

INFORMAL COMMISSION MEETING AGENDA

NOVEMBER 6, 2017

CALL TO ORDER - Mayor Durrett

CITIZENS TO ADDRESS THE COMMISSION

PRESENTATIONS/DISCUSSIONS

1. Mike Evans – Regarding new proposed Mega Site
2. TRC Power Point Presentation – Norman Quirion, Executive Director

REPORTS/UPDATES ON MEETINGS

1. Airport Liaison Report – Commissioner Ron Sokol
2. School Liaison Report – Commissioner John Genis

PUBLIC HEARING REGARDING ZONING - No applications submitted

RESOLUTIONS

- 17-9-3:** Resolution to Provide Additional Funding in the Amount of One Hundred Fifty Thousand Dollars (\$150,000.00) to Two Rivers Corporation (TRC), a Foundation According to 501c(4) of the Internal Revenue Code **(deferred from October)**
- 17-11-1:** Resolution of the Montgomery County Board of Commissioners Authorizing the Acceptance of Grant Funds from the Tennessee Department of Safety & Homeland Security, Tennessee Highway Safety Office
- 17-11-2:** Resolution of the Montgomery County Board of Commissioners Approving Amendments to the 2017-18 School Budget
- 17-11-3:** Resolution Requesting that no Political Party as Identified Pursuant to Tennessee Code Annotated §2-13-203 Request Nomination by Primary Election or Withdraw any Pending Request to Fill Offices of Montgomery County, Tennessee
- 17-11-4:** Resolution to Create Scholarships for the Mayor's Emerging Leaders Program
- 17-11-5:** Resolution of the Montgomery County Commissioners to Appropriate Funding the Furnishing of Two Courtrooms Created from the Court Complex Renovation
- 17-11-6:** Resolution to Appropriate Funding for the Purchase of Art Using Funding from Bond Proceeds Dedicated for Such Purpose

REPORTS

1. County Mayor Nominations and Appointments – Mayor Durrett

REPORTS FILED

1. Minutes from October 9, 2017
2. Trustee's Release List – (**requires approval**)
3. Capital Projects Quarterly Report
4. Building and Codes Monthly Report
5. Driver Safety Quarterly Report: July – September, 2017
6. Highway Dept. County Road List – July 1 thru Sept. 30, 2017 (**requires approval**)
7. School System's Report on Debt Obligation

OLD BUSINESS

ANNOUNCEMENTS

1. Sheriff Fuson and Chief Smith are hosting dinner for all Commissioners prior to the Formal Commission meeting next Monday night, November 13, at 5:15 p.m. in the large conference room.
2. You are invited to attend the Ribbon Cutting and Open House at Tennova's new Free-Standing Emergency Room at 1325 Hwy 76, next to the Sudden Service Convenience Store at Exit 11, on Wednesday, November 29 at 5:00-7:30 p.m. You should have already received an email about this also.

ADJOURN

Methodology

There are multiple economic areas for this report to capture the ripple effects of a potential OEM facility on the local area, the state of Tennessee, the broader region, and the U.S. The local area is defined as Montgomery and Robertson counties. The broader region is the six state region of Tennessee, Kentucky, Missouri, Arkansas, Mississippi, and Alabama. These states were chosen because of their known supplier bases that will likely support the plant.

Once the geographies were defined, we modeled each geographical scenario using Emsi's economic impact model (MR-SAM), as described below.

To determine the economic impact of an OEM facility to potentially be located in Montgomery and Robertson counties, we used an economic impact model that is proprietary to Emsi. This is a multiregional social accounting matrix (MR-SAM), which is an economic impact model that is comparable to other 'off-the-shelf' economic impact models for the U.S. economy. Emsi's MR-SAM represents the flow of all economic transactions in an economic area.

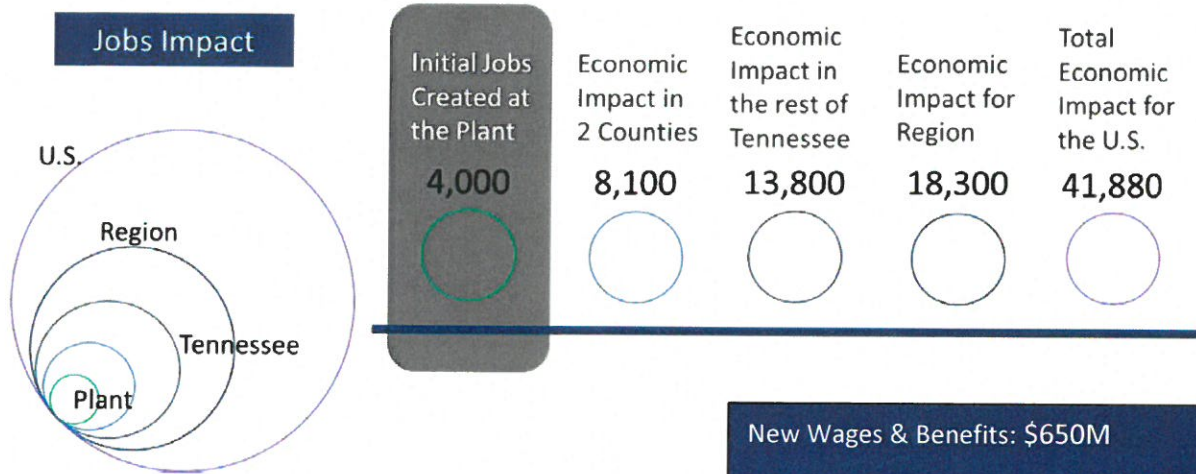
Emsi's model is used to understand economic scenarios covering 1,000 industries (at the 6 digit NAICS level) 16 demographic cohorts, and 750 occupations. Emsi's model follows the industry standard for regional economic impact analyses, and is in the same general class as IMPLAN (Implan Group) but uses the more sophisticated Stevens technique (which is also used by REMI) to calculate regional coefficients. The model estimates the direct effects and ripple effects of an economic activity on the defined economic area in terms of increased sales, jobs, earnings, and value-added (or gross regional product). The ripple effects calculated by the model take into account both supply-chain impacts (direct and indirect effects) and increases in household income (induced or spin-off effects). The model as used in this study reflects the long-term, permanent effects of ongoing economic activities.

The economic impact of the proposed plant assumes the types of jobs expected to be employed at the plant are as follows:

Type of Job	% of Total Jobs in Industry
Production Workers and Supervisors	75.0%
Managers and Administrative	10.0%
Mechanics and Specialized Trades	9.0%
Engineers	6.0%

Summary

Economic Impact of a new OEM Assembly Plant



Types of Occupations Added in the Two Counties



Results

Results for the scenarios for the geographies are shown in the table below.

Economic Impact of a New OEM Assembly Plant

OEM Plant Located Primarily in Montgomery County Tennessee	Initial Jobs (Created) at Company	Downstream Jobs Supported or Created	Total Jobs Supported or Created	Jobs Multiplier
Economic Impact in 2 Counties	4,000	4,100	8,100	2.0
Economic Impact in the rest of Tennessee	4,000	9,800	13,800	3.5
Economic Impact for Region	4,000	14,300	18,300	4.6
Total Economic Impact for the U.S.	4,000	37,880	41,880	10.5

The above results show that the original 4,000 projected at the plant will support another 4,100 jobs in Robertson and Montgomery counties combined. A total of 13,800 jobs will be supported or created in Tennessee – which includes the 8,100 jobs in Montgomery and Robertson counties. In other words, the state will realize a jobs gain of 5,700 outside of the two counties. As has been typical for OEM assembly plants located in Eastern U.S. (east of the Mississippi River), the overall national jobs multiplier for this assembly plant is 10.5.

As shown in the table below, \$650 million would be paid to these 8,100 employees in wages and benefits. The total taxes expected to be paid would be nearly \$120 million. These taxes include taxes on production and imports and consist of tax liabilities, such as general sales and property taxes that are chargeable to business expense in the calculation of profit-type incomes. Special assessments are also included. It is comprised of state and local taxes—primarily non-personal property taxes, licenses, and sales and gross receipts taxes—and federal excise taxes on goods and services.

OEM Plant Located Primarily in Montgomery County Tennessee	Increase in Employee Earnings (New wages and benefits associated with TOTAL JOBS)	Estimate of Taxes Generated: Property (Company), Sales (Company), Personal Income (Employee)
Economic Impact in 2 Counties	\$650,000,000	\$119,150,000
Economic Impact in the rest of Tennessee	\$985,000,000	\$222,975,000
Economic Impact for Region	\$1,220,000,000	\$284,700,000
Total Economic Impact for the U.S.	\$2,500,000,000	\$657,500,000

The jobs impacts include the direct 4,000 jobs expected at the plant, supplier jobs, and expenditure-induced jobs from employee spending. Supplier jobs are jobs at the businesses that supply goods and services directly to the plant that are used in the production of vehicles. Expenditure-induced jobs are defined as employment that is created or supported when the direct employees or supplier company employees spend their paychecks.

The types of industries that employ the 8,100 jobs in Montgomery and Robertson counties are shown in the following table.

Industry	Montgomery and Robertson Counties
Manufacturing	5,500
Wholesale Trade	500
Construction	350
Transportation and Warehousing	300
Other Services (except Public Administration)	250
Government	250
Retail Trade	200
Health Care and Social Assistance	180
Professional, Scientific, and Technical Services	130
Information, Finance, Insurance, Real Estate (FIRE)	125
Administrative and Support and Waste Management Services	100
Educational Services	50
Arts, Entertainment, and Recreation	50
Accommodation and Food Services	50
Management of Companies and Enterprises	25
Crop and Animal Production	15
Mining, Quarrying, and Oil and Gas Extraction	15
Utilities	10
ALL JOBS BY INDUSTRY	8,100

The following table shows the occupations that comprise the 8,100 jobs in Montgomery and Robertson counties.

Occupation	Montgomery and Robertson Counties
Production Occupations	4,100
Transportation and Material Moving Occupations	550
Office and Administrative Support Occupations	510
Construction and Extraction Occupations	450
Professional, Technical Services, and Engineering Occupations	450
Sales and Related Occupations	390
Installation, Maintenance, and Repair Occupations	360
Management Occupations	350
Business, Legal, and Financial Operations Occupations	240
Personal Care and Service Occupations	150
Healthcare Practitioners, Support, and Technical Occupations	150
Education, Training, and Library Occupations	125
Hospitality, Food Preparation, and Serving Related Occupations	110
Protective Services, Community, and Social Service Occupations	75
Building and Grounds Cleaning and Maintenance Occupations	70
Farming, Fishing, and Forestry Occupations	10
Unclassified Occupation	10
ALL JOBS BY Occupation	8,100



TENNESSEE'S
MONTGOMERY - ROBERTSON
MEGA SITE

Transportation Equipment Manufacturing Industry
Workforce Assessment and Availability



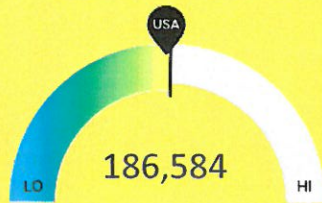
Introduction

This report assesses the workforce and availability for the transportation equipment manufacturing industry (NAICS 336) within a 75-minute drive-time from the proposed project site location. This region's labor market area straddles the northern middle Tennessee and southern Kentucky borders, with Fort Campbell Army Post situated in the middle. The report contains a summary of the workforce and its availability; depicts population and labor force trends; wages for all occupations in the industry; and exemplifies the workforce available with the skills for those jobs. Lastly, this report provides data on the education and training outcomes in the region and the graduate pipeline.

Based on the industries representative of transportation equipment manufacturing and the occupations associated, there is a robust labor force available for those employers offering desirable wages.

The subsequent pages provide a summary of the workforce available within the 22-county labor market area. To better understand the data, please see the methodology section.

Available Workforce



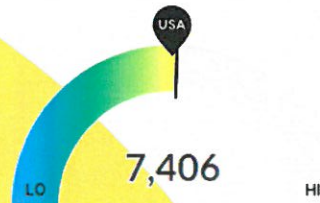
Supply (Jobs)

The total number of jobs in this area are 186,584, which is an increase of 26,734 from 5 years ago.



Compensation

Regional median earnings are \$1.88/hr below the national median earnings of \$19.55/hr.



Demand (Job Postings)

Job postings are to replace workers due to attrition and to fill new jobs. An estimated 13,500 jobs are projected to be created over the next 5 years in this industry.

167,654
(Resident Workers)

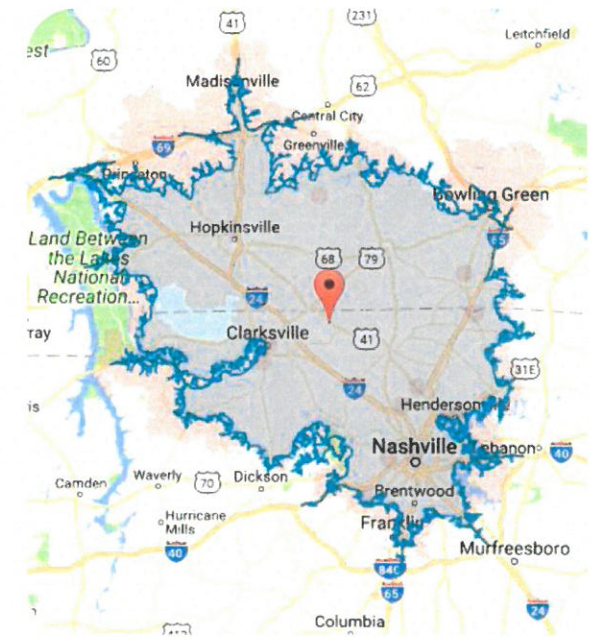
64
(Education & Training Programs)

5,000
(Military Exits YTD)

38,958
(Profiles)

5,608
(Completions)

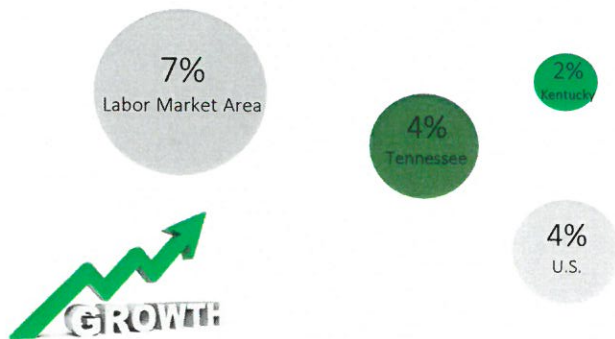
16,975
(Alumni)



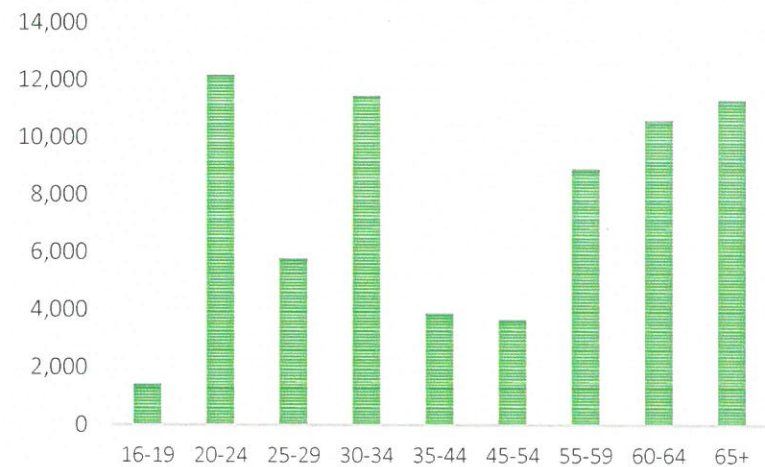
Summary

Population

	2011	2016	Numeric Change	Percent Change
Labor Market Area	1,573,432	1,689,067	115,635	7.3%



Numeric Change in Labor Force by Age Group
2011-2016



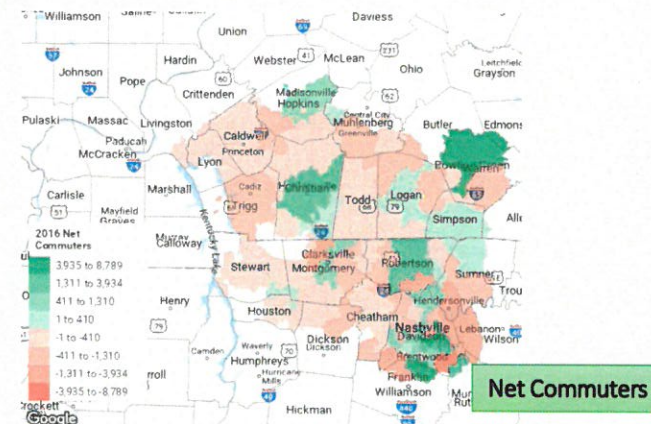
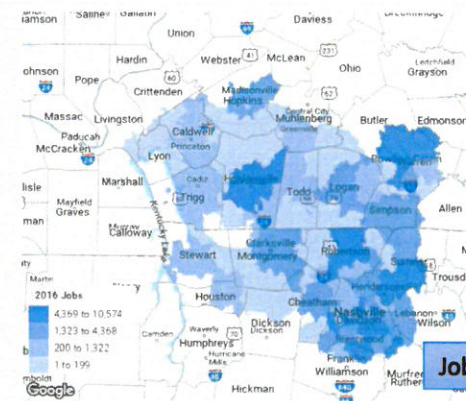
Total Labor Force: 1,137,254
6.5% Growth (2011-2016)

Labor Force

Available Workforce

Resident workforce data compares where workers live to where they work. “Net commuters” are the minimum, or final, number of workers who commute in or out of an area, as it may be that not all the resident workforce fills that area’s specific jobs.

This data illustrates which occupations and skills leave or enter an area. Job locations and net commuter flows are depicted in the maps to the right. A positive number (green) means more workers enter an area than do leave for work while a negative (red) number means there are more people leaving an area than are entering it for work.



Where Talent Lives

Zip	Name	2016 Workers
37013	Antioch, TN	8,627
37211	Nashville, TN	7,605
37075	Hendersonville, TN	6,750
42101	Bowling Green, KY	5,786
37122	Mount Juliet, TN	5,652

Where Talent Works

Zip	Name	2016 Employment
42101	Bowling Green, KY	10,474
37203	Nashville, TN	10,128
37027	Brentwood, TN	9,469
37211	Nashville, TN	8,743
37214	Nashville, TN	8,193

Top 5 Places for Transportation Equipment Mfg Industry

Workforce Availability Statistics, Occupations for Transportation Equipment Manufacturing (2016)

SOC	Description	Jobs	Resident Workers	Net Commuters	Job Postings	Average Monthly Hires	Median Hourly Earnings
11-1021	General and Operations Managers	14,108	12,200	1,908	490	1,007	\$43.11
11-3051	Industrial Production Managers	1,150	1,080	70	69	47	\$38.14
11-9041	Architectural and Engineering Managers	932	811	121	43	42	\$52.01
13-1023	Purchasing Agents, Except Wholesale, Retail, and Farm Products	1,187	1,088	99	238	56	\$26.46
13-1081	Logisticians	877	769	108	83	47	\$28.68
13-1199	Business Operations Specialists, All Other	4,691	4,056	635	290	241	\$28.20
13-2011	Accountants and Auditors	6,675	5,930	745	656	489	\$29.45
15-1121	Computer Systems Analysts	2,739	2,399	340	555	173	\$33.37
15-1132	Software Developers, Applications	2,261	2,079	182	506	163	\$39.98
15-1133	Software Developers, Systems Software	1,522	1,328	194	36	103	\$39.14
17-2011	Aerospace Engineers	107	88	19	7	5	\$44.39
17-2071	Electrical Engineers	536	493	43	59	26	\$38.54
17-2112	Industrial Engineers	1,480	1,362	118	288	77	\$37.80
17-2141	Mechanical Engineers	782	747	35	80	42	\$34.60
17-2199	Engineers, All Other	710	641	69	26	38	\$35.62
17-3013	Mechanical Drafters	340	294	46	8	21	\$24.68
17-3026	Industrial Engineering Technicians	387	413	(26)	42	19	\$21.39
41-4012	Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	6,953	5,895	1,058	364	323	\$24.48
43-5061	Production, Planning, and Expediting Clerks	2,219	1,944	275	70	146	\$22.72
43-5071	Shipping, Receiving, and Traffic Clerks	4,527	3,876	651	104	331	\$14.54
43-5081	Stock Clerks and Order Fillers	13,557	12,103	1,454	816	1,109	\$11.73
43-6014	Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	18,241	16,082	2,159	315	1,254	\$15.30
43-9061	Office Clerks, General	16,204	14,265	1,939	139	1,213	\$15.53
47-2111	Electricians	3,750	3,344	406	99	279	\$21.77
47-2152	Plumbers, Pipefitters, and Steamfitters	2,222	2,039	183	46	184	\$20.79
49-3011	Aircraft Mechanics and Service Technicians	564	442	122	44	27	\$26.54
49-9041	Industrial Machinery Mechanics	2,172	2,033	139	86	98	\$23.66
49-9071	Maintenance and Repair Workers, General	9,317	8,201	1,116	571	604	\$18.20
51-1011	First-Line Supervisors of Production and Operating Workers	4,269	3,844	425	330	186	\$25.73
51-2011	Aircraft Structure, Surfaces, Rigging, and Systems Assemblers	128	83	45	0	5	\$21.25
51-2022	Electrical and Electronic Equipment Assemblers	826	768	58	8	73	\$15.53
51-2031	Engine and Other Machine Assemblers	246	245	1	0	14	\$16.73
51-2041	Structural Metal Fabricators and Fitters	554	450	104	1	29	\$15.65
51-2091	Fiberglass Laminators and Fabricators	95	79	16	0	3	\$16.57
51-2092	Team Assemblers	14,060	14,201	(141)	22	1,160	\$16.31
51-2099	Assemblers and Fabricators, All Other	1,676	1,700	(24)	47	226	\$13.43
51-4011	Computer-Controlled Machine Tool Operators, Metal and Plastic	337	324	13	11	13	\$19.11
51-4031	Cutting, Punching, and Press Machine Setters, Operators, and Tenders, Metal and Plastic	1,728	1,603	125	14	121	\$15.15
51-4033	Grinding, Lapping, Polishing, and Buffing Machine Tool Setters, Operators, and Tenders, Metal and Plastic	298	276	22	0	20	\$15.23
51-4041	Machinists	1,544	1,493	51	27	77	\$19.72
51-4072	Molding, Coremaking, and Casting Machine Setters, Operators, and Tenders, Metal and Plastic	754	710	44	4	42	\$16.52
51-4081	Multiple Machine Tool Setters, Operators, and Tenders, Metal and Plastic	716	696	20	1	46	\$15.66
51-4111	Tool and Die Makers	666	627	39	21	25	\$24.81
51-4121	Welders, Cutters, Solderers, and Brazers	1,829	1,629	200	25	106	\$18.04
51-4122	Welding, Soldering, and Brazing Machine Setters, Operators, and Tenders	721	713	8	2	30	\$19.02
51-9061	Inspectors, Testers, Sorters, Samplers, and Weighers	3,655	3,256	399	49	262	\$17.01
51-9122	Painters, Transportation Equipment	213	194	19	3	12	\$17.68
51-9198	Helpers--Production Workers	4,152	3,692	460	92	636	\$10.84
51-9199	Production Workers, All Other	2,442	2,203	239	51	386	\$12.75
53-7051	Industrial Truck and Tractor Operators	4,009	3,724	285	138	405	\$15.17
53-7062	Laborers and Freight, Stock, and Material Movers, Hand	21,455	19,141	2,314	351	2,892	\$12.54
TOTALS		186,584	167,654	18,930	7,406	14,929	\$17.67

Military Exits

The impact military personnel and their families have on this region is substantial—during, and potentially immediately after, their transition out of the military—if they choose to stay.

This army post provides a tremendous labor pool for the region to build upon. Many of the people who are exiting the military have skills that match well with the occupational needs of manufacturers in the region.



Average Military Exits
out of Fort Campbell:
400 monthly
5,000 annually

Labor Turnover
7%
Manufacturing Turnover Rate

Top 10 Manufacturers in area

- Electrolux (Springfield, TN)
- A.O. Smith Water Products (Ashland City)
- BG Metalforming (Bowling Green, KY)
- Trane (Clarksville, TN)
- Union Underwear (Bowling Green, KY)
- Sun Products (Bowling Green, KY)
- UniPres (Portland, TN)
- General Motors (Bowling Green, KY)
- Hankook (Clarksville, TN)
- Martinrea (Springfield, TN)

Top Posted Occupations

- Truck drivers
- Automotive Specialty Technicians
- First-Line Supervisors of Production Workers
- Industrial Engineers
- Aircraft Mechanics and Service Technicians
- Maintenance Mechanic
- Machine Operators
- Sales Managers

Skillsets

- CDL
- CompTIA A+ Certification
- Management
- Merchandising
- Continuous Improvement Process
- Warehousing
- Certified Quality Engineer
- Certified Quality Auditor
- Certified Quality Technician

Wages

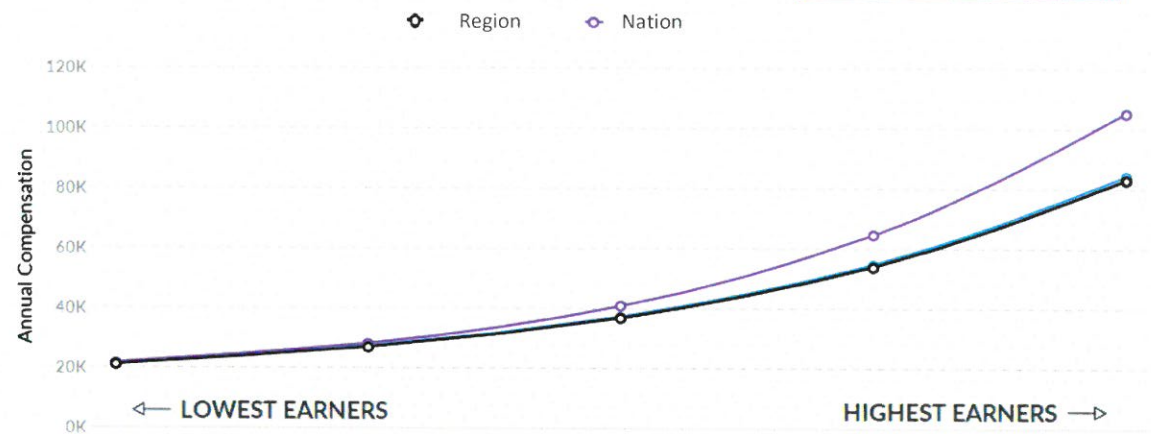
Region

\$17.67/hr

\$19.55/hr

In 2016, the median wage for all occupations in this industry was \$36,754, or \$17.67 per hour. Based on the national median wage of \$40,664 (or \$19.55 per hour), this means a company will spend about 11% less to employ positions in this region. The summary on page 7 provides a breakdown of wages by individual occupations.

Employers spend
11% less to
employ workers in
this region

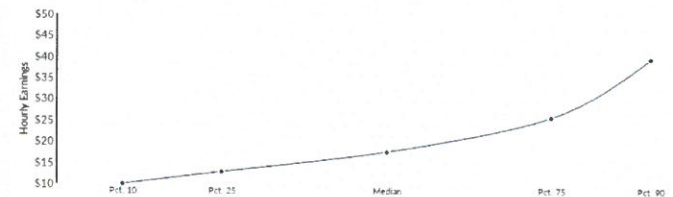


Wage Scale

Like most occupations, as wages increase, fewer workers are added at each wage increment. The younger, less experienced workers will start at lower wages but will see raises more often as the more seasoned workers start to hit the wage ceiling.

The graph to the right depicts all occupations in the transportation equipment manufacturing industry.

\$22.69/hr \$12.89/hr \$17.67/hr \$25.83/hr
Average Earnings 25th Percentile Earnings Median Earnings 75th Percentile Earnings



Using Emsi's proprietary database, Workforce Insight, the team extracted profiles for nearly 39,000 people in the region who are currently employed, recently employed, or seeking employment in the manufacturing sector. Skills and qualifications listed include both soft skills, such as leadership, as well as hard skills such as engineering.

Workforce Insight observations rely heavily on resumes and profiles found within online social and professional networking sites. These sites tend to reflect a higher number of people who work in professional or office environments over those who work in the skilled trades. As well, some of the most observed job titles within the data set reflect profiles of people who may use such sites to perform their work duties, including sales managers, account managers, sales representatives, customer service representatives, and project managers. Approximately 5% of the profiles represent workers who live in Kentucky, while the remainder represent those who live in Tennessee.

Skills

38,958 Profiles in Manufacturing

Skills/Qualifications	Profiles
Management	18,665
Sales	12,281
Leadership	9,436
Customer Service	8,900
Operations	8,825
Manufacturing	7,711
Marketing	6,960
Analysis	6,608
Microsoft Office	5,850
Engineering	5,827
Project	5,570
Training	5,480
Business Process Improvement	5,236
Microsoft Excel	5,201
Continuous Improvement Process	4,569
Sales Management	4,549
Team Building	4,272
Strategic Planning	4,245
Lean Manufacturing	4,212
Business Development	3,843
Administration	3,796
Project Management	3,764
Account Management	3,631
New Product Development	3,582
Maintenance	3,551

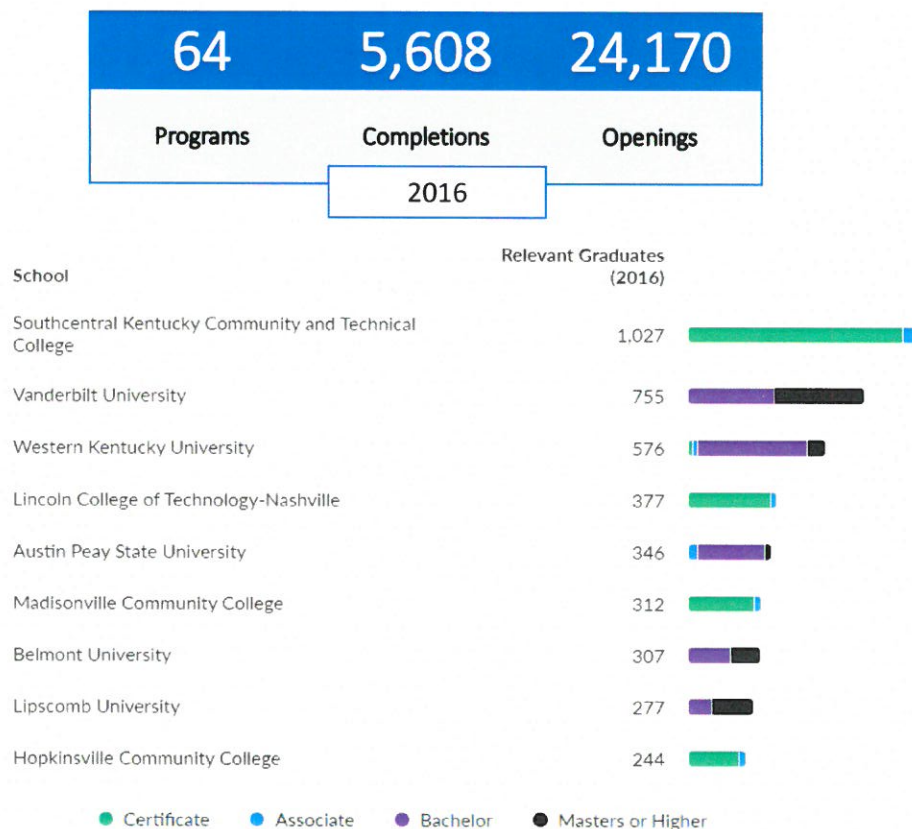
Transferable Skills

This skills transferability report identifies occupations that use similar skill sets to a target occupation. Although derived from national ratios, the results in this report are specific to this labor market region.

Occupation	Transferable Occupations/Skills
Team Assemblers	51-2021 Coil Winders, Tapers, and Finishers 51-2022 Electrical and Electronic Equipment Assemblers 51-4122 Welding, Soldering, and Brazing Machine Setters, Operators, and Tenders 51-7041 Sawing Machine Setters, Operators, and Tenders, Wood
First-Line Supervisors of Production and Operating Workers	47-1011 First-Line Supervisors of Construction Trades and Extraction Workers 53-1021 First-Line Supervisors of Helpers, Laborers, and Material Movers, Hand 37-1012 First-Line Supervisors of Landscaping, Lawn Service, and Groundskeeping Workers 11-3071 Storage and Distribution Managers
Electrical and Electronic Equipment Assemblers	51-4035 Milling and Planing Machine Setters, Operators, and Tenders, Metal and Plastic 51-4122 Welding, Soldering, and Brazing Machine Setters, Operators, and Tenders 51-6031 Sewing Machine Operators 51-5112 Printing Press Operators 51-2092 Team Assemblers
Engine and Other Machine Assemblers	51-8021 Stationary Engineers and Boiler Operators 51-4035 Milling and Planing Machine Setters, Operators, and Tenders, Metal and Plastic 51-4121 Welders, Cutters, and Welder Fitters 51-9196 Paper Goods Machine Setters, Operators, and Tenders 51-4022 Forging Machine Setters, Operators, and Tenders, Metal and Plastic
Machinists	51-4081 Multiple Machine Tool Setters, Operators, and Tenders, Metal and Plastic 51-8099 Biomass Plant Technicians 51-4121 Welders, Cutters, and Welder Fitters 51-4061 Model Makers, Metal and Plastic
Computer-Controlled Machine Tool Operators, Metal and Plastic	49-9099 Geothermal Technicians 49-9041 Industrial Machinery Mechanics 17-3029 Manufacturing Production Technicians 49-3042 Mobile Heavy Equipment Mechanics, Except Engines
Tool and Die Makers	51-4041 Machinists 51-4061 Model Makers, Metal and Plastic 51-4081 Multiple Machine Tool Setters, Operators, and Tenders, Metal and Plastic 51-4034 Lathe and Turning Machine Tool Setters, Operators, and Tenders, Metal and Plastic 51-9195 Glass Blowers, Molders, Benders, and Finishers
Welders, Cutters, Solderers, and Brazers	49-3021 Automotive Body and Related Repairers 51-4022 Forging Machine Setters, Operators, and Tenders, Metal and Plastic 51-9022 Grinding and Polishing Workers, Hand 47-2211 Sheet Metal Workers
Molding, Coremaking, and Casting Machine Setters, Operators, and Tenders, Metal and Plastic	51-4031 Cutting, Punching, and Press Machine Setters, Operators, and Tenders, Metal and Plastic 51-4035 Milling and Planing Machine Setters, Operators, and Tenders, Metal and Plastic 51-9196 Paper Goods Machine Setters, Operators, and Tenders 51-7041 Sawing Machine Setters, Operators, and Tenders, Wood
Multiple Machine Tool Setters, Operators, and Tenders, Metal and Plastic	51-4041 Machinists 49-9043 Maintenance Workers, Machinery 51-4031 Cutting, Punching, and Press Machine Setters, Operators, and Tenders, Metal and Plastic 51-9041 Extruding, Forming, Pressing, and Compacting Machine Setters, Operators, and Tenders
Helpers--Production Workers	53-7062 Laborers and Freight, Stock, and Material Movers, Hand 51-7041 Sawing Machine Setters, Operators, and Tenders, Wood 51-2021 Coil Winders, Tapers, and Finishers 51-4121 Solderers and Brazers 51-6031 Sewing Machine Operators
Welding, Soldering, and Brazing Machine Setters, Operators, and Tenders	51-4052 Pourers and Casters, Metal 51-4071 Foundry Mold and Coremakers 51-6063 Textile Knitting and Weaving Machine Setters, Operators, and Tenders 51-2092 Team Assemblers
Inspectors, Testers, Sorters, Samplers, and Weighers	51-2022 Electrical and Electronic Equipment Assemblers 51-9151 Photographic Process Workers and Processing Machine Operators 53-7063 Machine Feeders and Offbearers

Education & Training

Over the last 5 years, 35 schools in this region produced graduates relevant to the occupations in the transportation equipment manufacturing industry. The top 10 schools are listed below. Nearly one-third of all completions that feed this industry's pipeline are in the skilled trades. The remainder are in other programs that feed different areas of the industry such as management and IT.



1,688
Completions
for the
Skilled Trades

One of the best ways to recruit talent is to focus efforts on people who have a tie or connection to the area. One way to do this is through alumni networks. Emsi's *Alumni Insight* database can identify Tennessee and Kentucky alumni throughout the country. By identifying the cities where most of these alumni reside, local leadership can market to those people who know the area and might, therefore, be recruited back. Emsi located nearly 17,000 people in transportation equipment manufacturing industry occupations who graduated from local schools but now live outside of Tennessee or Kentucky.

Graduates

Top Areas Alumni
Are Moving to:

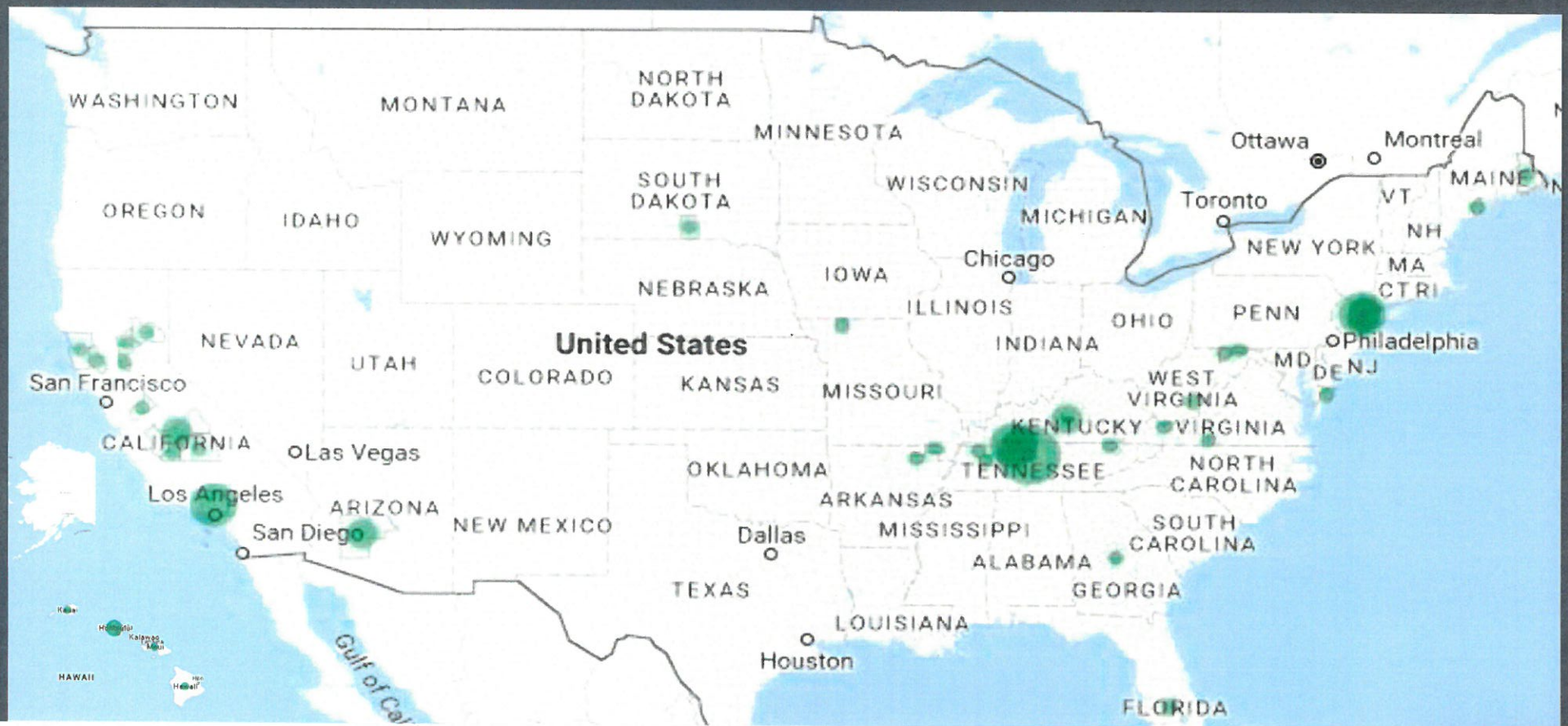
1. New York
2. California
3. Arizona

Transportation Equipment Manufacturing Industry

Alumni

16,975

Regional Alumni
living Out-of-State



Where Regional Alumni Work and Live

Methodology

Emsi data is a hybrid dataset derived from official government sources such as the US Census Bureau, Bureau of Economic Analysis, and Bureau of Labor Statistics. Leveraging the unique strengths of each source, our data modeling team creates an authoritative dataset that captures more than 99% of all workers in the United States. This core offering is enriched with data from online social profiles, resumes, and job postings to provide a complete view of the workforce.

For the data within this report, the transportation equipment manufacturing industry was analyzed using NAICS 336 and its associated occupations from staffing patterns.

Staffing patterns were extrapolated using data primarily from the national OES staffing pattern, combined with projections from the National Industry-Occupation Employment Matrix and Emsi's proprietary employment data.



1 Millennium Plaza, Suite 104

Clarksville, TN 37040

931-245-3700

www.tworiverscompany.com

Two Rivers Company Awarded Incentives & Current Projects					
			9/6/2017		
Date	Address	Business Name	Awardee	Incentive Type	Amount Awarded
3/19/2015	128 Franklin Street	Various Retail	Christine Roberts	Façade/Building Improvement	\$35,000
5/17/2015	611 Madison Street	Residential	Jennifer Willoughby	Façade/Building Improvement	\$25,000
1/15/2016	128 Franklin Street	Mildred & Mabel's	Andrea Herrera	Façade/Building Improvement	\$4,712
5/26/2016	94 Franklin Street	Horsefeathers	Laura Mercier	Rent Assistance	\$6,000
9/6/2016	124 Franklin Street	Copeland Wealth Management	Robert Copeland	Façade/Building Improvement	\$20,000
11/13/2016	121 Franklin Street	TBD	Christine Wenrick	Façade/Building Improvement	\$80,000
12/15/2016	125 Franklin Street	Roux	Greg & Theresa Shea	Façade/Building Improvement	\$57,000
9/2/2017	100 Strawberry Alley	Yada Yada Yada	Darla Knight	Rent Assistance	\$6,000
Pending Approval	101 Strawberry Alley	Restaurant/Residential	Tom Cunningham	Façade/Building Improvement	?
Major Two Rivers Company Projects					
Pending Projects	Downtown Commons	Park	Design, Engineering, etc.		
Pending Projects	3rd & Main	Mixed Use	Design		
Pending Projects	3rd & Commerce	Mixed Use	Design		

CBID Property Transfers Since July 1, 2016

PROPERTY ADDRESS	DATE OF SALE	PREVIOUS OWNER	CURRENT OWNER	SALE PRICE
128 N 2nd St	7/13/2016	Regions Bank	Leo Millan	\$1,200,000.00
108 N 2nd St	8/7/2017	David H. Dabbs	Robert E. White ET UX	\$240,000.00
103/105 Franklin St	7/18/2017	Pete Olson	Regional Holdings LLC	\$440,000.00
111/113 Franklin St	7/20/2017	Jeff Burkhart Custom Properties, INC.	SIRACUSA LLC	\$1,150,000.00
121 Franklin St	5/26/2017	Pinnacle Escapes Properties, LLC	Christine Wenrick	\$217,000.00
123 Franklin St	4/20/2017	Temple of Truth Church	Gracey Court, LLC	\$176,000.00
124 Franklin St	9/28/2016	Planters Bank (Gateway Realty)	Robert Copeland	\$325,000.00
125 Franklin St	4/27/2017	Darren King	Gregory Shea	\$295,000.00
131 Franklin St	9/30/2016	Cathy Hadley	Jody Issacs	\$457,000.00
139 Franklin St	8/8/2016	Matthew Helbig	Reda Homebuilders, Inc.	\$200,000.00
217 Franklin St	3/22/2017	Nathanial Carr	Robert E. White/ Knights of Pythias Bldg.	\$375,000.00
400 Franklin St	5/1/2017	David L. Boles	Planters Bank Inc.	\$585,000.00
535-541 Franklin St	PENDING	Joyce Turner	?	
118 University Avenue	1/26/2017	J.C. Morrow	Regional Holdings LLC	\$138,000.00
608 Main St	6/9/2017	Mt Olive Missionary Baptist Church	Clarksville Towers, LLC	\$950,000.00
131/137/139 3rd St	PENDING	Russell Revocable Trust	Andrew Imperato	
46 Union St	6/21/2017	Orgain Building Supply	Bryce Powers ET AL	\$200,000.00
625 Madison St	9/9/2016	Bank of America	Ross Blackburn	\$200,000.00
99 Marion St	10/30/2017	Riverview Baptist	Leo Millan	\$185,000.00
113 -117 N 3rd St	10/31/2017	George Fleming	Robert Ed White	\$500,000.00
Federal Building	PENDING	Federal Building Inc	Andrew Imperato	\$750,000.00
				\$8,583,000.00

- ▶ CBID Promotion
- ▶ Potential Project Concepts
- ▶ Façade and Building Incentives
- ▶ Rental/Lease Assistance Incentives
- ▶ Liaison Between CBID Businesses and Governmental Agencies
 - ▶ Examples
 - ▶ City Forester
 - ▶ City Building and Codes
 - ▶ City Street Department
 - ▶ County Building and Codes
 - ▶ Tennessee State Health Department

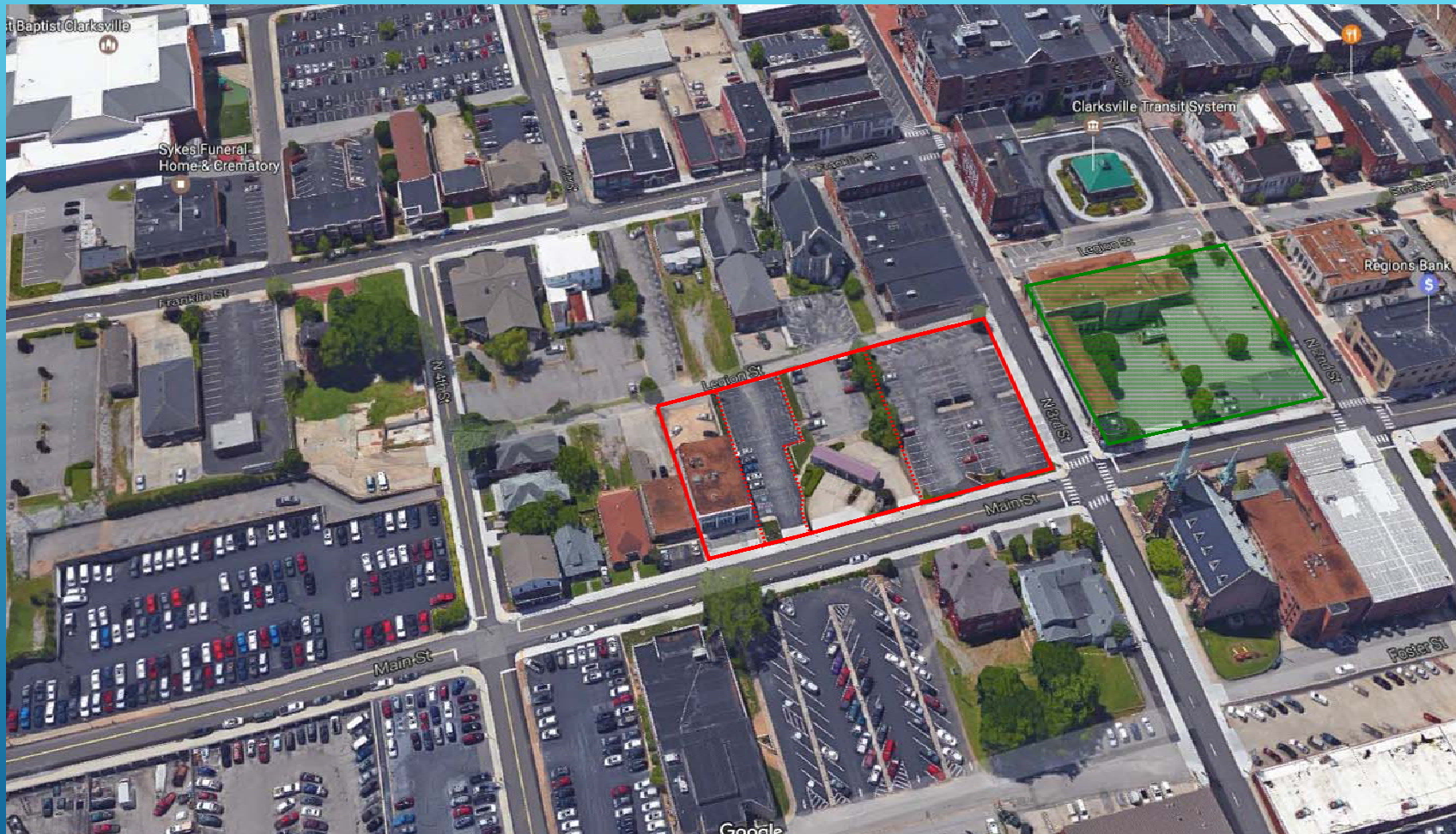
- ▶ TRC Initiatives Increase Property Value
- ▶ Increased Property Value = Increased Property Tax Revenue **WITHOUT** a Property Tax Increase



DOWNTOWN COMMONS

- ▶ TRC Initiative from Initial Concept
- ▶ Originally a City of Clarksville Project
- ▶ Montgomery County Moved Forward With Project
- ▶ Completed Park will be Open Soon

DOWNTOWN COMMONS



3RD AND MAIN PROJECT SITE



3RD AND MAIN CONCEPTUAL DESIGN

- ▶ Two Rivers Company Concept
- ▶ Currently a Vacant Lot with **Zero** Annual Property Tax Revenue
- ▶ 28 Million Dollar Project that Will Generate over **\$200,000** in Annual Property Taxes

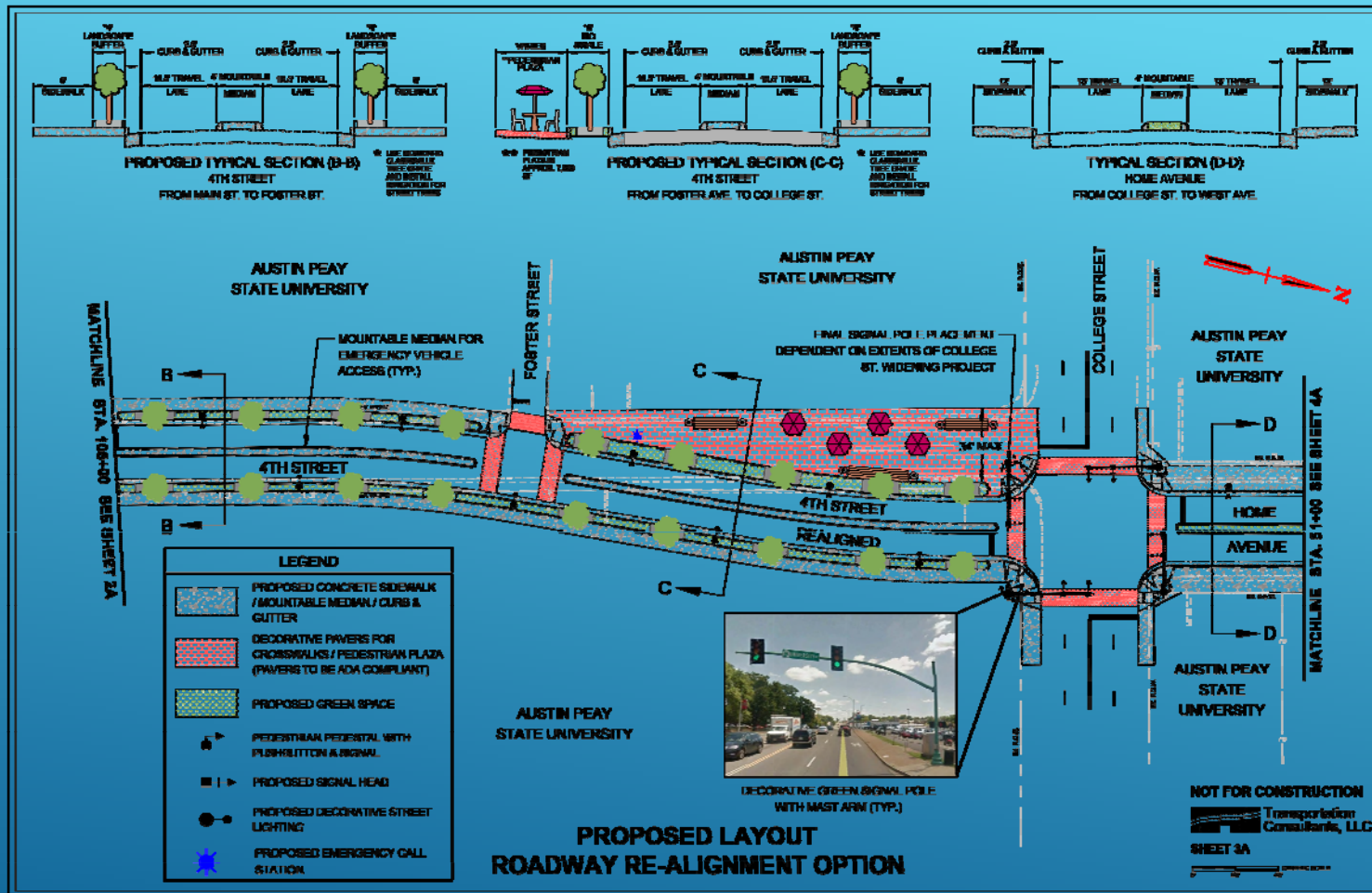
3RD AND MAIN PROJECT



3RD AND COMMERCE CONCEPTUAL DESIGN

- ▶ Currently Three Vacant Lots that Generate **\$3,104** in Annual Property Tax Revenue
- ▶ Multi-Million Dollar Project that Will Generate over **\$100,000** in Annual Property Tax Revue

3RD AND COMMERCE PROJECT



4TH AND HOME REALIGNMENT CONCEPTUAL DESIGN

- ▶ Realigning 4th Street and Home Ave will Create Smooth Pedestrian Access from Austin Peay State University to Downtown Clarksville
- ▶ TRC Facilitating Possible Project

- ▶ **Annual Golf Tournament = \$30,000+**
 - ▶ First Time Event
- ▶ **Annual Grant Awards = \$80,000+**
 - ▶ New Initiative
- ▶ **Downtown Commons Management = TBD**
 - ▶ New Opportunity
- ▶ **Partners in Progress Annual Donation Drive = \$150,000+**
 - ▶ New Initiative
 - ▶ The Partners in Progress Annual Donation Drive will be modeled after a similar program that has been financially successful for Rapid City, South Dakota. The annual revenue from their program yields over \$300,000.
- ▶ **Future Property Assessments in the CBID = TBD**
 - ▶ 2018 is a Property Reassessment Year for Montgomery County
 - ▶ Upon TRC Board Approval, the TRC will Seek Assessment Authorization from the Clarksville City Council

TWO RIVERS COMPANY FUNDING PLAN

The Two Rivers Company Fiscal Year
2017-2018 is a Separate Document

**AMENDED & RESTATED BY-LAWS
OF
CLARKSVILLE CBID MANAGEMENT CORPORATION OF 1999, INC.¹**

**ARTICLE 1
NAME, ETC.**

- 1.1 Name.** The name of this corporation is Clarksville CBID Management Corporation Of 1999 Inc., (“Corporation”), a corporation organized as a nonprofit corporation under the laws of the State of Tennessee [Secretary of State control number 369520]. The Corporation’s assumed name is Two Rivers Company of Clarksville-Montgomery County TN.
- 1.2 Principal Office.** The principal office of the Corporation (“Principal Office”) is located at 1 Millennium Plaza, Suite 104, Clarksville, TN 37040. The address of the Principal Office may be changed from time to time.
- 1.3 Registered Office.** The registered office of the Corporation (“Registered Office”) may be, but not need be, identical with the Principal Office.
- 1.4 Tax Status.** The Corporation is a § 501(c)(4) organization for federal income tax purposes and as such is exempt from federal income tax.
- 1.5 Mission.** The mission of the Corporation is to attract, retain and promote investments within the Central Business Improvement and Redevelopment District for the City of Clarksville (“District”), to engage in activities that facilitate the redevelopment of the District, and, to pursue all other activities associated with achieving the full-scale redevelopment and revitalization of the District.
- 1.6 District.** The boundary of the District, which shall extend to the lots of record in the Office of the Montgomery County Assessor of Property located on both sides, defined as follows:

Beginning at the intersection of South Second Street and Crossland Avenue;
Thence westerly along Crossland Avenue to Cumberland River;
Thence northerly along the city limits to Red River;
Thence easterly at the center of Red River to Highway 41-A
Thence southerly to the center of North Second Street;
Thence along North Second Street to College Street;
Thence along College Street of Seventh Street;
Thence southerly to Madison Street;
Thence westerly along Madison Street to Cumberland Drive;
Thence along Cumberland Drive to Crossland Avenue;
Thence along Crossland Avenue to the point of Beginning.

¹ The original Bylaws were amended by the First Amended Bylaws 723/2015 and the Second Amended Bylaws 10/7/2016
9/27/2017

- 1.7 **Members.** The Corporation shall have no members.

ARTICLE 2 DIRECTORS

- 2.1 **Duties of Directors.** The Board of Directors ("Board") shall have the control and general management of the affairs and business of the Corporation. Such Directors shall in all cases act as a board, regularly convened, and they may adopt such rules and regulations for the conduct of their meetings and the management of the Corporation as they may deem proper, not inconsistent with these By-Laws, the Charter and the laws of the State of Tennessee.
- 2.2 **Number, Appointment, etc.** The Board shall consist of thirteen (13) voting directors ("Voting Directors") and eleven (11) ex-officio directors ("Ex-Officio Directors"). Four (4) Voting Directors ("Permanent Directors") shall have permanent terms, to wit: the incumbent (i) Mayor for the City of Clarksville, TN; (ii) Mayor for Montgomery County; (iii) Executive Director of the Clarksville-Montgomery County Economic Development Council; and, (iv) president of Austin Peay State University. Nine (9) Voting Directors ("Non-Permanent Directors") will be appointed as follows:
- 2.2.1 The Mayor for the City of Clarksville will have One (1) appointment. The Mayor can appoint One (1) Director during the ninety (90) day period immediately preceding the end of the term of the City Mayor's appointed Director.
- 2.2.2 The Mayor for Montgomery County will have One (1) appointment. The Mayor can appoint One (1) Director during the ninety (90) day period immediately preceding the end of the term of the County Mayor's appointed Director.
- 2.2.3 The Board will have seven (7) appointments plus any appointments not made by a Mayor.
- 2.3 **Current Voting Directors.** The current Voting Directors are:
- 2.3.1 Ryan Bowie
 - 2.3.2 Michael Dale
 - 2.3.3 Jim Durrett
 - 2.3.4 Charles Foust
 - 2.3.5 Charlsie Hand
 - 2.3.6 Jason Hodges
 - 2.3.7 Mike O'Malley

- 2.3.8 Kim McMillan
- 2.3.9 Allen Senseney
- 2.3.10 Sammy Stuard
- 2.3.11 Dr. Alisa White
- 2.3.12 Mary Nell Wooten
- 2.3.13 Cal Wray

2.4 **Current Ex-Officio Directors.** The current Ex-Officio Directors are:

- 2.4.1 Director of the City Department of Park and Recreation.
- 2.4.2 Chairman of Clarksville Parking Authority.
- 2.4.3 Chairman of Clarksville Housing Authority.
- 2.4.4 Chairman of Clarksville-Montgomery County Regional Planning Commission.
- 2.4.5 Chairman of Clarksville-Montgomery County Economic Development Council.
- 2.4.6 Chairman of the Board of Directors of the Chamber of Commerce.
- 2.4.7 Member of the Board of Directors of Aspire Clarksville.
- 2.4.8 Tennessee state senator whose district includes the majority of the District area.
- 2.4.9 Tennessee state representative whose district includes the majority of the District area.
- 2.4.10 Chairman of Clarksville-Montgomery County Industrial Development Board.
- 2.4.11 Chairman of Clarksville-Montgomery County Convention and Visitors Bureau.

2.5 **Qualification, Terms, etc.** All Voting Directors shall be residents of Montgomery County, Tennessee. All Director appointments shall be subject to confirmation by the majority vote of the Board. The term of Voting Directors ("Non-Permanent Directors") shall be staggered three (3) year terms as implemented by the Board. Current Board of Directors will continue to serve until their term expires. Directors may serve up to two consecutive three (3) year terms. Each Director, so selected, shall serve until his or her successor is elected by the Board at the next regular meeting or at a special meeting called for that purpose.

2.6 **Removal.** Any Non-Permanent Director may be removed from membership on the Board by a two-thirds ($\frac{2}{3}$) vote of the Board for cause. For cause is defined as engaging in conduct materially or seriously prejudicial to the purposes and interest of the Corporation.

2.7 **Resignation.** A Director may resign upon written notice to the Secretary.

2.8 **Meetings.**

2.8.1 **Regular.** Regular meeting of the Directors shall be held four (4) times each

calendar year the last Wednesday of March, June, September and December or as necessary at such time day and place as shall be designated by the Secretary.

2.8.2 Special. Special meetings of the Board shall be called by the Secretary or upon the request of the President, Executive Director or any Director with Notice sent by electronic mail at least two (2) days prior to the special meeting. All meeting shall be open to the public.

2.8.3 Telephone. A Voting Director may participate in a meeting of the Board by means of a conference telephone or similar telecommunications device, which allows all persons participating in the meeting to hear each other. Participation by telephone shall be equivalent to presence in person at the meeting for purpose of determining if a quorum is present.

2.9 Agenda of Meetings. The order of business at all meetings of the Board shall be as follows:

2.9.1 Quorum call;

2.9.2 Proof of Notice of such meeting, or waiver of such Notice;

2.9.3 Reading of the Minutes of the prior meeting;

2.9.4 Receiving communications;

2.9.5 Report of the Executive Committee;

2.9.6 Old business; and,

2.9.7 New business.

2.10 Place of Meetings. Meetings of the Board shall be held in Montgomery County, Tennessee.

2.11 Notice. The Secretary shall give advanced Notice of the agenda, time and place of any meeting of the Board.

2.11.1 Directors. Notice to a Director shall be given by electronic mail, at least five (5) days prior to any meeting of the Board.

2.11.2 General Public. Notice to the public shall be posted on the web sites of the Corporation, City of Clarksville and Montgomery County, at least five (5) days prior to any meeting of the Board.

2.12 Quorum. At all meetings of the Board, a majority of the Voting Directors shall be necessary and sufficient to constitute a quorum of the Board for the transaction of business. The action of a majority of the Directors present at any meeting, at which there is a quorum, shall be the action of the Board.

- 2.13 **Manner of Acting.** The vote of a Director may be via electronic transmission, by proxy, or orally at a meeting. Each Voting Director in good standing shall have one (1) vote at any meeting of the Board.
- 2.14 **Designee.** A Permanent Director may appoint a designee to act for the Permanent Director at any meeting of the Board.
- 2.15 **Written Consent.** If all the Directors, severally or collectively, consent in writing to any action taken, or to be taken, by the Corporation, and the writing or writings evidencing their consent are filed with the Secretary of the Corporation and recorded upon the Minutes, the action thus taken shall be valid without the necessity of a meeting.
- 2.16 **Adjournment.** Any Board of Director meeting may be adjourned from time to time, despite the absence of a quorum.
- 2.17 **Record Keeping.** The Board shall keep a record of all their proceedings, and these records and the principal books of the Corporation shall be kept at the principal office of the Corporation, or at such place or places as the Board may determine from time to time. All records of the Corporation shall be open to public inspection as provided for and in accordance with the Tennessee Open Records Act.
- 2.18 **Conflicts of Interest.** Any Voting Director who has (i) a financial, personal, or official interest in, or (ii) a conflict or appearance of a conflict with any matter pending before the Board, of such nature that it prevents, or may prevent that Voting Director from acting on the matter in an impartial manner, then the Voting Director shall recuse him/herself and refrain from participation in the deliberations or voting on said item.
- 2.19 **Compensation.** No Director shall receive any salary for his/her services as a Director, but shall be reimbursed for reasonable expenses incurred on behalf of the Corporation.

ARTICLE 3 Officers

- 3.1 **Elected Officers.** The Officers of the Corporation shall be a: (i) President, (ii) Executive Director and (iii) Secretary, and may include a Vice-President and/or a Treasurer and such other officers as may from time to time be elected, chosen, or appointed by the Board,
- 3.2 **Election of Officers.** The Voting Directors shall, by a majority vote, elect the officers of the Corporation.
- 3.3 **Term of Office.** The officers of the Corporation shall hold office for three (3) years or until their successors are chosen and qualify in their stead. Any officer elected by the

Board may be removed, at any time, by the affirmative vote of the entire Board.

3.4 Powers and Duties of Officers.

3.4.1 President. The President shall have all the powers statutory exclusively conferred upon the President.

3.4.2 Executive Director. The Executive Director shall be the chief executive officer of the Corporation and shall have general and active management of the Corporation and see that all orders, resolutions and directives of the Board are carried into effect; subject, however, to the right of the Directors to delegate any specific powers and authorities to any other officer or officers of the Corporation.

3.4.3 Secretary. The Secretary shall attend all meetings of the Board, Executive Committee and Budget Committee and the Secretary shall act as clerk thereof. The Secretary shall record all votes and keep the minutes of all proceedings in a book to be kept for that purpose. It shall be the Secretary's duty to give or cause to be given Notice of all meetings to the members of Board, Executive Committee and any other committees; and, to perform such other duties as may be prescribed by the Board, the President, or the Executive Director.

3.5 Execution of Instruments. When the execution of any contract, conveyance, or other instrument has been authorized without specification of executing officer, then the President or Executive Director alone may execute the same in the name and on behalf of the Corporation.

3.6 Compensation. The salaries of all Officers of the Corporation shall be fixed by the Board.

3.7 Bonding. If requested by the Board, any person entrusted with the handling of funds or valuable property of the Corporation shall furnish, at the Corporation's expense, a fidelity bond as approved by the Board.

ARTICLE 4
Executive Committee

4.1 Executive Committee. The Executive Committee of the Corporation shall be composed of the President, the executive Director, the Secretary, the immediate past President, and two (1) Voting Directors appointed by the Board.

4.1.1 Legal counsel selected by the Board shall be an ex-officio member of the Executive Committee.

4.1.2 The Executive Committee shall possess and exercise the power of the Board in the

intervals between the regular meetings of the Board.

4.1.3 The Executive Committee shall have no power or authority to alter or amend the Bylaws and shall make a report of its meeting to the entire Board at the Board's next regular meeting.

4.2 **Standing Committees.** The Board may, by resolution, designate such standing committees as it sees fit. The standing committees shall submit their programs, plans, and operations to the Board for approval.

4.2.1 The Chair of each committee shall be appointed by the Executive Director with advice from the Executive Committee.

4.2.2 The Executive Director or other designated officer shall be an ex-officio member of each standing committee.

4.2.3 The Chair of each committee shall send the meeting agenda to the Secretary and all committee members two (2) business days in advance of the scheduled committee meeting.

4.2.3 The Chair of each committee shall appoint a committee secretary to record the committee minutes. Committee minutes shall be reviewed and voted on for approval at the next scheduled committee meeting. Copies of meeting minutes shall be sent to the Board Secretary.

4.3 **Committee Reports.** The Secretary shall send a copy of the draft minutes for the Executive Committee, Budget Committee, and the Board of Directors meetings to all Directors within five (5) business days following the meeting termination.

ARTICLE 5

Financial Administration

5.1 **Fiscal Year.** The fiscal year of the Corporation shall start on July 1st of each calendar year and end on June 30th of the next following calendar year.

5.2 **Appropriations.** No obligation or expense shall be incurred and no money shall be appropriated or paid except in accordance with regulations established and adopted by the Board.

5.3 **Depositories.** The Board shall have the power to select depositories for the funds of the Corporation and the power to direct the method and manner of signing checks, notes, and other instruments binding on the Corporation.

5.4 **Checks, Drafts, etc.** All checks and drafts on funds of the Corporation shall be signed by two (2) Voting Directors. The Board will designate the Voting Directors authorized to

sign Corporation checks and drafts on funds plus the designated Directors to be bonded. The Corporation shall pay the costs of the bonds. Two (2) signatures of Officers and/or Directors, with dates, are required on all Corporation check vouchers.

- 5.5 **Gifts.** The Board may accept on behalf of the Corporation any contribution, gift, bequest or devise for the general purpose or for any special purpose of the Corporation.
- 5.6 **Staff.** The Corporation may employ or contract for the services of such staff as may be reasonably necessary to carry out the purpose, objectives, and business of the Corporation.
- 5.7 **Budget Committee.** A Budget Committee shall be composed of the members of Executive Committee, Mayors of the City of Clarksville and Montgomery County shall prepare a proposed operating budget for the next fiscal year by May 1st of each calendar year. The Budget Committee shall recommend an operating budget to the Board for its consideration at its regular meeting in May of each year and the Board shall adopt an operating budget no later than the following June 30th.
- 5.8 **Financial Records.**
- 5.8.1 **Monthly.** The financial books and accounts of the Corporation shall be reconciled monthly by a certified public accountant employed by the Board for such purpose. The monthly bank reconciliations shall be reviewed and approved by the Executive Director or an Executive Board Member.
- 5.8.2 **Annual.** The financial books and accounts of the Corporation shall be audited annually by a certified public accountant employed by the Board for such purpose.

ARTICLE 6 Standards & Indemnification

- 6.1 **Standards of Officers and Directors.** Directors and Officers shall discharge the duties of their respective positions in good faith and with that degree of diligence, care, and skill which ordinarily prudent persons would exercise under similar circumstances in like positions. In discharging their duties, Directors and Officers, when acting in good faith, may rely upon financial statements reflecting the financial condition of the Corporation.
- 6.2 **Indemnification of Officers and Directors.** The Corporation shall indemnify and advance expenses to each present and future Director and Officer of the Corporation, to the maximum extent allowed by the laws of the State of Tennessee, both as now in effect and as hereafter adopted.

ARTICLE 7
Miscellaneous Provisions

- 7.1 **Amendment.** These By-Laws may be amended or repealed in whole or in part by two-thirds ($\frac{2}{3}$) vote of the Voting Directors provided Notice of intent to amend shall have been contained in the Notice for that purpose.
- 7.2 **Parliamentary Procedure.** All questions of parliamentary procedure shall be determined according to the most current edition of Robert 's Rules of Order except as otherwise provided by these Bylaws or by policies or on procedures duly established by the Board. Any such procedures may be waived by common consent of the Board.
- 7.3 **Special Assessments.** In the event, the City Council authorizes the levy of special assessments against all properties located within the District, then the Corporation shall comply with the budgetary provisions set forth in T.C.A. § 7-84-519(e).

CERTIFICATE OF SECRETARY

I, the undersigned, certify that I am the present acting Secretary of the Corporation and the above Bylaws were adopted by the affirmative vote of two-thirds ($\frac{2}{3}$) of the Voting Directors at a regularly scheduled meeting on September 27, 2017.

Mary N. Wooten
Mary N. Wooten

9-27-2017
Date

8/23/17

FINAL Budget FY17/18

Approved: 8/23/2017

Carry Over from FY16/17 as of 7/31/17

405,288

REVENUE	Existing Funds	TRC Foundation	Fundraisers	Aspire	City	County	Total
New requests	390,000	300,000	40,000	0	0	300,000	1,030,000
Total Revenue	390,000	300,000	40,000	0	0	300,000	1,030,000

EXPENSES

Office / Operating	48,000	0	0	0	0	163,000	211,000
Personnel, insurance,							
office/operating, professional							
services, training, books/subscriptions,							
new computer equipment, recruitment,							
supplies, office phones, cell phone,							
new office set-up							
Memberships/Travel	10,000	0	0	0	0	5,000	15,000
Marketing and Promotions	2,966	0	0	0	12,034	25,000	40,000
Website, Partners in Progress,							
Friend of the Square							
Development	50,000	0	0	0	0	35,000	85,000
Capital projects, consultants							
Small business	222,223	0	0	0	27,777	50,000	300,000
Incentives/Façade and							
Rental Assistance Program							
121 Franklin Wenrick (59,628) Façade							
124 Franklin Copeland (20,000) Façade							
Yada Yada Yada (6,000) Rent Assistance							
Main Street	55,000	0	0	0	0	22,000	77,000
Small projects, maintenance/							
cleanliness, DCA promotions/							
events, public art, stakeholder							
meetings							
Total Expenses	388,189	0	0	0	39,811	300,000	728,000

Green Text: indicates bank balance carried over from previous budget year.

Red Text: indicates previously allocated funds that have not been received by the TRC.

Blue Text: \$150,000 allocated and available 7/1/2017. Additional \$150,000 will be voted on at the 9/14/17 County Commission meeting. If approved, funds will be available 1/1/2018.

Purple Text: Anticipated fundraising profit

Clarksville CBID Management Corporation of 1999 d/b/a Two Rivers Company

Internal Control Manual 2017

Original June 30, 2017

Updated October 13, 2017



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1 *Introduction*

State of Tennessee statutes require the Comptroller's Office, Department of Audit to prescribe uniform accounting systems for entities that handle public funds. Those statutes require the adoption and use of the system designated by the Comptroller's Office. The Tennessee Legislature amended TCA Section 9-2-102 in 2015 to require local governments to establish and maintain internal controls in accordance with guidance issued by the U.S. Government Accountability Office (GAO). The guidance is titled Standards for Internal Control in the Federal Government (Green Book). The Green Book follows the format developed by the Committee of Sponsoring Organizations (COSO) which has been the gold standard of internal control for all entities except the federal government for several years.

The internal control system consists of three objectives and five main components. Within the five components there are 17 principles that apply to certain components. The state considers the five components mandatory and the 17 principles are optional. The Two Rivers Company has chosen to only address the minimum requirements of the state in this manual however the 17 principles from the Green Book are presented below for informational purposes and to help explain the five components.

THREE (3) OBJECTIVES OF INTERNAL CONTROLS:

1. Reporting – reliability
2. Operations – effective and efficient
3. Compliance – compliant with applicable laws, regulations, contracts and grant agreements

FIVE (5) MAIN COMPONENTS OF INTERNAL CONTROLS THAT ARE REQUIRED TO BE ADDRESSED:

1. Control Environment
2. Risk Assessment
3. Control Activities
4. Information and Communication
5. Monitoring

Because the Two Rivers Company ("Entity") may receive public monies, it has the responsibility to taxpayers to be good stewards of public monies and property. In our efforts to work on behalf of the public, the Two Rivers Company has established this Internal Control Manual ("ICM") using widely recognized best practices and state and federal directives.

Figure 3: The Five Components and 17 Principles of Internal Control:

Control Environment:

1. The oversight body and management should demonstrate a commitment to integrity and ethical values.
2. The oversight body should oversee the Entity's internal control system.
3. Management should establish an organizational structure, assign responsibility, and delegate authority to achieve the Entity's objectives.
4. Management should demonstrate a commitment to recruit, develop, and retain competent individuals.
5. Management should evaluate performance and hold individuals accountable for their internal control responsibilities.

Risk Assessment:

6. Management should define objectives clearly to enable the identification of risks and define risk tolerances.
7. Management should identify, analyze, and respond to risks related to achieving the defined objectives.
8. Management should consider the potential for fraud when identifying, analyzing, and responding to risks.
9. Management should identify, analyze, and respond to significant changes that could impact the internal control system.

Control Activities:

10. Management should design control activities to achieve objectives and respond to risks.
11. Management should design the Entity's information system and related control activities to achieve objectives and respond to risks.
12. Management should implement control activities through policies.

Information and Communication:

13. Management should use quality information to achieve the Entity's objectives.
14. Management should internally communicate the necessary quality information to achieve the Entity's objectives.
15. Management should externally communicate the necessary quality information to achieve the Entity's objectives.

Monitoring

16. Management should establish and operate monitoring activities to monitor the internal control system and evaluate the results.
17. Management should remediate identified internal control deficiencies on a timely basis.

Source: GAO. GAO-14-704G.

2 Considerations in Development of Internal Controls

Internal control is defined as a process effected by an Entity's oversight body, management, and other personnel that provides reasonable assurance the objectives will be achieved. The internal controls are policies and procedures put in place to help achieve those goals and objectives. By describing how an Entity expects to meet its various goals and objectives by using compensating controls to minimize risk, the entire Entity becomes more aware of expectations. This internal control plan will be unique and will be based on policies included in this guide and incorporates the highest ethical business, accounting, financial reporting and management practices.

Consistent monitoring of all components will ensure that this Internal Control Manual (which shall be reviewed and updated at least annually) is updated whenever changing conditions justify.

Since an Entity's policies and procedures are the control activities for its internal control plans, they shall be reviewed in conjunction with other guiding plans and objectives of the Entity. Everyone in the Entity has a responsibility to ensure that internal controls operate effectively.

This Entity has adopted this Internal Control Manual. It is critical to note that the development and operation of the internal control system involves everyone in the organization. As such, management will ensure that the manual is shared with all of its employees. The manual is a work in progress and will be assessed periodically.

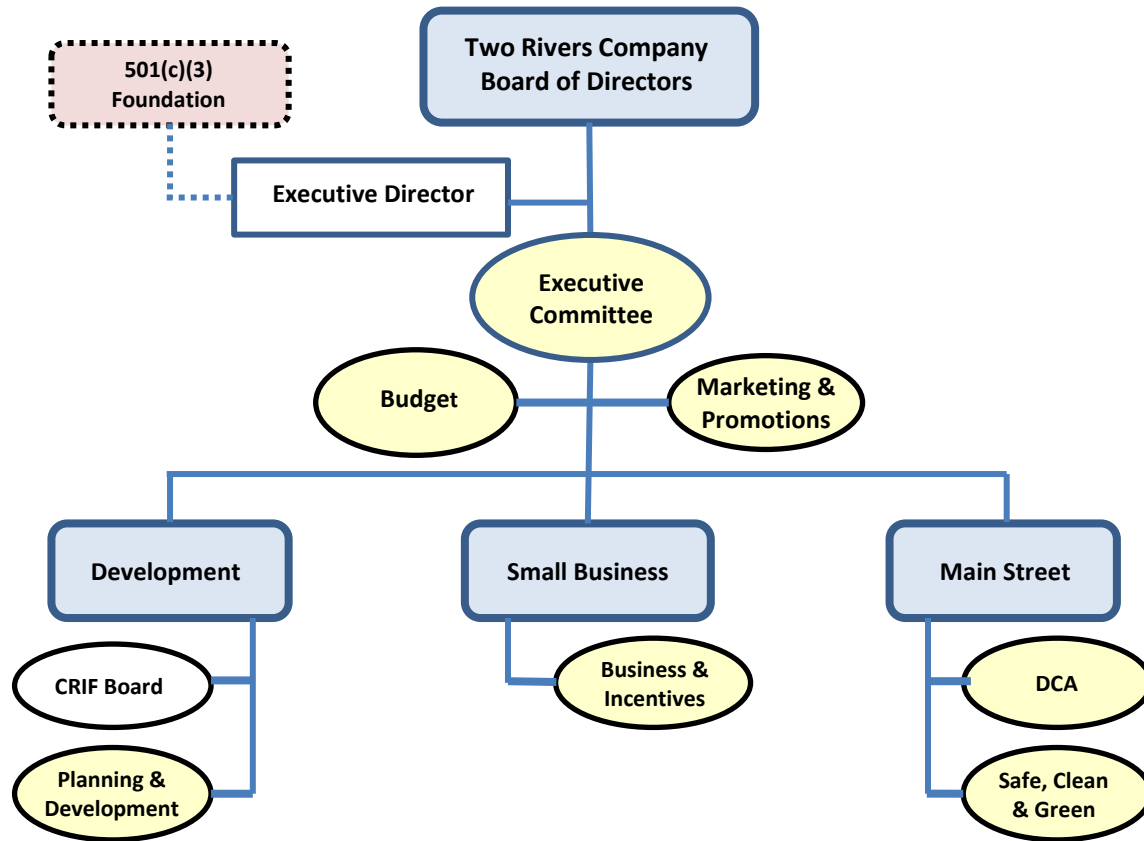
The following sections document the five components of internal control and significant financial and compliance areas that are deemed high risk.

THE GREEN BOOK STATES DOCUMENTATION IS MANAGEMENT'S RESPONSIBILITY:

3.09 Management develops and maintains documentation of its internal control system.

3.10 Effective documentation assists in management's design of internal control by establishing and communicating the who, what, when, where, and why of internal control execution to personnel. Documentation also provides a means to retain organizational knowledge and mitigate the risk of having that knowledge limited to a few personnel, as well as a means to communicate that knowledge as needed to external parties, such as external auditors.

3 Organizational Chart for the Two Rivers Company



4 Five Components of Internal Control

4.1 Control Environment

Overview: The control environment is the foundation for all other components of internal control, providing discipline and structure. Moreover, management establishes the tone at the top regarding the importance of internal control and expected standards of conduct, and reinforces expectations at various levels. Control environment factors include the integrity, ethical values and competence of the Entity's personnel; the way management assigns authority and responsibility, and organizes and develops its personnel; and the attention and direction provided by the governing body. The proper control environment will help ensure that the Entity's operations are run effectively and efficiently, that the Entity's financial reporting will be reliable, and that the Entity will comply with applicable laws, regulations, contracts and grant agreements.

Principles:

OV2.09 The Green Book

Figure 3: The Five Components and 17 Principles of Internal Control:

Control Environment:

1. The oversight body and management should demonstrate a commitment to integrity and ethical values.
2. The oversight body should oversee the Entity's internal control system.
3. Management should establish an organizational structure, assign responsibility, and delegate authority to achieve the Entity's objectives.
4. Management should demonstrate a commitment to recruit, develop, and retain competent individuals.
5. Management should evaluate performance and hold individuals accountable for their internal control responsibilities.

Objectives:

1. Our governing body and management shall conduct business with integrity and ethical behavior.
2. Our governing body shall provide direction and oversight for our internal control systems.
3. Our management shall establish an organizational structure with clear assignment of responsibility and authority to achieve our objectives.
4. Our management shall recruit, develop and retain competent employees.
5. Our management shall evaluate performance and hold individuals accountable for internal control responsibilities.

Risks:

Objective 1:

The governing body, management and staff do not conduct business with integrity and ethical behavior.

There is fraud and/or mismanagement.

Policies:

Each member of the Board of Directors and all staff shall conduct all business at all times with integrity and the highest ethical behavior.

Procedures:

See Second Amended Bylaws of the Clarksville CBID Management Corporation of 1999 (Exhibit #1) and see Job Description for Executive Director (Exhibit #2).

There is unauthorized spending and/or wasteful spending.

There is inaccurate reporting and/or record keeping.

Objective 2:

The governing body does not provide direction and oversight of internal control systems.

There is fraud and/or mismanagement.

There is unauthorized spending and/or wasteful spending.

There is inaccurate reporting and/or record keeping.

Objective 3:

The governing body does not establish clear structure, responsibility and authority.

The Board of Directors and the Executive Director shall provide clear direction and oversight of internal control systems.

The Board of Directors and the Executive Director shall establish an organizational structure with clear assignment of responsibility and authority.

See Second Amended Bylaws of the Clarksville CBID Management Corporation of 1999 (Exhibit #1) and see Job Description for Executive Director (Exhibit #2) and see this Internal Control Manual.

See Organizational Chart for Two Rivers Company on page 6 and see Job Description for Executive Director (Exhibit #2).

The Organizational Chart shall be reviewed and approved annually as part of the review of the Strategic Plan. See Sections 4.4 and 4.5.

Objective 4:

The governing body does not recruit, develop and retain competent employees.

There is fraud and/or mismanagement.

There is unauthorized spending and/or wasteful spending.

There is inaccurate reporting and/or record keeping.

The Board of Directors and the Executive Director shall recruit, develop and retain competent employees.

See Job Description for Executive Director (Exhibit #2) and see Section 4.5.

Upon vacancy of the Executive Director position, the Board of Directors, at a Board of Directors meeting, shall appoint a Search Committee to oversee filling the vacant position. The Search Committee shall prepare a job description and conduct a search and interview process. Upon finding a candidate(s), the Search Committee will make such recommendation to the Board of Directors, at a Board of Directors meeting, for approval of the recommendation. If approved, the candidate will be offered the position. If not approved, the Search Committee will then recommend another candidate or may start over the search process.

Objective 5:

The governing body does not evaluate performance and hold individuals accountable for internal control responsibilities.

There is fraud and/or mismanagement.

There is unauthorized spending and/or wasteful spending.

The Board of Directors and the Executive Director shall evaluate performance and hold individuals accountable for internal control responsibilities.

See Section 4.5.

There is inaccurate reporting and/or record keeping.

4.2 Risk Assessment

Overview: The significant areas of risk are identified below and policies and procedures will be documented in the next section to explain how the Entity plans to put internal controls in place to help reduce some of the risks associated with these areas of operations. Risk assessments will be reviewed and updated on at least an annual basis.

Principles:

OV2.09 The Green Book

Figure 3: The Five Components and 17 Principles of Internal Control:

Risk Assessment:

1. Objectives should be defined clearly by management to enable the identification of and tolerance of risks.
2. Management should identify, analyze, and respond to risks related to achieving the defined objectives.
3. The potential for fraud should be considered by management when identifying, analyzing, and responding to risks.
4. Management should identify, analyze, and respond to significant changes that could impact the internal control system.

Objectives:

Objective 1: Collections are complete, timely and accurate.

Objective 2: Disbursements are for a valid purpose and properly recorded.

Objective 3: Assets are properly safeguarded.

Risks:

Collections could be lost or misappropriated.

Collections could be recorded improperly.

Collections may not be deposited in the bank and recorded timely.

Disbursements could be unauthorized.

Disbursements could be for personal items.

Disbursements could be made for items never received.

Bank balances may be inaccurate due to failure to reconcile bank accounts.

Capital assets or inventory items could be missing.

Objective 4: The Entity is in compliance with contractual, local, state and federal laws and regulations.

Inventory is not available when needed.

Federal, state or local reporting requirements are not met.

Grant funds could be spent for unallowable items.

Grant rules may not be followed which could result in having to return funds.

4.3 Control Activities

Overview: This section is where the detailed procedures will be documented. The objectives, policies and implemented procedures will be described for each of the significant areas identified in the Risk Assessment section.

Principles:

OV2.09 The Green Book

Figure 3: The Five Components and 17 Principles of Internal Control:

Control Activities:

1. *Management should design control activities to achieve objectives and respond to risks.*
2. *Management should design the Entity's computerized information system and related control activities to achieve objectives and respond to risks.*
3. *Management should implement control activities through policies.*

Objectives:

1. Collections are complete, timely and accurate.
2. Disbursements are for a valid purpose and properly recorded.
3. Assets are properly safeguarded.
4. The Entity is in compliance with contractual, local, state and federal laws and regulations.

4.3.1 Accounts Receivable / Collections

Objectives:

1. Collections are complete, timely and accurate.
2. Collections are safeguarded.
3. Collections should be recorded accurately and timely in the accounting system.

Risks:

Collections are lost, stolen, misplaced, or checks are held.

Collections are improperly recorded.

Records are manipulated to cover shortages.

Policies:

Accounts receivable (checks and cash) shall be immediately and properly documented, safeguarded, and deposited within two (2) working days of receipt.

The Accountant shall provide, at a minimum, quarterly and year-end financial statements and balance sheets.

The Board of Directors shall be provided, at a minimum, quarterly and year-end financial reports.

An audit will be performed, and such findings will be reported to the Board of Directors on an annual basis.

Procedures:

There will be no petty cash account; therefore there will be no accounting for cash-on-hand in the office.

Mail will be opened within 24 hours of receipt.

The Executive Director will be responsible and accountable for opening mail, handling collections, handling deposits, and obtaining authorized signatures, as required. The Executive Director may assign any or all of these responsibilities to staff but is ultimately responsible and accountable.

Cash collections handling procedures:

Cash will be received by the office through hand delivery, typically via special events or sales of small special projects. If cash is received via a special event, the special event form shall be used by staff to document the cash received. This form requires multiple signatures for documenting/verifying amount upon final counting immediately following the event. If cash is received during banking business hours a deposit slip from the Accountant shall be immediately requested. The Accountant shall be responsible for insuring that the cash deposit amount matches the special event form. Staff will be responsible for personally safeguarding the cash, typically in a bank wallet, prior to deposit. Staff will pick up the deposit slip and make the deposit at F&M Bank as soon as possible. After the deposit, a copy of the deposit slip will be made and kept as back-up with the stub of the deposit slip prepared by the Accountant. The original deposit receipt from F&M Bank will be provided to the Accountant. A copy of the special event form with deposit documentation will be filed in the appropriate file (electronic and/or hard copy) for that Fiscal Year. If the special event is held during non-business banking hours, staff will be personally responsible for safeguarding the cash, typically in a bank wallet, prior to following the above procedure immediately upon returning to work during business hours. If cash is received via sales of small special projects, the receipt of cash will be documented in the receipt book, with a duplicate of the receipt form provided to the purchaser, as required. If cash is received during banking business hours a deposit slip from the Accountant shall be immediately requested. The Accountant shall be responsible for insuring that the cash deposit amount matches the receipt form(s) amount. Staff will be responsible for personally safeguarding the cash, typically in a bank wallet, prior to deposit. Staff will pick up the deposit slip and make the deposit at F&M Bank as soon as possible. After the deposit, a copy of the deposit slip will be made and kept as back-up with the stub of the deposit slip prepared by the Accountant. The original deposit receipt from F&M Bank will be provided to the Accountant. The deposit documentation will be filed in the appropriate file (electronic and/or hard copy) for that Fiscal Year. If the small special projects sale is made during non-business banking hours, staff will be personally responsible for safeguarding the cash, typically in a bank wallet, prior to following the above procedure immediately upon returning to work during business hours.

Check collections handling procedures:

Checks will be received by the office either through hand delivery or in the mail. Immediately upon receipt of a check, it shall be stamped/endorsed for deposit to the F&M Bank account and properly documented in the receipt book. Documentation shall include: date of receipt, who the check is from, purpose, check number, amount of the check, and initials of staff entering the transaction in the receipt book. A copy of the check shall be made and purpose documentation also noted on the copy. If, due to a security mark,

a copy cannot be made of the check then that shall be properly documented on a record of the transaction and in the receipt book. The check shall be safely stored in the accounting folder until deposit. The Accountant shall be called or emailed with the check information and requested to prepare a deposit slip. The Account shall notify staff when the deposit slip is ready. Staff will pick-up the deposit slip and make the deposit at F&M Bank. After the deposit, a copy of the deposit slip will be made and kept as back-up with the stub of the deposit slip prepared by the Accountant. The original deposit receipt from F&M Bank will be provided to the Accountant. A copy of the check with deposit documentation will be filed in the appropriate file (electronic and/or hard copy) for that Fiscal Year.

The computer shall be backed-up on a regular basis.

4.3.2 Accounts Payable / Disbursements

Objectives:

1. Disbursements are for a valid purpose.
2. Disbursements are timely and accurate.
3. Disbursements are accurately coded and recorded.
4. Disbursements are legally appropriated.

Risks:

Invoices are not for valid purpose. Goods or services are not obtained.

Discounts are missed or fines/interest assessed for not paying bills timely. Invoices are lost or misplaced.

Records are manipulated, misclassified or improperly recorded.

Duplicate disbursements are made.

Disbursements are not authorized. Appropriate approvals are not obtained or documented.

Procedures:

There will be no petty cash account; therefore there will be no disbursements of cash-on-hand in the office.

Mail will be opened within 24 hours of receipt.

The Executive Director will be responsible and accountable for opening mail, handling collections, handling deposits, and obtaining authorized signatures, as required. The Executive Director may assign any or all of these responsibilities to staff but is ultimately responsible and accountable.

Agreements for architectural, engineering, landscape architecture, landscaping, surveying, auditing and similar professional services may be required prior to paying invoices for services.

Policies:

Accounts payable shall be verified, authorized, properly paid and documented, within thirty (30) calendar days of receipt.

The Accountant shall provide, at a minimum, quarterly and year-end financial statements and balance sheets.

The Board of Directors shall be provided, at a minimum, quarterly and year-end financial reports.

An audit will be performed, and such findings will be reported to the Board of Directors on an annual basis.

The Board of Directors shall authorize at least two (2) Board members (and preferably four (4) Board members) as approved check signers. F&M Bank shall be notified of any changes to the Board members authorized to sign checks. An executed Board Resolution shall be immediately provided to the F&M Bank account representative.

Invoices will be received by mail or hand-delivered. Invoices shall be immediately processed or safely stored in the Accounting/To be Signed (or other designated) file until able to be processed.

Preparing disbursements (Accounts Payable) procedures:

Invoices must be received for all goods and services. Invoices must include a date, company name, description of services and amount of services. If partial payment is requested on an invoice, total services and description of the amount requested must be included. The invoice will be verified that the goods or services were accurately obtained and a legitimate office related expense and the invoice has not been previously paid. A Check Request Voucher form will be prepared following verification that the information on the invoice is accurate. An account number will be included as found on the list of accounts (Quick Book accounts list) provided by the Accountant. The staff person preparing the Check Request Voucher form shall attach the invoice and other back-up documentation, and shall sign the form. Signatures from two (2) authorized Board members will be obtained to authorize the Accountant to prepare a check for the invoiced goods/services and mark it "Check Void after 120 Days from Issue Date." Upon obtaining all required signatures, the Check Request Voucher form with appropriate attached documentation, will be delivered to the Accountant. When the Accountant has prepared the check, staff will proceed to obtain signatures on the check from two (2) authorized Board members. When the check is properly signed the check shall be mailed, hand-delivered or called for pick-up to the appropriate party. The check stub and all back-up documentation shall be stapled together and filed in the appropriate file (electronic and/or hard copy) by Month/Fiscal Quarter/Year based on the check date.

If invoices do not contain the above required information, provider shall be contacted to submit an invoice that contains the required information.

If staff has made a purchase for goods or services that can be legitimately claimed as an office expense, the above procedures will be used for reimbursement of such purchase. In such a case, a receipt may be submitted in place of an invoice.

The computer shall be backed-up on a regular basis.

4.3.3 Safeguarding of Assets

Objectives:

1. Assets are properly safeguarded.
2. Inventory items are available when needed for use.

Risks:

Assets are lost, stolen, damaged, or misplaced.

Assets are not available when needed.

Assets are misappropriated or inaccurately reported or recorded.

Policies:

The Accountant shall provide, at a minimum, monthly bank reconciliation reports.

The Accountant shall provide, at a minimum, quarterly and year-end financial statements and balance sheets.

The Board of Directors shall be provided, at a minimum, quarterly and year-end financial reports.

Insurance will be obtained on an annual basis to provide necessary coverage of assets.

An audit will be performed, and such findings will be reported to the Board of Directors on an annual basis.

Procedures:

A listing of all capital assets of the Entity shall be prepared and updated by the Executive Director on an annual basis, and/or as new equipment or inventory is acquired. This listing shall be coordinated with the Accountant, kept in an appropriate file (electronic and/or hard copy) at all times, and provided to the auditors on an annual basis.

All assets of the Entity shall be properly stored in the office at all times. Capital assets such as computers, equipment or other items may only be removed from the office for use at outside work-related purposes, and immediately returned to the office.

If a capital asset is damaged, stolen or lost, the President of the Board of Directors shall be immediately notified.

The Accountant shall submit bank reconciliation reports to the Executive Director within ten (10) working days of receiving the bank statement. The Executive Director shall provide the report to the Secretary/Treasurer of the Board of Directors, or such person designated by the Executive Committee, for review. The Secretary/Treasurer shall initial and date the report following review, and return it to the Executive Director for filing in the appropriate file (electronic and/or hard copy). The auditors shall review this file on an annual basis. If any discrepancies are noted, it shall immediately be brought to the attention of the Executive Director and the Executive Committee for investigation.

The Accountant and auditor shall be responsible for reporting all assets in required reporting document(s).

The computer shall be backed-up on a regular basis.

4.3.4 Compliance

Objectives:

1. The Entity is in compliance with contractual, local, state and federal laws and regulations.
2. The Entity is in compliance with authorized contracts, agreements grants and other binding legal and organizational documents.

Risks:

Entity is not in compliance with federal non-profit/IRS regulations.

Entity is not in compliance with State Corporation/non-profit regulations.

Entity is not in compliance with State and local regulations.

Entity is not in compliance with Charter and By-Law provisions.

Entity is not in compliance with other contracts, such as grant agreements, interlocal agreements, etc.

Reporting deadlines are not met.

Entity filing and renewal fees are not timely paid.

Procedures:

The Executive Director shall coordinate with the Accountant to prepare a listing of all required reporting documents that are due annually, quarterly and at other required times. This listing will include, at a minimum, what the report is, who the report needs to be submitted to, who is responsible for preparing the report, who is responsible for executing the report (if required), who is responsible for filing/mailling the report, and when the report is due. If payments are required with a reporting document, the disbursement procedures shall be followed. This listing will be reviewed and revised regularly, as required. This listing shall be kept in an appropriate file (electronic and/or hard copy) at all times, and provided to the auditors on an annual basis. The Executive Director may assign this task but is ultimately responsible for accurate and timely reporting documents.

Policies:

The Accountant shall prepare accurate and timely required federal and state financial reporting documents.

The Executive Director shall be responsible for preparing, accurately and timely, all required reporting documents not prepared by the Accountant.

The Executive Director shall be responsible for insuring that all required reporting documents are submitted to the appropriate agency accurately and timely, including obtaining the necessary required signatures.

The Board of Directors and the Executive Director are responsible for insuring that the Entity complies with the Charter and By-Law provisions.

If a reporting document is late or not completed in a timely manner, the Executive Director shall be responsible for contacting the appropriate authority to advise and discuss all consequences. The required reporting document shall then be completed and submitted as soon as possible.

Copies of all reporting documents shall be made and filed in the appropriate files (electronic and/or hard copy).

The computer shall be backed-up on a regular basis.

4.4 Information and Communication

Overview: Management has the responsibility to adequately communicate and provide information to both internal and external parties. It is important that employees know the objectives, policies and procedures management has established and what the expectations are for internal controls. External stakeholders also seek information regarding objectives and reliable financial information.

Principles:

OV2.09 The Green Book

Figure 3: The Five Components and 17 Principles of Internal Control:

Information and Communication:

1. Necessary quality information for achieving the Entity's objectives is available and used.
2. Necessary quality information for achieving the Entity's objectives is internally communicated by management.
3. Necessary quality information for achieving the Entity's objectives is externally communicated by management.

Objectives:

1. Information for achieving the Entity's objectives is available and used.
2. Information for achieving the Entity's objectives is internally communicated.
3. Information for achieving the Entity's objectives is externally communicated.

Risks:

Entity does not have clear vision, mission or objectives.

Entity does not communicate vision, mission or objectives internally.

Entity does not communicate vision, mission or objectives externally.

Entity does not oversee financial standings.

Entity does not oversee audit findings.

Policies:

A quarterly financial report shall be provided to the Board of Directors within sixty (60) days of the end of each fiscal quarter.

A year-end financial report shall be provided to the Board of Directors on or before August 31st.

The Entity shall update the Strategic Plan annually. The Strategic Plan shall be presented to and approved by the Board of Directors on or before June 30th. The approved Strategic Plan shall be available on the Entity's website.

The Entity shall prepare an Annual Report annually. The Annual Report shall be presented to the Board of Directors on or before December 31st. The Annual Report shall be available on the Entity's website.

The auditors shall report audit findings to the Board of Directors annually, on or before December 31st.

Each staff member shall be provided, at a minimum annually, a copy of the most current approved Strategic Plan and Internal Control Manual.

Procedures:

Quarterly and year-end financial reports: The Accountant shall prepare and provide, at a minimum, quarterly and year-end financial statements and balance sheets. The reports will be provided to the Board of Directors at a Board of Directors meeting.

Strategic Plan: Annually, prior to and during the budget process, the Executive Director shall provide the Strategic Plan to the Executive Committee and other Entity committees/stakeholders. The Executive Committee, Entity committees/stakeholders and staff shall review and update the Strategic Plan to include items, at a minimum, relative to the proposed budget, vision, mission, objectives and projects/initiatives. The Strategic Plan, whether revised or not, shall be presented to the Board of Directors at a Board of Directors meeting for review and approval. The approved Strategic Plan shall be posted to the website.

Annual Report: Following the year-end financial report and audit, the Executive Director shall prepare an Annual Report that provides, at a minimum, an overview of the previous fiscal year revenue and expenditures and how the Entity met its objectives. The Annual Report shall be presented to the Board of Directors at a Board of Directors meeting. The approved Annual Report shall be posted to the website.

Annual Audit: The auditors shall present the audit findings annually to the Board of Directors at a Board of Directors meeting.

4.5 Monitoring

Overview: The internal control system changes as technology, staff, objectives and policies change. Management is charged with continually monitoring the internal control system to determine if it is operating as it was designed to do and to insure the controls are being followed.

Principles:

OV2.09 The Green Book

Figure 3: The Five Components and 17 Principles of Internal Control:

Monitoring:

1. To practice activities to monitor the internal control system and evaluate the results.
2. To address deficiencies noted in the internal control system in a timely manner.

Objectives:

1. To practice activities to monitor the internal control system and evaluate the results.
2. To address deficiencies noted in the internal control system in a timely manner.

Risks:

Entity does not have clear vision, mission or objectives.

Entity does not communicate vision, mission or objectives internally.

Entity does not communicate vision, mission or objectives externally.

Entity does not oversee financial standings.

Entity does not oversee audit findings.

Theft, misappropriation, damage or loss.

Inaccurate reporting.

Policies:

A quarterly financial report shall be provided to the Board of Directors within sixty (60) days of the end of each fiscal quarter.

A year-end financial report shall be provided to the Board of Directors on or before August 31st.

The Entity shall update the Strategic Plan annually. The Strategic Plan shall be presented to and approved by the Board of Directors on or before June 30th. The approved Strategic Plan shall be available on the Entity's website.

The Entity shall prepare an Annual Report annually. The Annual Report shall be presented to the Board of Directors on or before December 31st. The Annual Report shall be available on the Entity's website.

The auditors shall report audit findings to the Board of Directors annually, on or before December 31st.

The Entity shall update the Internal Control Manual annually on or before September 30th. The Internal Control Manual shall be presented to and approved by the Board of Directors.

The Executive Committee shall prepare, provide and present to the Executive Director, annually, a performance review within sixty (60) days of his/her anniversary hiring date.

The Executive Director shall prepare, provide and present to each staff, annually, a performance review within sixty (60) days of each staff's respective anniversary hiring date.

Each staff member shall be provided annually, at a minimum, a copy of the most current approved Strategic Plan and Internal Control Manual.

Procedures:

Quarterly and year-end financial reports: The Accountant shall prepare and provide, at a minimum, quarterly and year-end financial statements and balance sheets. The reports will be provided to the Board of Directors at a Board of Directors meeting.

Strategic Plan: Annually, prior to and during the budget process, the Executive Director shall provide the Strategic Plan to the Executive Committee and other Entity committees/stakeholders. The Executive Committee, Entity committees/stakeholders and staff shall review and update the Strategic Plan to include, at a minimum, the proposed budget, vision, mission, objectives and proposed activity(ies)/projects/initiatives. The Strategic Plan, whether revised or not, shall be presented to the Board of Directors at a Board of Directors meeting for review and approval. The approved Strategic Plan shall be posted to the website.

Annual Report: Following the year-end financial report and audit, the Executive Director shall prepare an Annual Report that provides, at a minimum, an overview of the previous fiscal year revenue and expenditures and how the Entity met its objectives. The Annual Report shall be presented to the Board of Directors at a Board of Directors meeting. The approved Annual Report shall be posted to the website.

Annual Audit: The auditors shall present the audit findings annually to the Board of Directors at a Board of Directors meeting.

Internal Control Manual: Annually, during the budget and audit process, the Executive Director shall provide the Internal Control Manual to the Executive Committee. The Executive Committee and staff shall review and update the Internal Control Manual to address discrepancies and clarify procedures, at a minimum, to insure that appropriate internal controls are in place. The Internal Control Manual, whether revised or not, shall be presented to the Board of Directors at a Board of Directors meeting for review and approval. If any discrepancies in internal control and/or monitoring are identified at any time, the issue shall be identified, fixed and addressed in the Internal Control Manual. The revised Internal Control Manual shall be then presented to and approved by the Board of Directors at a Board of Directors meeting.

Annual Executive Director performance review: Annually, the Executive Committee shall meet with the Executive Director and present a prepared written performance review. The review shall be signed by the Executive Committee, acknowledged via signature of the Executive Director and filed in the Executive Director's personnel file (electronic and/or hard copy).

Annual staff performance review: Annually, the Executive Director (or immediate supervisor) shall meet individually with each staff member and present a prepared written performance review. The review shall be signed by the Executive Director (or immediate supervisor), acknowledged via signature of the staff person and filed in the individual staff's personnel file (electronic and/or hard copy).

The computer shall be backed-up on a regular basis.

5 *Executive Summary*

The Two Rivers Company has a responsibility, not only to taxpayers and funding entities, but to all community stakeholders and reviewing agencies to provide highly honorable and ethical standards in all management, accounting and business practices. Not only is this required by law, the Two Rivers Company Board of Directors and management staff represents and expects this not-for-profit to exemplify an excellent business model with an unsurpassed reputation for many years to come.

Personnel, legal, documenting, accounting and reporting requirements for any Entity are constantly changing activities. Two Rivers Company will evaluate, review and revise internal control procedures on a regular basis, and as changing conditions justify, so as to provide highly responsible checks and balances and oversight of the Entity's business at all times. This Internal Control Manual will be reviewed and approved by the Board of Directors on an annual basis, to insure that appropriate internal controls are in place, current, followed, and monitored. Everyone in the Entity has a responsibility to ensure that internal controls operate effectively.

Exhibit #1

***Amended and Restated (09/27/2017) Bylaws of the Clarksville CBID Management Corporation
of 1999***

Exhibit #2

Job Description for Executive Director



Waterdogs SCUBA & Safety, LLC
681 North Spring Street
Clarksville, Tennessee 37040

August 31, 2017

Two Rivers Company
329 Main Street, Suite 3
Clarksville, Tennessee 37040

Dear Mr. Quirion,

We love the city of Clarksville. Our decision four years ago to open this business downtown proves successful every year. A large part of that success comes through the direct involvement of the Two Rivers Company. This organization's status as the city's advocate for Small Business Development in the downtown area is unmatched by any other organization in Clarksville.

As a small business owner, information is vital and key to success. For our small staff, Two Rivers Company proves time and time again to be a reliable source for knowledge. To us, and the myriad of Riverside Drive businesses like us, the Two Rivers Company is the face of Clarksville we see and the primary agency of city government from which we receive communication.

Of special note is the recent initiative we have started to bring a development to our property which ran into governmental roadblocks at the state level for over two and a half years. Once the Two Rivers Company became involved, the link was established in short order. Additionally, that same state agency representative travelled from out of town to our location downtown to help. In my experience with most governmental agencies, this is almost unheard of. YOU were directly responsible for this success

The Two Rivers Company encourages and cultivates business relationships not only with themselves but amongst all types of entities for the city. Thanks to your encouragement, we rekindled a conversation with the Clarksville Chamber of Commerce. This is bigger than two organizations talking. Collaborations such as these benefit us all. The city of Clarksville, when represented officially by the Two Rivers Company, has a better downtown and thus a better municipality as a whole.

If I may help your organization, please let me know. I would be proud to do so!

Respectfully,

A handwritten signature in black ink, which appears to read "Rich Holladay".

Richard Holladay, Co-Owner
Waterdogs Scuba & Safety LLC
931-551-0534
rich@waterdogs-scuba.com

17-9-3

(DEFERRED FROM SEPTEMBER
AND OCTOBER)

**RESOLUTION TO PROVIDE ADDITIONAL FUNDING IN THE AMOUNT OF ONE
HUNDRED FIFTY THOUSAND DOLLARS (\$150,000.00) TO TWO RIVERS
CORPORATION (TRC), A FOUNDATION ACCORDING TO 501C(4)
OF THE INTERNAL REVENUE CODE**

WHEREAS, Two Rivers Corporation (TRC) is a joint venture between the City of Clarksville (City) and Montgomery County;

WHEREAS, the Montgomery County Commission deemed it in the public's interest to provide funding to the Two Rivers Corporation (TRC) in the fiscal year 2017-2018 budget; and

WHEREAS, the City has not provided operational funding for the TRC in the fiscal year 2017-2018 budget; and

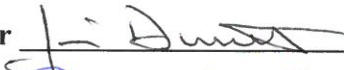
WHEREAS, the County Commission considers it in the public's best interest to provide additional funding to the TRC in the amount of one hundred and fifty thousand dollars (\$150,000.00) to mitigate the loss of revenue from the City.

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in Regular Session on this 13th day of November, 2017, that the County provide additional funding of one hundred fifty thousand dollars (\$150,000.00) to the TRC to be appropriated from the unassigned general fund.

NOW, THEREFORE, BE IT FURTHER RESOLVED that should the City, in the fiscal year 2017-2018, amend their budget to include operational funding to the TRC, then that amount should be paid back to the County.

Duly passed and approved this 13th day of November, 2017.

Sponsor



Commissioner



Approved

County Mayor

Attested

County Clerk

**RESOLUTION OF THE MONTGOMERY COUNTY BOARD OF
COMMISSIONERS AUTHORIZING THE ACCEPTANCE OF
GRANT FUNDS FROM THE TENNESSEE DEPARTMENT
OF SAFETY & HOMELAND SECURITY, TENNESSEE
HIGHWAY SAFETY OFFICE**

WHEREAS, the Tennessee Department of Safety & Homeland Security, Tennessee Highway Safety Office, has advised the Sheriff of Montgomery County that funding allocations for a Selective Traffic Enforcement Program consisting of county-wide saturation patrols, seatbelt enforcement and sobriety checkpoints have been approved with Montgomery County receiving a grant allocation for the period beginning October 1, 2017, through September 30, 2018; and

WHEREAS, the Tennessee Highway Safety Office, has advised that Montgomery County is approved for these funds in the amount of \$50,000.00; said program is one hundred percent (100%) grant funded, requiring no local matching funds during the allocation period and has no requirements for continuation funding upon expiration of the grant.

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in Regular Session on this 13th day of November, 2017, that Montgomery County accept this Selective Traffic Enforcement Program Grant in the amount of \$50,000.00; and

BE IT FURTHER RESOLVED that the County Mayor is authorized to execute an agreement and other necessary documents required to signify acceptance of grant funds from the Tennessee Department of Safety & Homeland Security, Tennessee Highway Safety Office. Upon receipt of the fully executed grant agreement, the Director of Accounts and Budgets shall establish the necessary fund accounts providing for related revenues and expenditures stated in the contract, this resolution intends to have the effect of appropriation to that purpose accordingly.

SECTION 1. Montgomery County hereby accepts \$50,000.00 from the Tennessee Department of Safety & Homeland Security, Tennessee Highway Safety Office for the purpose herein stated and as detailed below:

REVENUE	101-54110-00000-54-47590-G1830	\$50,000.00
OVERTIME	101-54110-00000-54-51870-G1830	\$36,213.00
SOCIAL SECURITY	101-54110-00000-54-52010-G1830	\$ 2,246.00
STATE RETIREMENT	101-54110-00000-54-52040-G1830	\$ 5,925.00
MEDICARE	101-54110-00000-54-53490-G1830	\$ 526.00
OTHER CAPITAL OUTLAY	101-54110-00000-54-57990-G1830	\$ 5,090.00
TOTAL		\$50,000.00

Duly passed and approved this 13th day of November, 2017.

Sponsor *Sheriff James Iron*
Commissioner *Joe / Aub*
Approved _____
County Mayor


Attested _____
County Clerk

RESOLUTION OF THE MONTGOMERY COUNTY
BOARD OF COMMISSIONERS APPROVING
AMENDMENTS TO THE 2017-18
SCHOOL BUDGET

WHEREAS, the proposed amendments to the General Purpose School Fund, Child Nutrition, Transportation Fund, and Extended School Program Fund Budgets reflect the most recent estimates of revenues and expenditures, and,

WHEREAS, the Clarksville-Montgomery County Board of Education has studied the attached amendments and approved them on October 17, 2017, for recommendation to the Montgomery County Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of County Commissioners assembled in Regular Business Session on this 13th day of November, 2017, that the 2017-18 School Budget be amended as per the attached schedules.

Sponsor 

Commissioner 

Approved _____
County Mayor

Attested _____
County Clerk

Clarksville-Montgomery County School System

General Purpose School Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget
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Estimated Revenues

Local Revenues

Current Property Tax	28,126,300	28,126,300	-	28,126,300	
Trustees Collection - Prior Years	825,000	825,000	-	825,000	
Cir. Clk/Clk Mastr Coll	381,951	381,951	-	381,951	
Interest & Penalties	316,000	316,000	-	316,000	
Payments In Lieu of Taxes (Utility)	724,409	724,409	-	724,409	
Local Option Sales Tax	50,024,000	50,024,000	-	50,024,000	
Wheel Tax	4,590,000	4,590,000	-	4,590,000	
Business Tax	742,300	742,300	-	742,300	
Mixed Drink Tax	380,000	380,000	-	380,000	
Bank Excise Tax	108,960	108,960	-	108,960	
Interstate Telecommunications Tax	15,200	15,200	-	15,200	
Archives & Records Management Fee	8,400	8,400	-	8,400	
Tuition - Regular Day Students	55,000	55,000	-	55,000	
School Based Health Program	76,720	76,720	-	76,720	
Criminal Background Fee	36,300	36,300	-	36,300	
Other Charges for Services	-	-	197,800	197,800	Computer Repair Plan Revenue
School to Work - Oasis Cafe	35,000	35,000	-	35,000	
Lease/Rentals	50,000	50,000	-	50,000	
Sale of Recycled Materials	6,000	6,000	-	6,000	
E-Rate Funding	15,508	15,508	-	15,508	
Misc. Refund - Other	39,910	39,910	-	39,910	
Sale of Equipment	40,000	40,000	110,000	150,000	Surplus plant maintenance and technology equipment
Damages from Individuals	3,435	3,435	-	3,435	
Contributions & Gifts	36,800	36,800	10,264	47,064	Education Foundation and Boys/Girls Club of America
Total Local Revenues	86,637,193	86,637,193	318,064	86,955,257	

Clarksville-Montgomery County School System

General Purpose School Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget	
State Revenues					
Transition School To Work	131,217	131,217	-	131,217	
Basic Education Program	155,274,000	155,274,000	1,950,000	157,224,000	Based on current year enrollment growth
Early Childhood Education	1,564,000	1,564,000	-	1,564,000	
Other State Education Funds	149,000	149,000	10,000	159,000	Read to be Ready Grant
Career Ladder Program	455,400	455,400	-	455,400	
Income Tax	128,430	128,430	-	128,430	
Total State Revenues	157,702,047	157,702,047	1,960,000	159,662,047	
Federal Revenues					
Educ. of the Handicapped Act	183,906	183,906	-	183,906	
Public Law 874 (Impact Aid)	2,500,000	2,500,000	-	2,500,000	
JROTC	620,000	620,000	-	620,000	
Adult Literacy	31,494	31,494	-	31,494	
Total Federal Revenues	3,335,400	3,335,400	-	3,335,400	
Non-Revenue Sources					
Capital Lease Proceeds	2,000,000	2,000,000	1,200,000	3,200,000	Capital Lease Proceeds - Computers
Insurance Recovery	1,000	1,000	-	1,000	
Operating Transfers	182,800	182,800	-	182,800	
Total Non-Revenue Sources	2,183,800	2,183,800	1,200,000	3,383,800	
Total Revenues	249,858,440	249,858,440	3,478,064	253,336,504	

Clarksville-Montgomery County School System

General Purpose School Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget
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Beginning Reserves and Fund Balance

Reserve for On-The-Job Injury	402,218	402,218	-	402,218	
Reserve for Property & Liability Insurance	781,000	781,000	-	781,000	
Reserve for BEP	-	-	-	-	
Reserve for Career Ladder	4,535	4,535	(762)	3,773	Based on 6/30/17 ending balance
Assign for Education - Munis Systems	457,250	457,250	-	457,250	
Assign for Education - School Bus Replacements	1,860,000	1,860,000	-	1,860,000	
Assign for Technology Equipment, Purchases and Leases	5,033,000	5,033,000	-	5,033,000	
Assign for Education - TCRS	-	-	-	-	

Total Reserves	8,538,003	8,538,003	(762)	8,537,241
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Beginning Fund Balance	18,122,557	18,122,557	(509,194)	17,613,363	Adjusted Beginning fund balance
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Total Reserves and Fund Balance	26,660,560	26,660,560	(509,956)	26,150,604
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Total Available Funds	276,519,000	276,519,000	2,968,108	279,487,108
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Clarksville-Montgomery County School System

General Purpose School Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget	
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Expenditures (Appropriations)**71100 - Regular Instruction**

Salaries	93,193,598	93,193,598	201,000	93,394,598	Based on education/experience requirements
Employee Benefits	30,358,256	30,358,256	77	30,358,333	Employee Benefits
Contracted Services	599,700	599,700	46,356	646,056	Middle College Tuition-Program Growth
Supplies and Materials	2,738,672	2,738,672	649,818	3,388,490	Realloc to supplies, Textbooks - Moby Max, Gifted
Equipment	60,200	60,200	-	60,200	
Student Fee Waivers	487,750	487,750	(360,882)	126,868	Reallocation to Instructional Supplies

Total 71100 - Regular Instruction	127,438,176	127,438,176	536,369	127,974,545	
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71150 - Alternative School

Salaries	938,089	938,089	-	938,089	
Employee Benefits	302,371	302,371	-	302,371	
Contracted Services	4,600	4,600	-	4,600	
Supplies and Materials	3,000	3,000	-	3,000	

Total 71150 - Alternative School	1,248,060	1,248,060	-	1,248,060	
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71200 - Special Education

Salaries	20,607,173	20,607,173	-	20,607,173	
Employee Benefits	6,995,151	6,995,151	-	6,995,151	
Contracted Services	34,500	34,500	-	34,500	
Supplies and Materials	85,000	85,000	-	85,000	
Equipment	10,000	10,000	-	10,000	

Total 71200 - Special Education	27,731,824	27,731,824	-	27,731,824	
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Clarksville-Montgomery County School System

General Purpose School Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget	
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71300 - Vocational Education

Salaries	3,972,839	3,972,839	4,460	3,977,299	Based on education/experience requirements
Employee Benefits	1,283,753	1,283,753	340	1,284,093	Employee Benefits
Contracted Services	1,500	1,500	-	1,500	
Supplies and Materials	371,250	371,250	600	371,850	Related to Education Foundation Award
Equipment	140,000	140,000	-	140,000	

Total 71300 - Vocational Education	5,769,342	5,769,342	5,400	5,774,742	
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72110 - Student Services

Salaries	650,933	650,933	-	650,933	
Employee Benefits	204,508	204,508	-	204,508	
Contracted Services	7,100	7,100	-	7,100	
Supplies and Materials	10,400	10,400	-	10,400	
Staff Development	7,000	7,000	-	7,000	

Total 72110 - Student Services	879,941	879,941	-	879,941	
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72120 - Health Services

Salaries	1,205,842	1,205,842	-	1,205,842	
Employee Benefits	429,295	429,295	-	429,295	
Contracted Services	1,000	1,000	-	1,000	
Supplies and Materials	29,395	29,395	-	29,395	
Equipment	2,000	2,000	-	2,000	

Total 72120 - Health Services	1,667,532	1,667,532	-	1,667,532	
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Clarksville-Montgomery County School System

General Purpose School Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget	
72130 - Other Student Support					
Salaries	6,463,352	6,463,352	-	6,463,352	
Employee Benefits	1,935,672	1,935,672	-	1,935,672	
Contracted Services	295,430	325,430	2,100	327,530	Related to Education Foundation Award
Supplies and Materials	1,200	1,200	2,200	3,400	Related to Education Foundation Award
Student Registration	1,096	1,096	-	1,096	
Total 72130 - Other Student Support	8,696,750	8,726,750	4,300	8,731,050	
72210 - Regular Instruction Support					
Salaries	9,722,150	9,722,150	12,450	9,734,600	Based on education/experience requirements
Employee Benefits	3,109,525	3,109,525	2,075	3,111,600	Employee Benefits
Contracted Services	96,509	96,509	6,591	103,100	Related to Education Foundation Award
Supplies and Materials	1,009,255	1,009,255	-	1,009,255	
Equipment	7,500	7,500	-	7,500	
Staff Development	308,772	308,772	-	308,772	
School to Work/High School Graduation	20,500	20,500	-	20,500	
Total 72210 - Regular Instruction Support	14,274,211	14,274,211	21,116	14,295,327	
72215 - Alternative School Support					
Salaries	19,924	19,924	-	19,924	
Employee Benefits	10,402	10,402	-	10,402	
Total 72215 - Alternative School Support	30,326	30,326	-	30,326	

Clarksville-Montgomery County School System

General Purpose School Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget
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72220 - Special Education Support

Salaries	2,370,457	2,370,457	-	2,370,457	
Employee Benefits	700,460	700,460	-	700,460	
Contracted Services	126,960	126,960	49,300	176,260	Student Speech Services
Supplies and Materials	90,389	90,389	-	90,389	
Equipment	500	500	-	500	
Staff Development	20,500	20,500	-	20,500	
Total 72220 - Special Education Support	3,309,266	3,309,266	49,300	3,358,566	

72230 - Vocational Education Support

Salaries	97,726	97,726	-	97,726	
Employee Benefits	29,439	29,439	-	29,439	
Supplies and Materials	1,000	1,000	-	1,000	
Staff Development	2,000	2,000	-	2,000	
Total 72230 - Vocational Education Support	130,165	130,165	-	130,165	

72250 - Technology

Salaries	1,144,250	1,144,250	-	1,144,250	
Employee Benefits	355,614	355,614	-	355,614	
Contracted Services	5,039,552	5,039,552	-	5,039,552	
Supplies and Materials	2,920,720	2,920,720	264,250	3,184,970	Computer repair parts, Qualtrics-data analysis process
Equipment	3,075,000	3,075,000	1,200,000	4,275,000	Laptop Lease, Students and Teachers
Staff Development	32,460	32,460	-	32,460	
Total 72250 - Technology	12,567,596	12,567,596	1,464,250	14,031,846	

Clarksville-Montgomery County School System

General Purpose School Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget
72260 - Adult Education Support				
Salaries	180,689	180,689	-	180,689
Employee Benefits	30,314	30,314	-	30,314
Total 72260 - Adult Education Support	211,003	211,003	-	211,003
72310 - Board of Education				
Salaries	62,450	62,450	-	62,450
Employee Benefits	1,248,029	1,248,029	-	1,248,029
Contracted Services	159,353	159,353	-	159,353
Insurance Premiums	815,160	815,160	(7,364)	807,796
Trustee's Commission	1,260,000	1,260,000	-	1,260,000
Staff Development	13,000	13,000	-	13,000
Background Investigations/Prof. Dev.	65,000	65,000	-	65,000
Community Relations	500	500	-	500
Total 72310 - Board of Education	3,623,492	3,623,492	(7,364)	3,616,128
72320 - Director of Schools				
Salaries	257,746	257,746	-	257,746
Employee Benefits	78,912	78,912	-	78,912
Contracted Services	62,500	62,500	-	62,500
Supplies and Materials	1,350	1,350	-	1,350
Staff Development	10,000	10,000	-	10,000
Total 72320 - Director of Schools	410,508	410,508	-	410,508

Based on actual premiums

Clarksville-Montgomery County School System General Purpose School Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget
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72320 - Printing and Communications

Salaries	548,230	548,230	-	548,230
Employee Benefits	227,970	227,970	-	227,970
Contracted Services	74,985	74,985	-	74,985
Supplies and Materials	60,776	60,776	-	60,776
Equipment	13,150	13,150	-	13,150
Staff Development	22,678	22,678	-	22,678

Total 72320 - Printing and Communications	947,789	947,789	-	947,789
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72410 - Office of the Principal

Salaries	13,276,190	13,276,190	-	13,276,190
Employee Benefits	4,929,039	4,929,039	-	4,929,039
Contracted Services	58,791	58,791	1,482	60,273
Equipment	25,000	25,000	-	25,000
Staff Development	39,000	39,000	-	39,000

EPES prior year data, one-time expense

Total 72410 - Office of the Principal	18,328,020	18,328,020	1,482	18,329,502
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72510 - Business Affairs

Salaries	2,006,097	2,006,097	-	2,006,097
Employee Benefits	764,611	764,611	-	764,611
Contracted Services	69,895	69,895	13,000	82,895
Supplies and Materials	33,662	33,662	-	33,662
Staff Development	37,575	37,575	-	37,575

GovDeals fees for auctioning surplus property

Total 72510 - Business Affairs	2,911,840	2,911,840	13,000	2,924,840
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Clarksville-Montgomery County School System

General Purpose School Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget
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72520 - Human Resources

Salaries	1,751,475	1,751,475	-	1,751,475	
Employee Benefits	552,076	552,076	-	552,076	
Contracted Services	96,051	96,051	5,000	101,051	Scanning HR documents - moving to paperless
Supplies and Materials	43,017	43,017	-	43,017	
Equipment	180,500	180,500	-	180,500	
Staff Development	31,000	31,000	-	31,000	

Total 72520 - Human Resources	2,654,119	2,654,119	5,000	2,659,119	
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72610 - Operation of Plant

Salaries	5,745,121	5,745,121	-	5,745,121	
Employee Benefits	2,736,139	2,736,139	-	2,736,139	
Contracted Services	480,150	480,150	-	480,150	
Supplies and Materials	506,130	506,130	-	506,130	
Equipment	81,000	81,000	540,000	621,000	Classroom furniture for growth and replacements
Utilities	7,365,000	7,365,000	-	7,365,000	
Insurance Premiums	497,770	497,770	(46,151)	451,619	Based on actual premiums
Staff Development	5,000	5,000	-	5,000	

Total 72610 - Operation of Plant	17,416,310	17,416,310	493,849	17,910,159	
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Clarksville-Montgomery County School System

General Purpose School Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget	
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72620 - Maintenance of Plant

Salaries	2,757,440	2,757,440	-	2,757,440
Employee Benefits	1,172,283	1,172,283	-	1,172,283
Contracted Services	1,484,857	1,484,857	-	1,484,857
Supplies and Materials	1,208,788	1,208,788	-	1,208,788
Equipment	2,000	2,000	-	2,000
Insurance Premiums	62,160	62,160	3,268	65,428
Staff Development	10,000	10,000	-	10,000

Based on Actual Premiums

Total 72620 - Maintenance of Plant	6,697,528	6,697,528	3,268	6,700,796
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73400 - Early Childhood Education

Salaries	1,507,753	1,507,753	-	1,507,753
Employee Benefits	631,711	631,711	-	631,711
Contracted Services	1,000	1,000	-	1,000
Supplies and Materials	8,000	8,000	-	8,000
Staff Development	6,000	6,000	-	6,000

Total 73400 - Early Childhood Education	2,154,464	2,154,464	-	2,154,464
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82130 - Principal on Debt

Principal on Lease	616,865	616,865	298,342	915,207
Interest on Lease	8,398	8,398	(8,398)	-

Teacher and Student laptop lease
Transfer to 82230

Total 82130 - Principal on Debt	625,263	625,263	289,944	915,207
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Clarksville-Montgomery County School System

General Purpose School Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget	
82230 - Interest on Debt					
Interest Payments	24,375	24,375	-	24,375	
Interest on Lease	-	-	10,057	10,057	Transfer from 82130 and interest on new computers
Total 82230 - Interest on Debt	24,375	24,375	10,057	34,432	
99100 - Interfund Transfers					
Other Charges	296,882	296,882	-	296,882	
Debt Service	565,875	565,875	-	565,875	
Total 99100 - Interfund Transfers	862,757	862,757	-	862,757	
Total Expenditures	260,610,657	260,640,657	2,889,971	263,530,628	
Ending Reserves and Fund Balance					
Fund Balance	7,368,106	7,834,988	80,588	7,915,576	Projected fund balance at 6/30/18
On-The-Job Injury Reserve	402,218	402,218	-	402,218	
Property & Liability Insurance Reserve	781,000	781,000	-	781,000	
BEP Reserve	-	-	-	-	
Career Ladder Reserve	6,769	6,769	(2,451)	4,318	Projected reserve on 6/30/18
Assign for Education - Munis Systems	210,868	210,868	-	210,868	
Assign for Education - School Bus Replacements	1,609,500	1,609,500	-	1,609,500	
Assign for Technology Equipment, Purchases and Leases	5,033,000	5,033,000	-	5,033,000	
Assign for Education - TCRS	-	-	-	-	
Total Reserves and Fund Balance	15,908,343	15,878,343	78,137	15,956,480	
Total Expenditures, Reserves and Fund Balance	276,519,000	276,519,000	2,968,108	279,487,108	

Clarksville-Montgomery County School System

Transportation Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget
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Estimated Revenues

Local Revenues

Current Property Tax	1,909,600	1,909,600	-	1,909,600
Trustees Collection - Prior Years	60,000	60,000	-	60,000
Circuit Clerk	26,000	26,000	-	26,000
Interest & Penalties	15,000	15,000	-	15,000
Payments In Lieu of Taxes (Utility)	40,275	40,275	-	40,275
Bank Excise Tax	3,000	3,000	-	3,000
Sale of Materials & Supplies	2,500	2,500	-	2,500
Sale of Recycled Materials	3,200	3,200	-	3,200
Misc. Refund - Other	9,000	9,000	-	9,000
Sale of Equipment	40,000	40,000	-	40,000
Damages from Individuals	1,000	1,000	-	1,000
Total Local Revenues	2,109,575	2,109,575	-	2,109,575

State Revenues - BEP

Basic Education Program	10,955,000	10,955,000	-	10,955,000
Total State Revenues - BEP	10,955,000	10,955,000	-	10,955,000

Federal Revenues

Educ. of the Handicapped Act	1,282,915	1,282,915	-	1,282,915
Other Gov and Citizen Groups	-	-	54,600	54,600
				Clean Fuels Coalition Grant
Total Federal Revenues	1,282,915	1,282,915	54,600	1,337,515

Non-Revenue Sources

Operating Transfers	250,500	250,500	-	250,500
Total Non-Revenue Sources	250,500	250,500	-	250,500

Total Revenues	14,597,990	14,597,990	54,600	14,652,590
Beginning Fund Balance	1,694,115	1,694,115	482,853	2,176,968
				Actual Fund Balance as of 6/30/17
Total Available Funds	16,292,105	16,292,105	537,453	16,829,558

Clarksville-Montgomery County School System Transportation Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget	
<u>Expenditures (Appropriations)</u>					
72310 - Board of Education					
Trustee's Commission	41,500	41,500	-	41,500	
Total 72310 - Board of Education	41,500	41,500	-	41,500	
72710 - Transportation					
Salaries	8,020,427	8,020,427	-	8,020,427	
Employee Benefits	3,503,018	3,503,018	-	3,503,018	
Contracted Services	379,950	379,950	500	380,450	Special Trips
Supplies and Materials	1,870,759	1,870,759	-	1,870,759	
Equipment	1,855,500	1,855,500	-	1,855,500	
Insurance Premiums	115,350	115,350	3,278	118,628	Based on actual premiums
Staff Development	30,000	30,000	-	30,000	
Total 72710 - Transportation	15,775,004	15,775,004	3,778	15,778,782	
Total Expenditures	15,816,504	15,816,504	3,778	15,820,282	
Ending Fund Balance	475,601	475,601	533,675	1,009,276	Projected fund balance as of 6/30/18
Total Expenditures and Fund Balance	16,292,105	16,292,105	537,453	16,829,558	

Clarksville-Montgomery County School System

Extended School Program Fund

CMCSS

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget
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Estimated Revenues**Local Revenues**

Tuition - Summer School	90,000	90,000	35,125	125,125	Based on summer school enrollment
Tuition - Credit Recovery	7,500	7,500	39,900	47,400	Based on expected participation
Total Local Revenues	97,500	97,500	75,025	172,525	

Total Revenues	97,500	97,500	75,025	172,525
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Beginning Fund Balance	188,728	188,728	(13,262)	175,466	Actual fund balance as of 6/30/2017
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Total Available Funds	286,228	286,228	61,763	347,991
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Expenditures (Appropriations)**71100 - Regular Instruction**

Salaries	86,800	86,800	2,590	89,390	Based on summer school enrollment
Employee Benefits	14,813	14,813	450	15,263	Associated benefits
Contracted Services	525	525	39,900	40,425	On-line Curriculum w/Teachers for ZTOP Program

Total 71100 - Regular Instruction	102,138	102,138	42,940	145,078
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72310 - Board of Education

Trustee's Commission	600	600	-	600
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Total 72310 - Board of Education	600	600	-	600
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72410 - Office of the Principal

Salaries	9,400	9,400	21,452	30,852
Employee Benefits	1,570	1,570	3,593	5,163

Total 72410 - Office of the Principal	10,970	10,970	25,045	36,015
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<p align="center">Clarksville-Montgomery County School System Extended School Program Fund</p>

CMCSS

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Proposed Amended Budget	
Total Expenditures	113,708	113,708	67,985	181,693	
Ending Fund Balance	172,520	172,520	(6,222)	166,298	Projected fund balance as of 6/30/2018
Total Expenditures and Fund Balance	286,228	286,228	61,763	347,991	

Clarksville-Montgomery County School System Child Nutrition Fund Budget

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Amended Budget
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Estimated Revenues

Local Revenues					
43521	Lunch Payments - Children	3,163,670	3,163,670	-	3,163,670
43522	Lunch Payments - Adults	161,133	161,133	-	161,133
43523	Income from Breakfast	162,755	162,755	-	162,755
43525	Ala Carte Sales	1,237,870	1,237,870	-	1,237,870
43990	Contract Services	29,000	29,000	-	29,000
44110	Interest Earned	6,789	6,789	-	6,789
44130	Sale of Materials & Supplies	40,276	40,276	-	40,276
44170	Miscellaneous Refund	12,966	12,966	-	12,966
44530	Sale of Equipment	10,000	10,000	-	10,000
Total Local Revenues		4,824,459	4,824,459	-	4,824,459
State Revenues - BEP					
46520	School Food Service	142,484	142,484	-	142,484
Total State Revenues		142,484	142,484	-	142,484
Federal Revenues					
47111	Section 4 - Lunch Funds	7,705,641	7,705,641	-	7,705,641
47112	USDA - Commodities	1,149,873	1,149,873	-	1,149,873
47113	Breakfast Reimbursement	3,250,940	3,250,940	-	3,250,940
Total Federal Revenues		12,106,454	12,106,454	-	12,106,454
Total Revenues		17,073,397	17,073,397	-	17,073,397
Beginning Fund Balance		5,772,836	5,772,836	1,456,050	7,228,886
Fund Balance at 6/30/17					
Total Available Funds		22,846,233	22,846,233	1,456,050	24,302,283

Clarksville-Montgomery County School System **Child Nutrition Fund Budget**

	2017-2018 Original Budget	Current Amended Budget	Proposed Increase (Decrease)	Amended Budget
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Expenditures (Appropriations)

73100 - Food Service

Salaries	5,537,360	5,537,360	-	5,537,360
Employee Benefits	2,441,936	2,441,936	-	2,441,936
Contracted Services	452,745	452,745	-	452,745
Supplies and Materials	8,811,680	8,811,680	-	8,811,680
Utilities	266,000	266,000	-	266,000
Insurance Premiums	40,000	40,000	-	40,000
Other Charges	68,709	68,709	-	68,709
Equipment	310,000	310,000	315,000	625,000

Satellite kitchen conversion, Replace refrigerated truck

Total 73100 - Food Service	17,928,430	17,928,430	315,000	18,243,430
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Total Expenditures	17,928,430	17,928,430	315,000	18,243,430
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Ending Fund Balance	4,917,803	4,917,803	1,141,050	6,058,853
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Projected fund balance at 6/30/18

Total Expenditures and Fund Balance	22,846,233	22,846,233	1,456,050	24,302,283
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**RESOLUTION REQUESTING THAT NO POLITICAL PARTY AS IDENTIFIED
PURSUANT TO TENNESSEE CODE ANNOTATED § 2-13-203 REQUEST
NOMINATION BY PRIMARY ELECTION OR WITHDRAW ANY
PENDING REQUEST TO FILL OFFICES OF MONTGOMERY
COUNTY, TENNESSEE**

WHEREAS, Tennessee Code Annotated provides for political parties in this state to nominate their candidates for any county office including parties requesting a preference primary; and

WHEREAS, fulfilling such preferential primary request requires the holding of a special election, or an election in conjunction with a presidential preference primary in those years when a presidential preference primary occurs; and

WHEREAS, this body believes that fundamentally the offices of the county have not traditionally been viewed as offices sought on a basis of political party affiliation and should be sought on-the-basis-of a bipartisan election; and

WHEREAS, in 2016 the Montgomery County Republican Party, through its officers and officials, met and voted, as is their right pursuant to Tennessee Code Annotated § 2-13-203(d), and thereafter requested that a primary for all offices of this county appear on the 2016 ballot; and

WHEREAS, as requested, a Republican Party Primary was held in March 2016 ahead of the General Election in August 2016; and

WHEREAS, at this time, both the Republican and Democratic parties have requested a party primary for May 2018, and although the statute allows such and this body recognizes such right, this commission believes that the cost and expense of such primaries, and nature of the county offices and election thereto, are such that Montgomery County and its citizens would be best served without a political party preference primary for any political party.

WHEREAS, the commission is advised that the Republican and Democratic parties have until November 17, 2017 to withdraw such requests with the Montgomery County Election Commission and no primaries will be scheduled.

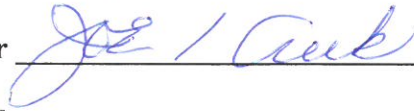
NOW, THEREFORE, BE IT RESOLVED, by the Montgomery County Board of Commissioners assembled in regular session on this the 13th day of November, 2017, that the County Mayor be directed to forward a copy of this Resolution once passed and enacted as a statement to the elected representatives and officials of each political party as identified by statute, requesting that they not seek nor request a preference primary for selection of their candidates for county offices; and/or further that they timely withdraw such requests currently pending by making all necessary notices to the Montgomery County Election Commission no later than November 17, 2017, so that Montgomery County will avoid the expense and the bipartisan nature of such and otherwise conduct only the General Election in August 2018 to fill all county offices as they may be open and as the law further requires from year to year forward.

Duly passed and approved this 13th day of November, 2017.

Sponsor



Commissioner



Approved

County Mayor

Attested

County Clerk

**RESOLUTION TO CREATE SCHOLARSHIPS FOR THE
MAYOR'S EMERGING LEADERS PROGRAM**

WHEREAS, the Mayor's Emerging Leaders Program is a program to foster leadership in the youth of Montgomery County, Tennessee, by immersing high school students in county government and giving them access and participation in county government, allowing them to participate in real world solutions and best practices; and

WHEREAS, the students eligible for assistance must be selected to participate in the Mayor's Emerging Leaders Program and shall then be selected from the participants based upon their attendance, participation and a short essay, chosen by the Montgomery County Budget Committee in accordance with the Budget Committee's adoptive rules; and

WHEREAS, the scholarship shall be awarded on an annual basis and distributed in a lump sum payment to the recipients institution of higher education; and

WHEREAS, each scholarship awarded shall be a one-time award of Five Hundred Dollars (\$500.00) for a total award of Five Thousand Dollars (\$5,000.00). This scholarship is not renewable. Only participants in the Mayor's Emerging Leaders Program are eligible. Participants are eligible for the scholarship only once and cannot reapply.

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in Regular Session on this 13th day of November, 2017, that the scholarship fund for the Mayor's Emerging Leaders Program be established and awarded as set out above.

Duly passed and approved this 13th day of November, 2017.

Sponsor _____

Commissioner _____

Approved _____

County Mayor

Attested _____

County Clerk

**RESOLUTION OF THE MONTGOMERY COUNTY BOARD OF COMMISSIONERS
TO APPROPRIATE FUNDING FOR THE FURNISHING OF TWO COURTROOMS
CREATED FROM THE COURT COMPLEX RENOVATION**

WHEREAS, the Montgomery County Commission appropriated funds in the 2016-2017 budget year for two additional courtrooms; and

WHEREAS, it was determined to be in the County's best interest to appropriate the funding for the courtroom furnishings at a later time; and

WHEREAS, the courtrooms are nearing completion and are in need of furnishing; and

WHEREAS, the cost of furnishing the two courtrooms has been projected to cost \$102,000.00; and

WHEREAS, the funds will be utilized for purchases of:

Data Processing Equipment	\$72,000	101-52600-00000-52-57090
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Furniture and Fixtures	\$30,000	101-53100-00000-53-57110
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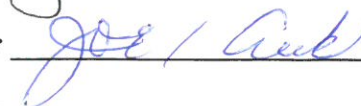
NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in Regular Session on this 13th day of November, 2017, that \$102,000.00 be appropriated from the unassigned fund balance of the general fund and placed in the above referenced accounts through procedures established by the 1957 Purchasing Act.

Duly passed and approved this 13th day of November, 2017.

Sponsor



Commissioner



Approved

County Mayor

Attested _____

County Clerk

**RESOLUTION TO APPROPRIATE FUNDING FOR THE PURCHASE OF ART USING
FUNDING FROM BOND PROCEEDS DEDICATED FOR SUCH PURCHASE**

WHEREAS, the Montgomery County Commission approved committing 1% (one percent) of the 2017 bond issue for the purchase of public art; and

WHEREAS, it has been approved by the Public Art Ad Hoc Committee to purchase a piece of art for the Downtown Commons, a copy of which design is attached hereto; and

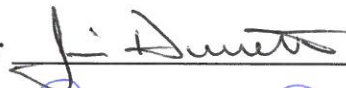
WHEREAS, the expected cost of the art piece, installation and any additional work needed at the site of the proposed piece is an amount not to exceed \$20,000.00; and

WHEREAS, if approved, the remaining balance in the designated account would be \$247,100.00.

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in Regular Session on this 13th day of November, 2017, that \$20,000.00 be appropriated from the bond proceeds of the general capital projects fund for the purchase of public art at the Downtown Commons.

Duly passed and approved this 13th day of November, 2017.

Sponsor



Commissioner

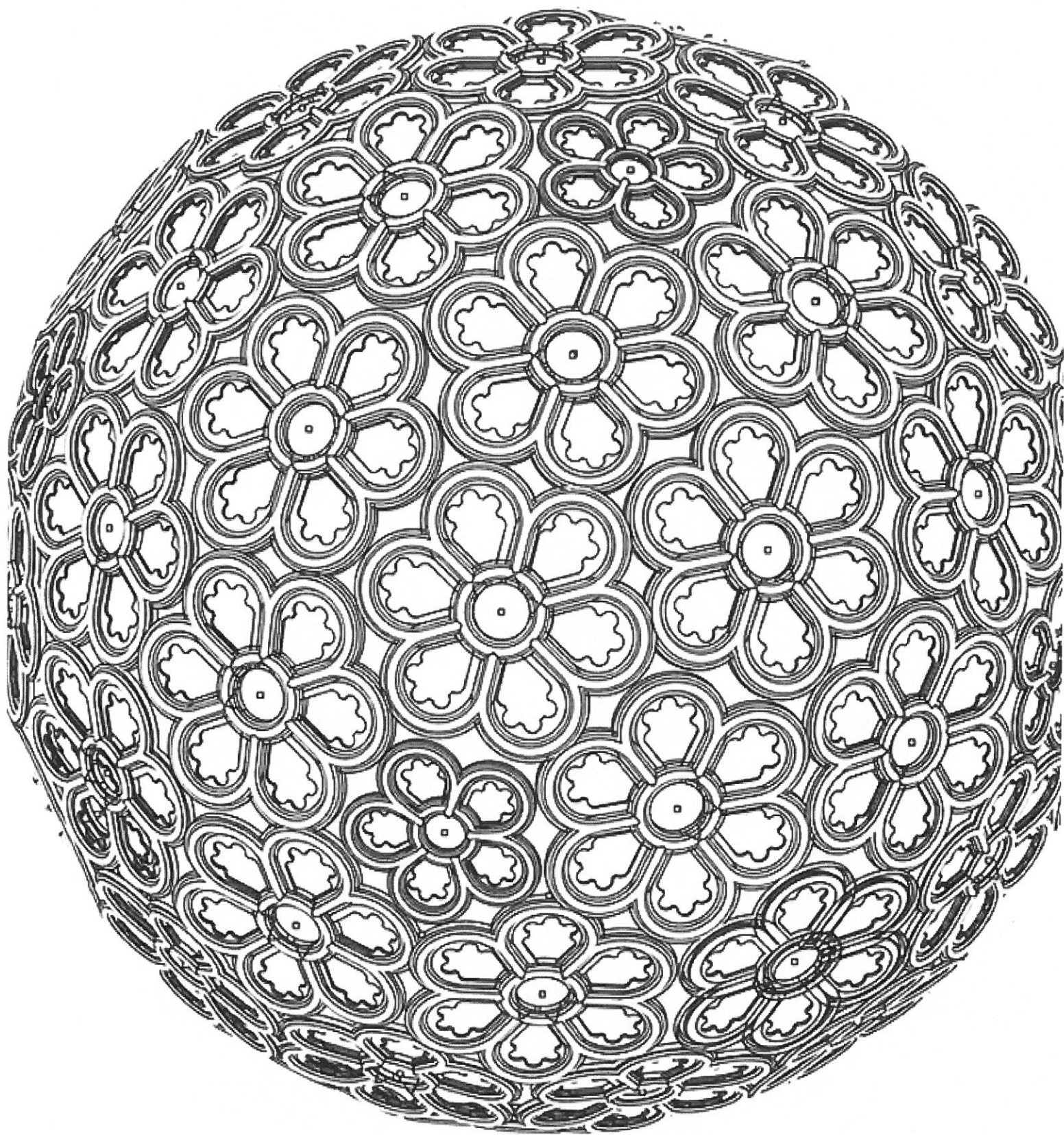


Approved

County Mayor

Attested

County Clerk



COUNTY MAYOR NOMINATIONS

NOVEMBER 13, 2017

COMMUNITY CORRECTIONS ADVISORY BOARD

2 & 3-yr terms

Mary Davila (non-profit agency), nominated for another two-year term to expire November, 2019.

Michael Williams nominated to replace Gary Kenney, (non-profit agency) for a two-year term to expire November, 2019.

Tony Eldridge (private citizen) nominated to serve another two-year term to expire November, 2019.

Patrice Hannah (private citizen) nominated to serve another two-year term to expire November, 2019.

Jason White nominated to replace Beka Murdock (private citizen) for a two-year term to expire November, 2019.

VETERANS SERVICE ORGANIZATION

4-yr term

Douglas Heimback is nominated to serve another four-year term to expire November, 2021.

COUNTY MAYOR APPOINTMENT

NOVEMBER 13, 2017

PUBLIC RECORDS COMMISSION

4-year term

Jim Zimmer appointed to fill the unexpired term of Colin McAlexander, as a Patron, term to expire April, 2019.

COUNTY COMMISSION MINUTES FOR

OCTOBER 9, 2017

SUBMITTED FOR APPROVAL NOVEMBER 13, 2017

BE IT REMEMBERED that the Board of Commissioners of Montgomery County, Tennessee, met in regular session on Monday, October 9, 2017, at 6:00 P.M. at the Montgomery County Courthouse. Present and presiding, Commissioner Larry Rocconi, Chairperson Pro Tempore. Also present, Jeff Truitt, Chief of Staff, Kellie A. Jackson, County Clerk, John Fuson, Sheriff, Tim Harvey, County Attorney, Jeff Taylor, Director of Accounts and Budgets, and the following Commissioners:

Jerry Allbert	Robert Gibbs	Wallace Redd
Ed Baggett	Monroe Gildersleeve	Larry Rocconi
Martha Brockman	David Harper	Ron J. Sokol
Brandon Butts	Arnold Hodges	Audrey Tooley
Joe L. Creek	Jason A. Hodges	Joe Weyant
John M. Gannon	Garland Johnson	
John M. Genis	Robert Nichols	

PRESENT: 19

ABSENT: Charles Keene and Tommy Vallejos (2)

When and where the following proceedings were had and entered of record, to-wit:

A Proclamation for “Friends of Libraries Week” was presented by Commissioner Larry Rocconi.

The minutes of the September 11, 2017, meeting of the Board of Commissioners, were approved.

The following Resolutions were Adopted:

CZ-15-2017 Resolution of the Montgomery County Board of Commissioners Amending the Zone Classification of the Property of Charles & Barbara Bogard

CZ-16-2017 Resolution of the Montgomery County Board of Commissioners Amending the Zone Classification of the Property of Rhonda Byard, Etal

17-10-1 Resolution to Adopt an Interlocal Agreement Between the City of Clarksville and Montgomery County for Joint Funding from the Bureau of Justice Assistance (JAG) of the United States Department of Justice on a Joint Award of Federal Byrne Justice Assistance Grant Funds

17-10-2 Resolution to Approve and Transmit a Letter to the Tennessee Department of Transportation to Provide an Update on the County’s Efforts Toward Outlining the Development of an ADA Transition Plan and Self-Evaluation

The following Resolution was Deferred to the November 6, 2017, Informal Meeting:

17-9-3 Resolution to Provide Additional Funding in the Amount of One Hundred Fifty Thousand Dollars (\$150,000.00) to Two Rivers Corporation (TRC), a Foundation According to 501c(4) of the Internal Revenue Code

The County Clerk’s Report for the month of September was Approved.

Reports Filed:

1. Sheriff’s Office – Financial Report
2. Report on Debt Obligation
3. Trustee’s Report
4. Accounts & Budgets Monthly Report
5. Building & Codes Monthly Report

Nominating Committee Nominations Approved:

DELINQUENT TAX SALES AND RELEASE COMMITTEE 2-year terms (max 4 yrs)
Commissioner Garland Johnson is nominated to serve another two-year term to expire October, 2019.

Commissioner Jason Hodges is nominated to serve another two-year term to expire October, 2019.

Commissioner Martha Brockman is nominated to serve another two-year term to expire October, 2019.

MONTGOMERY COUNTY BOARD OF HEALTH

4-year terms (max 8 yrs)

Amy Conner Black, Registered Nurse, nominated to replace Grace Moodt for a four-year term to expire October, 2021. (This nomination is made by the Tennessee Nurses Association.)

Mayor Appointment Announced:

SENIOR CITIZENS BOARD

3-yr term

Alena Sampson appointed to fill the unexpired term of Michael Williamson, who resigned; term to expire April, 2020.

The Board was adjourned.

Submitted by:



Kellie A. Jackson
County Clerk



MONTGOMERY COUNTY CLERK
 KELLIE A JACKSON COUNTY CLERK
 350 PAGEANT LANE SUITE 502
 CLARKSVILLE TN 37040
 Telephone 931-648-5711
 Fax 931-572-1104

Notaries to be elected November 13, 2017

NAME	HOME ADDRESS AND PHONE	BUSINESS ADDRESS AND PHONE
1. CHRISTINE H BRYANT	783 VAUGHAN RD CLARKSVILLE TN 37043 931 358 3586	1810 MADISON ST CLARKSVILLE TN 37043 931 648 3071
2. TARA BULLER	1585 AUTUMN DR CLARKSVILLE TN 37042 334 379 2887	116 N 2ND ST STE B-12 CLARKSVILLE TN 37040 931 320 9573
3. SAEDRA BYARD	879 S RIDGE TRAIL CLARKSVILLE TN 37043 931-216-5316	116 CENTER COURT CLARKSVILLE TN 37040 931 647 0677
4. JENNIFER COLLINS	3181 CARRIE TAYLOR CIRCLE CLARKSVILLE TN 37043 352 556 8734	2271 WILMA RUDOLPH BLVD CLARKSVILLE TN 37040 931 648 8500
5. RACHEL LYNN COLLINS	3620 EARL RD CLARKSVILLE TN 37043 931 624 7792	102 ELIZABETH ST #A ASHLAND CITY TN 37015 615 792 5641
6. SHASTA ESPOSITO	1386 WHITT LANE CLARKSVILLE TN 37042 931 278 0858	412 FRANKLIN ST CLARKSVILLE TN 37040 931 648 8005
7. RAEANN M FAUGHT	1771 MOORELAND DR CLARKSVILLE TN 37040 205 572 0387	
8. LAKESHIA GAMBLE	218 PLUM ST CLARKSVILLE TN 37042 931-436-5371	816 FRANKLIN ST CLARKSVILLE TN 37042 931 647 5451
9. HEATHER A GOODMANCAVE	300 A CONDOR CT CLARKSVILLE TN 37042 931 263 2851	598 N DUPONT AVE MADISON TN 37115 931 263 2851
10. CASSIE L GRAY	879 SUGARCANE WAY CLARKSVILLE TN 37043 931 378 9979	1812 MEMORIAL CIRCLE CLARKSVILLE TN 37043 931 551 5703
11. SACOYA GREEN	947 HEDGE APPLE DR CLARKSVILLE TN 37040 615 320 7734	947 HEDGE APPLE DR CLARKSVILLE TN 37040 615 852 4136
12. CYNTHIA C. GREENE	3242 QUINCY LANE CLARKSVILLE TN 37043 931 801 8554	2271 WILMA RUDOLPH BLVD CLARKSVILLE TN 37040 9318018554
13. THOMAS E HOSLEY	969 BELDON STATION LANE CLARKSVILLE TN 37040 931-647-2506	

MONTGOMERY COUNTY CLERK
KELLIE A JACKSON COUNTY CLERK
350 PAGEANT LANE SUITE 502
CLARKSVILLE TN 37040
Telephone 931-648-5711
Fax 931-572-1104

Notaries to be elected November 13, 2017

NAME	HOME ADDRESS AND PHONE	BUSINESS ADDRESS AND PHONE
14. CHARLES L HUDSON	1354 MOUNTAIN WAY CLARKSVILLE TN 37043 931-220-1520	4880 VALLEY DALE RD BIRMINGHAM AL 35242 2057069231
15. ANNETTE HUFFORD	1300 SOUTHERN PKWY CLARKSVILLE TN 37040 270 889 3070	495 DUNLOP LANE STE 106 CLARKSVILLE TN 37040
16. BOBBI RAE HUHNKE	1027 BARNHILL RD CLARKSVILLE TN 37040 931-220-2466	111 S RIVERSIDE DR CLARKSVILLE TN 37040 9315521700
17. PHILIP H JUDD III	1054 ROSSVIEW RD CLARKSVILLE TN 37043 931 905 2484	1054 ROSSVIEW RD CLARKSVILLE TN 37043 931 905 0520
18. VICTORIA N KEY	3600 REBBIT RUN TRAIL ADAMS TN 37010 931 401 7613	
19. CARLY RAE KIHARA	3109 ARROW LN CLARKSVILLE TN 37043 931 801 9707	647 DUNLOP LN STE 305 CLARKSVILLE TN 37040 931 802 5515
20. MICHELL D LOCHNER	681 SUPERIOR LANE CLARKSVILLE TN 37043 931 220 4275	
21. ASHLEY MAHAR	370 RENFRO CT CLARKSVILLE TN 37043 931 647 4840	503 MADISON ST CLARKSVILLE TN 37040 931 552 5339
22. FRANK MARKS	210 PROVIDENCE BLVD CLARKSVILLE TN 37042 931 771 6311	210 PROVIDENCE BLVD CLARKSVILLE TN 37042 931 552 9507
23. WHITNEY MCCLELLAN	2126 LOCK B RD NORTH CLARKSVILLE TN 37043 931 980 8984	116 CENTER CT CLARKSVILLE TN 37040 931 647 0677
24. M M MEEKS	3524 DRAKE RD ADAMS TN 37010 757 814 3738	500 DAVY CROCKETT NASHVILLE TN 37243 6155323958
25. CHRIS MOLINE	331 USSERY RD CLARKSVILLE TN 37043 931 552 7100	1100 ASHLAND CITY RD CLARKSVILLE TN 37043 931 552 7100
26. VIRGINIA DIANA MURRAY	4400 TROUGH SPRINGS RD ADAMS TN 37010 931 358 5049	124 CENTER POINTE DR CLARKSVILLE TN 370408408 931 648 4786

MONTGOMERY COUNTY CLERK
 KELLIE A JACKSON COUNTY CLERK
 350 PAGEANT LANE SUITE 502
 CLARKSVILLE TN 37040
 Telephone 931-648-5711
 Fax 931-572-1104

Notaries to be elected November 13, 2017

NAME	HOME ADDRESS AND PHONE	BUSINESS ADDRESS AND PHONE
27. LISA M. OWEN	2312 DOTSONVILLE ROAD CLARKSVILLE TN 37042 931-551-4464	135 COMMERCE ST. CLARKSVILLE TN 37040 931-645-1126
28. SARA A PHILLIPS	4028 HIGHLAND DR GREENBRIER TN 37073 931 249 9266	2215 MADISON ST CLARKSVILLE TN 37043 931 645 1654
29. AMANDA PHILMON	1038 ANGELA DR CLARKSVILLE TN 37042 931 980 1872	79 WILLOW ST NASHVILLE TN 37210 615 244 0933
30. DAWN ROSS	1439 MCCLARDY RD. CLARKSVILLE TN 37042 931-980-1860	P.O. BOX 1345 FORT CAMPBELL KY 42223 270-640-6300
31. SUSANNAH ROURK	2758 UNION HALL RD CLARKSVILLE TN 37040 931 622 9411	
32. BETSY L SCHROEDER	366 BROOK MEAD DR CLARKSVILLE TN 37042 608 449 7014	412 FRANKLIN ST CLARKSVILLE TN 37040 931 919 5060
33. CONNIE SUE SHEPHERD	2168 HAPPY HILLS ACRES RD WOODLAWN TN 37191 931-552-4757	120 COMMERCE STREET CLARKSVILLE TN 37040 931 648 0611
34. SHELIA A SHEPPARD	1781 HERITAGE DR CLARKSVILLE TN 37043 931 320 2258	308 FRANKLIN ST CLARKSVILLE TN 37040 931 648 4700
35. SAMUEL W SHORT	610 N 2ND ST CLARKSVILLE TN 37040 931 436 9756	121 S THIRD ST CLARKSVILLE TN 37040 931 647 1501
36. PATRICIA G SMITH	418 WINDING WAY ROAD CLARKSVILLE TN 37043 931 216 7781	2321 RUDOLPH TOWN RD CLARKSVILLE TN 37043 931 905 0050
37. DANIEL P UFFORD	916 DOE RUN COURT ADAMS TN 37010 615-933-3141	120 FRANKLIN ST SUTE B CLARKSVILLE TN 37040 9318200284
38. ANGELA L WHEALTON	1410 BRUCETON DR CLARKSVILLE TN 37042 478 230 3261	401 TINY TOWN RD CLARKSVILLE TN 37042 931 546 8500

Montgomery County Government

Brenda E. Radford
♣Trustee♣
P.O. Box 1005
Clarksville, Tennessee 37041


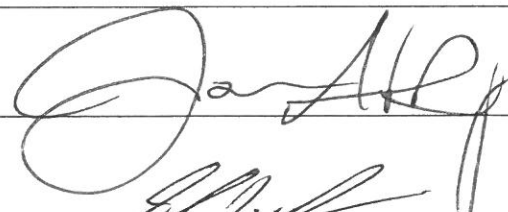

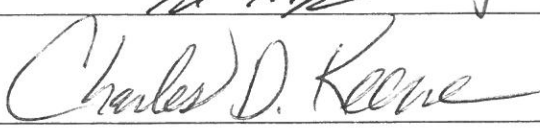
TRUSTEE'S RELEASE LIST

TO THE HONORABLE COURT OF MONTGOMERY COUNTY, TENNESSEE

We, your Release Committee, respectfully submit the following report and recommend that Brenda E. Radford, Trustee, be released from the following taxes because of double assessments, erroneous assessments, rollback, errors, county tax relief, etc.

<u>Tax Year</u>	<u>Type Taxes</u>	<u>Amount</u>
2016	Realty and Personal	\$ 285,336.00
2016	Public Utility	\$ 14,675.00
2015	Realty and Personal	\$ 68,316.00
2014	Realty and Personal	\$ 20,489.00
2016	County Tax Relief	\$ 198,394.00
Total		\$ 587,210.00

Respectfully submitted this 28th day of September, 2017

	Martha Brockman
	Jason A. Hodges
	Garland Johnson
	Charles Keene

2016 ASSESSOR CHANGES DECREASES 7/1/2016-6/30/2017

NAME	AMOUNT	MAP & PARCEL	DATE	REASON	CERT#
A-F LEASING LLC	\$ 41,953.00	5E-A-1.00-P-079	02/13/17	REMOVAL FROM TAX ROLL FOR 2016 IN ERROR	7818
ABBOTT, FORNEY W	\$ 17.00	82-116	11/23/16	ADJUSTED TO MEET DEED DESCRIPTION & ACTUAL SIZE	7677
ABC CAB SVC DBA GATEWAY LIMOUSINE	\$ 314.00	55I-B-2.01-P-009	04/07/17	REMEDY FORCED ASSESSMENT TAX YEAR 2016	7873
ADKINS, DONNA ETAL	\$ 1,429.00	145-47.00	11/23/16	UTILITY BUILDING PRICED WRONG	7674
BIBB, JEFFREY V & SHARON B	\$ 829.00	64B-B-22.00	01/25/17	CHANGES SHOULD HAVE BEEN FOR 2017 TAX ROLL	3868
BIGGERS, KEVIN LEE	\$ 493.00	132-13.02	11/23/16	HOUSE WAS NOT LIVABLE FOR 6 MONTHS	7668
BUSH, D R & WILLIE	\$ 138.00	101-95.00	04/19/17	PURCHASED BY COUNTY AT CHANCERY COURT SALE	7876
BUTTS, ERLE M ETAL	\$ 321.00	53-6.06	01/06/17	MOBILE HOME WAS NOT LIVABLE PER SITE VISIT	7707
BYARD, RHONDA L	\$ 6,657.00	82-159.00	01/06/17	CHANGES INADVERTENTLY PLACED ON PARACEL FOR TAX YEAR 2016	7690
CAMPBELL, WAYNE RALPH & LISA KAY	\$ 675.00	131-45.01	11/23/17	ADDITION WAS NOT COMPLETE PER SITE VISIT	7675
CANNON, KIRBY L AND LISA ANN	\$ 76.00	55O-D-35.00	01/26/17	STATE OF TENNESSEE PURCHASED PROPERTY	7687
CANNON, KIRBY L AND LISA ANN	\$ 151.00	66B-C-6.00	01/26/17	STATE OF TENNESSEE PURCHASED PROPERTY	7686
CAPTAIN D'S #3558 C/O ALTUS GROUP SHONEY'S	\$ 182.00	81H-B-3.00-P	03/15/17	AMENDED PERSONAL PROPERTY FOR 2016	7842
CL WILSON GREEN LP	\$ 138.00	81L-E-37.00-H	12/21/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7723
CL WILSON GREEN LP	\$ 138.00	81L-E-38.00-H	12/28/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7724
CL WILSON GREEN LP	\$ 138.00	81L-E-41.00-H	12/28/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7727
CL WILSON GREEN LP	\$ 138.00	81L-E-42.00-H	12/20/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7728
CL WILSON GREEN LP	\$ 138.00	81L-E-43.00-H	12/21/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7729
CL WILSON GREEN LP	\$ 138.00	81L-E-44.00-H	12/28/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7730
CL WILSON GREEN LP	\$ 138.00	81L-E-45.00-H	12/20/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7731
CL WILSON GREEN LP	\$ 138.00	81L-E-46.00-H	12/21/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7732
CL WILSON GREEN LP	\$ 138.00	81L-E-47.00-H	12/28/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7733
CL WILSON GREEN LP	\$ 138.00	81L-E-48.00-H	12/20/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7734
CL WILSON GREEN LP	\$ 138.00	81L-E-49.00-H	12/27/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7735
CL WILSON GREEN LP	\$ 138.00	81L-E-50.00-H	12/28/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7736
CL WILSON GREEN LP	\$ 138.00	81L-E-51.00-H	12/20/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7737
CL WILSON GREEN LP	\$ 138.00	81L-E-53.00-H	12/28/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7739
CL WILSON GREEN LP	\$ 138.00	81L-E-57.00-H	12/20/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7740
CL WILSON GREEN LP	\$ 138.00	81L-E-57.01-H	12/27/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7741
CL WILSON GREEN LP	\$ 138.00	81L-E-58.00-H	12/28/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7742
CL WILSON GREEN LP	\$ 138.00	81L-E-61.00-H	12/28/16	LAND VALUES WERE PLACED ON RS SINGLE FAMILY LOT VALUE	7745
CL WILSON GREEN LP	\$ 138.00	81L-E-63.00-H	12/28/16	CORRECTING LAND VALUE	7747
CL WILSON GREEN LP	\$ 138.00	81L-E-64.00-H	12/28/16	CORRECTING LAND VALUE	7748
CL WILSON GREEN LP	\$ 138.00	81L-H-17.00-H	12/28/16	CORRECTING LAND VALUE	7750
CL WILSON GREEN LP	\$ 138.00	81L-H-18.00-H	12/28/16	CORRECTING LAND VALUE	7751
CL WILSON GREEN LP	\$ 138.00	81L-H-19.00-H	12/28/16	CORRECTING LAND VALUE	7752
CL WILSON GREEN LP	\$ 138.00	81L-H-20.00-H	12/28/16	CORRECTING LAND VALUE	7753

CL WILSON GREEN LP	\$	138.00	81L-H-21.00-H	12/28/16	CORRECTING LAND VALUE	7754
CL WILSON GREEN LP	\$	138.00	81L-H-26.00-H	12/28/16	CORRECTING LAND VALUE	7755
CL WILSON GREEN LP	\$	138.00	81L-H-27.00-H	12/28/16	CORRECTING LAND VALUE	7756
CL WILSON GREEN LP	\$	138.00	81L-H-28.00-H	12/28/16	CORRECTING LAND VALUE	7757
CL WILSON GREEN LP	\$	138.00	81L-H-29.00-H	12/28/16	CORRECTING LAND VALUE	7758
CL WILSON GREEN LP	\$	138.00	81L-H-30.00-H	12/28/16	CORRECTING LAND VALUE	7759
CL WILSON GREEN LP	\$	138.00	81L-H-31.00-H	12/28/16	CORRECTING LAND VALUE	7760
CL WILSON GREEN LP	\$	138.00	81L-H-32.00-H	12/28/16	CORRECTING LAND VALUE	7761
CL WILSON GREEN LP	\$	138.00	81L-H-32.01-H	12/28/16	CORRECTING LAND VALUE	7762
CL WILSON GREEN LP	\$	138.00	81L-H-34.00-H	12/28/16	CORRECTING LAND VALUE	7763
CL WILSON GREEN LP	\$	138.00	81L-H-36.00-H	12/28/16	CORRECTING LAND VALUE	7765
CL WILSON GREEN LP	\$	138.00	81L-H-37.00-H	12/28/16	CORRECTING LAND VALUE	7766
CL WILSON GREEN LP	\$	138.00	81L-H-38.00-H	12/28/16	CORRECTING LAND VALUE	7767
CL WILSON GREEN LP	\$	138.00	81L-H-41.00-H	12/28/16	CORRECTING LAND VALUE	7770
CL WILSON GREEN LP	\$	138.00	81L-H-43.00-H	12/28/16	CORRECTING LAND VALUE	7772
CL WILSON GREEN LP	\$	138.00	81L-H-45.00-H	12/28/16	CORRECTING LAND VALUE	7774
CL WILSON GREEN LP	\$	138.00	81L-E-36.00-H	12/28/16	CORRECTING LAND VALUE	7722
CL WILSON GREEN LP	\$	138.00	81L-E-39.00-H	12/28/16	CORRECTING LAND VALUE	7725
CL WILSON GREEN LP	\$	138.00	81L-E-40.00-H	12/28/16	CORRECTING LAND VALUE	7726
CL WILSON GREEN LP	\$	138.00	81L-E-52.00-H	12/28/16	CORRECTING LAND VALUE	7738
CL WILSON GREEN LP	\$	138.00	81L-E-59.00-H	12/28/16	CORRECTING LAND VALUE	7743
CL WILSON GREEN LP	\$	138.00	81L-E-62.00-H	12/28/16	CORRECTING LAND VALUE	7746
CL WILSON GREEN LP	\$	138.00	81L-E-65.00-H	12/28/16	CORRECTING LAND VALUE	7749
CL WILSON GREEN LP	\$	138.00	81L-H-35.00-H	12/28/16	CORRECTING LAND VALUE	7764
CL WILSON GREEN LP	\$	138.00	81L-H-39.00-H	12/28/16	CORRECTING LAND VALUE	7768
CL WILSON GREEN LP	\$	138.00	81L-H-40.00-H	12/28/16	CORRECTING LAND VALUE	7769
CL WILSON GREEN LP	\$	138.00	81L-H-44.00-H	12/28/16	CORRECTING LAND VALUE	7773
CL WILSON GREEN LP	\$	138.00	81L-H-46.00-H	12/28/16	CORRECTING LAND VALUE	7775
CL WILSON GREEN LP	\$	138.00	81L-E-36.00-H	12/28/16	CORRECTING LAND VALUE	7744
CL WILSON GREEN LP	\$	138.00	81L-H-42.00-H	12/28/16	CORRECTING LAND VALUE	7771
CLARK, JOHN MARK	\$	812.00	66L-H-27.00	03/23/17	CHANGING FROM COMMERCIAL TO RESIDENTIAL	7863
CLARKSVILLE LAWN CARE ULRICH ANKER SOE	\$	303.00	58N-B-1.00-P-001	03/10/17	CORRECTED PERSONAL PROPERTY APPRAISAL	7820
CLEAN COLLEEN HOUSEKEEPING	\$	53.00	15L-B-6.00-P-001	02/18/17	BUSINESS CLOSED	7814
CLEAR BLUE CONSULTING	\$	9.00	114-11.00-P-001	01/26/17	BUSINESS CLOSED	7799
CLINARD, WILMA J	\$	105.00	75-46.00	11/08/16	PRORATING - HOUSE DEMOLISHED IN AUGUST	7652
CLOUD 9 CLARKSVILLE	\$	187.00	66G-K-17.00-P-001	01/05/17	BUSINESS CLOSED	7710
COMMERCIAL PROPERTY ASSOCIATES	\$	6,449.00	65P-G-23.00	01/05/17	CHANGING FROM COMMERCIAL TO RESIDENTIAL	7805
DAVID, SMITH	\$	1,297.00	93J-A-15.00-P-001	05/08/17	ADJUSTED PERSONAL PROPERTY VALUE	7886
DBA JEFF STANTON	\$	183.00	80B-A-9.00-P-002	06/26/17	BUSINESS CLOSED	7907
DESTINY PROPERTY RENTALS	\$	183.00	30G-E-8.00-P-002	02/18/17	BUSINESS CLOSED	7817

DSS ENTERPRISES	\$	519.00	57G-A-32.00-P-001	06/22/17	KEYING ERROR	7892
DUKE TRUSTEE JOHN W	\$	38.00	55-36.00	06/28/17	MOBILE HOME REMOVED	7905
EDWARDS, DEXTER WILSON	\$	230.00	55P-A-6.00	06/28/17	CORRECTED CODING ERROR	7895
EVANS, VENNIE S	\$	81.00	81L-E-21.00	06/28/17	CORRECTED HEATING & COOLING UNIT TO SINGLE UNIT	7896
FIFTH WARD MISSIONARY BAPTIST CHURCH	\$	168.00	66F-K-9.00	05/17/17	SBOE APPROVED EXEMPTION APPLICATION	7885
FIFTH WARD MISSIONARY BAPTIST CHURCH	\$	242.00	66F-K-10.00	05/17/17	SBOE APPROVED EXEMPTION APPLICATION	7884
FISHER, MARY H	\$	225.00	82J-A-13.00	01/30/17	CHANGED UPPER STORY FINISH	7806
GAMBLIN, OPAL MAI	\$	148.00	100-89.00	12/06/16	TAX RELIEF LETTER FROM ASSESSOR	LETTER
GOAD, BOBBY	\$	80.00	65E-B-2.00	02/18/17	CHANGES SHOULD HAVE BEEN FOR 2017 TAX ROLL	7843
GOODNESS & MERCY OUTREACH CHURCH	\$	1,365.00	30-3.03	03/23/17	ADDING GREENBELT FOR 2016	7813
GORSUCH, SHAMUS JOHN	\$	1,000.00	109.6507	02/18/17	CHANGES SHOULD HAVE BEEN FOR 2017 TAX ROLL	7822
GRIFFY, WILLIAM D AND CAROLE J	\$	96.00	65J-A-25.00	12/29/16	CHANGES SHOULD HAVE BEEN FOR 2017 TAX ROLL	7780
GROOVE CHAMBER MUSIC	\$	172.00	7K-D-3.00-P-001	02/18/17	CHANGED MADE ON PERSONAL PROPERTY SCHEDULE	7846
HABITAT FOR HUMANITY MONTGOMERY COUNTY	\$	156.00	79D-K-3.01	02/18/17	HOUSE DEMOLISHED IN 2015	7839
HAIRATAGE, LARRY R MCRAE	\$	19.00	79B-B-20.00-P-001	11/23/16	BUSINESS CLOSED	7680
HALEY, JOE M AND FRANCES E	\$	272.00	32O-C-1.00	12/06/16	TAX RELIEF LETTER FROM ASSESSOR	LETTER
HANKOOK TIRE MANUFACTURING	\$	171,391.00	39-21.00-P-002	01/06/17	PILOT AGREEMENT	7683
HAPPY CHIC BOUTIQUE	\$	9.00	91-14.18-P-001	06/26/17	BUSINESS CLOSED	7893
HARP, JOHNNY C AND DOROTHY J	\$	261.00	105-28.00	02/24/17	TAX RELIEF LETTER FROM ASSESSOR	LETTER
HARRIS HOLT MARTIAL ARTS	\$	357.00	56A-C-5.00-P-001	04/07/17	DOUBLE ASSESSED PERSONAL PROPERTY	7874
HERITAGE BANK	\$	2,524.00	66G-H-8.00-P-000	06/28/17	CORRECTED KEYING ERROR FROM ACCOUNTANT IN 2016	7899
JIM'S PLUMBING & ELECTRICAL	\$	10.00	30K-D-15.00-P-001	03/23/17	CORRECTED KEYING ERROR FOR PERSONAL PROPERTY	7860
HARCROW, JASON	\$	432.00	7G-B-39.00	05/17/17	CORRECTED SQFT DIMS & CALLS	7883
HOHNSON, JAMES BRADLEY JOHNSON	\$	215.00	83-43.17	01/06/17	CORRECTING KEYING ERRORS IN HOUSE APPRAISAL	7715
JOHNSON, JOHN LEE	\$	725.00	11J-A-10.00	01/25/17	CORRECTING SHED APPRAISAL	7694
JONES NURSERY	\$	1,118.00	15-45.00-P-001	02/18/17	BUSINESS NOT REQUIRED TO PAY TAXES; FARMER-NURSERY	7845
JRD LAWN CARD	\$	313.00	84-10.01-P-001	02/18/17	BUSINESS CLOSED	7831
KARNS, EDNA	\$	4.00	67-91.00	03/02/17	CORRECTED ACREAGE	7857
KEESE, STEPHEN ROBERT JR	\$	524.00	113-61.02	04/27/17	UPDATED CALLS ON POLE BARN	7880
KEESE, STEPHEN ROBERT JR	\$	2,242.00	113-61.02	03/14/17	CHANGED FROM COMMERCIAL TO RESIDENTIAL	7866
KENS'S WOODWORKING AND GREENHOUSE	\$	183.00	150-50.00	03/21/17	BUSINESS CLOSED	7862
KRATOS GROUP LLC DBA CROSSFIT	\$	832.00	6-28.04-P-035	05/08/17	ADJUSTED PERSONAL PROPERTY VALUE	
KRISHNASAMY SRIRAM AND PRIYADARSHINI V	\$	175.00	58B-B-4.00	02/16/17	CORRECTED CODING ERROR	7811
KWIK N EASY	\$	17.00	6-28.04-P-044	04/19/17	CORRECTED PERSONAL PROPERTY APPRAISAL	7877
LASATERS COFFEE & TEA	\$	312.00	17-2.08-P-002	01/06/17	DOUBLE ASSESSED PERSONAL PROPERTY	7682
LASATERS CONSTRUCTION LLC	\$	469.00	33-14.13-P-005	02/18/17	CORRECTING KEYING ERROR	7851
LIVING TO HEAR SIX	\$	172.00	63-52.01-P-001	03/23/17	CORRECTING PERSONAL PROPERTY SCHEDULE	7864
LMIW I LLC	\$	352.00	44-47.02	06/29/17	SOLD TO CHURCH PRORATED	7891
LOUK, MARY A	\$	153.00	30H-E-14.00	12/07/16	TAX RELIEF LETTER FROM ASSESSOR	LETTER
LUND, JENIFER ROSE	\$	199.00	66K-F-27.00	01/26/17	CHANGED FROM DUPLEX RESIDENCE TO SINGLE FAMILY	7776

MARKS HOME IMPROVEMENTS	\$ 9.00	121-58.02-P-001	02/18/17	BUSINESS CLOSED	7824
METCALF LARRY E	\$ 132.00	79B-B-2.00	04/27/17	BUSINESS CLOSED	7878
METCALF LARRY E	\$ 5,155.00	66D-A-6.03	11/23/16	SHOULD BE EXEMPT FOR 2016	7678
MC LAWN SERVICE	\$ 233.00	30J-D-16.00-P-001	05/17/17	BUSINESS CLOSED	7888
MID STATE INVESTMENT	\$ 914.00	110-39.02	04/28/17	HOUSE WAS PUT ON WRONG PARCEL	7828
MID STATE INVESTMENT	\$ 432.00	65K-G-4.00	01/25/17	APPRAISAL CHANGES SHOULD HAVE BEEN FOR 2017 TAX ROLL	7801
MID SOUTH AUTO TRANSPORT	\$ 175.00	88G-D-29.00-P-000	02/18/17	BUSINESS CLOSED	7833
MOORE'S PROPERTY MAINTENANCE	\$ 2,597.00	56D-C-12.00-P-000	01/06/17	CORRECTING PERSONAL PROPERTY SCHEDULE	7800
MR. BEL-C	\$ 596.00	81N-E-1.00-P-001	02/18/17	BUSINESS CLOSED	7809
NORRIS ELECTRIC LLC	\$ 12.00	62P-B-32.00-P-000	02/18/17	BUSINESS CLOSED	7812
OLSON, MARY ANN	\$ 77.00	103-26.01	01/06/17	MOBILE HOME REMOVED	7684
PANTOJAS, RAY AND VANESSA	\$ 472.00	31H-A-9.00	03/17/17	BUSINESS CLOSED	7853
PINNACLE ESCAPES PROPERTIES LLC	\$ 96.00	65O-F-17.00	03/23/17	CORRECTING SQUARE FOOTAGE OF HOUSE	7821
POWERS, BRYCE AND KAREN	\$ 338.00	99-20.02	11/23/16	GARAGE WAS DOUBLE ASSESSED	7672
PRO TECH PRESSURE WASHING	\$ 172.00	80D-E-5.00-P-002	05/17/17	PERSONAL PROPERTY VALUE CHANGED	7889
RADFORD, CECIL D	\$ 28.00	55O-A-6.00	11/08/16	PURCHASED BY CITY	7665
RED LOBSTER #0476	\$ 159.00	32L-C-8.00	06/28/17	AMENDED PERSONAL PROPERTY FOR 2016	7904
REVUP NUTRITION	\$ 98.00	19D-B-5.00-P-001	02/18/17	BUSINESS CLOSED	7816
RICHARDS, RANDOLPH M	\$ 1,099.00	64B-A-10.00	03/23/17	CORRECTING CODING OF HOUSE	7870
ROSE, DAVID B	\$ 6.00	71-36.00	03/27/17	TAKING IMP SHED OFF APPRAISAL	7829
ROYCE, G HANCOCK	\$ 237.00	65L-B-26.00-P-001	04/18/17	CORRECTING PERSONAL PROPERTY SCHEDULE	7871
SHANNON, MOONEY	\$ 65.00	101-141.07-P-001	03/23/17	CORRECTING PERSONAL PROPERTY SCHEDULE	7865
SHELBY, BRIAN	\$ 308.00	52-2.01	04/28/17	CORRECTED DEED CALLS	7882
SHREE SHIVA KRUPA INC DBA SILVER DOLLAR	\$ 169.00	32-83.00-P-003	05/08/17	TAXED ON MAP 32 83.00 P 002	7890
SOUTHERN INTEGRITY INVESTIGATIONS	\$ 155.00	17C-E-30.00-P-001	02/18/17	CORRECTING PERSONAL PROPERTY SCHEDULE	7827
SOUTHSIDE GENERAL STORE	\$ 1,223.00	144-117.01-P-001	02/18/17	TMA AUDIT	7834
STONE RIDGE CONSULTING & CONSTRUCTION	\$ 140.00	68A-C-40.00	01/06/17	ADJUSTING HOUSE VALUE FOR FIRE DAMAGE	7717
SUBURBAN PROPANE #414	\$ 286.00	80A-A-2.00-P	03/15/17	TMA AUDIT	
THE SPOTLIGHT CHILDCARE & PRESCHOOL LLC	\$ 931.00	30-72.00-P-003	06/28/17	AMENDED PERSONAL PROPERTY FOR 2016	7894
TRINITY ENTERPRISES PARTNERSHIP	\$ 657.00	63J-A-1.00	01/06/17	PURCHASED BY STATE OF TENNESSEE	7716
TRINITY ENTERPRISES PARTNERSHIP	\$ 613.00	63J-A-2.00	01/06/17	PURCHASED BY STATE OF TENNESSEE	7721
TRINITY ENTERPRISES TN GP	\$ 3,719.00	63-68	01/06/17	PURCHASED BY STATE OF TENNESSEE	7720
TRIPLE B DEVELOPMENT PARTNERSHIP	\$ 525.00	44P-A-79.00	03/23/17	HOUSE ASSESSED TO THIS PARCEL IN ERROR	7861
U S BANK NATIONAL ASSOCIATION	\$ 6.00	5E-B-3.03-P-000	01/06/17	APPLYING EQUALIZATION RATE	7692
U S BANK NATIONAL ASSOCIATION	\$ 1.00	55O-B-1.00-P-033	01/07/17	APPLYING EQUALIZATION RATE	7703
U S BANK NATIONAL ASSOCIATION	\$ 1.00	66G-C-20.00-P-016	01/07/17	APPLYING EQUALIZATION RATE	7706
U S BANK NATIONAL ASSOCIATION	\$ 1.00	66G-C-24.00-P-001	01/07/17	APPLYING EQUALIZATION RATE	7708
USSERY, GLORIA	\$ 191.00	11J-B-15.00	01/12/17	DELETING MOBILE HOME VALUE	7778
WADHWA INVESTMENTS LLC	\$ 99.00	66M-A-21.00	02/18/17	PRORATING FOR SALE TO CITY	7807
WELKER, TERRY	\$ 115.00	64I-A-40.00	03/15/17	APPRAISAL CHANGES SHOULD HAVE BEEN FOR 2017 TAX ROLL	7840

2016 PUBLIC UTILITY STATE CHANGES-DECREASE 07/1/2016-6/30/2017					
NAME	AMOUNT	MAP & PARCEL	DATE	REASON	CERT#
NATIONAL CARRIER, INC	\$ 14,675.00	MC1-297.00	06/22/17	AD VALOREM DECREASE BY LETTER DATED 02-22-2017	
TOTALS:	\$ 14,675.00				

2015 ASSESSOR CHANGES DECREASES 7/1/2016-6/30/2017

NAME	AMOUNT	MAP & PARCEL	DATE	REASON	CERT#
A AND S CLEANING	\$ 176.00	57-120-P-001	11/08/16	BUSINESS CLOSED	7655
ABBOTT, FORNEY W	\$ 17.00	82-116.00	12/08/16	ACREAGE ADJUSTED	7676
ALLEN, EDNA PEARL ETAL	\$ 9,639.00	139-19.00	11/10/16	ROLLBACK VOIDED	
ANDERSON INVESTMENT CORP	\$ 129.00	51-38.05	03/15/17	BUSINESS CLOSED	7836
ANDERSON, LUTHER E	\$ 210.00	123-55.11	09/13/16	APPLIED FOR GREENBELT	7643
ARELLANO, URIEL AND ROSA	\$ 931.00	41N-A-19.00	09/20/16	CORRECTED ACREAGE	7642
AUDIO ONE	\$ 85.00	19A-A-22.00-P-002	11/08/16	NEVER OPENED BUSINESS	7654
BETTER CHOICE OF LIVING	\$ 367.00	66D-C-11.00	11/07/16	SBOE APPEAL LETTER	
BUSH, D R AND WILLIE	\$ 97.00	101-95.00	04/19/17	EXEMPT - PURCHASED BY COUNTY	7875
BYARD CONSTRUCTION LLC	\$ 13,499.00	82-150.01-P-001	08/17/16	TMA AUDIT	
CLARENCE D TRAXLER DBA R.E.O. DOALL	\$ 66.00	58G-B-27.00-P-001	07/15/16	BUSINESS CLOSED	7632
CLARKSVILLE FAMILY MAGAZINE	\$ 150.00	81B-B-2.00-P-001	11/23/16	CORRECTING PERSONAL PROPERTY SCHEDULE	7664
COLBIE, T JACKSON DBA CT JACKSON ESTATE	\$ 166.00	43E-K-21.00-P-001	10/06/16	BUSINESS CLOSED	7649
CUMBERLAND PRESBYTERIAN CHURCH	\$ 658.00	43F-E-22.00	11/08/16	EXEMPT	7661
DOWNS, RICHARD	\$ 790.00	18F-C-62.00	08/09/16	WRONG HOUSE ASSESSED - CORRECTED FOR 2016	7637
DUKE, TRUSTEE JOHN W ETAL	\$ 38.00	55-36.00	06/28/17	MOBILE HOME REMOVED	7906
FERRELL, HAROLD G	\$ 67.00	156-70.00	02/01/17	SBOE APPEAL NO. 103117	
GARDNER, GEORGE T AND CLEMMIE M	\$ 679.00	11-28.00	10/19/16	LAND NON-PRODUCTIVE, REMOVED ALL SFYI	7641
GARDNER, GEORGE T AND CLEMMIE M	\$ 4.00	11-28.00	10/19/16	LAND NON-PRODUCTIVE, REMOVED ALL SFYI	7641
GENTRY, JAMES WALLACE	\$ 81.00	29L-C-34.00	08/16/16	MOBILE HOME REMOVED	7631
H AND W HOME IMPROVEMENT	\$ 66.00	81E-D-15.00-P-001	03/10/17	BUSINESS CLOSED	7837
HUFFS BACKHOE SERVICES	\$ 507.00	130-15.07-P-001	07/21/16	ADJUSTING PERSONAL PROPERTY VALUE	7601
INNOVATIVE TRAINING RESOURCES	\$ 32.00	81N-A-20.00-P	02/18/17	BUSINESS CLOSED	7825
JONES NURSERY	\$ 972.00	15-45.00-P-001	02/18/17	BUSINESS NOT REQUIRED TO PAY TAXES, FARMER-NURSERY	7844
JRD LAWN CARE	\$ 272.00	84-10.01-P-001	02/18/17	BUSINESS CLOSED	7830
KOESTER STEVEN A	\$ 1,984.00	125-1.01	03/14/17	ROLLBACK VOIDED	
KWIK N EASY	\$ 202.00	6-28.04-P-044	11/08/16	CORRECTING PERSONAL PROPERTY SCHEDULE	7659
LA BEAUTE SALON	\$ 51.00	66J-G-5.01-P-005	03/23/17	BUSINESS CLOSED	7829
LILY CONCRETE COATING	\$ 2,008.00	17I-B-27.00-P-002	07/18/16	BUSINESS CLOSED	7633
LUND, JENIFER ROSE	\$ 199.00	66K-F-27.00	01/26/17	CHANGING FROM DUPLEX TO SINGLE FAMILY RESIDENCE	7777
MARKS HOME IMPROVEMENTS	\$ 9.00	121-58.02-P-001	02/18/17	BUSINESS CLOSED	7834
MATAMOROS, WILMER AND GRACIELA	\$ 354.00	6L-M-29.00-P	09/19/16	BUSINESS CLOSED	7648
MID-SOUTH AUTO TRANSPORT	\$ 152.00	88G-D-29.00-P	02/18/17	BUSINESS CLOSED	7832
MOON, L D ETAL	\$ 11,584.00	80D-A-28.00	03/24/17	SBOE APPEAL NO. 108609	
MR. BEL-C	\$ 518.00	81M-E-1.00-P-001	02/18/17	BUSINESS CLOSED	7808
MURPHY, PATRICIA L	\$ 8,866.00	53-3.00	09/20/16	ROLLBACK VOIDED	
NASHVILLE STATE COMMUNITY COLLEGE	\$ 854.00	56-62.13-P-001	01/06/17	EXEMPT	7718

[illegible]

2014 ASSESSOR CHANGES-DECREASES 7/1/2016-6/30/2017

NAME	AMOUNT	MAP & PARCEL	DATE	REASON	CERT#
BETTER CHOICE OF LIVING	\$ 453.00	66D-C-11.00	11/07/16	SBOE APPEAL LETTER	
GARDNER, GEORGE T AND CLEMMIE	\$ 662.00	11-28.00	10/19/16	LAND NON-PRODUCTIVE, REMOVED ALL SFYI	7640
HOWARD, JOHN E	\$ 131.00	126-58.00	07/13/16	TAX FREEZE LETTER CORRECTING ASSESSMENT	LETTER
HUNTER'S LAWN CARE	\$ 1,846.00	110-24.02-P	07/21/16	BUSINESS CLOSED	7598
MATAMOROS, WILMER AND GRACIELA M	\$ 343.00	6L-M-29.00	09/19/16	BUSINESS CLOSED	7647
MOON LD ETAL	\$ 11,224.00	80D-A-28.00	03/24/17	SBOE APPEAL LETTER	
ROBERSON, ELROY	\$ 279.00	40-4.02-T	04/07/17	APPLYING TAX RELIEF TO MOBILE HOME	7666
WEST CREEK PROPERTIES	\$ 5,551.00	18I-B-4.00	09/13/16	LOT 8 DIVIDED AND RECOMBINED WITH ADJOINING LOTS	7645
TOTALS:	\$ 20,489.00				

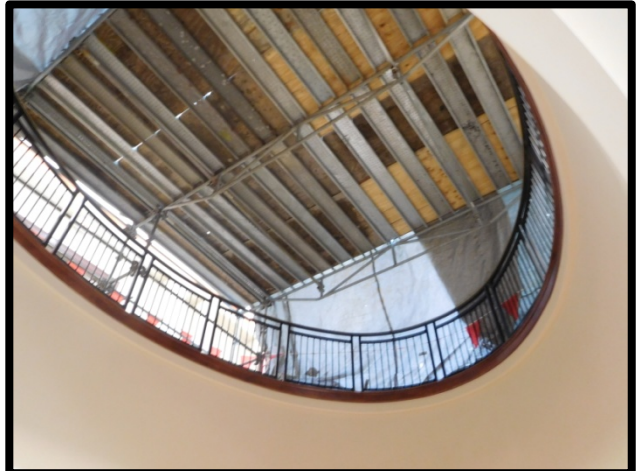


Capital Projects – November 2017 – Construction Update Report

Courts Center Renovation

Architect/Designer: Rufus Johnson Associates
General Contractor: Codell Construction
Project Status: Construction
Contract Date: 04/13/2016
Contract Completion Date: 08/23/2018
Budget: \$8,834,848
Current Contract Amount: \$648,048.28 Design - \$8,117,591 Construction
Percentage Complete: 45% Construction
Comments:

- Roofing work is complete and glass dome is expected to be completed in November.
- Window and masonry exterior repairs is nearing completion for entire building.
- 3rd floor courtrooms and offices are framed and sheetrock installed. Painting has started.
- Two new courtrooms and offices on 3rd floor are anticipated to be completed by March 2018.
- New inmate holding cells in the basement are 75% complete.





Capital Projects – November 2017 – Construction Update Report

Lafayette Road Widening

Architect/Designer: Gresham, Smith & Partners

General Contractor: TBD

Project Status: Right of Way Design Plans

Contract Date: TBD

Contract Completion Date: TBD

Budget: \$2,500,000

Current Contract Amount: TBD

Percentage Complete: 95%

Comments:

- Right of Way plans have been submitted to TDOT. Awaiting approval to begin ROW acquisition and utility plans.





Capital Projects – November 2017 – Construction Update Report

Oakland Road Realignment

Architect/Designer: Neel Schaffer
General Contractor: Jones Brothers
Project Status: Construction
Contract Date: December 2016
Contract Completion Date: June 30, 2018
Budget: \$3,825,000
Current Contract Amount: \$1,389,271 (Construction) \$428,698 (ROW costs not yet finalized)
Percentage Complete: 85%
Comments:

- The Oakland Road Realignment section of this project is complete other than the final asphalt surface and intersection stoplight. Construction crews are focused on Guthrie Hwy widening at this point.
- Estimated completion date is summer 2018 for the entire project.
- One property along Oakland remains in condemnation and has yet to be finalized.





Capital Projects – November 2017 – Construction Update Report

Rotary Park Parking Improvements

Architect/Designer: Moore Design
General Contractor: Carter Douglas Company
Project Status: In Construction
Contract Date: 3/15/2017
Contract Completion Date: 10/9/2017 (Out of contact time)
Budget: \$780,036
Current Contract Amount: \$763,034
Percentage Complete: 85%
Comments:

- Work is ongoing within all areas of the park. Contractor is behind schedule and pushing to reach substantial completion for the project.
- The park has been fully closed to the public for approximately the last 3 weeks. Park should be reopened to the public within approximately the next 3 weeks.
- Work still ongoing at this time is asphalt paving, concrete sidewalks, water line installation, stream stabilization, finish grading, and seeding and site stabilization.





Capital Projects – November 2017 – Construction Update Report

EMS Administration & Logistics Facility

Architect/Designer: Rufus Johnson Associates
General Contractor: Pride Concrete, LLC
Project Status: In Construction
Contract Date: 10/3/2017
Contract Completion Date: 7/13/2018
Budget: \$5,027,164
Current Contract Amount: \$3,656,650 (Construction) \$301,147 (Design)
Percentage Complete: 3%
Comments:

- The official groundbreaking ceremony was held October 30th.
- Grading of the site has been started to remove topsoil and unstable material and the contractor has started to bring in new structural fill material.
- Footers, site utilities, and concrete slab will all be worked on in the upcoming weeks.





Capital Projects – November 2017 – Construction Update Report

Civic Plaza - Construction

Architect/Designer: Hodgson Douglas
General Contractor: B.R. Miller & Company
Project Status: Construction
Contract Date: 12/22/2016
Contract Completion Date: 12/1/2017
Budget: \$6,255,610.17 + (\$503,031 added for underground utilities)
Current Contract Amount: \$502,446.23 (Underground Utilities) \$4,132,226.11 (Construction)
Percentage Complete: 80%
Comments: Pre-Const. Costs = \$2,019,898 (Land: \$1,212,713, Design: \$510,383.95, Demo: \$305,860)

- Construction work ongoing.
- Ice Rink to be installed this month while site and structure work ongoing.





Capital Projects – November 2017 – Construction Update Report

Siemens Performance Based Energy Project

Architect/Designer: Siemens
General Contractor: Siemens
Project Status: Construction Phase
Contract Date: 9/20/2016
Contract Completion Date: 9/27/2017
Budget: \$5,104,424
Current Contract Amount: \$5,083,170
Percentage Complete: 100%
Comments:

- Project has been completed and is now in the Measurement and Verification stage.



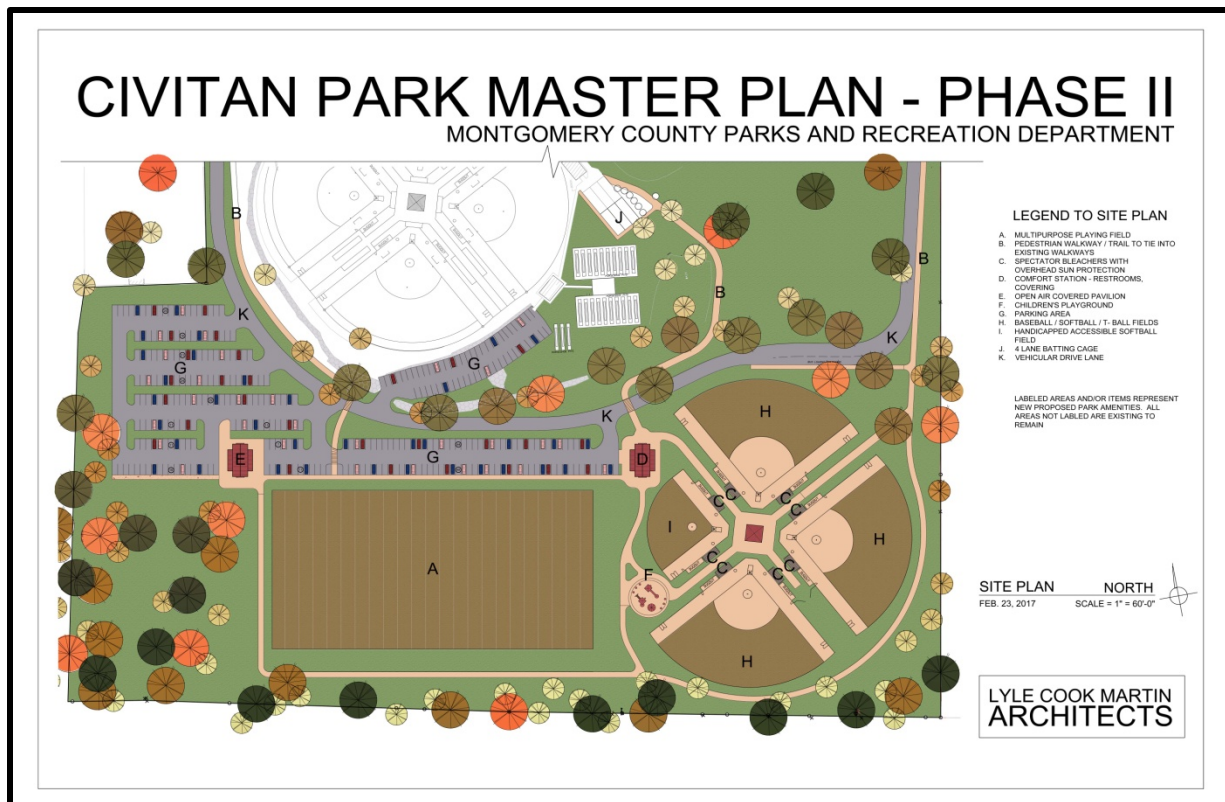


Capital Projects – November 2017 – Construction Update Report

Civitan Park Phase II

Architect/Designer: Lyle Cook Martin Architects
General Contractor: TBD
Project Status: Design
Contract Date: TBD
Contract Completion Date: TBD
Budget: \$ 300,000 (Design) \$ 6,056,126 (Construction)
Current Contract Amount: TBD
Percentage Complete: 80%
Comments:

- Phase II will improve approximately 25 acres of land adjacent to the current Civitan Park in the St. Bethlehem area of Clarksville.
- The expansion includes a large multipurpose field, an ADA accessible baseball field, additional Little League baseball fields, additional parking, and pavilions and restrooms.
- Design plans are nearing completion for final reviews. Working toward a bid release in early 2018.





Capital Projects – November 2017 – Construction Update Report

Historic Courthouse 4th Floor Build Out

Architect/Designer: Montgomery County Engineering
General Contractor: ViViD1 Builders
Project Status: Construction
Contract Date: 4/7/2017
Contract Completion Date: 9/28/2017
Budget: \$300,000 (Construction)
Current Contract Amount: \$277,234.35
Percentage Complete: 100%
Comments:

- Project has been completed.





Capital Projects – November 2017 – Construction Update Report

Fredonia Community Center

Architect/Designer: Lyle Cook Martin
General Contractor: TBD
Project Status: Schematic Design
Contract Date: TBD
Contract Completion Date: TBD
Budget: TBD
Current Contract Amount: TBD
Percentage Complete: 20% Schematic
Comments:

- Design progress has remained unchanged for a period of time due to other ongoing projects and designs. Finalizing contract for further design phases, but the focus of work has been shifted from the Park components of the project to the Community Center Building for the use of the current design funds.

FREDONIA SCHOOL HOUSE & COMMUNITY CENTER CAMPUS MASTER PLAN



SITE PLAN

JANUARY 4, 2017



- A. EXISTING SCHOOL HOUSE AND IMMEDIATE GROUNDS TO BECOME THE NEW FREDONIA COMMUNITY CENTER, 28 PARKING SPOTS
- B. NEW OUTDOOR STAGE AND PERFORMANCE AREA
- C. NEW RESTROOM PAVILION SERVING COMMUNITY CENTER & DUAL DUMPSTER RECEPTACLES
- D. NEW RESTROOMS AND PARK MAINTENANCE SHOP / STORAGE FOR PARK EQUIPMENT - RENOVATED SPACE
- E. SIGNAGE FOR PARK
- F. 130 NEW PARKING SPACES
- G. RELOCATED HISTORIC DOC MAGON OFFICE
- H. NEW OUTDOOR FENCED-IN BASKETBALL COURT
- I. NEW BASEBALL / SOFTBALL FIELD
- J. MULTIPURPOSE PLAYING FIELD
- K. NEW PUTT PUTT GOLF COURSE
- L. OPEN AIR COMMUNITY PAVILION
- M. NEW CHILDREN'S PLAYGROUND
- N. EXISTING POND TO BE IMPROVED
- O. NEW PEDESTRIAN WALKING TRAIL WITH PARK BENCH RESTING NOOKS AT DESIGNATED AREAS

LYLE COOK MARTIN
 ARCHITECTS
 1001 N. Main Street / Clarksville, TN 37040
 TEL: 615.252.8777 / FAX: 615.252.8778
www.lylecookmartin.com

FREDONIA SCHOOL HOUSE
 COMMUNITY CENTER MASTER PLAN
 FREDONIA, TENNESSEE
 PROPOSED SITE PLAN

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MONTGOMERY COUNTY PARKS AND RECREATION DEPARTMENT



Capital Projects – November 2017 – Construction Update Report

Upcoming Projects

Archives

Architect/Designer: Jon Clark & Associates
Project Status: Planning and Programming needs for possible new facility or renovation

ADA Transition Plan

Architect/Designer: Montgomery County Engineering
Project Status: Inspections of existing buildings for Self-Evaluation & Reporting

Main Library Renovations

Architect/Designer: HBM Architects (Funding & Design currently managed by Library Director)
Project Status: Design & Programming

Public Safety Complex 3rd & 4th Floor Renovation

Architect/Designer: Montgomery County Engineering in coordination with MCG Sheriff's Office
Project Status: Planning, Programming, & Proposal requests for materials

Rotary Park Nature Center

Architect/Designer: Lyle Cook & Martin
Project Status: Planning and Schematic Design



Montgomery County Government
Building and Codes Department

Phone
931-648-5718

350 Pageant Lane Suite 309
Clarksville, TN 37040

Fax
931-553-5121

Memorandum

TO: Jim Durrett, County Mayor

FROM: Rod Streeter, Building Commissioner

DATE: November 1, 2017

SUBJ: October 2017 PERMIT REVENUE REPORT

The number of permits issued in October 2017 is as follows: Building Permits 95, Grading Permits 2, Mechanical Permits 75, and Plumbing Permits 23 for a total of 195 permits.

The total cost of construction was \$11,675,202.00. The revenue is as follows: Building Permits \$57,730.00, Grading Permits \$2,631.00, Plumbing Permits \$2,590.00, Mechanical Permits: \$7,070.00 Plans Review \$6,700.00, BZA \$250.00, Re-Inspections \$450.00, Pre-Inspection \$0.00, Safety Inspection \$0.00, and Miscellaneous Fees \$0.00 the total revenue received in October 2017 was \$77,421.00.

FISCAL YEAR 2017/2018 TOTALS TO DATE:

NUMBER OF SINGLE FAMILY PERMITS:	218
COST OF CONSTRUCTION:	\$176,338,618.00
NUMBER OF BUILDING PERMITS:	366
NUMBER OF PLUMBING PERMITS:	88
NUMBER OF MECHANICAL PERMITS:	288
NUMBER OF GRADING PERMITS:	9
BUILDING PERMITS REVENUE:	\$361,346.70
PLUMBING PERMIT REVENUE:	\$8,840.00
MECHANICAL PERMIT REVENUE:	\$27,330.00
GRADING PERMIT REVENUE:	\$7,865.50
RENEWAL FEES:	\$100.00
PLANS REVIEW FEES:	\$157,398.20
BZA FEES:	\$1,250.00
RE-INSPECTION FEES:	\$1,950.00
PRE-INSPECTION FEES:	\$0.00
SAFETY INSPECTION FEES:	\$0.00
MISCELLANEOUS FEES:	\$0.00
MISC REFUNDS	\$0.00
SWBA	\$0.00
TOTAL REVENUE:	\$565,980.40

OCTOBER 2017 GROUND WATER PROTECTION

The number of septic applications received for October 2017 was 26 with total revenue received for the county was \$0.00 (State received \$15,915.00).

The lease agreement beginning on July 1, 2017-June 30, 2018 was agreed upon between the County and State.

The number of Septic Tank Disclosure requests for October 2017. ****Effective December 16, 2008 Ground Water Protection no longer provides this service.****

FISCAL YEAR 2017/2018 TOTALS TO DATE:

NUMBER OF GROUND WATER APPLICATIONS (SEPTIC)	101
NUMBER OF SEPTIC TANK DISCLOSURE REQUEST	0
GROUND WATER PROTECTION (STATE: \$48,025.00)	\$0.00
 TOTAL REVENUE:	 \$565,980.40

RS/bf

cc: Jim Durrett, County Mayor
Jeff Taylor, Accounts and Budgets
Kellie Jackson, County Clerk



Montgomery County Government
Building and Codes Department

350 Pageant Lane Suite 309
Clarksville, TN 37040

Phone
931-648-5718

Fax
931-553-5121

Memorandum

TO: Jim Durrett, County Mayor

FROM: Rod Streeter, Building Commissioner

DATE: November 1, 2017

SUBJ: October 2017 ADEQUATE FACILITIES TAX REPORT

The total number of receipts issued in October 2017 is as follows: City 127 and County 60 for a total of 187.

There were 148 receipts issued on single-family dwellings, 3 receipts issued on multi-family dwellings with a total of 14 units, 20 receipts issued on condominiums with a total of 20 units, 0 receipts issued on townhouses. There was 2 exemption receipt issued.

The total taxes received for October 2017 was \$108,000.00

The total refunds issued for October 2017 was \$0.00.

Total Adequate Facilities Tax Revenue for October 2017 was \$108,000.00

FISCAL YEAR 2017/2018 TOTALS TO DATE:

TOTAL NUMBER OF Adequate Facilities Tax Receipts Issued:	City:	365
	County:	251
	Total:	616
TOTAL REFUNDS:		\$0.00
TOTAL TAXES RECEIVED:		\$391,000.00

<u>NUMBER OF LOTS AND DWELLINGS ISSUED</u>	<u>CITY</u>	<u>COUNTY</u>	<u>TOTAL</u>
LOTS 5 ACRES OR MORE:	0	27	27
SINGLE-FAMILY DWELLINGS:	306	214	520
MULTI-FAMILY DWELLINGS (18 Receipts):	154	0	154
CONDOMINIUMS: (37 Receipts)	37	0	37
TOWNHOUSES:	0	0	0
EXEMPTIONS: (5 Receipts)	3	4	7
REFUNDS ISSUED: (0 Receipt)	(0)	(0)	(0)

RS/bf

cc: Jim Durrett, County Mayor
Jeff Taylor, Accounts and Budgets
Kellie Jackson, County Clerk

MONTGOMERY COUNTY DRIVER SAFETY PROGRAM

QUARTERLY REPORT: REVENUE AND ATTENDEES

JULY - SEPTEMBER 2017

*Adult Driver Improvement Program

<u>Rev Rec:</u> July 2017.....\$ 2,693.25	<u>Attendees:</u> July 2017.....41
August 2017.....\$ 3,078.00	August 2017.....43
September 2017..\$ 3,462.75	September2017..53
Total.....\$ 9,234.00	Total.....137

*ADIP Book Fees

<u>Rev Rec:</u> July 2017.....\$	139.65
August 2017.....\$	159.60
September 2017.....\$	179.55
Total.....\$	478.80

*JUVENILE COURT DDC ALIVE AT 25

<u>Rev Rec:</u> July 2017.....\$ 342.00	<u>Attendees:</u> July 2017.....0
August 2017.....\$ 285.00	August 2017.....10
September 2017...\$ 228.00	September2017.....8
Total.....\$ 855.00	Total.....18

***JUVENILE COURT DDC 4**

<u>Rev Rec:</u> July 2017.....	\$1,371.80	<u>Attendees:</u> July 2017.....	31
August 2017.....	\$1,136.20	August 2017.....	39
September 2017..	\$1,653.00	September 2017..	39
Total.....	\$4,161.00	Total.....	109

***Seatbelt**

<u>Rev Rec:</u> July 2017.....	\$ 9.50	<u>Attendees:</u> July 2017.....	0
August 2017.....	\$ 38.00	August 2017.....	9
September 2017..	\$ 85.50	September 2017...	0
Total.....	\$..133.00	Total.....	9

***Anti Theft**

<u>Rev Rec:</u> July 2017.....	\$ 28.50	<u>Attendees:</u> July 2017.....	0
August 2017.....	\$ 171.00	August 2017.....	4
September 2017..	\$ 57.00	September 2017...	0
Total.....	\$ 256.50	Total.....	4

MONTGOMERY COUNTY

2017 COUNTY ROAD LIST

ZONE 1

JULY 1, 2017 THRU SEPTEMBER 30, 2017

ROAD NAME	ROAD CLASS	ROAD LENGTH	DATE APPROVED	REASON FOR CHANGE
Blooming Grove Road	Hot Mix	1.90	10/10/17	Overlay 1.00 mi. with hot mix.
Blooming Grove Road	Hot Mix	1.90	10/10/17	Change 1 mi. Rd. Width from 20 ft. to 22 ft.

MONTGOMERY COUNTY

2017 COUNTY ROAD LIST

Zone 2

JULY 1, 2017 THRU SEPTEMBER 30, 2017

ROAD NAME	ROAD CLASS	ROAD LENGTH	DATE APPROVED	REASON FOR CHANGE
JL Thompson Ln.	Hot Mix	.24	10/10/17	Overlay with hot mix.
JL Thompson Ln.	Hot Mix	.24	10/10/17	Change Rd. Width from 12 ft. to 13 ft.
Maple Tree Ln.	Hot Mix	.10	10/10/17	Overlay with hot mix.
Maple Tree Ln.	Hot Mix	.10	10/10/17	Change Rd. Width from 13 ft. to 14 ft.
Thompson Ln.	Hot Mix	.21	10/10/17	Overlay with hot mix.
Thompson Ln.	Hot Mix	.21	10/10/17	Change Rd. Width from 14 ft. to 15 ft.

MONTGOMERY COUNTY

2017 COUNTY ROAD LIST

Zone 3

JULY 1, 2017 THRU SEPTEMBER 30, 2017

ROAD NAME	ROAD CLASS	ROAD LENGTH	DATE APPROVED	REASON FOR CHANGE
Old Hwy.48	Hot Mix	12.28	10/10/17	Overlay 1.61 mi. with hot mix.
Seven Mile Ferry Rd.	Hot Mix	9.55	10/10/17	Overlay 1.1 mi. with hot mix.
Seven Mile Ferry Rd.	Hot Mix	9.55	10/10/17	Change 4.79 mi. of Rd. Width to 22 ft. and 4.76 mi. of Rd. Width to 20 ft.

MONTGOMERY COUNTY

2017 COUNTY ROAD LIST

Zone 4

JULY 1, 2017 THRU SEPTEMBER 30, 2017

ROAD NAME	ROAD CLASS	ROAD LENGTH	DATE APPROVED	REASON FOR CHANGE
Drake Road	Hot Mix	1.64	10/10/17	Overlay with hot mix.
Lock B Road N.	Hot Mix	4.44	10/10/17	Overlay 2.50 mi. with hot mix.

MONTGOMERY COUNTY

ZONE 5

2017 COUNTY ROAD LIST

JULY 1, 2017 THRU SEPTEMBER 30, 2017

ROAD NAME	ROAD CLASS	ROAD LENGTH	DATE APPROVED	REASON FOR CHANGE
Buck Road	Hot Mix	2.10	10/10/17	Overlay with hot mix.
Autumn Terrace Lane	Hot Mix	.30	10/10/17	Change Winter Terrace Ln. to Autumn Terrace Ln.

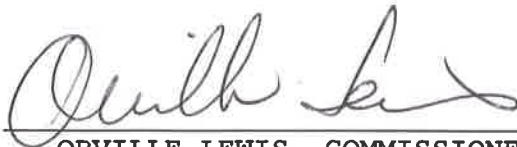
RESPECTFULLY SUBMITTED,

A handwritten signature in blue ink, appearing to read "Mike Frost", written over a horizontal line.

MIKE FROST, HIGHWAY SUPERVISOR

A handwritten signature in black ink, appearing to read "Ed Groves", written over a horizontal line.

ED GROVES, COMMISSIONER

A handwritten signature in black ink, appearing to read "Orville Lewis", written over a horizontal line.

ORVILLE LEWIS, COMMISSIONER

10-10-17

DATE

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

12. Recurring Costs:☒ No Recurring Costs

	AMOUNT (Basis points/\$)	FIRM NAME (If different from #11)
Remarketing Agent		
Paying Agent / Registrar		
Trustee		
Liquidity / Credit Enhancement		
Escrow Agent		
Sponsorship / Program / Admin		
Other _____		

13. Disclosure Document / Official Statement:☒ None Prepared☐ EMMA link _____ or☐ Copy attached**14. Continuing Disclosure Obligations:**

Is there an existing continuing disclosure obligation related to the security for this debt?

☐ Yes☒ No

Is there a continuing disclosure obligation agreement related to this debt?

☐ Yes☒ No

If yes to either question, date that disclosure is due _____

Name and title of person responsible for compliance _____

15. Written Debt Management Policy:

Governing Body's approval date of the current version of the written debt management policy _____

Is the debt obligation in compliance with and clearly authorized under the policy?

☐ Yes☐ No**16. Written Derivative Management Policy:**☒ No derivative

Governing Body's approval date of the current version of the written derivative management policy _____

Date of Letter of Compliance for derivative _____

Is the derivative in compliance with and clearly authorized under the policy?

☐ Yes☐ No**17. Submission of Report:**

To the Governing Body: on _____ and presented at public meeting held on _____

Copy to Director to OSLF: on _____ either by:

☐ Mail to:505 Deaderick Street, Suite 1600
James K. Polk State Office Building
Nashville, TN 37243-1402

OR

☐ Email to:StateAndLocalFinance.PublicDebtForm@cot.tn.gov**18. Signatures:**

AUTHORIZED REPRESENTATIVE

PREPARER

Name	<u><i>Millard 2. H</i></u>	<u><i>Danny Grant</i></u>
Title	<u>Director of Schools</u>	<u>Chief Financial Officer</u>
Firm	<u></u>	<u>Clarksville Montgomery County School System</u>
Email	<u>millard.house@cmcss.net</u>	<u>danny.grant@cmcss.net</u>
Date	<u></u>	<u></u>

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

1. Public Entity: Name: <u>Clarksville Montgomery County School System</u> Address: <u>621 Gracey Avenue</u> <u>Clarksville, Tennessee 37040</u> Debt Issue Name: <u>Master Tax-Exempt Lease Purchase Agreement Property Schedule No. #</u> <small>If disclosing initially for a program, attach the form specified for updates, indicating the frequency required.</small>																			
2. Face Amount: \$ <u>1,200,000.00</u> Premium/Discount: \$ _____																			
3. Interest Cost: <u>1.7030</u> % <input checked="" type="checkbox"/> Tax-exempt <input type="checkbox"/> Taxable <input type="checkbox"/> TIC <input type="checkbox"/> NIC <input type="checkbox"/> Variable: Index _____ plus _____ basis points; or <input type="checkbox"/> Variable: Remarketing Agent _____ <input type="checkbox"/> Other: _____																			
4. Debt Obligation: <input type="checkbox"/> TRAN <input type="checkbox"/> RAN <input type="checkbox"/> CON <input type="checkbox"/> BAN <input type="checkbox"/> CRAN <input type="checkbox"/> GAN <input type="checkbox"/> Bond <input type="checkbox"/> Loan Agreement <input checked="" type="checkbox"/> Capital Lease <small>If any of the notes listed above are issued pursuant to Title 9, Chapter 21, enclose a copy of the executed note with the filing with the Office of State and Local Finance ("OSLF").</small>																			
5. Ratings: <input checked="" type="checkbox"/> Unrated Moody's _____ Standard & Poor's _____ Fitch _____																			
6. Purpose: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #333; color: white;"> <th style="width: 40%;"></th> <th style="width: 10%;"></th> <th style="width: 50%;">BRIEF DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> General Government</td> <td>_____ %</td> <td>_____</td> </tr> <tr> <td><input checked="" type="checkbox"/> Education</td> <td><u>100.00</u> %</td> <td><u>Computer Lease for student laptops</u></td> </tr> <tr> <td><input type="checkbox"/> Utilities</td> <td>_____ %</td> <td>_____</td> </tr> <tr> <td><input type="checkbox"/> Other</td> <td>_____ %</td> <td>_____</td> </tr> <tr> <td><input type="checkbox"/> Refunding/Renewal</td> <td>_____ %</td> <td>_____</td> </tr> </tbody> </table>				BRIEF DESCRIPTION	<input type="checkbox"/> General Government	_____ %	_____	<input checked="" type="checkbox"/> Education	<u>100.00</u> %	<u>Computer Lease for student laptops</u>	<input type="checkbox"/> Utilities	_____ %	_____	<input type="checkbox"/> Other	_____ %	_____	<input type="checkbox"/> Refunding/Renewal	_____ %	_____
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<input type="checkbox"/> Refunding/Renewal	_____ %	_____																	
7. Security: <input checked="" type="checkbox"/> General Obligation <input type="checkbox"/> General Obligation + Revenue/Tax <input type="checkbox"/> Revenue <input type="checkbox"/> Tax Increment Financing (TIF) <input type="checkbox"/> Annual Appropriation (Capital Lease Only) <input type="checkbox"/> Other (Describe): _____																			
8. Type of Sale: <input type="checkbox"/> Competitive Public Sale <input type="checkbox"/> Interfund Loan _____ <input type="checkbox"/> Negotiated Sale <input type="checkbox"/> Loan Program _____ <input type="checkbox"/> Informal Bid																			
9. Date: Dated Date: <u>09/12/2017</u> Issue/Closing Date: <u>09/12/2017</u>																			

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10. Maturity Dates, Amounts and Interest Rates *:

Year	Amount	Interest Rate	Year	Amount	Interest Rate
10/12/2017	\$ 300,000.00	1.7030 %		\$	%
10/12/2018	\$ 300,000.00	1.7030 %		\$	%
10/12/2019	\$ 300,000.00	1.7030 %		\$	%
10/12/2020	\$ 300,000.00	1.7030 %		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%

If more space is needed, attach an additional sheet.

If (1) the debt has a final maturity of 31 or more years from the date of issuance, (2) principal repayment is delayed for two or more years, or (3) debt service payments are not level throughout the retirement period, then a cumulative repayment schedule (grouped in 5 year increments out to 30 years) including this and all other entity debt secured by the same source **MUST BE PREPARED AND ATTACHED**. For purposes of this form, debt secured by an ad valorem tax pledge and debt secured by a dual ad valorem tax and revenue pledge are secured by the same source. Also, debt secured by the same revenue stream, no matter what lien level, is considered secured by the same source.

* This section is not applicable to the Initial Report for a Borrowing Program.

11. Cost of Issuance and Professionals:☒ No costs or professionals

	AMOUNT (Round to nearest \$)	FIRM NAME
Financial Advisor Fees	\$ 0	
Legal Fees	\$ 0	
Bond Counsel	\$ 0	
Issuer's Counsel	\$ 0	
Trustee's Counsel	\$ 0	
Bank Counsel	\$ 0	
Disclosure Counsel	\$ 0	
Paying Agent Fees	\$ 0	
Registrar Fees	\$ 0	
Trustee Fees	\$ 0	
Remarketing Agent Fees	\$ 0	
Liquidity Fees	\$ 0	
Rating Agency Fees	\$ 0	
Credit Enhancement Fees	\$ 0	
Bank Closing Costs	\$ 0	
Underwriter's Discount _____%		
Take Down	\$ 0	
Management Fee	\$ 0	
Risk Premium	\$ 0	
Underwriter's Counsel	\$ 0	
Other expenses	\$ 0	
Printing and Advertising Fees	\$ 0	
Issuer/Administrator Program Fees	\$ 0	
Real Estate Fees	\$ 0	
Sponsorship/Referral Fee	\$ 0	
Other Costs _____	\$ 0	
TOTAL COSTS	\$ 0	