ms. Averwater seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**38. Personal Days Policy No. 1007.** Darren Gore, City Manager, presented a Council Communication regarding revising Employee Handbook Policy No. 1007, Personal Days. This policy would provide full-time employees with five PTO days per calendar year. Eligible new hires would receive five days upon joining and on each subsequent anniversary. Current eligible employees will receive five days on their anniversary, beginning December 1, 2024. The policy supplements existing vacation and sick leave policies. It enables newly hired employees to start with "frontloaded" days, addressing the need for accessible time off. Additionally, the policy enhances annual leave offerings, aligning with best practices and statewide standards for employee benefits. Mr. Gore requested Council approve the revised Employee Handbook Policy No. 1007.

Mr. Wade made a motion to approve the revised Employee Handbook Policy No. 1007. Ms. Averwater seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**39. Amended City Attorney Employment Agreement.** Mayor McFarland presented a Council Communication regarding amending the City Attorney Employment Agreement. The amendment would amend the City Attorney Employment Agreement to be consistent with the City Manager's and City Recorder's contracts to maintain consistency and parity. Additionally, the City Attorney's amended agreement removes the residency requirement. All other terms and conditions remain consistent with the City Attorney's original employment agreement.

Ms. Averwater made a motion to approve the amended City Attorney Employment Agreement. Ms. Scales Harris seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

**40. Master Services Agreement for Electronic Plan Review Software.** Ronald Head, Information Technology Assistant Director, presented a Council Communication regarding approval of a Master Services Agreement (MSA) with LCT Software, LLC for electronic plan review software and services at an annual cost of \$78,350.

Ms. Averwater made a motion to approve the MSA with LCT Software, LLC. Ms. Scales Harris seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

#### **Board and Commission Appointments**

**41. Gateway Commission.** Mayor McFarland presented a Council Communication regarding reappointments of Gateway Commission members. John Jones, Rick Sain, Harold Yokley, and Gabe Frazier were recommended for reappointment to the Gateway Commission with a term expiration of October 1, 2027.

Mr. Wade made a motion to approve the reappointments. Mr. Maxwell seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

#### **Licensing**

**42. Beer Permits.** Erin Tucker, City Recorder / Chief Financial Officer, presented a Council Communication regarding Regular Beer Permits and Special Event Beer Permits. Four Regular Beer Permits were presented: two ownership/name changes, one for an ownership/name change for a grocery/ market located at 1007 Dr. Martin Luther King Jr. Blvd, one for new location for a grocery/ market located at 508 Saint Andrews Drive, one for a new location for a restaurant located at 1306 Westlawn Boulevard, Suite B-2 and one for an ownership/ name change for a grocery/ market located at 904 Northwest Broad Street One Special Event Beer Permit for Read to Succeed at The View at Fountains on November 8, 2024, was presented for approval. Applicants met requirements for the permits and were recommended for approval pending final building and codes inspections for the regular beer permits and special event permit issuance for the special event beer permits.

Ms. Averwater made a motion to approve the permits. Mr. Wright seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Kirt Wade, Shawn Wright, Shane McFarland

**Nay:** None

#### **Payment of Statements**

No payment of statements was presented.

#### **Other Business**

Mr. Maxwell spoke regarding businesses downtown and observations downtown regarding ongoing homelessness and events and asked Michael Bowen, Chief of Police, what he needs from the Council for additional resources within the downtown area. Chief Bowen and staff have discussed establishing a Downtown District to manage the issues coming up. The Police Department is considering increasing police presence and staffing in the downtown area and directing the homeless service team to the downtown area to move to some more long-term solutions.

Mayor McFarland provided information regarding the Count Me In 2025 Special Census, what information is needed and how to fill out the form online. If the City does not receive a response from a household, the Fire Department will reach out door to door to complete the census.

Darren Gore, City Manager, stated Council will meet next week, November 14, 2024, at 11:30 a.m. for the scheduled Workshop. The Council is not intending to meet on November 21, 2024 or November 28, 2024.



Vice Mayor Shacklett stated Darren Gore, City Manager, and Councilwoman Jami Averwater will participate in the Read to Succeed Spelling Bee on November 8, 2024.

**Adjourn**

There being no further business, Mayor McFarland adjourned this meeting at 7:15 p.m.

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SHANE MCFARLAND  
MAYOR

ATTEST:

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ERIN TUCKER  
CITY RECORDER/ CHIEF FINANCIAL OFFICER

APPROVED BY COUNCIL: \_\_\_\_\_



**City of Murfreesboro  
City Council – Workshop Regular Session**

Thursday, November 14, 2024, at 11:30 am  
Municipal Airport Business Center  
1930 Memorial Boulevard  
Murfreesboro, Tennessee

**MINUTES**

The City Council of the City of Murfreesboro, Rutherford County, Tennessee, met in regular session at its workshop meeting place at the Municipal Airport Business Center at 11:36 a.m. on Thursday, November 14, 2024.

**Council Members Present**

Mayor Shane McFarland – Presiding  
Jami Averwater  
Madelyn Scales Harris  
Austin Maxwell  
Bill Shacklett  
Shawn Wright

Kirt Wade was absent and excused from this meeting.

**City Representatives Present**

Darren Gore, City Manager  
Adam Tucker, City Attorney  
Erin Tucker, City Recorder/ Chief Financial Officer  
Sam Huddleston, Assistant City Manager  
Lesley Jernigan, Assistant Finance Director  
Matthew Blomeley, Assistant Planning Director  
Nate Williams, Executive Director of Recreational Services  
Rachel Singer, Parks & Recreation Assistant Director  
Dr. Trey Duke, City Schools Director  
Don Bartch, Assistant City Schools Director  
Robert Holtz, Community Development Director  
Angela Jackson, Executive Director of Strategic Services  
Roman Hankins, Deputy City Attorney  
John Tully, Assistant City Attorney  
Michelle Emerson, City Engineer  
Michael Bowen, Police Chief  
Mark McCluskey, Fire Rescue Chief  
Kevin Jones, Building & Codes Director  
Randolph Wilkerson, Human Resources Director  
Cathy Smith, Purchasing Director  
Russell Gossett, Solid Waste Director  
Chad Gehrke, Airport Director  
Mike Browning, Public Information Officer  
Melanie Joy Peterson, City Clerk

**Prayer and Pledge of Allegiance**

Mayor McFarland called the meeting to order and commenced the meeting with a prayer followed by the Pledge of Allegiance.

## Public Comment on Actionable Agenda Items

Mayor McFarland stated that one person had registered to speak during the public comment on an actionable agenda item. Mayor McFarland acknowledged the speaker and welcomed him to come forward to speak and explained he would have 3 minutes to address the Council. The following addressed Council:

Christopher Warren, 906 Prince Lane, Murfreesboro. Mr. Warren pre-registered to speak regarding the City Schools purchase of real property and budget information (Item 9 on the Agenda). Mr. Warren stated it was exciting the City would be purchasing new property to get the ball rolling on new schools. He spoke about the importance of public education and well-funded public schools. He requested Council adopt a resolution opposing the Governor's bill regarding school vouchers, explaining vouchers benefit the wealthy and disadvantage those without means.

No one else was registered to speak on any actionable agenda items and the public comment session was closed.

## Action Items

**1. Ordinance 24-OZ-36 Amending the PUD Zoning for Property Along Robert Rose Drive (2nd & Final Reading).** The ordinance titled "ORDINANCE 24-OZ-36 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to amend the conditions applicable to approximately 8.0 acres in the Planned Unit Development (PUD) District (Clari Park PUD) located along Robert Rose Drive, and Roby Corlew Lane, as indicated on the attached map, Hines Clari Park Land Holdings, LLC, applicant [2024-414]" which passed its first reading on November 7, 2024, was offered for passage on its second and final reading.

Mr. Wright made a motion to approve Ordinance 24-OZ-36 on second and final reading. Mr. Maxwell seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright,  
Shane McFarland

**Nay:** None

**2. Ordinance 24-OZ-37 Zoning Property Along New Salem Highway (2nd & Final Reading).** The ordinance titled "ORDINANCE 24-OZ-37 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to rezone

approximately 92.54 acres located along New Salem Highway and Barfield Road from Single-Family Residential Fifteen (RS-15) District to Commercial Highway (CH) District; Matt Taylor of SEC, Inc. on behalf of World Outreach Church, applicant, [2024-411]” which passed its first reading on November 7, 2024, was offered for passage on its second and final reading.

Mr. Maxwell made a motion to approve Ordinance 24-OZ-37 on second and final reading. Mr. Wright seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright,  
Shane McFarland

**Nay:** None

**3. Ordinance 24-OZ-38 Rezoning Property Along Greenland Drive (2nd & Final Reading).**

The ordinance titled “ORDINANCE 24-OZ-38 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to rezone approximately 5.1 acres located along Greenland Drive from Residential Multi-Family Sixteen (RM-16) District to Planned Residential Development (PRD) District (Crossings at Greenland PRD); SW Capital Group, applicant, [2024-412]” which passed its first reading on November 7, 2024, was offered for passage on its second and final reading.

Ms. Averwater made a motion to approve Ordinance 24-OZ-38 on second and final reading. Mr. Wright seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright,  
Shane McFarland

**Nay:** None

**4. Ordinance 24-OZ-39 Rezoning Property Along Hazelwood Street (2nd & Final Reading).**

The ordinance titled “ORDINANCE 24-OZ-39 amending the Zoning Ordinance and the Zoning Map of the City of Murfreesboro, Tennessee, as heretofore amended and as now in force and effect, to rezone approximately 6.15 acres located along Hazelwood Street from Residential Multi-Family Sixteen (RM-16) District to Planned Residential Development (PRD) District (Crossings at Hazelwood PRD); SW Capital Group, applicant, [2024-413]” which passed its first reading on November 7, 2024, was offered for passage on its second and final reading.

Mr. Maxwell made a motion to approve Ordinance 24-OZ-39 on second and final reading. Ms. Averwater seconded the motion. Upon roll call, the ordinance was passed on second and final reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright,  
Shane McFarland

**Nay:** None

**5. Tennessee State Museum Grant.** Rachel Singer, Parks, and Recreation Assistant Director, presented a Council Communication regarding the Tennessee State Museum Grant. Ms. Singer requested Council approve the grant for maintenance and improvements for the museum and cotton warehouse at Cannonsburgh Village.

Mayor McFarland asked Nate Williams, Executive Director of Recreational Services to approach the podium. Mayor McFarland asked Mr. Williams if he had ever had a discussion with any Council member or at City Hall about tearing down Cannonsburgh. Mr. Williams stated there are no plans to tear down Cannonsburgh; there have only been conversations about preserving and improving Cannonsburgh. Council and staff are working to revitalize Cannonsburgh and make it better. There is an alleged project circulating in the community and on social media regarding Jason Rhodes and a baseball field. The Mayor, Council members and City staff all confirmed the alleged project is not a City plan, is not being done by the City or anyone associated with the City.

Mr. Wright made a motion to accept the Tennessee State Museum Grant. Mr. Maxwell seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright,  
Shane McFarland

**Nay:** None

**6. FY25 Capital Improvement Plan (CIP) Budget.** Erin Tucker, City Recorder/ Chief Financial Officer, presented a Council Communication and documents regarding Capital Improvement Plan (CIP) budget for FY25. This budget adds \$15 million to the FY24 CIP approval and an additional \$24 million use of General Fund's Unassigned Fund Balance. Ms. Tucker requested the Council approve the FY25 CIP Budget.

Vice Mayor Shacklett made a motion to approve the FY25 CIP Budget. Ms. Averwater seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright,  
Shane McFarland

**Nay:** None

**7. Capital Improvement Plan (CIP) Reallocation.** Erin Tucker, City Recorder/ Chief Financial Officer, presented a Council Communication and documents regarding Capital Improvement Plan (CIP) funds reallocation and requested Council approve the request to reallocate \$200,000 from Butler Drive to Brinkley Road for payment of electric utility work related to the road construction.

Ms. Scales Harris made a motion to approve the FY25 CIP Reallocation. Ms. Averwater seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright,  
Shane McFarland

**Nay:** None

**8. Ordinance 24-O-44, FY25 Budget 2<sup>nd</sup> Amendment (1<sup>st</sup> Reading).** Erin Tucker, City Recorder/ Chief Financial Officer, presented a Council Communication and documents regarding an amendment to the City's FY25 Budget. The ordinance titled "ORDINANCE 24-O-44 amending the Fiscal Year 2025 (hereafter "FY2025") Budget (2nd Amendment)" was offered for passage on first reading.

Ms. Scales Harris made a motion to approve Ordinance 24-O-44. Ms. Averwater seconded the motion. Upon roll call, the ordinance was passed on its first reading by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright,  
Shane McFarland

**Nay:** None

**9. Letter of Intent for City Schools to Purchase Real Property.** Dr. Trey Duke, City Schools Director, presented a Council Communication and documents regarding issuing a letter of intent to pursue negotiations related to the acquisition of 910 Ridgely Road, Murfreesboro, Tennessee 37129 for a new transportation and maintenance facility. Dr. Duke requested the Council approve the letter of intent and noted the letter is not binding on either party but allows the district to start the process of negotiating a purchase and sale agreement. The letter of intent was approved by the Murfreesboro City School Board on November 12, 2024.

Ms. Scales Harris made a motion to approve the letter of intent for acquisition of 910 Ridgely Road, Murfreesboro, Tennessee. Mr. Maxwell seconded the motion. Upon roll call, the motion was passed by the following vote:

**Aye:** Jami Averwater, Madelyn Scales Harris, Austin Maxwell, Bill Shacklett, Shawn Wright,  
Shane McFarland

**Nay:** None

### **Workshop Items**

**10. CIP Transfers.** Erin Tucker, City Recorder/ Chief Financial Officer, presented a Council Communication and documents regarding notification of CIP transfers. Transfers include transfer of CIP Funds between the Bond Fund and General Fund for Butler Drive, Cherry Lane Phase 2, Mercury Boulevard, Broad Street, Bradyville Intersection, and Towne Creek. This item was provided to Council as information only and no vote was necessary.

**11. Update on Downtown Murfreesboro Community Plan Phase 1.** Robert Holtz, Community Development Director, presented a Council Communication and information regarding the update of Phase I of The Downtown Murfreesboro Community Planning Study. Phase 1 of the study involved conducting interviews with downtown business owners, collaborating with Main Street Murfreesboro, and developing inventories of downtown space utilization. The main objective of the study is to make a thorough assessment of the downtown community to provide the City of Murfreesboro and stakeholders with critical decision-making tools that will guide the prioritization of improvements.

Brandon Harvey, Kingdom Development Group (KDG) representative and consultant for the City, presented a PowerPoint regarding the Downtown Community Planning Study Executive Summary regarding prioritization of affordable housing and economic development opportunities. Mr. Harvey's presentation included the study's purpose, objectives, focus areas (inventory of existing spaces, identification of infrastructural obstacles, identification of public realm obstacles, and identification of owner obstacles), recommendations for a Community Development Action Plan, and a development scenario. The end goal is to identify actionable projects that lead to a concerted effort between the City and private building owners, to drive economic growth, enhance community aesthetics and increase housing availability.

Mayor McFarland opened the floor to questions and comments from Council. Discussion ensued. Vice Mayor Shacklett suggested an actionable item be presented to do something with the study's findings. Mayor McFarland clarified with Mr. Holtz that Council approval of the recommended projects will be presented later as a contract. An actionable item is expected to be presented in January or February 2025.

Mr. Holtz provided an update regarding the Community Development Con Plan, required to be developed every five years. The Plan is used to analyze homelessness, affordable housing, etc. It will include several community meetings and will go to Council for consideration in May.

This information was provided to Council as information only and no vote was necessary.

**12. September Dashboard.** Erin Tucker, City Recorder/ Chief Financial Officer, provided a Council Communication and documents regarding the September 2024 Dashboard and a Council Communication and documents regarding September 2024 MCS Cash Flow Statement and Revenue and Expenditure Budget Comparison Report. This item was provided to the Council as information only and no vote was necessary.

**Licensing**

No beer permits were presented.

**Payment of Statements**

No payment of statements was presented.

**Other Business**

**WastAway Plant Development Project Update.** Darren Gore, City Manager, provided Council with an Executive Summary of the Murfreesboro WastAway Plant Development Project that detailed the project overview and funding status. Mr. Gore turned the floor over to Mark Brown of WastAway. Mr. Brown addressed Council regarding the project’s executive summary and current status. Mr. Brown discussed the City’s purchase of equipment for the project, risk mitigation and insurance. This item was provided to the Council as information only and no vote was necessary.

Mayor McFarland suggested Council members consider the information Mr. Brown spoke about and individually discuss with Mr. Gore or City staff for clarification or questions. Adam Tucker, City Attorney, stated WastAway has provided City with a proposed Purchase Agreement and would like to be a part of that phase to walk Council members through that.

**Adjourn**

There being no further business, Mayor McFarland adjourned this meeting at 12:44 p.m.

\_\_\_\_\_  
SHANE MCFARLAND  
MAYOR

ATTEST:

\_\_\_\_\_  
ERIN TUCKER  
CITY RECORDER/ CHIEF FINANCIAL OFFICER

APPROVED BY COUNCIL: \_\_\_\_\_



# **COUNCIL COMMUNICATION**

**Meeting Date: 12/12/2024**

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**Item Title:** Environmental Systems Research GIS Software Agreement

**Department:** Information Technology

**Presented by:** Ronald Head, Assistant Director of Information Technology

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## **Summary**

Renew existing ESRI GIS 3 Year Agreement (2025-2027)

## **Background Information**

The City of Murfreesboro uses ESRI GIS Software for creating & maintaining mapping information products & applications.

## **Council Priorities Served**

*Improve Economic Development*

*Maintain Public Safety*

Maintaining current Addresses, Streets, Subdivisions, City Limits & Public Safety Response Zones ensures Police & Fire response is current and accurate. GIS also is used for Economic Development purposes.

## **Attachments**

Environmental Systems Research GIS Software Agreement 12-12-2024



**Environmental Systems Research Institute, Inc.**  
**380 New York St**  
**Redlands, CA 92373-8100**  
**Phone: (909) 793-2853**  
**DUNS Number: 06-313-4175 CAGE Code: 0AMS3**

## Quotation # Q-530341

**Date:** November 25, 2024

**Customer # 147393 Contract #**

City of Murfreesboro  
 GIS Dept  
 111 W Vine St  
 Murfreesboro, TN 37130-3573

**ATTENTION:** Bob Boutiette  
**PHONE:** (629) 201-6207  
**EMAIL:** bboutiette@murfreesborotn.gov

*To expedite your order, please attach a copy of this quotation to your purchase order.*  
**Quote is valid from: 9/3/2024 To: 12/31/2024**

Material	Qty	Term	Unit Price	Total
168182	1	Year 1	\$175,100.00	\$175,100.00
Populations of 150,001-250,000 Small Government Enterprise Agreement Annual Subscription				
168182	1	Year 2	\$175,100.00	\$175,100.00
Populations of 150,001-250,000 Small Government Enterprise Agreement Annual Subscription				
168182	1	Year 3	\$175,100.00	\$175,100.00
Populations of 150,001-250,000 Small Government Enterprise Agreement Annual Subscription				

Subtotal:	\$525,300.00
Sales Tax:	\$0.00
Estimated Shipping and Handling (2 Day Delivery):	\$0.00
Contract Price Adjust:	\$0.00
<b>Total:</b>	<b>\$525,300.00</b>

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

<b>For questions contact:</b> Chris Rice	<b>Email:</b> crice@esri.com	<b>Phone:</b> (909) 793-2853 x3283
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The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.



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Date: November 25, 2024

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380 New York St  
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Phone: (909) 793-2853  
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ATTENTION: Bob Boutiette  
PHONE: (629) 201-6207  
EMAIL: [bboutiette@murfreesborotn.gov](mailto:bboutiette@murfreesborotn.gov)

If you have made ANY alterations to the line items included in this quote and have chosen to sign the quote to indicate your acceptance, you must fax Esri the signed quote in its entirety in order for the quote to be accepted. You will be contacted by your Customer Service Representative if additional information is required to complete your request.

If your organization is a US Federal, state, or local government agency; an educational facility; or a company that will not pay an invoice without having issued a formal purchase order, a signed quotation will not be accepted unless it is accompanied by your purchase order.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

BY SIGNING BELOW, YOU CONFIRM THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION, AND YOU ARE AUTHORIZING ESRI TO ISSUE AN INVOICE FOR THE ITEMS INCLUDED IN THE ABOVE QUOTE IN THE AMOUNT OF \$\_\_\_\_\_, PLUS SALES TAXES IF APPLICABLE. DO NOT USE THIS FORM IF YOUR ORGANIZATION WILL NOT HONOR AND PAY ESRI'S INVOICE WITHOUT ADDITIONAL AUTHORIZING PAPERWORK.

Please check one of the following:

I agree to pay any applicable sales tax.

I am tax exempt, please contact me if exempt information is not currently on file with Esri.

Signature of Authorized Representative

Date

Shane McFarland

Name (Please Print)

Mayor

Title

APPROVED AS TO FORM

*Adam F. Tucker*

Adam F. Tucker, City Attorney

The quotation information is proprietary and may not be copied or released other than for the express purpose of system selection and purchase/license. This information may not be given to outside parties or used for any other purpose without consent from Environmental Systems Research Institute, Inc. (Esri).

Any estimated sales and/or use tax reflected on this quote has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state tax directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

**For questions contact:**

Chris Rice

**Email:**

[crice@esri.com](mailto:crice@esri.com)

**Phone:**

(909) 793-2853 x3283

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.

**Esri Use Only:**

Cust. Name \_\_\_\_\_  
 Cust. # \_\_\_\_\_  
 PO # \_\_\_\_\_  
 Esri Agreement # \_\_\_\_\_



**SMALL ENTERPRISE AGREEMENT  
 COUNTY AND MUNICIPALITY GOVERNMENT  
 (E214-6)**

This Agreement is by and between the organization identified in the Quotation ("**Customer**") and **Environmental Systems Research Institute, Inc. ("Esri")**.

This Agreement sets forth the terms for Customer's use of Products and incorporates by reference (i) the Quotation and (ii) the Master Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this Agreement, the order of precedence for the documents shall be as follows: (i) the Quotation, (ii) this Agreement, and (iii) the Master Agreement. This Agreement shall be governed by and construed in accordance with the laws of the state in which Customer is located without reference to conflict of laws principles, and the United States of America federal law shall govern in matters of intellectual property. The modifications and additional rights granted in this Agreement apply only to the Products listed in Table A.

**Table A  
 List of Products**

**Uncapped Quantities**

**Desktop Software and Extensions (Single Use)**

ArcGIS Desktop Advanced  
 ArcGIS Desktop Standard  
 ArcGIS Desktop Basic  
 ArcGIS Desktop Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst, ArcGIS Publisher, ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS Workflow Manager, ArcGIS Data Reviewer

**Enterprise Software and Extensions**

ArcGIS Enterprise (Advanced and Standard)  
 ArcGIS Monitor  
 ArcGIS Enterprise Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst, ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS Workflow Manager, ArcGIS Data Reviewer

**Enterprise Additional Capability Servers**

ArcGIS Image Server

**Developer Tools**

ArcGIS Runtime Standard  
 ArcGIS Runtime Analysis Extension

**Limited Quantities**

Two (2) ArcGIS CityEngine Single Use Licenses  
 1,000 ArcGIS Online Viewers  
 1,000 ArcGIS Online Creators  
 110,000 ArcGIS Online Service Credits  
 1,000 ArcGIS Enterprise Creators  
 15 ArcGIS Insights in ArcGIS Enterprise  
 15 ArcGIS Insights in ArcGIS Online  
 200 ArcGIS Location Sharing User Type Extension (Enterprise)  
 200 ArcGIS Location Sharing User Type Extension (Online)  
 21 ArcGIS Advanced Editing User Type Extension (Enterprise)

**OTHER BENEFITS**

Number of Esri User Conference registrations provided annually	<b>5</b>
Number of Tier 1 Help Desk individuals authorized to call Esri	<b>5</b>
Maximum number of sets of backup media, if requested*	<b>2</b>
Five percent (5%) discount on all individual commercially available instructor-led training classes at Esri facilities purchased outside this Agreement	

\*Additional sets of backup media may be purchased for a fee

Customer may accept this Agreement by signing and returning the whole Agreement with (i) the Quotation attached, (ii) a purchase order, or (iii) another document that matches the Quotation and references this Agreement ("Ordering Document"). **ADDITIONAL OR CONFLICTING TERMS IN CUSTOMER'S PURCHASE ORDER OR OTHER DOCUMENT WILL NOT APPLY, AND THE TERMS OF THIS AGREEMENT WILL GOVERN.** This Agreement is effective as of the date of Esri's receipt of an Ordering Document, unless otherwise agreed to by the parties ("**Effective Date**").

**Term of Agreement:** Three (3) years

This Agreement supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the Products. Except as provided in Article 4—Product Updates, no modifications can be made to this Agreement.

Accepted and Agreed:

City of Murfreesboro  
(Customer)

By: \_\_\_\_\_  
Authorized Signature

Printed Name: Shane McFarland

Title: \_\_\_\_\_

Date: Mayor

APPROVED AS TO FORM  
Signed by:  
Adam F. Tucker  
Adam F. Tucker, City Attorney

**CUSTOMER CONTACT INFORMATION**

Contact: Gerald Lee

Telephone: 615-893-6441

Address: 111 West Vine Street

Fax: \_\_\_\_\_

City, State, Postal Code: Murfreesboro, TN 37130

E-mail: glee@murfreesborotn.gov

Country: United States

Quotation Number (if applicable): \_\_\_\_\_

## 1.0—ADDITIONAL DEFINITIONS

In addition to the definitions provided in the Master Agreement, the following definitions apply to this Agreement:

**"Case"** means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.

**"Deploy", "Deployed" and "Deployment"** mean to redistribute and install the Products and related Authorization Codes within Customer's organization(s).

**"Fee"** means the fee set forth in the Quotation.

**"Maintenance"** means Tier 2 Support, Product updates, and Product patches provided to Customer during the Term of Agreement.

**"Master Agreement"** means the applicable master agreement for Esri Products incorporated by this reference that is (i) found at <https://www.esri.com/en-us/legal/terms/full-master-agreement> and available in the installation process requiring acceptance by electronic acknowledgment or (ii) a signed Esri master agreement or license agreement that supersedes such electronically acknowledged master agreement.

**"Product(s)"** means the products identified in Table A—List of Products and any updates to the list Esri provides in writing.

**"Quotation"** means the offer letter and quotation provided separately to Customer.

**"Technical Support"** means the technical assistance for attempting resolution of a reported Case through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of Product corrections or modifications.

**"Tier 1 Help Desk"** means Customer's point of contact(s) to provide all Tier 1 Support within Customer's organization(s).

**"Tier 1 Support"** means the Technical Support provided by the Tier 1 Help Desk.

**"Tier 2 Support"** means the Esri Technical Support provided to the Tier 1 Help Desk when a Case cannot be resolved through Tier 1 Support.

## 2.0—ADDITIONAL GRANT OF LICENSE

**2.1 Grant of License.** Subject to the terms and conditions of this Agreement, Esri grants to Customer a personal, nonexclusive, nontransferable license solely to use, copy, and Deploy quantities of the Products listed in Table A—List of Products for the Term of Agreement (i) for the applicable Fee and (ii) in accordance with the Master Agreement.

**2.2 Consultant Access.** Esri grants Customer the right to permit Customer's consultants or contractors to use the Products exclusively for Customer's benefit. Customer will be solely responsible for compliance by consultants and contractors with this Agreement and will ensure that the consultant or contractor discontinues use of Products upon completion of work for Customer. Access to or use of Products by consultants or contractors not exclusively for Customer's benefit is prohibited. Customer may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Customer locations, except for the purpose of hosting the Software or Data on Contractor servers for the benefit of Customer.

## 3.0—TERM, TERMINATION, AND EXPIRATION

**3.1 Term.** This Agreement and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Term of Agreement, unless this Agreement is terminated earlier as provided herein. Customer is only authorized to use Products during the Term of Agreement. For an Agreement with a limited term, Esri does not grant Customer an indefinite or a perpetual license to Products.

**3.2 No Use upon Agreement Expiration or Termination.** All Product licenses, all Maintenance, and Esri User Conference registrations terminate upon expiration or termination of this Agreement.

**3.3 Termination for a Material Breach.** Either party may terminate this Agreement for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach.

**3.4 Termination for Lack of Funds.** For an Agreement with government or government-

owned entities, either party may terminate this Agreement before any subsequent year if Customer is unable to secure funding through the legislative or governing body's approval process.

**3.5 Follow-on Term.** If the parties enter into another agreement substantially similar to this Agreement for an additional term, the effective date of the follow-on agreement will be the day after the expiration date of this Agreement.

## 4.0—PRODUCT UPDATES

**4.1 Future Updates.** Esri reserves the right to update the list of Products in Table A—List of Products by providing written notice to Customer. Customer may continue to use all Products that have been Deployed, but support and upgrades for deleted items may not be available. As new Products are incorporated into the standard program, they will be offered to Customer via written notice for incorporation into the Products schedule at no additional charge. Customer's use of new or updated Products requires Customer to adhere to applicable additional or revised terms and conditions in the Master Agreement.

**4.2 Product Life Cycle.** During the Term of Agreement, some Products may be retired or may no longer be available to Deploy in the identified quantities. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at <https://support.esri.com/en/other-resources/product-life-cycle>. Updates for Products in the mature and retired phases may not be available. Customer may continue to use Products already Deployed, but Customer will not be able to Deploy retired Products.

## 5.0—MAINTENANCE

The Fee includes standard maintenance benefits during the Term of Agreement as specified in the most current applicable Esri Maintenance and Support Program document (found at <https://www.esri.com/en-us/legal/terms/maintenance>). At Esri's sole discretion, Esri may make patches, hot fixes, or updates available for download. No Software other

than the defined Products will receive Maintenance. Customer may acquire maintenance for other Software outside this Agreement.

### a. Tier 1 Support

1. Customer will provide Tier 1 Support through the Tier 1 Help Desk to all Customer's authorized users.
2. The Tier 1 Help Desk will be fully trained in the Products.
3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial point of contact for all questions and reporting of a Case. The Tier 1 Help Desk will obtain a full description of each reported Case and the system configuration from the user. This may include obtaining any customizations, code samples, or data involved in the Case.
5. If the Tier 1 Help Desk cannot resolve the Case, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Customer's organization.
6. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Customer may change the Tier 1 Help Desk individuals by written notice to Esri.

### b. Tier 2 Support

1. Tier 2 Support will log the calls received from Tier 1 Help Desk.
2. Tier 2 Support will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to

supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.

4. Tier 2 Support will attempt to resolve the Case submitted by Tier 1 Help Desk.
5. When the Case is resolved, Tier 2 Support will communicate the information to Tier 1 Help Desk, and Tier 1 Help Desk will disseminate the resolution to the user(s).

## 6.0—ENDORSEMENT AND PUBLICITY

This Agreement will not be construed or interpreted as an exclusive dealings agreement or Customer's endorsement of Products. Either party may publicize the existence of this Agreement.

## 7.0—ADMINISTRATIVE REQUIREMENTS

**7.1 OEM Licenses.** Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this Agreement. Customer will not seek any discount from the OEM partner or Esri based on the availability of Products under this Agreement. Customer will not decouple Esri products or services from the OEM partners' application or service.

**7.2 Annual Report of Deployments.** At each anniversary date and ninety (90) calendar days prior to the expiration of this Agreement, Customer will provide Esri with a written report detailing all Deployments. Upon request, Customer will provide records sufficient to verify the accuracy of the annual report.

## 8.0—ORDERING, ADMINISTRATIVE PROCEDURES, DELIVERY, AND DEPLOYMENT

### 8.1 Orders, Delivery, and Deployment

- a. Upon the Effective Date, Esri will invoice Customer and provide Authorization Codes to activate the nondestructive copy protection program that enables Customer to download,

operate, or allow access to the Products. If this is a multi-year Agreement, Esri may invoice the Fee up to thirty (30) calendar days before the annual anniversary date for each year.

- b. Undisputed invoices will be due and payable within thirty (30) calendar days from the date of invoice. Esri reserves the right to suspend Customer's access to and use of Products if Customer fails to pay any undisputed amount owed on or before its due date. Esri may charge Customer interest at a monthly rate equal to the lesser of one percent (1.0%) per month or the maximum rate permitted by applicable law on any overdue fees plus all expenses of collection for any overdue balance that remains unpaid ten (10) days after Esri has notified Customer of the past-due balance.

- c. Esri's federal ID number is 95-2775-732.

- d. If requested, Esri will ship backup media to the ship-to address identified on the Ordering Document, FOB Destination, with shipping charges prepaid. Customer acknowledges that should sales or use taxes become due as a result of any shipments of tangible media, Esri has a right to invoice and Customer will pay any such sales or use tax associated with the receipt of tangible media.

**8.2 Order Requirements.** Esri does not require Customer to issue a purchase order. Customer may submit a purchase order in accordance with its own process requirements, provided that if Customer issues a purchase order, Customer will submit its initial purchase order on the Effective Date. If this is a multi-year Agreement, Customer will submit subsequent purchase orders to Esri at least thirty (30) calendar days before the annual anniversary date for each year.

- a. All orders pertaining to this Agreement will be processed through Customer's centralized point of contact.
- b. The following information will be included in each Ordering Document:
  - (1) Customer name; Esri customer number, if known; and bill-to and ship-to addresses
  - (2) Order number
  - (3) Applicable annual payment due



## 9.0—MERGERS, ACQUISITIONS, OR DIVESTITURES

If Customer is a commercial entity, Customer will notify Esri in writing in the event of (i) a consolidation, merger, or reorganization of Customer with or into another corporation or entity; (ii) Customer's acquisition of another entity; or (iii) a transfer or sale of all or part of Customer's organization (subsections i, ii, and iii, collectively referred to as "**Ownership Change**"). There will be no decrease in Fee as a result of any Ownership Change.

- 9.1** If an Ownership Change increases the cumulative program count beyond the maximum level for this Agreement, Esri reserves the right to increase the Fee or terminate this Agreement and the parties will negotiate a new agreement.
- 9.2** If an Ownership Change results in transfer or sale of a portion of Customer's organization, that portion of Customer's organization will transfer the Products to Customer or uninstall, remove, and destroy all copies of the Products.
- 9.3** This Agreement may not be assigned to a successor entity as a result of an Ownership Change unless approved by Esri in writing in advance. If the assignment to the new entity is not approved, Customer will require any successor entity to uninstall, remove, and destroy the Products. This Agreement will terminate upon such Ownership Change.

# COUNCIL COMMUNICATION

Meeting Date: 12/12/2024

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**Item Title:** Update on Marketing Consultant Process

**Department:** Murfreesboro Sports Authority

**Presented by:** Paul Latture, Chair

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## Summary

Retention of a sponsorship marketing consultant.

## Background Information

In April 2024, Council created the Murfreesboro Sports Authority. The Authority's mission is to create revenue that will supplement the Parks and Recreation Department's budget. In June 2024, Council appointed the Authority Board, which has met to form the Authority.

In September 2024, with the assistance of the City's Purchasing Department, the Board began a competitive, qualifications-based selection process to retain a marketing consultant. The consultant will create a marketing plan to secure sponsorship agreements at the appropriate City sports facilities. Five responses to the City's request were submitted. After a careful review, the Authority chose two of the submitting firms to interview.

Interviews were held last Thursday. This item informs Council that the Board has selected Donegal Associates. Donegal has extensive experience developing and implementing sponsorship marketing plans in the Tennessee market. Pending legal review of a consulting agreement, the Authority will retain Donegal to create supplement revenue that will fund a portion of the operating expenses and capital requirements for the Department's facilities.

## Council Priorities Served

*Responsible budgeting*

Utilizing sponsorship agreements to create supplemental review will offset the Parks and Recreation Department's operating and capital budget.

## Attachments

Donegal Associates Response to Request for Qualifications.



# **City of Murfreesboro**

## **Marketing and Financial Consulting Services for Sports Facility Sponsorships**

### **Request for Qualifications**

#### **Table of Contents**

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#### **Donegal Associates**

**Michael Humes, Managing Director**

**572 Center Drive**

**Memphis, TN**

**38112**

**October 1, 2024**

## **Proposal**

### **1. Profile**

#### **Donegal Associates**

Based in Memphis, Tennessee, Donegal Associates specializes in public private partnerships that deliver capital stack models, revenue generation models, marketing strategy, partner activation and enterprise growth strategies. Over the last 11 years Donegal has focused on delivering on the above within the municipal government vertical. Over this period Donegal Associates has worked to develop revenue and capital investment more than \$1.3 Billion for its client partners.

Michael Humes, Donegal Associates Managing Director has 30 years of experience in revenue generation, the compilation of capital stacks, commercial and naming rights sales and activation, public private partnership development, nonprofit fundraising, brand building and profitable enterprise growth.

We work with an AI company called Placer ai, a location analytics company that provides data and insights to help entities understand how people move around, where they go, and what they do. Ai's location intelligence solution uses machine learning and data science to generate foot traffic analytics that allows entities to better understand visitor behavior and preferences to ensure privacy.

#### **Applied Methodology**

- Scope of Work & Focus – Donegal will schedule a launch meeting that will allow us to fully understand the inventory of assets/facilities, review operating models, review operating financial results, prior sales efforts and all relevant information on the property naming and commercial rights opportunity. Following are related action items:
  - On-site tour of the property and related assets
  - Data and analytics for each property – door turns, demographics, etc.
  - Understanding of the naming and commercial rights assets/inventory
  - Philosophical approach to marketplace
  - Naming and commercial rights sales history and relevant discussion points (for leads)

- Current sponsorship partners/prospects and related contract terms
- Sample of current marketing materials (i.e., proposals, videos etc.)
- Discussion on all current/prior prospects and outreach
- Action Steps
  - Deep dive into data and analytics
  - Segmentation of prospects focused on each asset
  - Photography and video (ground and drone) of all assets – activated and static
  - Intro Deck
  - Develop stewardship strategy
  - Build custom pitch deck process
  - City staff engagement strategy
  - Current donor/partner engagement strategy
  - Develop and execute “Go To Market” strategy
  - Develop Partner activation strategy
- Considerations
  - Brand Plan development
  - Placer ai data
  - Contract template
  - Secured funds policy
  - Pitch deck plan
- Accountability and Reporting
  - Review Asset Mix
  - Establish revenue/property priorities
  - Prospect List review and approval
  - Development of a Sponsorship Policy
  - “Go To Market “ plan review and approval
  - Pitch materials review and approval
  - Partner activation strategy review and approval
  - Donegal will build a fluid sales tracking document that will include:
    - Category

- Prospect
- Decision maker(s)
- Top line information why they are a prospect
- Target revenue ask
- Target initial meeting dates
- Target ask date
- Target close date

## 2. Qualifications

### About Donegal Associates



#### Revenue Generation

- Naming Rights
- Youth Sports Venues
- Commercial Rights
- 5G Technology Partnership
- Negotiations
- Public/Private Partnerships

#### Strategic Planning

- Category Planning
- Partner Solicitation
- Contract Negotiations
- Partner Activation
- Data and Analytics Driven
- Social Media

#### Sponsorship Evaluation

- Naming Rights
- Property Assets
- Entertainment Venues
- Youth Sports Venues
- Media Evaluation

### Experience and Results



#### Naming Rights

- Liberty Park
- Renasant Convention Center
- Gila River Arena
- Simmons Bank Memorial Stadium
- Nationwide Arena
- Negotiations

#### Commercial Rights

- NHL/AHL/ECHL
- NBA
- MLS
- National Governing Bodies
- Youth Sports Venues
- Convention Centers
- Municipalities

#### Public Private Partnerships

- Leftwich Tennis Center
- Memphis Sports and Events Complex
- Renasant Convention Center

The following is an example of how we craft the framework of a facility specific revenue plan. In this case we used the Seigel Soccer Complex.

### Seigel Soccer Complex Revenue Model

- We identified three partner categories.
  - Seigel Indoor Soccer Complex Naming Rights (one partner)
    - \$150,000 annual investment
    - 15-year term, 3% annual escalator
    - Fifty-five prospects identified.
    - AAV - \$185,989.14, Term Value - \$2,789,837.08
    - 1.8% close
  - Seigel Indoor Soccer Complex Founding Partners (three partners)
    - \$75,000 annual investment
    - 10-year term, 3% annual escalator
    - Forty-three prospects identified
    - AAV - \$85,979.09, Term Value - \$859,790.95
    - 6.9% close
  - Field Partners (20 partners)
    - \$10,000-\$50,000 annual investment
    - 5-year term 3% annual escalator
    - 89 prospects identified – detailed in a separate spreadsheet.
    - AAV - \$10,618.27-\$53,091.36, Term Value - \$53,091.36-\$265,456.79
    - 22.4% close
    - Stadium Field annual investment - \$50,000
    - Fields 1-4 annual investment - \$50,000
    - Fields 7-10 and 11-15 annual investment - \$25,000
    - Fields 11-21 annual investment - \$10,000
- Summary
  - Secure 24 partners
  - AAV - \$990,767.41, Term Value - \$8,103,414.87

- 187 prospects identified, 12% close.
- Based on FY23 actuals this AAV represents a 28% upside in recreational activity income for the Murfreesboro Parks and Recreation Department. Based on FY23 Soccer Related Income this AAV represents 215% upside

### 3. Experience

The following outline our related experience and results. We have never had any criminal or civil suits brought against Donegal Associates.

- Renasant Convention Center



- The Memphis Convention Center completed a top-to-bottom \$200 million renovation in the fall of 2020. Donegal Associates served on the construction management team.



- Donegal Associates created a partnership between the City of Memphis and Renasant Bank for a naming rights partnership for the Memphis Convention Center to be renamed the Renasant Convention Center. The naming rights partnership runs for an initial 10-year term, with the bank having the option to extend the naming rights via an additional two, 5-year terms. With the Convention Center's marquee position along the Memphis riverfront, the naming rights partnership provides Renasant with bold visibility on the city's skyline and numerous touch points that connects its brand with the greater Memphis community.
- Recognition/Awards
  - Smart Stars Award – Named Best Convention Center in 2022 and 2023, as judged by Smart Meetings magazine readers.
  - Exhibitor Magazine's Annual Centers of Excellence – Renasant Convention Center was named to this list -n 2021, 2022 and 2023.
  - Best Customer Service & On-Site Support – Renasant Convention Center won this award from Exhibitor Magazine in 2022.
  - Metamorphosis Award – Renasant Convention Center won this award for Whole Building from Retrofit Magazine in 2022
  - ConventionSouth Magazine Readers Choice Award – Renasant Convention Center has won this award in 2020, 2021, 2022 and 2023.

- Leftwich Tennis Center



- Donegal Associates created a Public Private partnership between the City of Memphis and The University of Memphis to build the New Leftwich Tennis Center and secured \$31M in private funding to cover the cost of building a 36 court, 12 indoor and 24 outdoor, world class tennis facility that serves as the home of University of Memphis men's and women's varsity tennis along with 10 high school varsity teams while remaining open to the public. Leftwich Tennis Center opened on time and on budget with no debt and no taxpayer funding.
- The City of Memphis owns the facility, The University of Memphis signed a twenty-year lease and a non-profit, Tennis Memphis, operates the facility for the City of Memphis. Tennis Memphis has full financial operating responsibilities.
- Awards/Recognition
  - USTA – Leftwich Tennis Center was named the Featured Facility of the Year by the USTA for 2024, the highest honor the USTA gives to a tennis facility.
  - Memphis Business Journal – Leftwich Tennis Center received the Memphis Business Journal 2024 Building Awards, Community Impact Award. This award goes to a project that exemplifies the combination of design and construction excellence in a project that

is accessible, serves its community, and holds the promise of long-term benefit to the area.

- Memphis Sports and Events Center



- Donegal Associates served as team member that worked with the State of Tennessee to secure a Tourism Development Zone (TDZ) that served as the funding source for a \$160M bond facility to fund Memphis Sports and Events Center and an 18-acre adjacent mixed-use development.
- Donegal Associates is currently marketing all naming and commercial rights for the Memphis Sports and Events Center with a plan to secure annual average revenue of \$2,950,000 and contractually obligated term revenue of \$30,662,900.
- The Memphis Sports and Events Center is owned by the City of Memphis and is managed by Eastern Sports Management, an at-risk operator.
- Memphis Sports & Events Center (227,000 sq. feet) features indoor basketball and volleyball hard courts and is adaptable for other sports like wrestling, gymnastics, cheerleading, futsal,

and more, as well as convocation, and commencement events. The Center also includes two cafe and concessions areas. Located in the heart of Liberty Park, just outside Memphis' Simmons Bank Liberty Stadium, the venue is in immediate proximity to a wide array of entertainment, retail, dining, and hospitality options, making it an ideal location for traveling tournaments and events looking for that little something "extra."

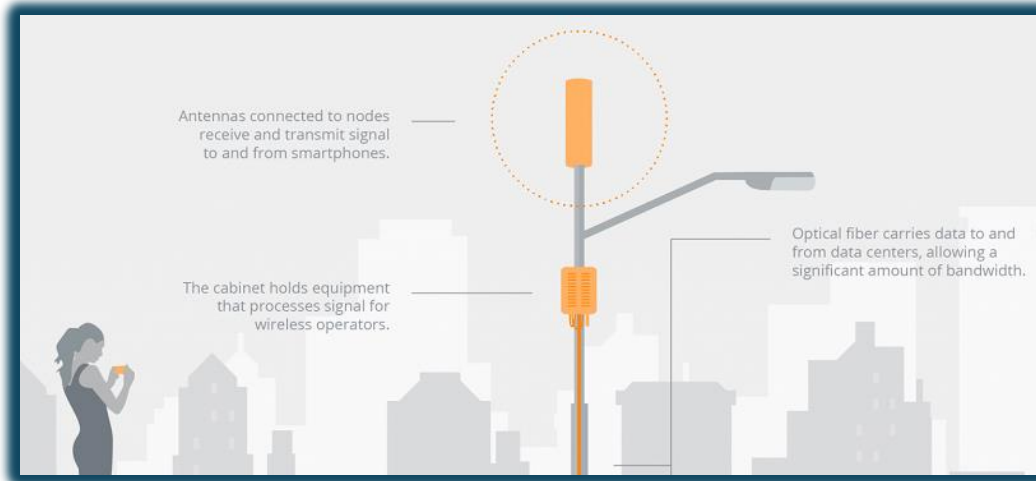
- We forecasted 700,000 door turns in the initial twelve months of operating. The actual number in the first twelve months was 1,200,000 door turns
- Awards/Recognition
  - Memphis Business Journal – MSEC was awarded Best New Construction: Large Projects at the 2023 Memphis Business Journal Building Memphis Awards
  - Memphis Area Association of Realtors – MSEC earned the 2022 Community Impact Award at the MAAR 2022 Pinnacle Awards

- Simmons Bank Liberty Stadium



- Simmons Bank Liberty Stadium is a 136-acre multi-purpose sports and entertainment complex centered around the iconic Stadium. The Stadium was opened in 1965 as Memphis Memorial Stadium. Over the years the Stadium and Liberty Park have seen numerous renovations and expansions, and now has a capacity of 58,325. The Stadium is home to the University of Memphis Tigers, Southern Heritage Classic and AutoZone Liberty Bowl. In addition to football, the venue accommodates other events such as concerts, family shows, band competitions and corporate events.
- SBLS ownership was transferred from the City of Memphis to The University of Memphis this year. In doing so, the City also transferred \$120M to the University. This funding was part of a \$350M grant the City secured from the State of Tennessee to serve as a portion of the capital stack to renovate SNLS and FedEx Forum. More detail is outlined in the Memphis Sports Facility Fund case study below.
- Prior to the transfer of the stadium, Donegal Associates worked with the City of Memphis to assist in securing a 10-year naming rights agreement with Simmons Bank, annually paying \$680,000.

- Crown Castle



- As the nation's largest provider of shared communications infrastructure, Crown Castle works to connect cities and businesses to the data, technology, and wireless services they rely on every day. CC has a comprehensive infrastructure portfolio consisting of more than 40,000 cell towers, approximately 115,000 on-air or under-contract small cell nodes, and approximately 85,000 route miles of fiber. As the demand for data and information grows, this unique combination of assets works to meet the needs of people and businesses.
- Donegal Associates worked with Crown Castle to secure agreements for eight City of Memphis owned properties. Crown Castle's business model has them furnishing all related capital along with system design and build, Crown Castle then signs the wireless carriers to a lease on either a Distributed Antenna System or small cell fiber network. Crown charges the carriers a monthly rate that they share with the City of Memphis while also paying the City additional revenue.
- Secured 8 agreements with the City of Memphis
- 25-year cash flow to the City of Memphis - \$29,080,518
- Initial capital investment by Crown Castle - \$46,000,000

- Liberty Park





- A \$200M revitalization project consisting of a 227,000 square-foot youth sports facility with indoor basketball and volleyball courts that can also be used for wrestling, gymnastics, and cheerleading. The park also includes the Memphis Sports and Events Center, entertainment venues, dining, retail, office space, two hotels with two hundred rooms total and 150 apartments.
- Donegal Associates supported the City of Memphis application for Tourism Development Zone designation for the Memphis Fairgrounds (now branded as Liberty Park) and the surrounding three-mile radius. The application included an in-depth analysis of tax revenue financial projections, legal considerations, a master vision and facility planning. Donegal Associates continues to work with the City of Memphis on the Liberty Park Development and on securing commercial and naming rights for the Memphis Sports and Events Center
- The State of Tennessee approved the Tourism Development Zone Bond in 2021 for the development of Liberty Park including funds for infrastructure improvements for an eighteen-acre mixed-use private development on the campus and to design and build the Memphis Sports and Events Center.



- USFL/Memphis Showboats



- FOX Sports launched a new version of the United States Football League in 2022, with the network owning the league. The league includes eight teams split into two divisions. Each team played a ten-game schedule, with teams in the same division playing each other twice and teams in the other division once.
- Donegal Associates worked with the City of Memphis and Fox Sports to secure a USFL team that began play in the 2023 season. The USFL has since merged with the XFL to create a new league, the UFL. The Memphis Showboats continue to call Simmons Bank Liberty Stadium home as they prepare for the 2025 season.
- Fox Sports engaged Donegal Associates to assist in driving league wide revenues as well as developing a multi-market launch strategy following the 2022 season

where the league was comprised of eight teams with all games played in Birmingham, Alabama. In 2023 the USFL expanded, launching in four markets.

- Memphis Sports Tourism Fund



- In the summer and fall of 2022 Donegal Associates worked with the City of Memphis to build a Sports Tourism capital stack in the sum of \$684,000,000.
- The focus of this fund had four targets:
  - A newly renovated FedEx Forum
  - A newly renovated Simmons Bank Liberty Stadium
  - A newly renovated AutoZone Park
  - A newly constructed soccer stadium for Memphis 901 FC
- The Importance to Memphis, Shelby County and the State of Tennessee:
  - Keep the Memphis Grizzlies and Memphis 901 FC

- Better position the University of Memphis for conference realignment
- Increased jobs, sales tax revenue, and economic activity in Tennessee
- Donegal Associates worked with Memphis Mayor Jim Strickland and his administration to secure \$350 million in funding from the state of Tennessee for the above noted four projects.
- Three additional sources were identified to fill out the capital stack of \$684,000,000:
  - We asked the State to authorize the option for City of Memphis Hotel/Motel tax to add 1% to the current tax rate
  - We worked with the Grizzlies and the State to extend the NBA Sales tax rebate through 2053
  - We worked with Shelby County and the State to extend the County Rental car tax through 2053
- Today
  - The City of Memphis transferred ownership of Simmons Bank Liberty Stadium to the University of Memphis and transferred \$120,000,000 to the University from the sports tourism capital stack. The renovation has a cost of \$220,000,000. A local business leader pledged \$50,000,000 with a challenge match to be secured by the University in the sum of \$50,000,000
  - The soccer stadium has been put on hold
  - The renovation of AutoZone Park is underway
  - Negotiations continue with the Memphis Grizzlies around the planned renovation and 25 year extension of their lease

## 4. References

### 1. City of Memphis

901-461-5467 cell for former Mayor Strickland

[Jstrick212@aol.com](mailto:Jstrick212@aol.com)

Jim Strickland – His term as Mayor of Memphis ended on December 31, 2023. He is now Dean of the Law School at the University of Memphis.

Date of Completion of the Project – Secured naming rights for the Renasant Convention Center in November of 2019

Contract Amount – Renasant will pay the City of Memphis a sum of \$16,122,216 over a period of 20 years for naming rights to the Renasant Convention Center

### 2. City of Memphis

901-515-7222 cell for former City of Memphis COO, Doug McGowen

[Doug.mcgowen@mlgw.org](mailto:Doug.mcgowen@mlgw.org)

Doug McGowen – Doug left the role of COO for the City of Memphis in December 2022 and assumed the role of President and CEO for Memphis, Light, Gas and Water.

We have worked with a company called Crown Castle over the last 5 years to build and install neutral host distributed antenna systems/small cell networks for eight City of Memphis owned properties.

Crown has made a capital investment of \$46,000,000 for these eight properties and will generate \$29,080,518 in cash for the City of Memphis over a period of 25 years.

### 3. City of Memphis/Fleming Architects

901-488-2378 cell for Scott Fleming, President and Principal for 4FDesign, formerly Fleming Architects

[scott@4f.design](mailto:scott@4f.design)

Scott Fleming – Scott is the President/Principal for 4FDesign, the architects we hired to design the Leftwich Tennis Center

The Leftwich Tennis Center opened in November of 2023. We raised the \$31,000,000 over a period of three years and continue to raise funds which serve as a capital improvement fund for all City of Memphis owned tennis facilities.

Our role was to raise the funds to pay for the demo and rebuild of the Leftwich Tennis Center. We worked with Scott and his team throughout the design and construction phase with a focus on raising 100% of the \$31,000,000 cost to build the new Leftwich Tennis Center.

### 3. City of Memphis/Grinder Taber & Grinder

901-378-9001 cell for Brett Grinder, Managing Principal for Grinder Taber & Grinder

[bgrinder@grindertaber.com](mailto:bgrinder@grindertaber.com)

Brett Grinder – Brett is the Managing Principal for Grinder Taber & Grinder, the General Contractor we hired to build the Leftwich Tennis Center

The Leftwich Tennis Center opened in November of 2023. We raised the \$31,000,000 over a period of three years and continue to raise funds which serve as a capital improvement fund for all City of Memphis owned tennis facilities.

Our role was to raise the funds to pay for the demo and rebuild of the Leftwich Tennis Center. We worked with Brett and his team throughout the construction phase with a focus on raising 100% of the \$31,000,000 cost to build the new Leftwich Tennis Center.

## **5. Key Personnel**

Michael Humes - Managing Director

I work with a variety of architectural firms, project management firms and general contractors, depending on the project.

Creative – I primarily work with design teams that are in house with my client or utilize the design services of the related architectural firm.

## 6. City's Responsibilities

- Assist with prospect introductions
- Review and approve Asset Mix
- Establish revenue/property priorities
- Prospect List review and approval
- Review and approve development of a Sponsorship Policy
- "Go To Market "plan review and approval
- Pitch materials review and approval
- Partner activation strategy review and approval
- Establish secured funds policy
- Approve signage/branding budget
- Establish a primary point of contact
- Assist in crafting an earned media public relations campaign to assist the efforts of Donegal Associates
- Marketing and creative services to support required marketing materials
- Develop contract template
- Assist in the stewardship of secured partners



# Resume

## MICHAEL HUMES

901-258-7685

mikehumes@gmail.com

### Strategic Business Leader

Senior executive with extensive experience in revenue generation, the compilation of capital stacks, commercial and naming rights sales and activation, public private partnership development, nonprofit fund raising, brand building, community relations, profitable enterprise growth, and prudent fiscal management. Consistently achieve excellent results in enterprise growth in a variety of situations. Strong communicator, analytical person and mentor with excellent combination of leadership, consumer marketing expertise, revenue generation, enterprise growth and business development skills.

### *Professional Experience*

DONEGAL ASSOCIATES, MEMPHIS, TN

2013 - present

#### **Managing Director**

- Founded and operating a consulting practice focused on strategic plan development, revenue generation, enterprise growth, turn around and start ups





- Clients include various nonprofit organizations, sports franchises, corporations, government entities, real estate development and sports governing bodies
- Secured naming rights for the Renasant Convention Center (Memphis, TN), ranked as the second highest convention center naming rights agreement in North America
- Oversaw \$31M fundraising campaign for a public/private partnership to build a new Leftwich Tennis Center (Memphis, TN)
- Secured \$80M in capital and revenue funds for the City of Memphis with a 5G technology partner
- Serving as a team member responsible for the creation of a Tourism Development Zone (TDZ) supported capital stack and strategic development of the Memphis Sports and Events Center and mixed-use development, \$120M public/private partnership (Memphis, TN)
- Served as team member that has created a \$684M fund focused on investing in FedEx Forum and Simmons Bank Liberty Stadium

ARIZONA COYOTES/GILA RIVER ARENA, PHOENIX, AZ

2013-2016

**Executive Vice President, Corporate and Premium Sales**

Joined Coyotes new ownership group to oversee sponsorship, premium sales, food and beverage, retail merchandise, enterprise growth initiatives and key contract negotiations. Managed a staff of 60 people.

- Led and closed new 9-year (\$40M) Arena naming rights agreement for Gila River Arena, first facility naming rights agreement in partnership with a native American community
- Increased annual sponsorship revenue 600% during my tenure
- Negotiated and closed new 4-year merchandise partnership with Fanatics
- Served as the day-to-day contact with Levy Restaurants for Coyotes/Gila River Arena food and beverage business
- Established a new 10-year agreement with Ticketmaster for the Coyotes and Gila River Arena
- Secured naming rights partnerships for 4 areas within Gila River Arena

MEMPHIS GRIZZLIES/FEDEX FORUM, MEMPHIS, TN

2010-2013



### **Senior Vice President and Chief Revenue Officer**

Recruited to oversee growth of all revenue streams for NBA Grizzlies as well as all events held at FedEx Forum. Managed staff of 55 full time with four direct reports.

- Crafted a three-year lower bowl season ticket sell out strategic plan resulting in sell through moving from 38% to 85%
- Developed organization wide business plans to support all revenue streams including ticket sales, sponsorship, food and beverage, merchandise, and broadcast
- Grew ticket revenue from \$25M to \$37M from 10/11 to 12/13
- Generated season ticket renewal rate of 84% (11-12), 89% (12-13) and 92% (13-14)
- Grew sponsor revenue from \$16M to \$19M from 10/11 to 12/13
- Created and implemented a strategic plan for database, CRM and dynamic ticket pricing

CHICAGO FIRE/TOYOTA PARK, CHICAGO, IL

2009 - 2010

### **Chief Operating Officer**

### **Senior Vice President, Sales, and Marketing**

Responsible for overall business operations including revenue development, brand, ticket sales, consumer retention, fan experience, fan development, sponsorship, communications, business operations and non-soccer property/event development. Managed staff of 65 full time with 6 direct reports.

- Crafted and launched a new brand platform, “We Are The Fire”
- Grew revenue by 30% from 2009 to 2010
- Initiated and implemented an organization wide strategic plan
- Created a comprehensive 12-month sales training program for all staff members



K2 SPORTS, SEATTLE, WA

2007 - 2008

**Vice President, Global Marketing**

Developed the strategic marketing platform for distribution of goods in 60 countries driving annual revenue of more than \$300M. Managed staff of 45 full time with 4 direct reports.

- Crafted a strategic and tactical plan to establish non-endemic partnerships in conjunction with the K2 Sports family of brands creating new revenue streams
- Developed e-commerce strategy for the enterprise to initiate direct to consumer transactions
- Formulated retail product sell-in and sell-through plan resulting in record revenue and profit

WASHINGTON CAPITALS/WASHINGTON MYSTICS, Washington, DC 2006 - 2007

**Senior Vice President, Chief Sales Officer**

Managed and grew all revenue streams including local market media, sponsorship and related activation, promotional platforms, new media, tickets and branding. Managed staff of 40 full time with 5 direct reports.

- Established new sales culture resulting in a 120% gain in revenue over the prior year
- Managed the migration of a third-party sponsorship department to in house sponsorship group resulting in 25% bottom line growth
- Co-managed a wholesale change in the brand architecture of the Washington Capitals resulting in Capitals retail merchandise sales moving from bottom five to top five in revenue
- Initiated new season ticket holder retention plan resulting in YOY 33% revenue growth
- Developed a new ticket product platform resulting in 15% single year revenue growth



SEATTLE SUPERSONICS AND STORM, Seattle, WA

2004 – 2006

Executive Vice President, Chief Marketing Officer

Led a team responsible for the generation of 100MM annually, across the disciplines of marketing, sponsorship sales and service, e-commerce, new media, interactive, market research, database management, ticket sales and service, creative services, public relations, community relations, and event presentation. Managed staff of 70 full time with 6 direct reports.

- Developed and launched a new brand platform “Live at the Hardwood” for the Seattle Sonics resulting in 20% year over year revenue growth.
- Initiated the development of organizational and departmental strategic plans and related operating budgets.
- Increased sponsor categories by 30% in two years.
- Formulated strategy and rollout plans for cross enterprise departmental integration resulting in increased cooperation and communication leading to bottom line 20% growth.
- Grew Supersonics season ticket holder retention to 94% for the 2005-06 season, a rate not realized by the franchise in any of the previous 8 seasons.
- Exceeded Supersonics budgeted revenue across all categories during the 2004-05 season.
- Developed strategy and managed implementation of an ecommerce/database/research platform now recognized in the NBA/WNBA as a best practice.

COLUMBUS BLUE JACKETS, Columbus, Ohio

1999-2004

Senior Vice President, Business Operations

Oversaw and managed multiple departments with responsibility for generation of 65MM annually. Included the disciplines of marketing, sponsorship sales and service, ticket sales and service, web, research, interactive marketing, database management, brand development and adherence, public relations, community relations, and event presentation. Managed staff of 65 full time with 6 direct reports.

- Developed the fan experience platform that was recognized by ESPN Magazine in 2003 as the #1 Stadium Experience amongst all member teams in the 4 major sports.
- Developed a Championship Partner sponsor program with General Motors, Bank One, Anheuser-Busch, Pepsi, Ohio Health and CoreComm each with a multi year annual investment in excess of 1MM.
- Responsible for the development of the marketing platforms and sale of sponsorship agreements for multiple properties including team owned and operated ice rinks, Ohio High School State Ice Hockey Championships, practice facility naming rights and the AFL Columbus Destroyers.
- Renegotiated the cable only broadcast agreement with FSN Ohio to add 8 years to the agreement and to grow the number of games broadcast annually to 75 from 65.
- Initiated the development of organizational and departmental strategic plans and related operating budgets.
- Initiated the migration of facility and team retail merchandise business from a third party to an in house operation resulting in first year bottom line revenue growth of 300%.
- Served on the NHL's six member CMO Advisory Board.

AMERICAN HOCKEY LEAGUE, Springfield, MA

1994-1999

*Senior Vice President Sales and Marketing*

**Vice President, Corporate Sales**

Responsible for the development of League brand marketing as well as the standardization of the respective member club brands. Developed the platform for the sale of League sponsor partnerships.

- Built and managed sponsor agreements with Kraft, Air Canada, Chrysler, First USA Bank, MasterCard, and Bauer Nike Hockey while growing from \$0 to \$4M annually
- Developed League wide licensing program resulting in annual revenues in excess of \$10M
- Established the platform to revive the AHL All-Star event after decade's long absence
- Drove production of the first television package, sold games to ESPN2 and TSN



NHL PLAYERS ASSOCIATION, Toronto, Ontario

1992-1994

*Director of Special Projects*

- Managed the development of an apparel program with Roots Canada called “Be a Player”.
- Managed the development of a licensed trading card program with Upper Deck called “Be a Player”.
- Established a Television program called “Be a Player” and also served as the Executive Director. This show aired on both ESPN2 and TSN.
- Developed NHL regular season Joint Venture (NHL and NHLPA partnership) neutral site games across North America.

NHL ENTERPRISES, Philadelphia, PA/Montreal, Canada

1991-1992

*Director of Special Events*

- Established the platform for bringing the management of all NHL events in house.
- Managed and had P&L responsibility for all special events inclusive of NHL All-Star Weekend, NHL Entry Draft, 2 Expansion Drafts and Television Awards.
- Managed staff of 15 with 3 direct reports.

NATIONAL HOCKEY LEAGUE, Montreal, Quebec

1987-1991

*Assistant Director of Administration*

- Managed the annual NHL/Russia Super Series tour throughout North America and was responsible for all business matters related to the annual event.
- Organized annual NHL training camps, associated market outreach platforms and related exhibition games throughout Western and Eastern Europe.
- Managed staff of 8 full time with 2 direct reports.

## Education

**Bachelor of Arts; Business & Economics; 1984**

St. Thomas University; Fredericton, New Brunswick

**Masters in Sports Administration; 1987**

Concordia University; Montreal, Quebec

## Professional and Community Involvement

- Chair of the Board, Hockey Canada Foundation, US
- Board Member, Overton Park Conservancy
- Honorary Commander, Luke Air Force Base
- Executive Advisory Board Member for SEAT
- Board Member, Canada Arizona Business Council
- Executive Advisory Board, University of Memphis, Fogelman College of Business and Economics
- President, Hein Park Neighborhood Association

# COUNCIL COMMUNICATION

Meeting Date: 12/12/2024

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**Item Title:** Downtown Public Trash Can Improvements  
**Department:** Solid Waste  
**Presented by:** Russell Gossett

---

## Summary

Main Street Murfreesboro has partnered with the City to revitalize the public trash receptacles around the square.

## Background Information

The current metal trash receptacles are inadequate in size, pose a safety risk for both the public that utilize them and solid waste employees that service them, and are unsightly. After assessing options, it was determined the best route forward would be to replace these metal cans with updated cans. The selected cans allow for custom design wraps. These new cans allowed for a partnership with the City, County and Main Street Murfreesboro. The County is responsible for two cans placed on their property outside of the historic county courthouse. The City is responsible for the remaining 8 cans situated around Public Square. Main Street Murfreesboro has undertaken the design aspect. The project is nearing completion and Staff would like to gather the input of Mayor and Council before finalizing.

## Council Priorities Served

*Establish strong City brand*

Replacement of the outdated, undersized metal cans with modern, user-friendly cans will help downtown Murfreesboro continue to evolve while preserving historic charm.

## Attachments

1. BigBelly wrap mock up
2. Can placement map



# Single Sense : Main St. Murfreesboro

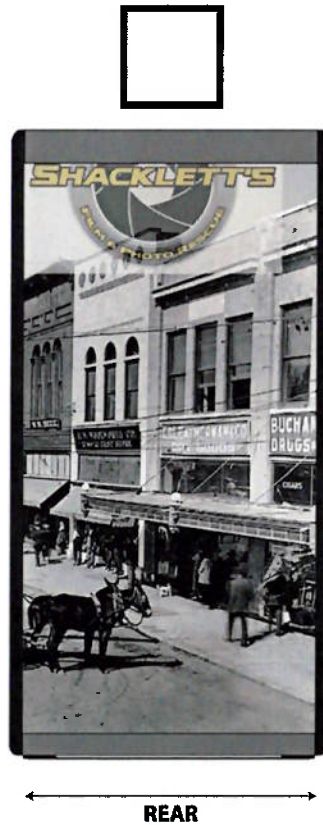


**Version 2** \_\_\_\_\_ *Initial Here to Approve*

10309 SE 82nd Avenue, Suite C Tel: 503-777-2300  
Happy Valley, OR 97086 Fax: 503-774-3622



Client: Bigbelly
Project: Main St. Murfreesboro
Order #: 115313
Scale: 1:10
Designer: CJ
Date: 11/25/24
File: November 2024
Dimension:
Usable Artwork: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Artwork Comments:
Quantities:
Approved By:
Date:



**\*\*DO NOT EDIT THIS DOCUMENT\*\***  
Please review all aspects of the attached layout.  
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## COUNCIL COMMUNICATION

**Meeting Date: 12/12/2024**

---

**Item Title:** Cityworks Permits, Licensing, and Land (PLL) Update  
**Department:** Information Technology  
**Presented by:** Ronald Head – Assistant Director  
Margaret Ann Green – Business Systems Manager - PLL

---

### **Summary**

Review Cityworks PLL progress update with Council.

### **Background Information**

The Cityworks PLL (Permits, Licensing, and Land) software implementation project is progressing well, with significant milestones achieved since our last update to Council. This initiative aims to streamline our permitting and licensing processes, enhance service delivery, and improve overall efficiency. Cityworks AMS (Asset Management System) was successfully implemented in 2021, laying the groundwork for subsequent enhancements.

The Cityworks PLL implementation remains on track and poised to deliver significant technology-based improvements in our permitting and licensing processes.

### **Council Priorities Served**

*Improve economic development*

The improvements that will be provided in the workflows will aid in streamlining our permitting and licensing processes, enhance service delivery, and improve overall efficiency.

### **Attachments**

Cityworks Status Update 12/12/24



## Implementation of Cityworks PLL

### Project Status Report: 12/12/2024

Cityworks AMS (Asset Management System) is implemented in Streets, Facilities & MWRD Operations Departments. Cityworks PLL (Permitting, Licensing & Land) implementation has begun in Building Codes & Planning Departments. Cityworks PLL project team is prioritizing permit-driven workflows for the migration from unsupported BluePrince platform to Cityworks PLL.

### Current Status:

*Overall Progress:* Progressing

#### *Key Achievements:*

- o **Cityworks AMS:** implemented in 2021.
- o **Integration:** Acquired DigEplan Pro electronic plans review software to integrate into Cityworks PLL.
- o **Training:** Completed training for 25 employees from Streets, Facilities & MWRD Operations on Cityworks Mobile 12 and Cityworks 23 Respond.

### Milestones and Deliverables:

#### *Completed Milestones:*

- o Upgraded PLL Test Environment to Cityworks 23.6.
- o Implemented workflows for:
  - Sign Violations (Building Codes).
  - Public Inquiries & Zoning Violations (Planning).
- o Finalized workflows for permits, including:
  - Commercial, Land Disturbance, Grading, Right of Way, Demolition, Mechanical, Plumbing, Gas & Sitework.
- o Created Impact Fee account with Catalis.
- o Trained AMS staff on Cityworks Mobile 12 and Cityworks 23 Respond.
- o City Council approved Master Services Agreement for electronic plans review software, DigEplan Pro.
- o Executed Work Order for True North to implement DigEplan Pro.

#### *Upcoming Milestones:*

- o Upgrade Live Environment to Cityworks 23.6, affecting both Cityworks AMS & PLL.
- o Integrate DigEplan into Cityworks.
- o Finalize workflows for additional permits:
  - Residential permits, Temporary Structures, Beer permits, Electric permits, Burn permits, and Commercial plans review.
- o Document processes & create workflows for entitlement procedures in Planning Department.

## Risks and Issues:

### *Current Risks:*

- o **Vendor delays** affecting progress.
  - *Mitigation:* Assign tasks in Respond Dashboard and conduct weekly vendor meetings.
- o **Bugs in reporting capabilities.**
  - *Mitigation:* True North is researching solutions.
- o **Payment integration issues delaying production.**
  - *Mitigation:* True North to resolve identified bugs.
- o **Complex entitlement workflows causing delays.**
  - *Mitigation:* Allocate IT resources for workflow design.

## Next Steps:

### *Action Items:*

- o Test functionality of Catalis payment portal and integration in Cityworks 23 Test Environment.
- o Move test environment workflows into production.
- o Move finalized workflows into test environment.
- o Execute tasks for DigEPlan implementation:
  - Provisioning, Project Kick-off, Analysis & Configuration, Training, Testing, and Go-Live Deployment.
- o Document and finalize workflows for:
  - Residential Permits, Temporary Structures, Beer, Electric, Burn Permits, and Commercial Plans Review.
  - Planning Department entitlement processes, including Special Use Permits, Variances, Plats and Plans Review.
- o Update permit fee schedule.
- o Develop standardized dashboards in the Cityworks 23 Test Environment.

# COUNCIL COMMUNICATION

Meeting Date: 12/12/2024

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**Item Title:** Historical Trends of Fleet Fuel Consumption and Costs  
**Department:** Administration  
**Presented by:** Darren Gore

---

## Summary

Review historical trends on the City's vehicle fleet growth, fuel consumption and associated costs between 2015 and 2024

## Background Information

At Council's 2024, an action item that was suggested by Council members was to get with Fleet Services and review gas consumption trends over the past several years to determine if any potential savings could be realized in future fiscal budgets.

A report is attached for Council review; however, the summary below provides some high-level differences in the metrics measured between 2015 and 2024:

	2015	2024	% Increase
Population	126,061	169,321	34.3%
Street Lane Miles	1428	1567	9.8%
MPD Call Responses	108,687	114,950	5.8%
MFRD Call Responses	10,720	23,000	114.6%
# Vehicles	726	1088	49.9%
Miles per gallon	9.01	9.51	5.6%
Cost per mile	\$0.20	\$0.24	24.2%
Gallons per year	645,278	796,564	23.4%
Fuel costs per year	\$1,447,252	\$2,013,504	39.1%
\$ per gallon	\$2.22	\$2.48	11.7%

A couple of notable items is that the cost per mile for the Fire Dept. has increased from \$0.22 per mile to \$0.50 per mile (127.3% increase) and the Police Department's gallons per year per vehicle decreasing from 1,012 gallons per year to 693 gallons per year (-31.5% decrease).

## Council Priorities Served

*Responsible budgeting*

Reviewing fuel consumption trends provides for cost control and potential improvement in fuel efficiency.

## Attachments

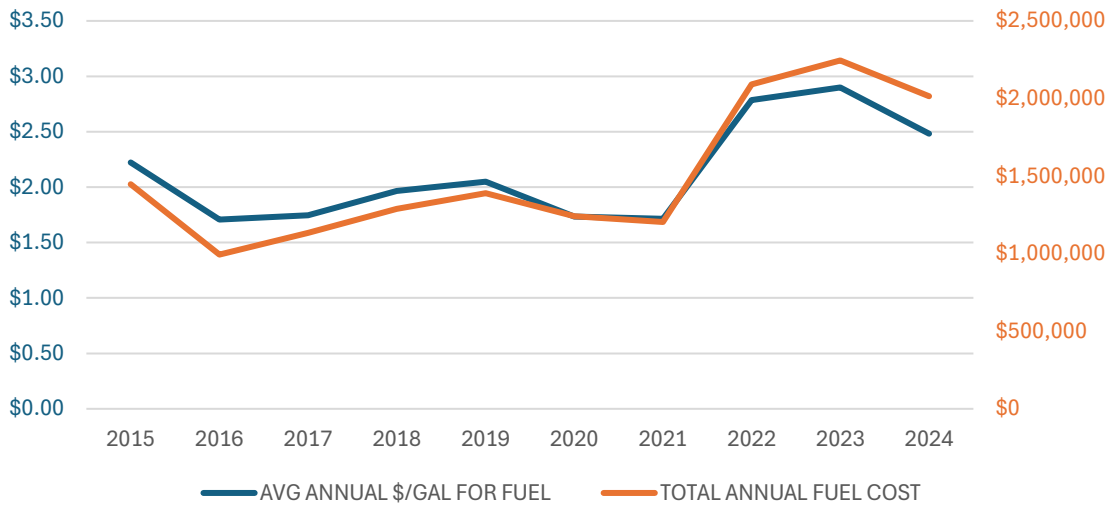
Historical Trends Fleet Fuel Consumption & Costs Report

## Historical Trends Fleet Fuel Consumption & Costs Report

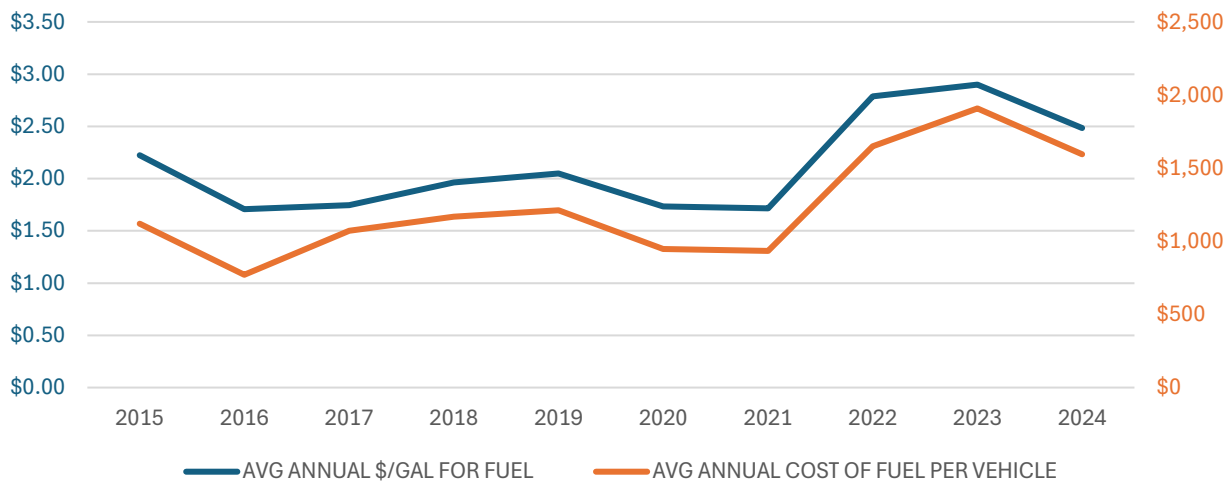
The following metrics show a high correlation between each other:

- 97% correlation between \$ per gal and annual fuel cost
- 96% correlation between \$ per gal and cost of fuel per vehicle per year
- 97% correlation between \$ per gal and avg cost per mile
- 97% correlation between total gallons of fuel per year and total vehicles

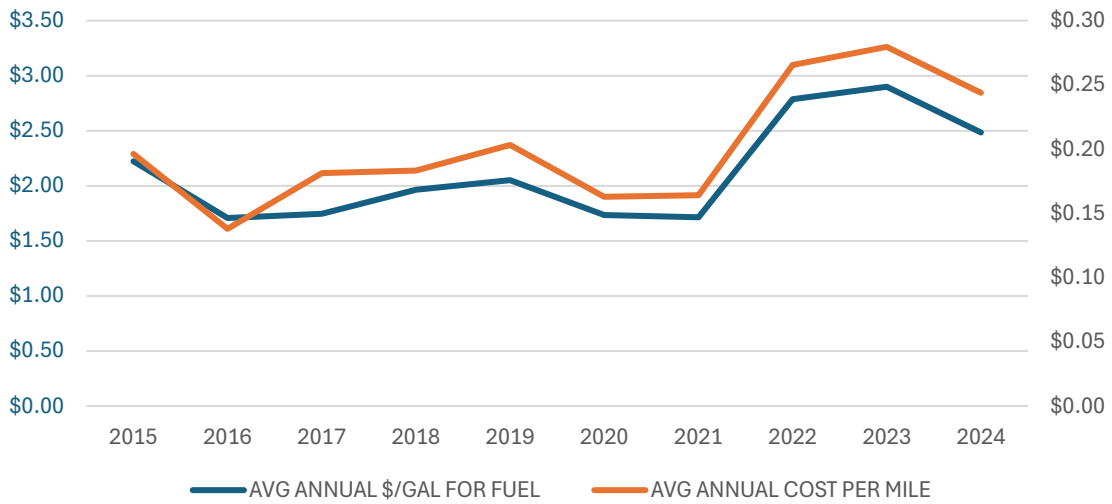
### Correlation between \$ per gal and annual fuel cost



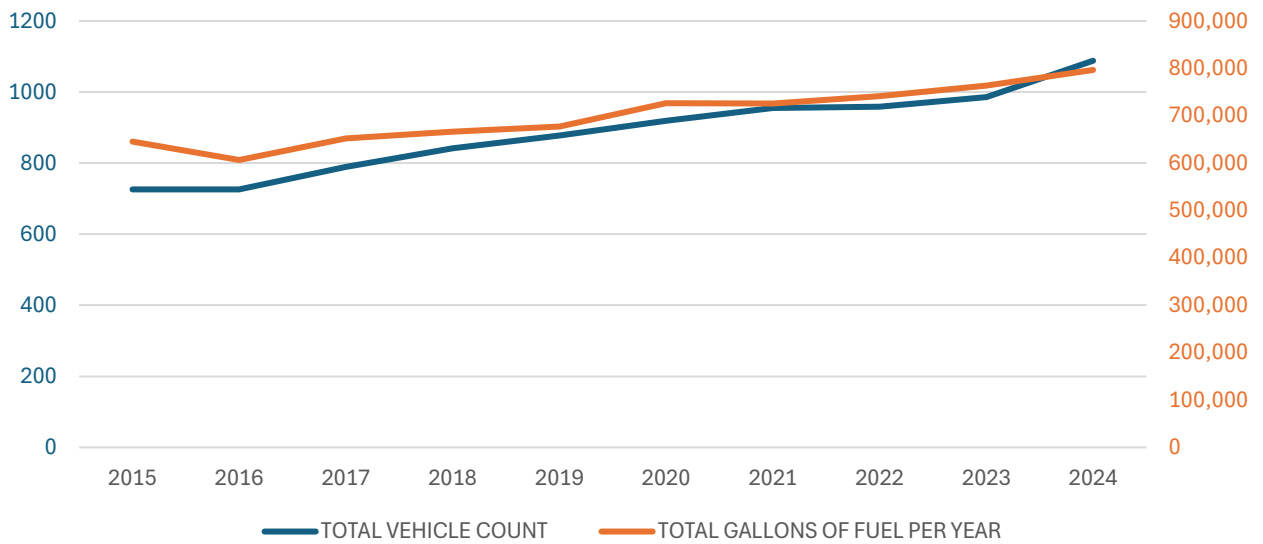
### Correlation between \$ per gal and cost of fuel per vehicle per year



### Correlation between \$ per gal and cost per mile



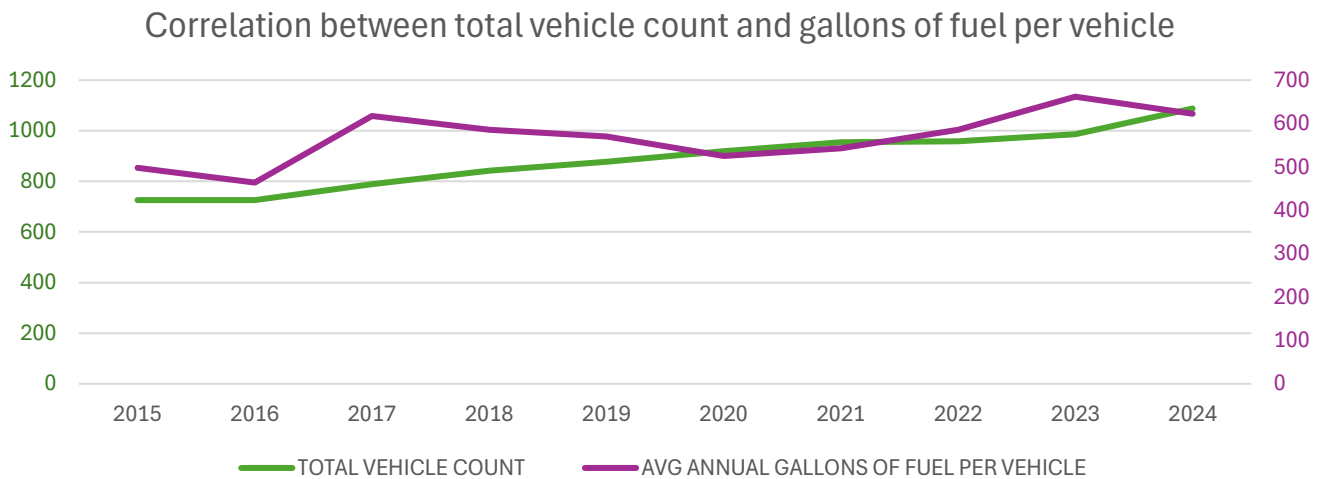
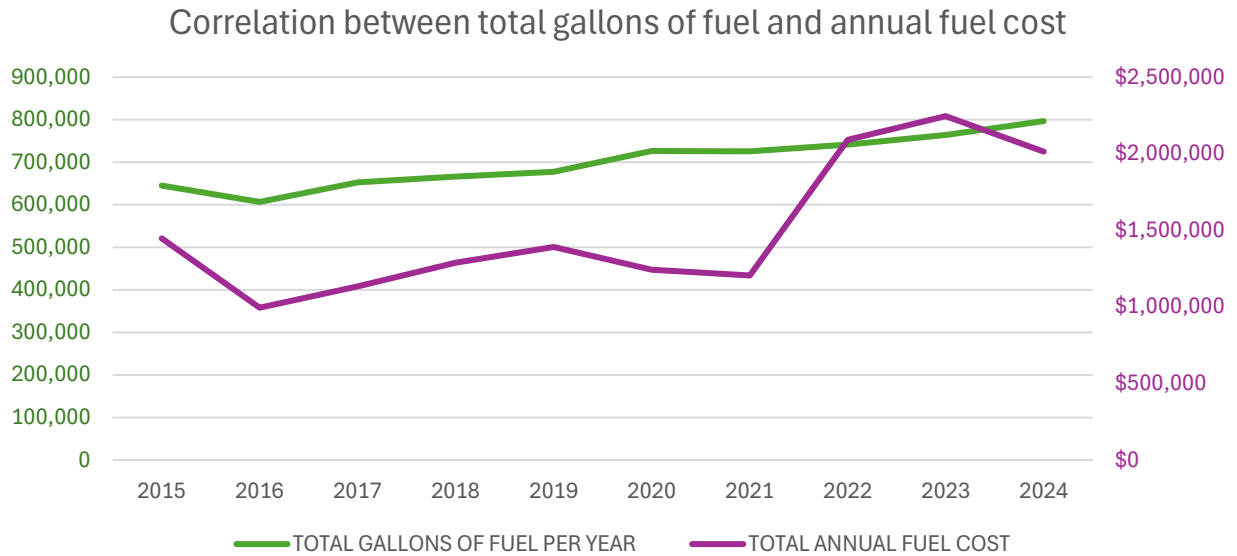
### Correlation between total gallons of fuel per year and total vehicles



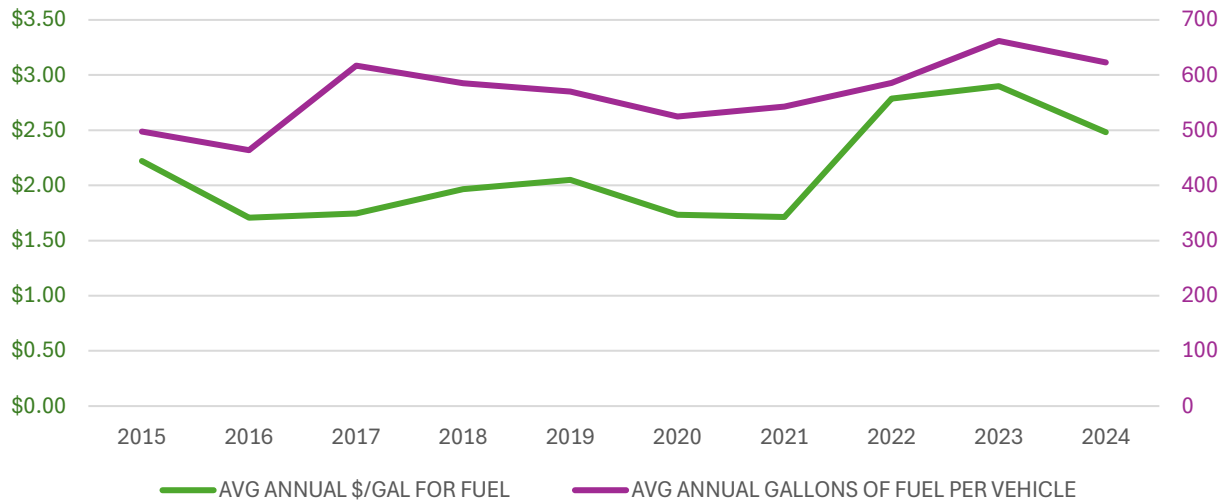


The following metrics show a mid level correlation between each other:

- 77% correlation between total gallons of fuel and annual fuel cost
- 64% correlation between total vehicles and avg gallons of fuel per vehicle
- 59% Correlation between \$ per gal and gallons of fuel per vehicle

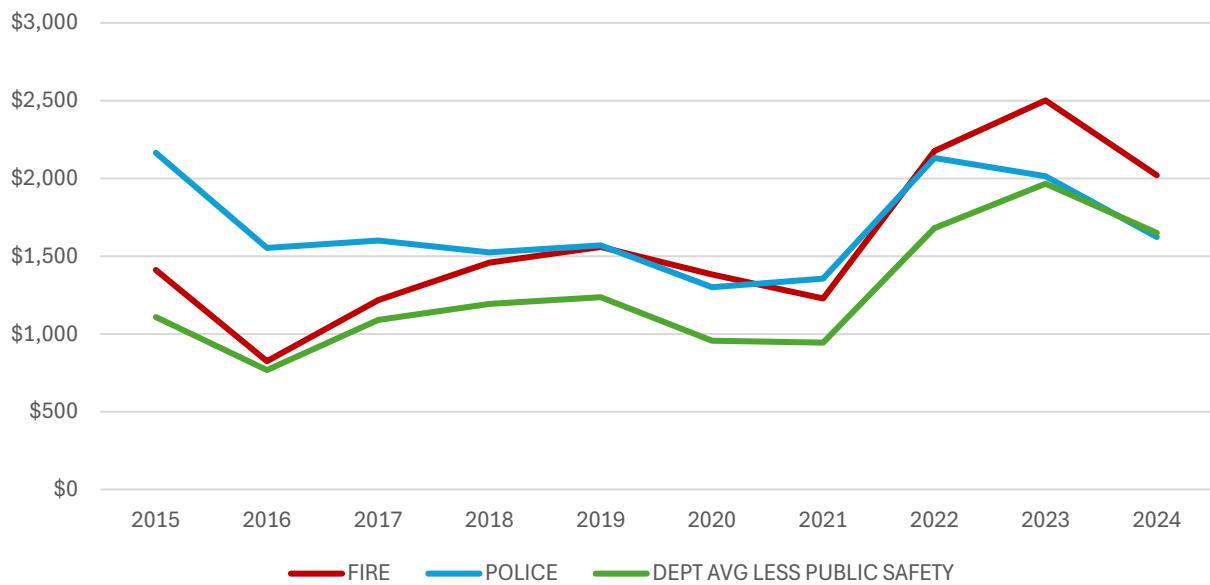


Correlation between \$ per gal and gallons of fuel per vehicle

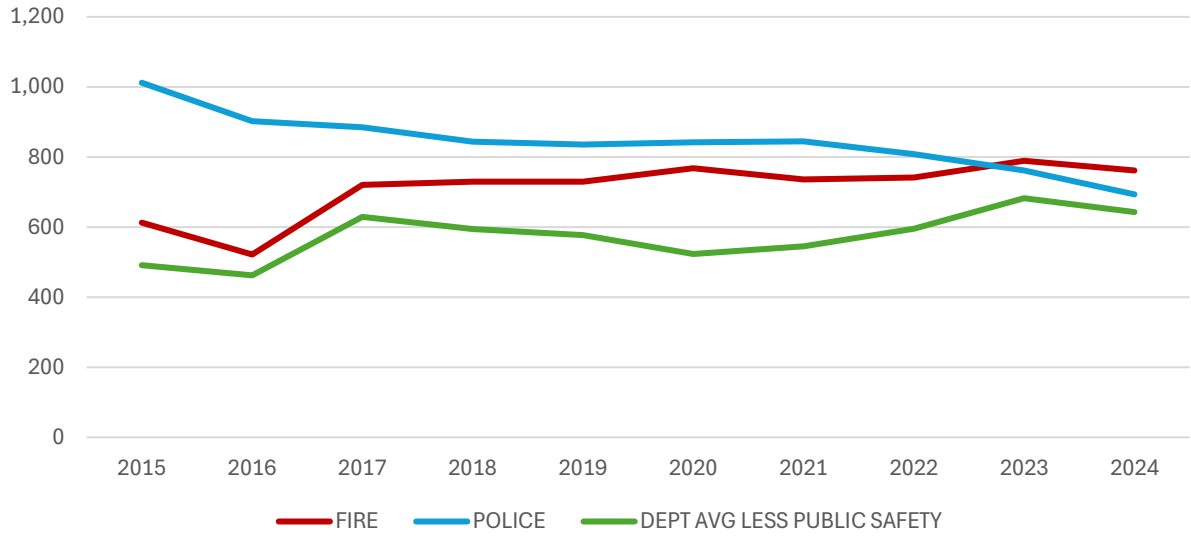


The following metrics compare Police, Fire & Rescue and all other Combined Department Averages:

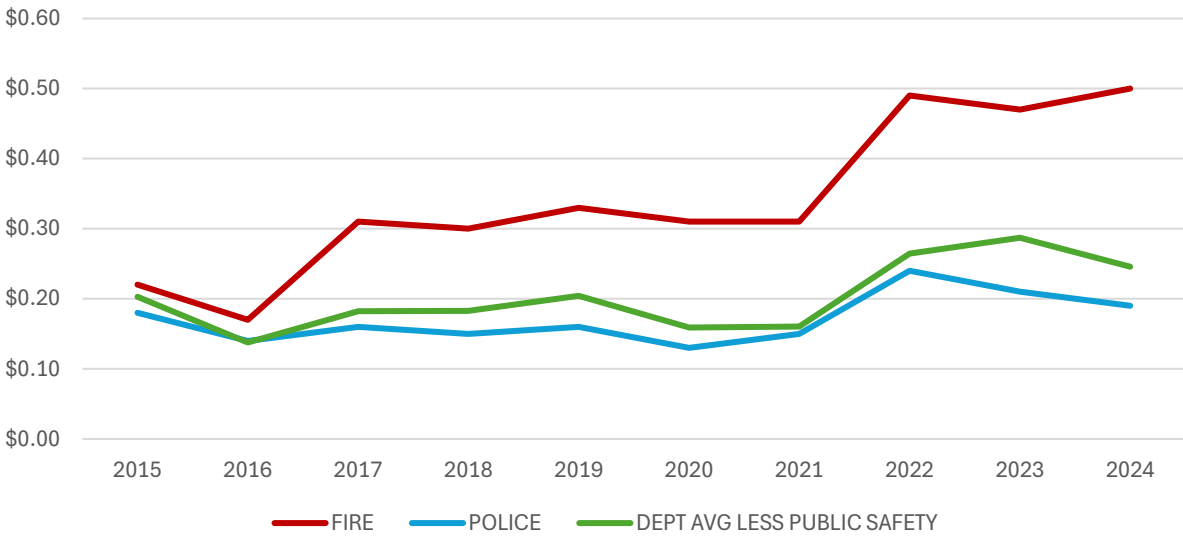
Fuel Costs per Vehicle per Year



### Gallons of Fuel per Vehicle per Year



### Fuel Cost per Mile



# COUNCIL COMMUNICATION

Meeting Date: 12/12/2024

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**Item Title:** CIP Transfers  
**Department:** Finance  
**Presented by:** Amanda DeRosia, Interim Finance Director

---

## Summary

Notification to Council of CIP transfers.

## Background Information

Major capital investments are generally funded by debt. The funds secured are allocated annually with the CIP Budget process. The transfer of CIP funds is something that is necessary under certain circumstances, such as transfer of priorities, unanticipated project delays, etc.

Another circumstance requiring CIP funds transfer is the potential for arbitrage earnings, which result in IRS penalties. Arbitrage earnings result when the City's investment earnings on unexpended funds are greater than the interest that is paid for those funds. The unprecedented rapid rise in interest rates has recently created a risk of arbitrage earnings unless transfer of CIP funds is undertaken. Council has granted the Finance Department authority to transfer funds when necessary to avoid IRS penalties on arbitrage earnings.

The transfers shown in the attached schedule show the proposed transfer of funds between the Bond Fund and the General Fund. The amount of funding for the existing projects listed does not change, only the source of the funds to be expended.

## Council Priorities Served

*Responsible budgeting*

Proper management of borrowed funds is required to maintain the funding's tax status and avoid undue penalties.

## Fiscal Impacts

The transfer of CIP Funds will have no effect on the CIP Funds balance.

## Attachments:

1. CIP Transfers Schedule
2. CIP Funds Transfer Request – 2025 CIP/2021 Bond/General Fund
3. CIP Funds Transfer Request – General Fund/2022 Bond

**Funds Available by Loan Before Transfer**

December, 2024	Project	2021 Bond Available Funds	22 Bond Available Funds	2025 CIP Available Funds	General Fund Available Funds	TOTAL Available Funds
	Bond Interest				855,454	855,454
	Butler Drive	1,042				1,042
	Cherry Lane Phase 2	4,000				4,000
	Design Services, WastAway		565,384			565,384
	Materials Management Station		290,070			290,070
	MLK Jr Blvd, Broad Street, Bradyville Intersection			1,042		1,042
	Old Fort Park Parking Improvements	107,823				107,823
	Skate Park				107,823	107,823
	Towne Creek				4,000	4,000
	<b>Total</b>	<u>112,865</u>	<u>855,454</u>	<u>1,042</u>	<u>967,277</u>	<u>1,081,184</u>

**Funds Available by Loan After Reallocation**

December, 2024	Project	2021 Bond Available Funds	22 Bond Available Funds	2025 CIP Available Funds	General Fund Available Funds	TOTAL Available Funds
	Bond Interest					855,454
	Butler Drive			1,042		1,042
	Cherry Lane Phase 2				4,000	4,000
	Design Services, WastAway				565,384	565,384
	Materials Management Station				290,070	290,070
	MLK Jr Blvd, Broad Street, Bradyville Intersection	1,042				1,042
	Old Fort Park Parking Improvements				107,823	107,823
	Skate Park	107,823				107,823
	Towne Creek	4000				4,000
	<b>Total</b>	<u>112,865</u>	<u>855,454</u>	<u>1,042</u>	<u>967,277</u>	<u>1,081,184</u>



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**CIP Funds Transfer Request**

Submitted for your approval is the following request to transfer CIP funds.

CIP Loan 2025 CIP / 2021 Bond / General Fund

<u>Transfer CIP funds from:</u>		<u>Transfer CIP funds to:</u>	
MLK, Broad,Bradyville (2025)	(1,042.13)	Butler Drive (2025)	1,042.13
Butler Drive (2021)	(1,042.13)	MLK, Broad,Bradyville (2021)	1,042.13
Town Creek (General Fund)	(4,000.00)	Cherry Lane 2 (General Fund)	4,000.00
Cherry Lane 2 (2021)	(4,000.00)	Town Creek (2021)	4,000.00
Skate Park (General Fund)	(107,822.54)	Old Fort Parking Imprv (General Fund)	107,822.54
Old Fort Parking Imprv (2021)	(107,822.54)	Skate Park (2021)	107,822.54
<b>TOTAL TRANSFER</b>		<b>TOTAL TRANSFER</b>	
	<u>(225,729.34)</u>		<u>225,729.34</u>

Explanation: To facilitate spending down the 2021 Bond, it is requested that the above listed projects that are funded with the General Fund and the 2024 CIP be swapped with the same projects in the 2021 Bond.

Vicki J Massey Reviewed by Finance 12/05/24 Date

Approved	<input checked="" type="checkbox"/>	<u>Amanda Delosia</u> Interim Finance Director
Declined	<input type="checkbox"/>	<u>12/06/2024</u> Date

Please send the original to Vicki Massey, Finance & Tax Dept., once all signatures have been obtained.



... creating a better quality of life

CIP Funds Transfer Request

Submitted for your approval is the following request to transfer CIP funds.

CIP Loan General Fund/ 2022 Bond

Table with 4 columns: Transfer CIP funds from, amount, Transfer CIP funds to, amount. Includes rows for Materials Mgmt Station, Design Services, and Bond Interest, with a TOTAL TRANSFER row at the bottom.

Explanation: Based on discussions with bond counsel and advisors, the City has determined that the delays in projects for the 2022 bond has caused proceeds to not be expended as anticipated. The City will use proceeds from the 2022 Bond to pay interest on debt service. \$290,069.80 Materials Management Station and \$565,384.10 Design Services, WastAway originally budgeted in the 2022 Bond will be moved to the General Fund fund balance CIP reserve account.

Reviewed by Finance: Vicki J. Massey Date: 12/05/24

Approval section with 'Approved' checkbox checked, signature of Amanda DeRosier, Interim Finance Director, and 'Declined' checkbox with date 12/06/2024.

Please send the original to Vicki Massey, Finance & Tax Dept., once all signatures have been obtained.

# COUNCIL COMMUNICATION

Meeting Date: 12/12/2024

---

**Item Title:** October 2024 Dashboard  
**Department:** Administration  
**Presented by:** Erin Tucker, Budget Director

---

## Summary

October 2024 Dashboard packet

## Background Information

Dashboard information includes relevant Financial, Building & Codes, and Construction data.

## Council Priorities Served

*Responsible budgeting*

Providing Council with assessable financial information on a regular-basis assists in critical decision-making about the fiscal affairs of the City.

## Fiscal Impacts

None

## Attachments:

1. October 2024 Dashboard
2. October Impact Fee Report
3. City Schools October Dashboard



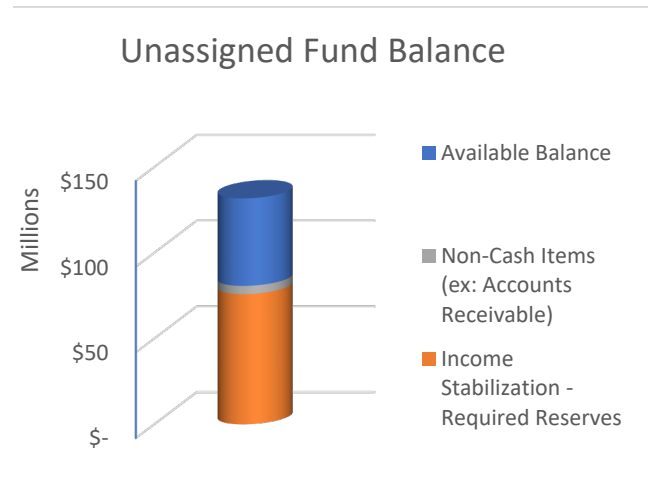
# OCTOBER 2024 DASHBOARD

## FUND BALANCE

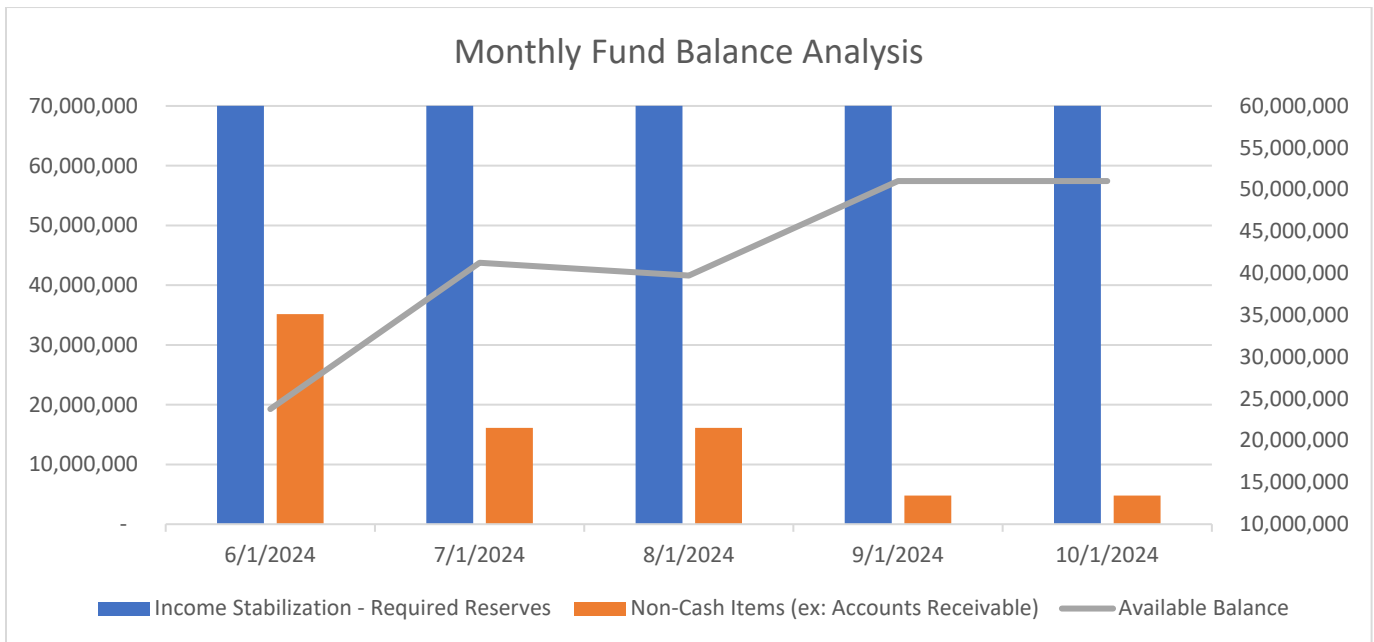
The City’s Fund Balance policy requires a reserve of 15-30% of General Fund revenues. This reserve is maintained in the Unassigned Fund Balance within General Fund. Other components of this account include non-spendable assets, including Accounts Receivable. The remaining funds are available for use, generally for one-time, non-recurring expenses. Examples include economic development related expenses and capital spending for land, buildings and equipment.

The graph and chart below reflects the total Unassigned Fund Balance categorized by required reserves, non-cash items, and available balance. The maximum reserve (30% of General Fund operating revenues) is used. These amounts are unaudited.

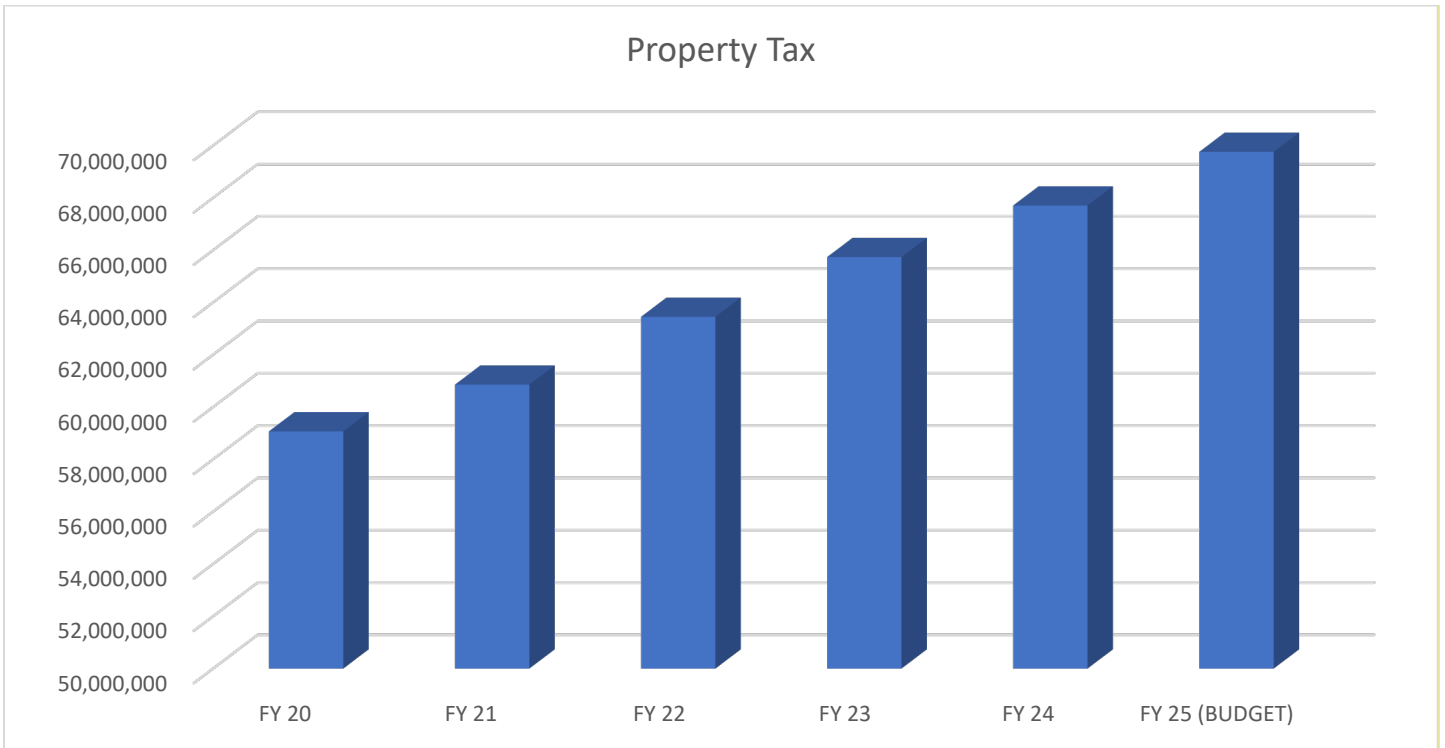
Unassigned Fund Balance	
10/31/2024	
Available Balance	51,021,191
Non-Cash Items (ex: Accounts Receivable)	4,804,460
Income Stabilization - Required Reserves	75,900,000
	<b>131,725,651</b>



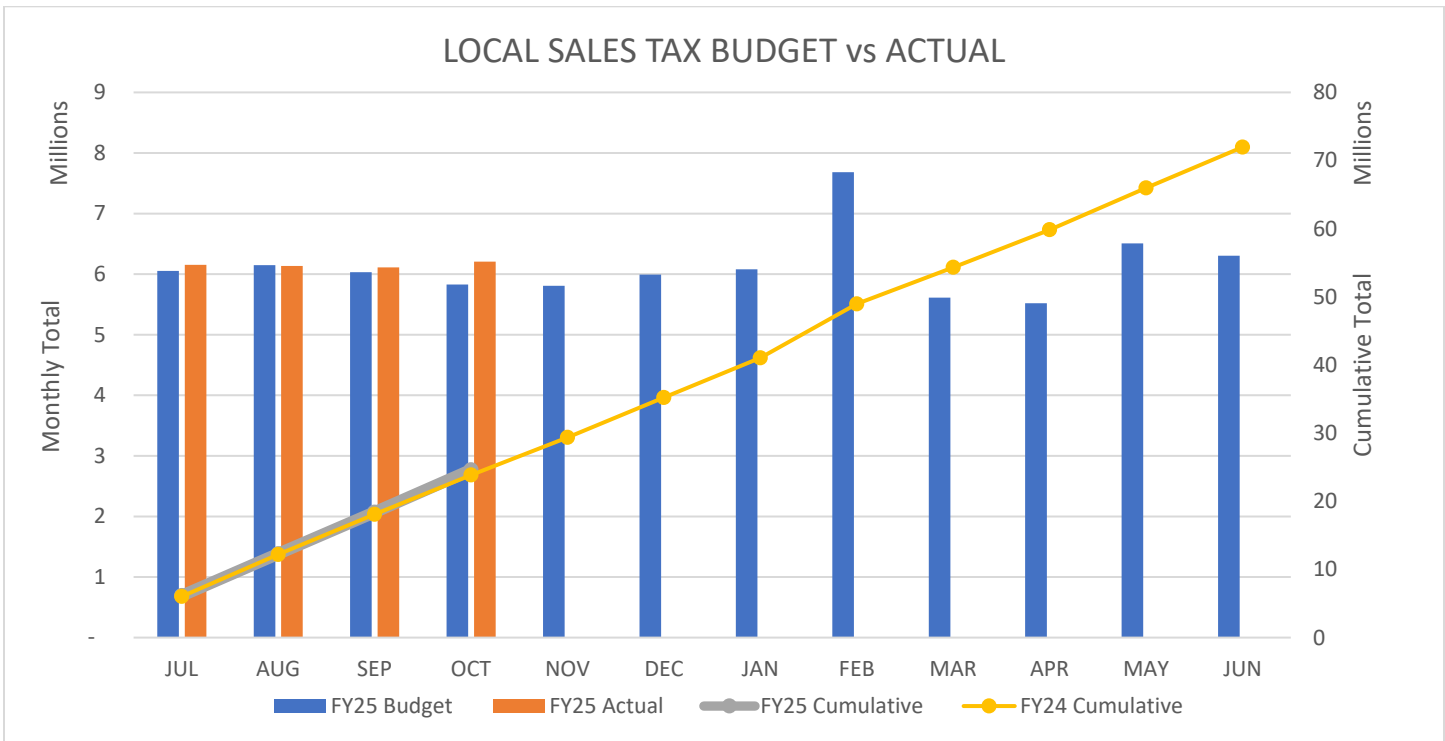
The chart below displays the changes in use of Unassigned Fund Balance by month.



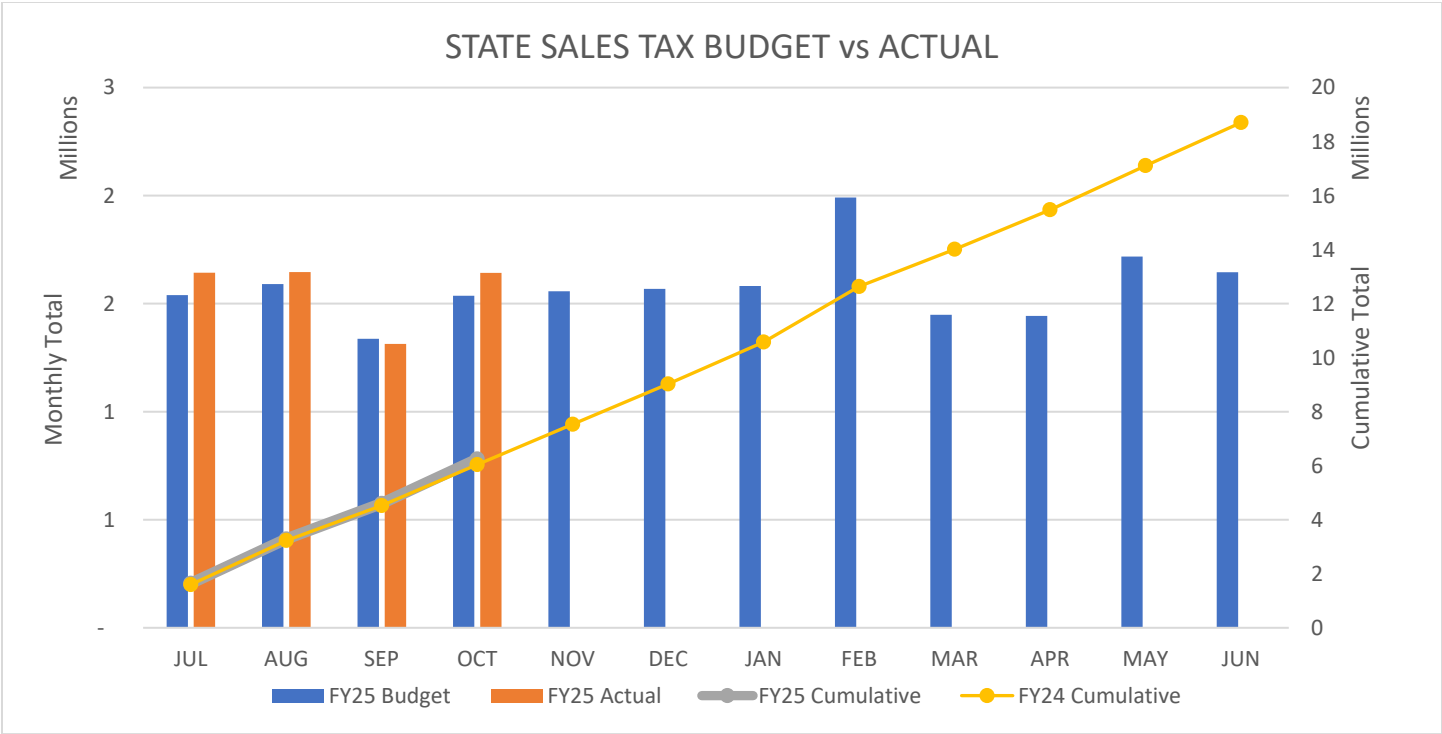
## REVENUES



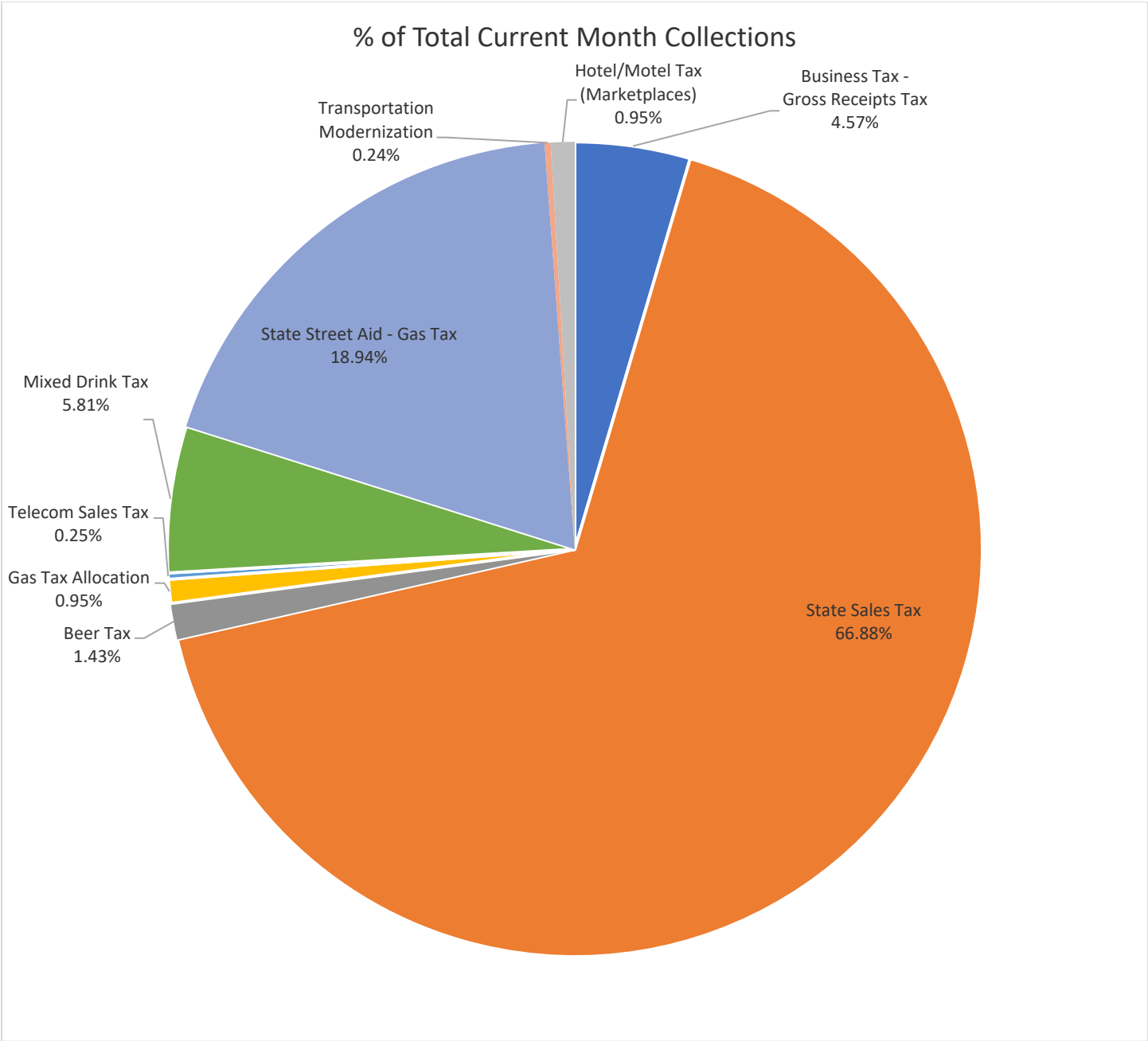
Property Tax notices were mailed in early October. The FY25 budget reflects a 3% increase over FY24, which is consistent with last year's growth.



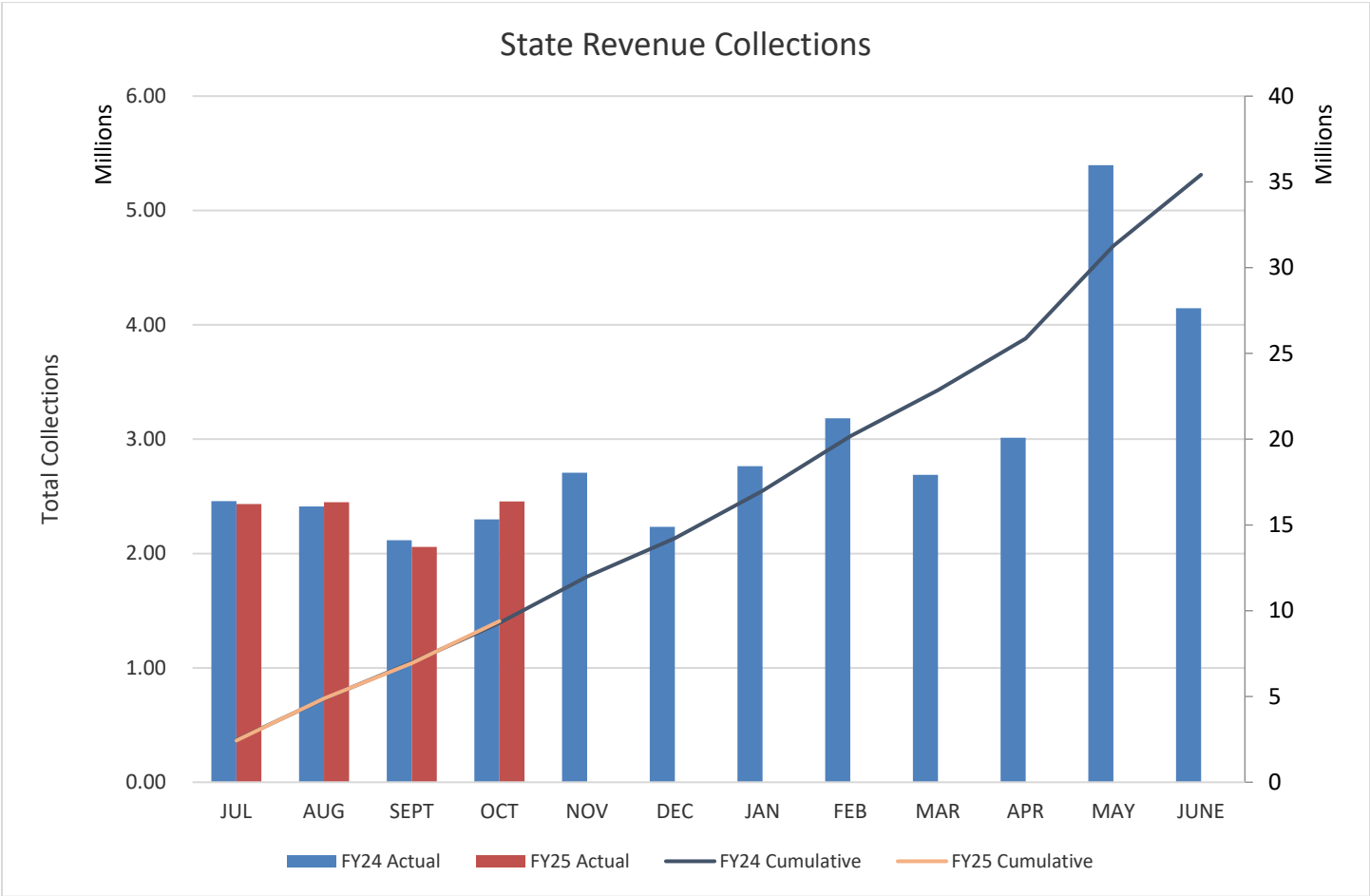
FY25 Local Sales Tax collections were budgeted flat with a 1.5% increase over FY24 projected results. In July, a revised budget was presented to Council that increased the projection by an additional 1.5% (\$1m). October 2024 receipts (reflecting August sales) reflect nearly \$440k more (7.6% increase) than October 2023 receipts. This revenue shows a \$543k (2.3%) increase over budgeted projections.



FY25 State Sales Tax collections were budgeted at 1% over FY24. In July, a revised budget was presented to Council that increased the projection by an additional 1% (\$190k). October receipts, for August sales, were up a 8.25% compared to last year. Cumulatively, this revenue is up 4% compared to budget and 3.3% compared to last year.

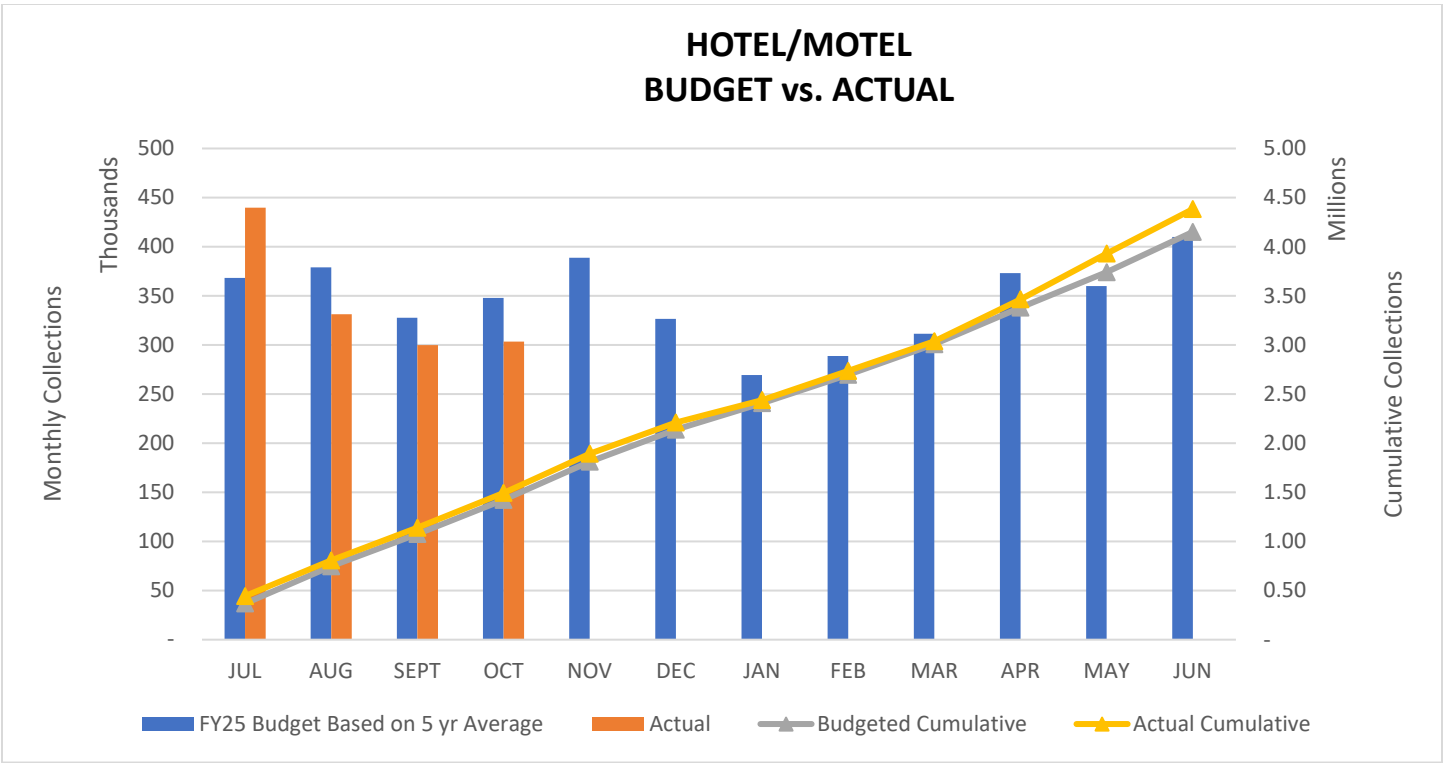


For October, Sales Tax made up 67% of State revenues. Business Tax receipts made up 5%. State Street Aid (restricted to road improvements) made up 19% of the month's receipts. Mixed Drink tax totaled 5.8% for the month. The remaining revenues were made up with other miscellaneous taxes, including telecom and miscellaneous gas tax revenues.



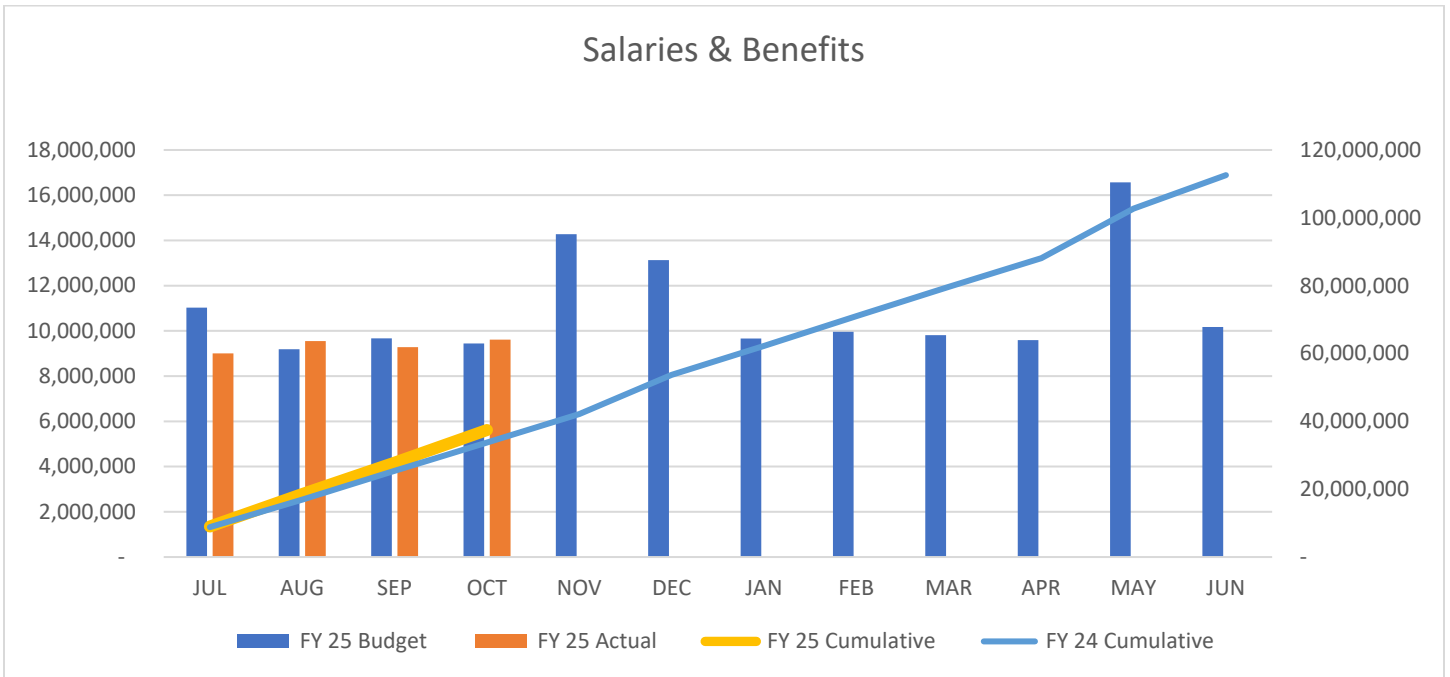
Overall, State Shared Revenue collections showed a 6.8% increase compared to October 2023. Business License (Gross Receipts) Taxes are up 64% (\$44k) for the month but down 25% cumulatively. While this tax can fluctuate depending on when returns are filed, there were also changes to the filing requirements that have impacted revenues. Sales Taxes receipts reflect growth of close to 8% as compared to October 2023 and 3% cumulatively. Mixed drink taxes are up 3% for the month but down 2% cumulatively. State Street Aid Gas Tax reflects a 5% drop compared to October 2023 and flat results cumulatively. These revenues are restricted and can only be spent on eligible roadway maintenance and construction projects.

## HOTEL/MOTEL BUDGET vs. ACTUAL



Due to declining revenue forecasts, FY25 Hotel/Motel Taxes were budgeted 7% lower than the FY24 budget. October results reflect a 13% decrease compared to last year for the month, and a 5% cumulative budget surplus. The Finance Department will conduct an audit of the City's hotels and motels in the coming year to ensure accurate and timely reporting.

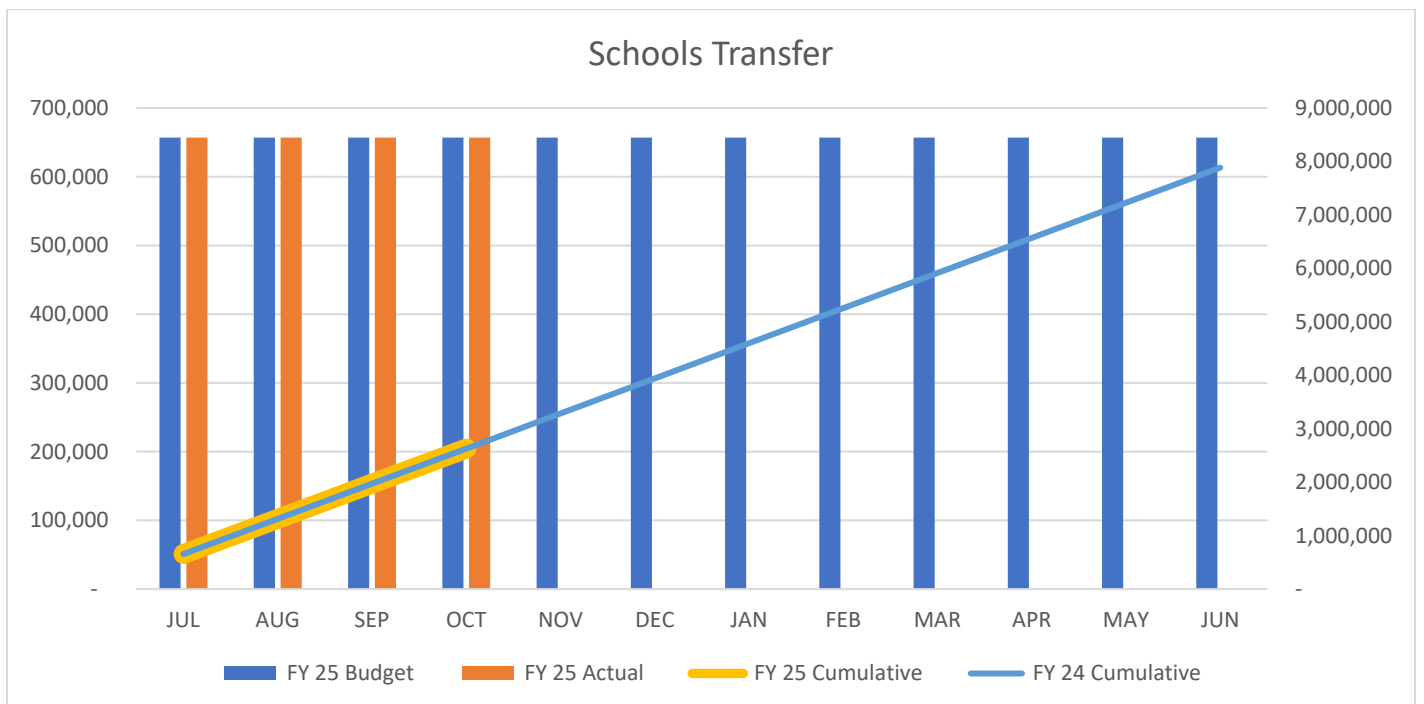
## EXPENSES



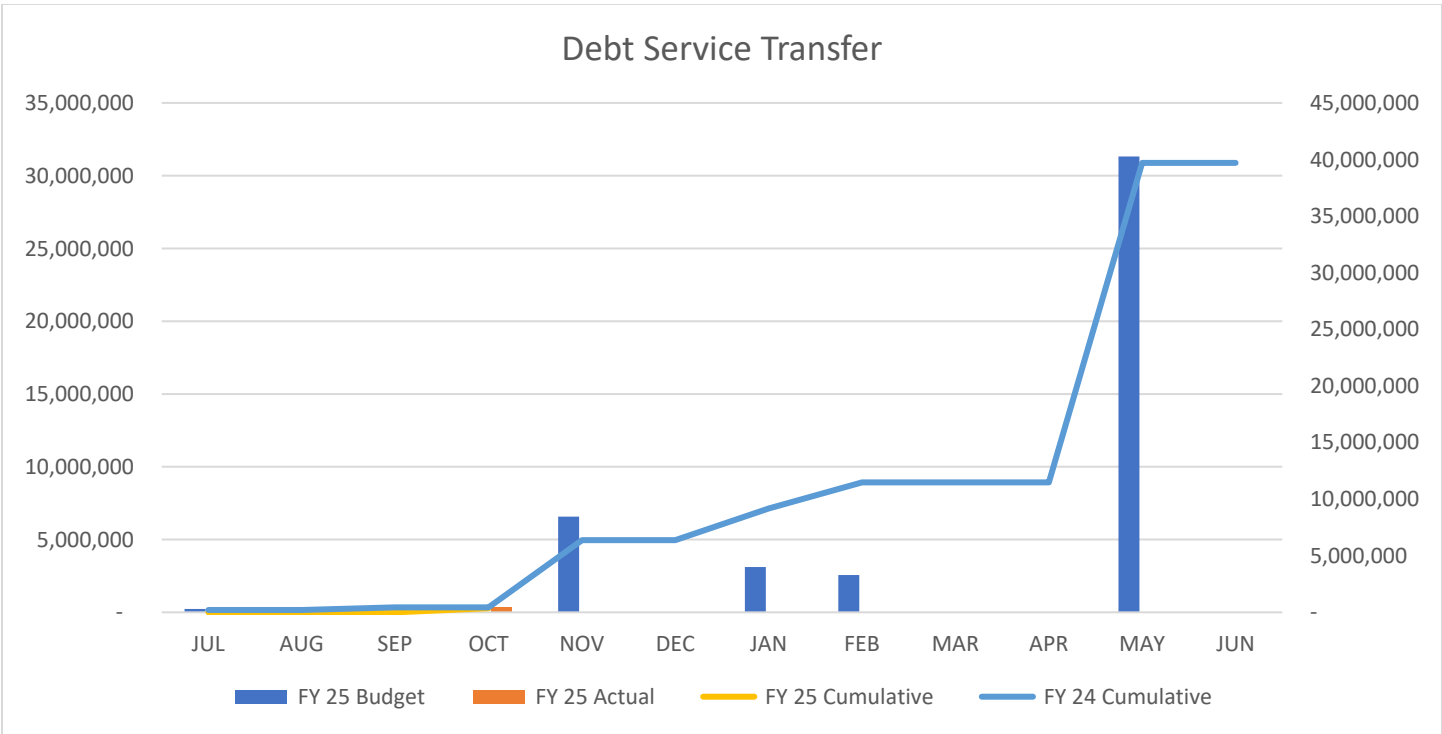
Salaries & Benefits make up 35% of General Fund’s budget. The FY25 budget included 40 additional full-time positions, 22 of which are for public safety. Full-time approved positions increased from 1,104 to 1,144 positions.

As of 10/31/24, there were 1,065 filled full-time positions and 79 vacancies. Police had 36 open positions at the end of October, including 29 sworn officer positions, up from 27 open in September.

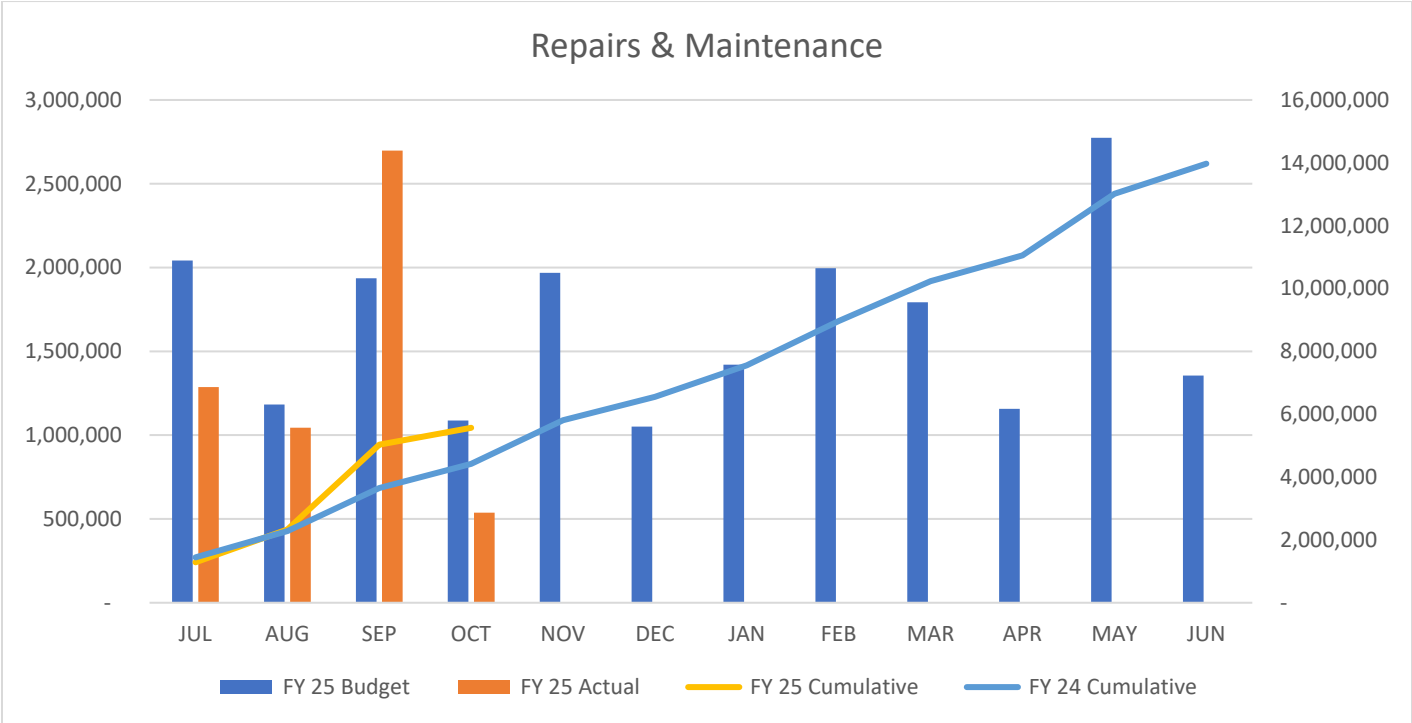
With the City Council’s efforts to increase recruitment and retention City-wide, payroll savings (a.k.a. slippage) is steadily decreasing month over month – with August reflecting 8.2% in slippage and October coming in under budget with 4.8% in slippage.



Transfers to City Schools makes up 2% of General Fund’s budget. Budgeted Transfers to City Schools is budgeted at \$7.885M. This transfer is made in monthly increments evenly distributed throughout the year.

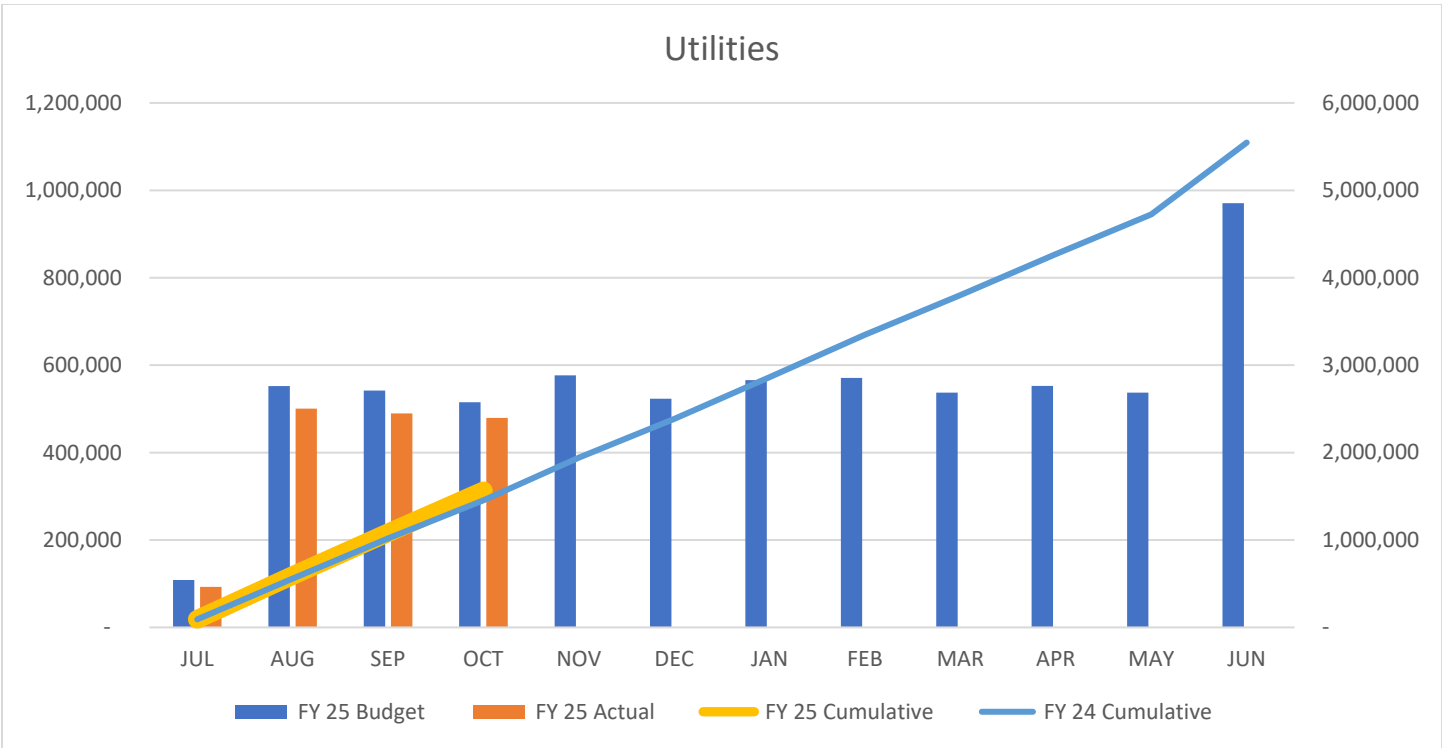


Budgeted Debt Service makes up 12% of General Fund’s budget. Council approved a \$55m debt issuance in FY24 that has since been updated to a \$70m debt issuance which is expected to be issued in later in FY25 or possibly in FY26. The Debt Service budget totals \$44.1m which includes debt roll-off of \$4.4m and anticipated new debt service of \$5.9m for a net increase of \$1.5m. An additional \$1.5m will be budgeted in FY26 to account for the increased approved issuance.

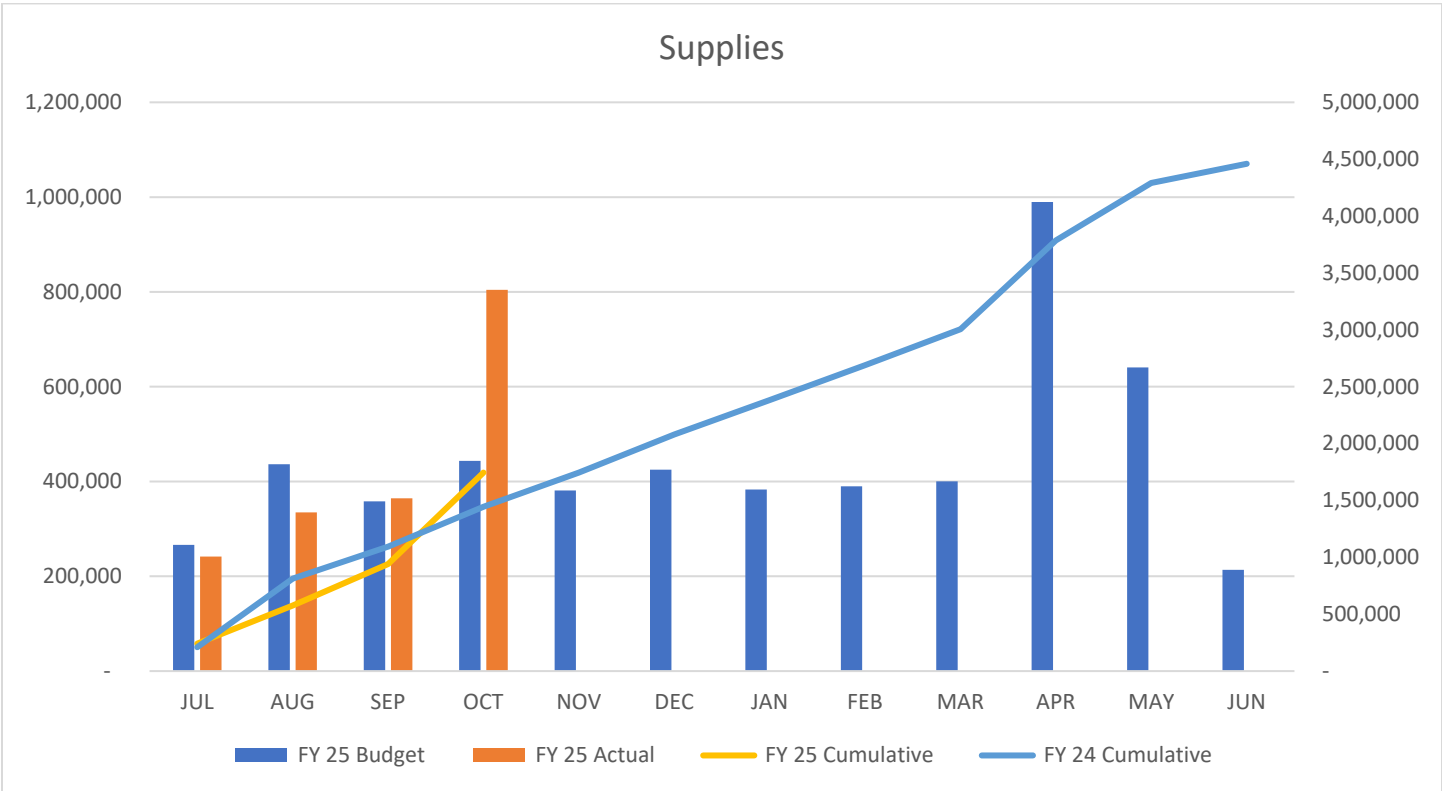


Repairs & Maintenance make up 5% of General Fund budgeted expenses. This includes technology maintenance (software, network & hardware) (\$3.5m), fleet services (\$4.6m), and Police R&M for radios, mobile data terminals, etc. (\$2.2m). State Street Aid R&M of streets, markings and right of way totals \$5.2m. While monthly budgeted amounts are based on last year’s actual results, these expenses are seasonal and fluctuate depending on contract timing and timing of repairs. Repair & Maintenance costs are up 26% compared to last year through October. Overall, costs are down 11% compared to budget for the year.

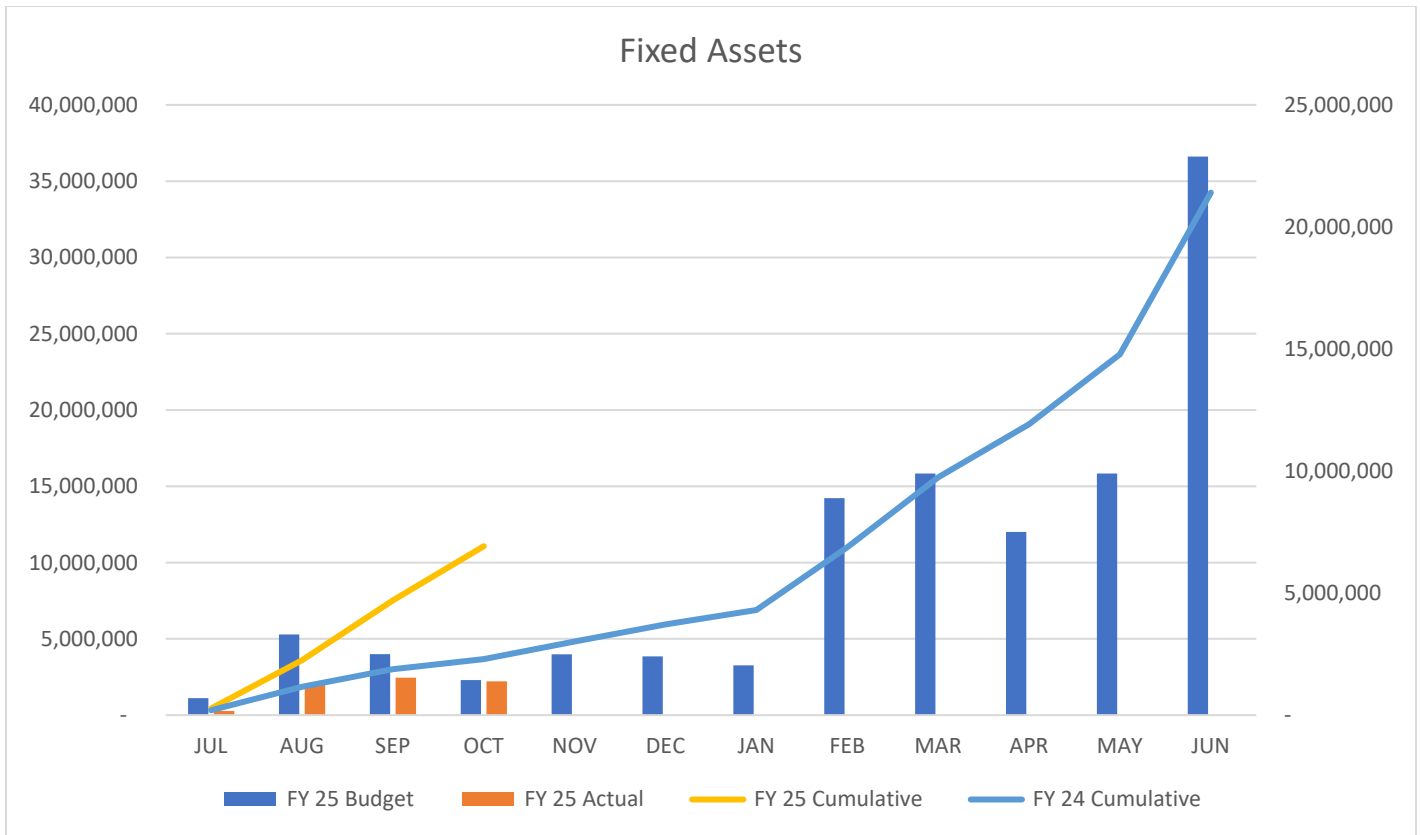




Utilities make up 2% of General Fund’s budget. Results are up 7% as compared to FY24 and are running \$155k (9%) under budget through October. These costs tend to fluctuate with fuel increases, so more fluctuations are anticipated this year.



Supplies make up 1% of General Fund’s budget. Through October, expenses are running 16% over budget and are up 21% over last year.



Fixed Assets make up 32% of General Fund’s budget, totaling \$117M These items include:

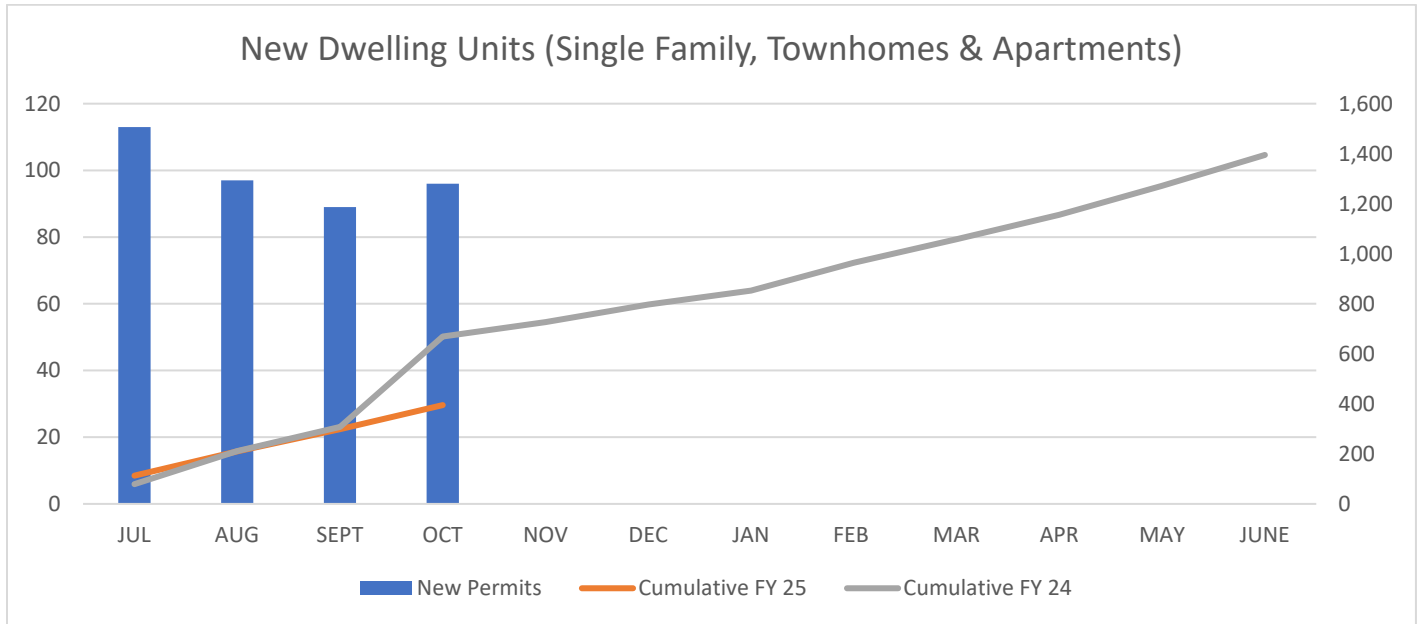
- \$39.8m – MED funded Roads
- \$6.5 – MED funded Parks
- \$14.6m – CIP swap
- \$13.1m – FY24 CIP (General Fund funded)
- \$14.3m – ARPA funded projects
- \$7.2m – Infrastructure for grant & MED funded road construction
- \$10m – Transit Facility

The FY24 CIP included allocation of \$15m of Unassigned Fund Balance for CIP projects. In addition, several General Fund projects and expenses were swapped, using previous bond proceeds to facilitate accelerated spending of these proceeds. This resulted in projects being “swapped” from the Loan/Bond Fund with General Fund.

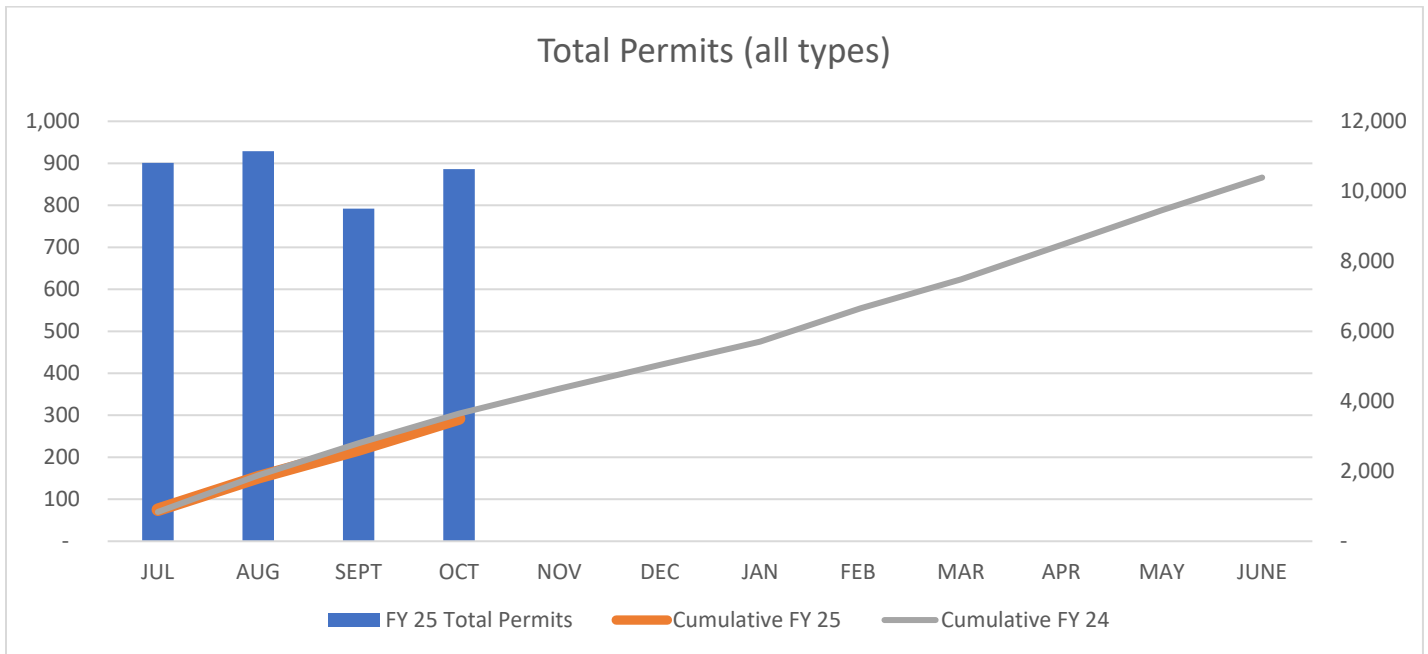
Like Repairs & Maintenance, timing on spending in Fixed Assets is also seasonal and can fluctuate based on the construction schedules and delivery of equipment. There are also several significant construction projects funded in the operating budget. Fixed asset spending was up 200% compared to last year’s expenses through October but down 45% compared to budget.

## BUILDING & CODES

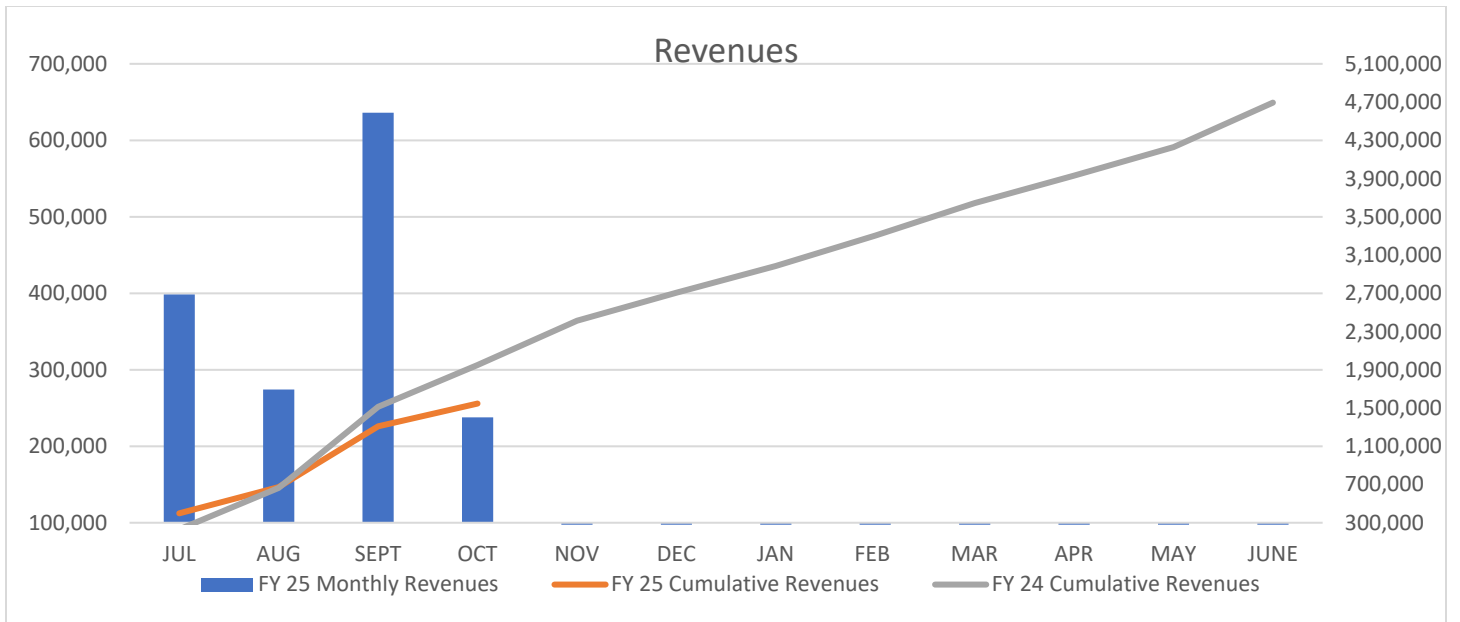
Building & Codes budgeted revenues reflect a 29% increase over the FY24 budget and reflect a 3% increase as compared to FY24's actual results. This is largely due to new commercial activity in FY24 and anticipated in FY25. However, revenues have **dropped** for two consecutive months compared to last year.



FY25 new dwelling permits reflect a 41% drop compared to last year (last year saw a large apartment complex permit approved). October results are down 73% compared to October of last year.

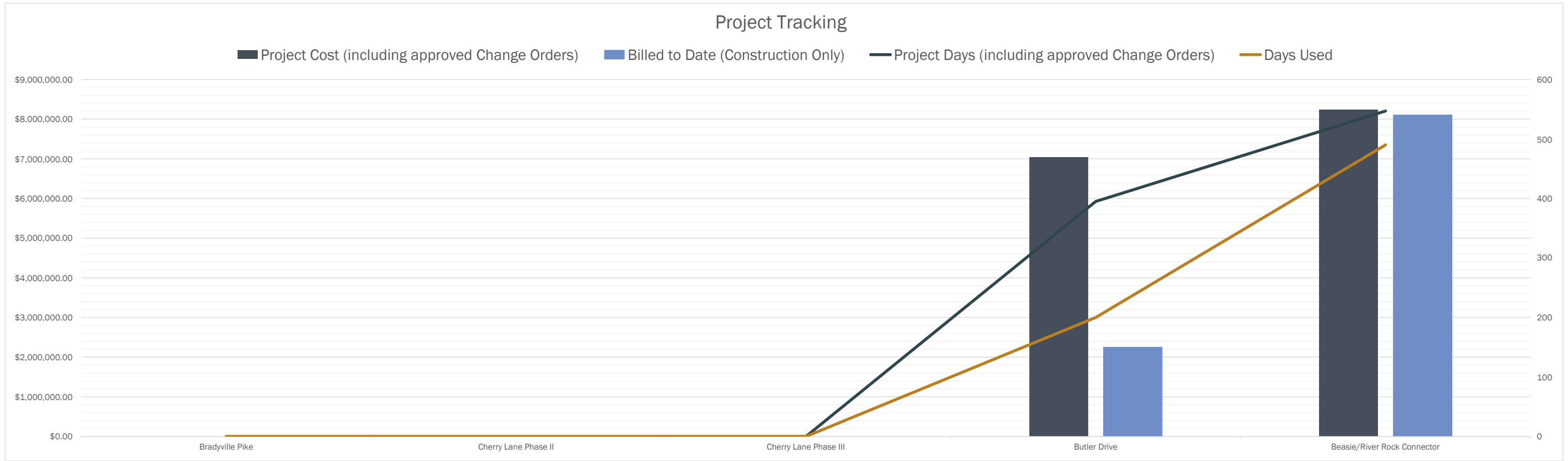


Total permits were trending down from last year by 3.8% through October.



Through October, revenues are down 20% as compared to last year.

### Project Tracking



Project Limits				Project Cost (including approved Change Orders)	Billed to Date (Construction Only)	Project Days (including approved Change Orders)	Days Used	Percent Days	Estimated Substantial Completion	N.T.P.
Project Name	From	To	Distance							
Bradyville Pike	SE Broad Street	S Rutherford Blvd	<b>2.10 Miles</b>	\$22,500,000 (Est Cost)	\$0.00	0	0	0%		
Cherry Lane Phase II	Siegel Soccer Park	Sulphur Springs Road	<b>1.73 Miles</b>	\$26,500,000 (Est Cost)	\$0.00	0	0	0%		
Cherry Lane Phase III	Broad Street	Memorial Blvd (231)	<b>1.10 Miles</b>	\$73,500,000 (Est Cost)	\$0.00	0	0	0%		
Butler Drive	1000 Butler Drive	Joe B Jackson	<b>.88 Miles</b>	\$7,039,011	\$2,248,698.66	395	200	51%	2/20/2025	1/22/2024
Beasie/River Rock Connector	River Rock	Beasie Rd	<b>.3 Miles</b>	\$8,244,535	\$8,104,332.04	547	490	90%	8/30/2024	4/7/2023
<b>Total</b>				<b>\$137,783,546</b>	<b>\$10,353,031</b>					

	<b>Project Status / Comments</b>
Cherry Lane Phase II	Field reviews with TDEC and the Corps concerning the new alignment have taken place. Consultant has submitted updated TDEC permits. The City/consultant submitted response to the Corps request for additional information. EPA reviewing alternatives analysis.
Cherry Lane Phase III	City staff and Volkert continuing to finalize ROW. One tract left to close. Utility coordination is ongoing for the project.
Butler Dr. Realignment	Contractor continues to haul in fill to finalize subgrade and build roadway slopes. Staff is continuing to work on obtaining one remaining drainage easement.
Blackman/Burnt Knob/Manson Intersection	Right of Way plans have been submitted and reviewed. Consultant is moving towards final construction plans. Appraisals on impacted properties are underway.
Medical Center Phase 1	New traffic patterns implemented at Asbury Lane on 9/3/24, Construction of median extension is complete. Bump outs between Livy Dearing and Robert Rose are being excavated and paved back. Contractor to move up to Chamber of Commerce in coming weeks to complete last bump out.
River Rock Beasie Connector	Construction complete. Contractor working on punchlist items. Final landscaping to be installed in November.
Rutherford Blvd Extension	Right of way plans are finalized. Appraisals complete. Staff beginning right of way acquisition.

<b>Project</b>	<b>ROW Updates</b>
Bradyville Pike	95% of ROW Acquisition completed.
Cherry Lane Phase III	Volkert continuing ROW acquisition. One tract left going to condemnation.
Butler Drive	All appraisals complete. Staff working on obtaining 1 additional easement.
Rutherford Blvd Extension	Appraisals complete. Staff reviewing.

## Impact Fee Report for New Development in the City of Murfreesboro

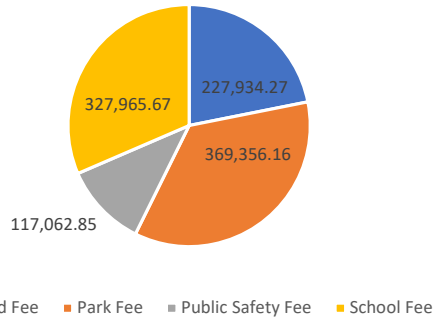
### Month of October 2024

Land Use Type	Total Impact Fee Assessed	Road Fee	Park Fee	Public Safety Fee	School Fee
Single-Family Residential	290,091.47	63,437.18	102,796.82	32,580.18	91,277.29
SFR-Townhomes	-	-	-	-	-
Multi-Family Residential	-	-	-	-	-
Retail/Commercial	7,233.14	4,775.61	-	2,457.53	-
Office	-	-	-	-	-
Public/Institutional	-	-	-	-	-
Industrial	-	-	-	-	-
<b>Total</b>	<b>297,324.61</b>	<b>68,212.79</b>	<b>102,796.82</b>	<b>35,037.71</b>	<b>91,277.29</b>

### Fiscal Year 2025 to Date

Land Use Type	Total Impact Fee Assessed	Road Fee	Park Fee	Public Safety Fee	School Fee
Single-Family Residential	1,042,318.95	227,934.27	369,356.16	117,062.85	327,965.67
SFR-Townhomes	-	-	-	-	-
Multi-Family Residential	-	-	-	-	-
Retail/Commercial	53,242.55	35,152.86	-	18,089.69	-
Office	-	-	-	-	-
Public/Institutional	-	-	-	-	-
Industrial	-	-	-	-	-
<b>Total</b>	<b>1,095,561.50</b>	<b>263,087.13</b>	<b>369,356.16</b>	<b>135,152.54</b>	<b>327,965.67</b>

Fiscal Year 2025 Distribution of Assessed Fees



# COUNCIL COMMUNICATION

**Meeting Date: 12/12/2024**

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**Item Title:** October 2024 MCS Cash Flow Statement and Revenue and Expenditure Budget Comparison Reports

**Department:** Murfreesboro City Schools

**Presented by:** Daniel Owens

**Requested Council Action:**

- Ordinance
  - Resolution
  - Motion
  - Direction
  - Information
- 

**Summary**

FY25 Cash Flow Statement (October 2024)

FY25 Revenue and Expenditure Budget Comparison Reports (October 2024)

**Background Information**

The State has recommended the Schools provide a Cash Flow Statement to the City Council on a monthly basis to indicate enough cash reserves are forecasted to be available to pay monthly expenses. We also will be including Revenue and Expenditure Budget Comparison Reports, that is provided to the Murfreesboro City School Board each month. This information will be included in the Wednesday agenda each month. A formal presentation will not be made each month, however there will be an opportunity for questions and comments.

**Council Priorities Served**

Strong and Sustainable Financial and Economic Health

**Fiscal Impact**

None

**Attachments**

October 2024 MCS Cash Flow Statement

October 2024 MCS Revenue and Expenditure Budget Comparison Reports



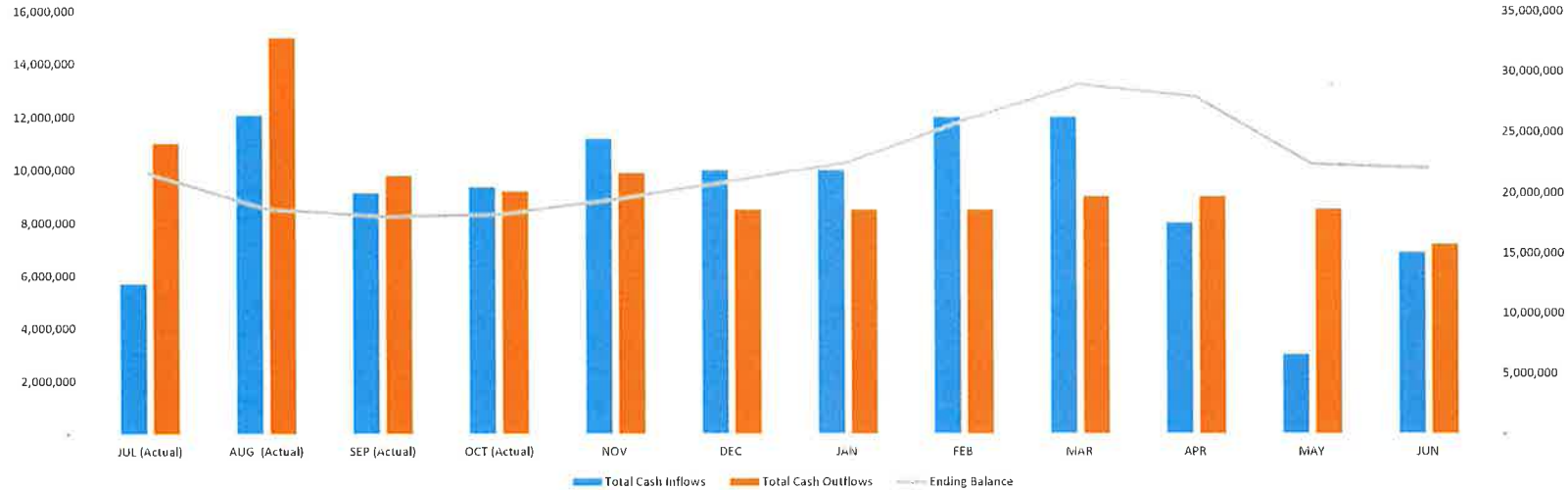
**Cash Flow Forecast Schedule \*\*  
FY 2025-General Purpose**

City or Town of: **Murfreesboro**

Fund Name	JUL (Actual)	AUG (Actual)	SEP (Actual)	OCT (Actual)	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Cash Receipts	\$ 5,703,038	\$ 12,080,205	\$ 9,148,640	\$ 9,368,898	\$ 11,188,138	\$ 10,000,000	\$ 10,000,000	\$ 12,000,000	\$ 12,000,000	\$ 8,000,000	\$ 3,000,000	\$ 6,901,535	\$ 109,390,454
Loan Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Cash Inflows</b>	<b>5,703,038</b>	<b>12,080,205</b>	<b>9,148,640</b>	<b>9,368,898</b>	<b>11,188,138</b>	<b>10,000,000</b>	<b>10,000,000</b>	<b>12,000,000</b>	<b>12,000,000</b>	<b>8,000,000</b>	<b>3,000,000</b>	<b>6,901,535</b>	<b>109,390,454</b>
Beg Cash Bal	26,975,782	21,643,385	18,724,876	18,064,895	18,224,452	19,510,213	20,994,662	22,479,111	25,963,560	28,948,009	27,932,458	22,385,918	
Available Cash	32,678,820	33,723,591	27,873,516	27,433,793	29,412,590	29,510,213	30,994,662	34,479,111	37,963,560	36,948,009	30,932,458	29,287,453	
Cash Payments	\$ 11,019,884	\$ 14,983,164	\$ 9,793,070	\$ 9,193,790	\$ 9,886,826	\$ 8,500,000	\$ 8,500,000	\$ 8,500,000	\$ 9,000,000	\$ 9,000,000	\$ 8,500,000	\$ 7,198,478	114,075,211
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	15,551	15,551	15,551	15,551	15,551	15,551	15,551	15,551	15,551	15,551	46,540	15,551	217,601
<b>Total Cash Outflows</b>	<b>11,035,435</b>	<b>14,998,715</b>	<b>9,808,621</b>	<b>9,209,341</b>	<b>9,902,377</b>	<b>8,515,551</b>	<b>8,515,551</b>	<b>8,515,551</b>	<b>9,015,551</b>	<b>9,015,551</b>	<b>8,546,540</b>	<b>7,214,029</b>	<b>114,292,812</b>
Ending Balance	21,643,385	18,724,876	18,064,895	18,224,452	19,510,213	20,994,662	22,479,111	25,963,560	28,948,009	27,932,458	22,385,918	22,073,424	
<b>Cash Inflows - Outflows</b>	<b>\$ (5,332,397)</b>	<b>\$ (2,918,509)</b>	<b>\$ (659,981)</b>	<b>\$ 159,557</b>	<b>\$ 1,285,761</b>	<b>\$ 1,484,449</b>	<b>\$ 1,484,449</b>	<b>\$ 3,484,449</b>	<b>\$ 2,984,449</b>	<b>\$ (1,015,551)</b>	<b>\$ (5,546,540)</b>	<b>\$ (312,494)</b>	<b>\$ (4,902,358)</b>

\*\* This schedule is only required for certain funds. Please refer to the **Information Tab** to see if this schedule is required for your local government.

Cash Flow Forecast



**COMPARISON OF BUDGET TOTALS**  
**July 1, 2024 Through October 31, 2024**

<b>TOTAL INCOME</b>	<b>7/1/24 - 10/31/24</b>	<b>\$</b>	<b>25,781,091</b>
<b>TOTAL EXPENSES</b>	<b>7/1/24 - 10/31/24</b>		<b><u>30,051,414</u></b>
<b>NET INCOME</b>	<b>10/31/24</b>	<b>\$</b>	<b><u>(4,270,323)</u></b>

OCTOBER 2024

YEAR-TO-DATE REVENUE COMPARISON

	BUDGET CLASS.	2023-24 BUDGET	2023-24 YTD REV.	2023-24 OVR/(UNDR) BUDGET	2023-24 % Received	2024-25 BUDGET	2024-25 YTD REV.	2024-25 OVR/(UNDR) BUDGET	2024-25 % Received
1	40110-Current Prop. Tax	15,000,000	159,428	(14,840,572)	1.1%	15,000,000	236,079	(14,763,921)	1.6%
2	40210-Local Option Sales Tax	14,300,000	2,868,092	(11,431,908)	20.1%	16,700,000	3,054,085	(13,645,915)	18.3%
3	40000-41110-Other County Rev	1,761,800	414,669	(1,347,131)	23.5%	1,972,000	366,300	(1,605,700)	18.6%
4	43300-44999-Other Local Revenue (Interest, Tuition)	1,175,926	271,678	(904,248)	23.1%	711,547	545,950	(165,597)	76.7%
	<b>SUBTOTAL LOCAL REVENUE</b>	<b>\$ 32,237,726</b>	<b>\$ 3,713,868</b>	<b>\$ (28,523,858)</b>		<b>\$ 34,383,547</b>	<b>\$ 4,202,415</b>	<b>\$ (30,181,132)</b>	
5	46310-Project Diabetes Grant	93,900	-	(93,900)	0.0%	126,700	-	(126,700)	0.0%
6	46510-TISA	59,992,037	17,765,923	(42,226,114)	29.6%	63,477,651	18,950,309	(44,527,342)	29.9%
7	46515-Early Childhood Ed. (VPK Grant)	1,326,895	171,555	(1,155,340)	12.9%	1,500,605	-	(1,500,605)	0.0%
8	46590-Other State Education (Summer Learning Grant)	1,851,909	-	(1,851,909)	0.0%	-	-	-	N/A
9	46610-Career Ladder Program	57,146	36,640	(20,506)	64.1%	51,000	-	(51,000)	0.0%
10	46591-Coordinated School Health (ended FY23)	-	-	-	N/A	-	-	-	N/A
11	46595-Family Resource (ended FY23)	-	-	-	N/A	-	-	-	N/A
12	46800-46990-Safe Schools and Public School Security Grant	768,542	-	(768,542)	0.0%	150,000	-	(150,000)	0.0%
	<b>SUBTOTAL STATE REVENUES</b>	<b>\$ 64,090,429</b>	<b>\$ 17,974,119</b>	<b>\$ (46,116,310)</b>		<b>\$ 65,305,956</b>	<b>\$ 18,950,309</b>	<b>\$ (46,355,647)</b>	
13	47000- Federal Funds	274,582	-	(274,582)	0.0%	24,000	-	(24,000)	0.0%
	<b>SUBTOTAL FEDERAL REVENUES</b>	<b>\$ 274,582</b>	<b>\$ -</b>	<b>\$ (274,582)</b>		<b>\$ 24,000</b>	<b>\$ -</b>	<b>\$ (24,000)</b>	
14	49100-49800 Insurance Recovery/Indirect Costs	460,000	21,078	(438,922)	4.6%	195,000	-	(195,000)	0.0%
15	49810-City of Murfreesboro Allocation	7,885,103	2,628,368	(5,256,735)	33.3%	7,885,103	2,628,368	(5,256,735)	33.3%
16	49820-City TN All Corp Grant	165,435	-	(165,435)	0.0%	156,000	-	(156,000)	0.0%
	<b>SUBTOTAL OPERATING TRANSFERS</b>	<b>\$ 8,510,538</b>	<b>\$ 2,649,446</b>	<b>\$ (5,861,092)</b>		<b>\$ 8,236,103</b>	<b>\$ 2,628,368</b>	<b>\$ (5,607,735)</b>	
	<b>TOTAL REVENUES</b>	<b>\$ 105,113,275</b>	<b>\$ 24,337,432</b>	<b>\$ (80,775,843)</b>	<b>23.2%</b>	<b>\$ 107,949,606</b>	<b>\$ 25,781,091</b>	<b>\$ (82,168,515)</b>	<b>23.9%</b>

**YEAR-TO-DATE EXPENDITURE COMPARISON**

OCTOBER 2024

PAGE 1

	<b>2023-24 BUDGET</b>	<b>2023-24 YTD EXP.</b>	<b>2023-24 OVR/(UNDR) BUDGET</b>	<b>2023-24 %</b>	<b>2024-25 BUDGET</b>	<b>2024-25 YTD EXP.</b>	<b>2024-25 OVR/(UNDR) BUDGET</b>	<b>2024-25 %</b>	
1	<b>71100-Reg. Instruction</b>	57,249,035	14,501,290	(42,747,745)	25.3%	59,643,455	\$ 15,429,208	(44,214,247)	25.9%
2	<b>71200-Sp. Ed. Instruction</b>	12,674,470	2,918,394	(9,756,076)	23.0%	13,434,803	3,311,990	(10,122,813)	24.7%
3	<b>71400-Student Body Ed.</b>	-	-	-	N/A	-	-	-	N/A
4	<b>72110-Attendance</b>	160,965	39,654	(121,311)	24.6%	180,600	60,338	(120,262)	33.4%
5	<b>72120-Health Services</b>	1,098,216	227,951	(870,265)	20.8%	1,214,210	259,973	(954,237)	21.4%
6	<b>72130-Guidance</b>	3,623,785	1,016,978	(2,606,807)	28.1%	4,185,125	1,135,682	(3,049,443)	27.1%
7	<b>72210-Reg. Instr. Support</b>	2,548,064	735,925	(1,812,139)	28.9%	2,699,349	874,685	(1,824,664)	32.4%
8	<b>72220-Sp. Ed. Support</b>	1,999,863	475,301	(1,524,562)	23.8%	2,087,055	579,016	(1,508,039)	27.7%
9	<b>72250-Technology</b>	2,674,265	956,754	(1,717,511)	35.8%	2,568,810	1,007,531	(1,561,279)	39.2%
10	<b>72310-Bd. Of Education</b>	1,966,681	912,677	(1,054,004)	46.4%	2,051,595	993,472	(1,058,123)	48.4%
11	<b>72320-Office of Supt.</b>	440,109	127,469	(312,640)	29.0%	471,438	143,094	(328,344)	30.4%
12	<b>72410-Office of Principal</b>	5,703,089	1,624,015	(4,079,074)	28.5%	6,020,570	1,756,358	(4,264,212)	29.2%
13	<b>72510-Fiscal Services</b>	886,045	320,754	(565,291)	36.2%	861,755	322,886	(538,869)	37.5%
14	<b>72520-Personnel Services</b>	594,415	202,958	(391,457)	34.1%	596,835	210,398	(386,437)	35.3%
15	<b>72610-Oper. Of Plant</b>	6,402,482	1,558,008	(4,844,474)	24.3%	6,327,847	1,400,164	(4,927,683)	22.1%
16	<b>72620-Maint. Of Plant</b>	4,608,543	881,307	(3,727,236)	19.1%	3,240,580	835,406	(2,405,174)	25.8%
17	<b>72710-Pupil Transp.</b>	4,544,354	972,661	(3,571,693)	21.4%	5,096,885	1,248,222	(3,848,663)	24.5%
18	<b>73300-Community Service</b>	522,655	121,619	(401,036)	23.3%	495,605	129,653	(365,952)	26.2%
19	<b>73400-Early Childhood Educ.</b>	1,108,368	261,829	(846,539)	23.6%	1,142,547	279,230	(863,317)	24.4%
20	<b>76100-Reg. Cap. Outlay</b>	171,872	54,450	(117,422)	31.7%	222,919	11,906	(211,013)	5.3%
21	<b>82130-Education Debt Serv.</b>	-	-	-	N/A	-	-	-	N/A
22	<b>99100-Operating Transfers</b>	217,610	62,204	(155,406)	28.6%	217,601	62,204	(155,397)	28.6%
	<b>TOTALS</b>	<b>109,194,886</b>	<b>27,972,197</b>	<b>\$ (81,222,689)</b>	<b>25.6%</b>	<b>112,759,584</b>	<b>30,051,414</b>	<b>\$ (82,708,170)</b>	<b>26.7%</b>

**No Items.**

# COUNCIL COMMUNICATION

Meeting Date: 12/12/2024

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**Item Title:** Beer Permits  
**Department:** Finance  
**Presented by:** Erin Tucker, City Recorder  
**Requested Council Action:**

- Ordinance
  - Resolution
  - Motion
  - Direction
  - Information
- 

## Summary

TCA 57-5-103 delegates the authority to regulate the sale, distribution, manufacture, or storage of beer to the City where the business is located.

## Staff Recommendation

The applications from the following applicants meet requirements and are recommended to be approved. The permits will only be issued once the permits are approved by the City Council (Beer Board) and building and codes final inspections are passed for regular beer permits or a special event permit is approved for special event beer permits.

## Regular Beer Permits

Name of Applicant	Name of Business	Address	Type of Permit	Type of Business	Reason
Ten Second, Inc.	Ten Seconds Rice Noodle	836 N Thompson Ln Ste 1B	On-Premises	Restaurant	New Location

## Background Information

All applicants meet the requirements for issuing a beer permit per the City Code Chapter 4 Alcoholic Beverages with the exception of pending building and codes inspections for regular beer permits or pending special event permit for special event beer permits.

## Council Priorities Served

*Maintain public safety*

Controlling the sale of beer within the City provides enforcement tools by the City for restrictions as to where beer is sold, ability to obtain the right to sell beer, time of beer sales and onsite consumption.

## Attachments

Summaries of Request

## Beer Application

Summary of information from the beer application:

<b>Name of Business Entity/Sole Proprietor</b>	Ten Second Inc.
<b>Name of Business</b>	Ten Seconds Rice Noodle
<b>Business Location</b>	836 N Thompdon Ln Ste 1B
<b>Type of Business</b>	Restaurant
<b>Type of Permit Applied For</b>	On-Premises

Type of Application:

<b>New Location</b>	<u>          X          </u>
<b>Ownership Change</b>	<u>                          </u>
<b>Name Change</b>	<u>                          </u>
<b>Permit Type Change</b>	<u>                          </u>
<b>Corporation</b>	<u>          X          </u>
<b>Partnership</b>	<u>                          </u>
<b>LLC</b>	<u>                          </u>
<b>Sole Proprietor</b>	<u>                          </u>

5% or more Ownership

<b>Name</b>	Youhong Liu
<b>Age</b>	39
<b>Residency City/State</b>	Smyrna, TN
<b>Race/Sex</b>	Asian/M
<b>Background Check Findings</b>	
City of Murfreesboro:	No indication of any record that may preclude the applicant for consideration.
TBI/FBI:	No indication of any record that may preclude the applicant for consideration.
<b>Name</b>	Xing Zhang Dong
<b>Age</b>	50
<b>Residency City/State</b>	Columbia, TN
<b>Race/Sex</b>	Asian/M
<b>Background Check Findings</b>	
City of Murfreesboro:	No indication of any record that may preclude the applicant for consideration.
TBI/FBI:	No indication of any record that may preclude the applicant for consideration.

Application Completed Properly? Yes

Occupancy Application Approved? Yes

The actual beer application is available in the office of the City Recorder.

\*\*\*I request permission to issue the beer permit upon successful completion of all required building and codes inspections.

**No Items.**



