

**FINANCE COMMITTEE**  
**June 4, 2024**  
**3:30 p.m.**

**WORK SESSION AGENDA**  
**June 4, 2024**  
**4:00 p.m.**

1. Agenda Review and Citizen Forum

**AGENDA**  
**CITY OF MORRISTOWN, TENNESSEE**  
**CITY COUNCIL MEETING**  
**June 4, 2024**  
**5:00 p.m.**

1. **CALL TO ORDER**

Mayor Gary Chesney

2. **INVOCATION**

Reverend Mark Campbell, Morristown Police Dept. Master Chaplain

3. **PLEDGE OF ALLEGIANCE**

4. **ROLL CALL**

5. **ADOPTION OF AGENDA**

6. **PROCLAMATIONS/PRESENTATIONS**

7. **CITIZEN COMMENTS ABOUT AGENDA ITEMS ONLY**  
**(Other than items scheduled for public hearing.)**

8. **APPROVAL OF MINUTES**

1. May 21, 2024

9. **OLD BUSINESS**

- 9-a. **Public Hearings & Adoption of Ordinances/Resolutions**

10. **NEW BUSINESS**

**10-a. Resolutions**

1. Resolution No. 2024-12  
A Resolution of the City Council of the City of Morristown, amending “The Fund Balance and Spending Prioritization Policy”.
2. Resolution No. 2024-13  
A Resolution of the City Council of the City of Morristown, Tennessee Adopting an Identity Theft Policy.

**10-b. Introduction and First Reading of Ordinances**

1. Ordinance No. \_\_\_\_\_  
To amend ordinance number 4752, The City of Morristown, Tennessee annual budget for fiscal year 2023-2024 necessary to appropriate additional funds in relation to Morristown Landing operations, re-appropriate funds from fiscal year 2023 related to a factory cancelled vehicle order and various other operational needs and to establish the funding source for each appropriation.  
**{Public Hearing Date June 18, 2024}**
2. Ordinance No. \_\_\_\_\_  
An Ordinance of the City of Morristown, Tennessee, Adopting the Annual Budget for the Fiscal Year Beginning July 1, 2024, and ending June 30, 2025.  
**{Public Hearing Date June 18, 2024}**
3. Ordinance No. \_\_\_\_\_  
Being an Ordinance of the City Council of Morristown, Tennessee amending Title 5, Section 504 of the Morristown Municipal Code (competitive bidding).  
**{Public Hearing Date June 18, 2024}**

**10-c. Awarding of Bids/Contracts**

1. Approval to declare surplus Vehicle #383, 2011 Ford Crown Vic, VIN# 2FABP7BV6BX183484 that has been removed from service and is no longer being utilized and approve the Vehicle Transfer Agreement with Northeast State Community College Police Department.
2. Approval of Memorandum of Understanding/TACN Radio Site User Agreement between the City of Morristown and Jefferson County Sheriff’s Office, Jefferson City Police Department, White Pine Police Department, Dandridge Police Department, and the New Market Police Department to operate mobile and portable radio units on Tennessee Advanced Communications Network (TACN) frequencies located at the Pinebrook Site in Hamblen County, TN.

3. Approve Addendum #4 to the lease for the Employee Health Clinic office space located at 1748 West Andrew Johnson Hwy, Morristown, TN to extend the current lease from January 1, 2025 to December 31, 2027 at the current monthly rent of \$1,850.
4. Authorize the purchase of two hundred and thirty-seven (237) Microsoft Office 365 (Plan E3) Licenses, totaling \$52,329.60.
5. Acknowledge receipt of bids for the Rolling Jacks and accept the bid from Equipment Sales and Service as the best bid; authorize the purchase of two (2) Rolling Jacks with aftermarket assembly, totaling \$26,032.60.
6. Authorize the purchase of a Pierce Pumper for the Fire Department from Siddons Martin Emergency Group, LLC in the amount of \$913,337.00 via cooperative purchase (Sourcewell #113021-OKC), subject to adoption and implementation of the FY 2025 budget allocating funds for the same.
7. Approve purchase of one (1) 2024 Chevy Silverado with dump bed for the Public Works Department via State Contract #209 totaling \$73,396.
8. Acknowledge receipt of a bid for the Back Up Switch at City Hall and accept the bid from IT Decisions; authorize the purchase, totaling \$14,591.56.

**10-d. Board/Commission Appointments**

**10-e. New Issues**

**11. CITY ADMINISTRATOR'S REPORT**

1. Line-Item Transfers
  - a. General Fund #110
  - b. Drug Fund #126
  - c. Solid Waste Fund #435
  - d. Storm Water Fund #440

**12. COMMENTS FROM MAYOR/COUNCILMEMBERS/COMMITTEES**

**13. ADJOURN**

**WORK SESSION  
June 4, 2024**

**1. Charter**

## Upcoming City Council Meeting/Holiday Schedule.

June 4, 2024	Tuesday	3:30 p.m.	Finance Committee Meeting
June 4, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
June 4, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
June 18, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
June 18, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
June 19, 2024	Wednesday		City Center Closed – Observance of Juneteenth
July 2, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
July 2, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
July 4, 2024	Thursday		City Center Closed – Observance of Independence Day
July 16, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
July 16, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
August 6, 2024	Tuesday	3:30 p.m.	Finance Committee Meeting
August 6, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
August 6, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
August 20, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
August 20, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
September 2, 2024	Monday		City Center Closed – Observance of Labor Day
September 3, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
September 3, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
September 17, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
September 17, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
October 1, 2024	Tuesday	3:30 p.m.	Finance Committee Meeting
October 1, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
October 1, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
October 15, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
October 15, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
November 5, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
November 5, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
November 11, 2024	Monday		City Center Closed – Observance of Veterans Day
November 19, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
November 19, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
November 28-29, 2024	Thurs/Fri		City Center Closed – Observance of Thanksgiving Holiday
December 3, 2024	Tuesday	3:30 p.m.	Finance Committee Meeting
December 3, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
December 3, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
December 17, 2024	Tuesday	4:00 p.m.	Council Agenda Review & Citizen Forum
December 17, 2024	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
December 24-25, 2024	Tues/Wed		City Center Closed – Observance of Christmas Holiday

STATE OF TENNESSES  
COUNTY OF HAMBLLEN  
CORPORATION OF MORRISTOWN  
MAY 21, 2024

The City Council for the City of Morristown, Hamblen County, Tennessee, met in regular session at the regular meeting place of the Council in the Morristown City Center at 5:00 p.m., Tuesday, May 21, 2024 with the Honorable Mayor Gary Chesney presiding and the following Councilmembers present: Bob Garrett, Tommy Pedigo, Joseph Senter and Kay Senter. Absent: Al A'Hearn and Chris Bivens.

Reverend Dr. Cytnhia Thompson, Morristown Police Department, Senior Chaplain, led in the invocation. Mayor Chesney led the "Pledge of Allegiance".

Councilmember K. Senter made a motion to adopt the May 21, 2024 agenda as presented. Councilmember J. Senter seconded the motion and upon roll call; all voted "aye".

Mayor Chesney opened the floor for members of the audience to speak subject to the guidelines provided. No one spoke.

Councilmember Pedigo made a motion to approve the minutes of the May 7, 2024 meeting as circulated. Councilmember J. Senter seconded the motion and upon roll call; all voted "aye".

A Public Hearing was held relating to Ordinance No. 4752.02. No one spoke.

Councilmember Pedigo made a motion to approve Ordinance No. 4752.02 on second and final reading. Councilmember Garrett seconded the motion and upon roll call; all voted "aye".

**Ordinance No. 4752.02**

**An Ordinance to amend ordinance number 4752. The City of Morristown, Tennessee annual budget for fiscal year 2023-2024 necessary to appropriate additional funds in relation to the MAID Ditch project – transfer of funds from the ARPA Fund to the Stormwater Fund.**

A Public Hearing was held relating to Ordinance No. 4752.03. No one spoke.

Councilmember K. Senter made a motion to approve Ordinance No. 4752.03 on second and final reading. Councilmember Garrett seconded the motion and upon roll call; all voted "aye".

**Ordinance No. 4752.03**

**An Ordinance to amend ordinance number 4752. The City of Morristown, Tennessee annual budget for fiscal year 2023-2024 necessary to appropriate additional funds for twelve Police vehicles and associated upfitting, various operational needs, grant funded Police & Fire items and re-allocate funding for asset management software; and to appropriate and establish the funding source for each appropriation.**

Councilmember K. Senter made a motion to acknowledge receipt of bids for a Fire Panel at Public Works, accept the bid from CES Corporation as the best bid, and authorize the purchase of one (1) Fire Panel for \$41,555.67. Councilmember Pedigo seconded the motion and upon roll call; all voted “aye”.

Councilmember Pedigo made a motion to acknowledge receipt of bids for a Split System at Fire Station #1, accept the bid from Renner Electric Heating & Cooling, Inc. as the best bid, and authorize the purchase of two (2) Split Systems for \$15,589.00. Councilmember Garrett seconded the motion and upon roll call; all voted “aye”.

Councilmember K. Senter made a motion to approve the agreement with LDA Engineering to provide professional services as related the Snyder Road Connection to Frank Lorino Park in an amount of \$17,500.00. Councilmember Garrett seconded the motion and upon roll call; all voted “aye”.

Councilmember Pedigo made a motion to approve Change Order No. 1 to the contract with McSpadden, Inc. for the construction of Fire Station Three, being a cumulative credit of \$3,817.00 and authorize the City Administrator to execute the same. Councilmember Garrett seconded the motion and upon roll call; all voted “aye”.

Councilmember K. Senter made a motion to appoint Darlene Smith to fill a vacancy on the Library Board for the remainder of the term to expire June 30, 2026. Councilmember Pedigo seconded the motion and upon roll call; all voted “aye”.

Councilmember K. Senter made a motion to appoint Dr. Devin Edwards to the Library Board for a three (3) year term to begin July 1, 2024 and expire June 30, 2027. Councilmember Garrett seconded the motion and upon roll call; all voted “aye”.

Mayor Chesney recessed the meeting at 5:11 p.m. to enter into Executive Session.

Mayor Chesney reconvened the meeting at 5:32 p.m.

Mayor Gary Chesney adjourned the May 21, 2024, Morristown City Council meeting at 5:36 p.m.

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Mayor

Attest:

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City Administrator

DRAFT

**RESOLUTION NO. 2024-12**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORRISTOWN,  
AMENDING “THE FUND BALANCE AND SPENDING PRIORITIZATION  
POLICY”.**

**WHEREAS**, the Council desires to establish an amended fund balance and spending prioritization policy,

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Morristown:

**SECTION 1.** The City Council hereby approves and adopts the “City of Morristown Fund Balance and Spending Prioritization Policy” as amended and presented herein, superseding policy adopted by Resolution 23-21 on April 20, 2021.

**SECTION 2.** This resolution shall be in full force and effect immediately upon passage.

**CITY OF MORRISTOWN, TENNESSEE  
FUND BALANCE AND  
SPENDING PRIORITIZATION POLICY**

**PURPOSE**

The City of Morristown hereby establishes and updates its spending prioritization and fund balance policy as defined herein in accordance with Governmental Accounting Standards Board Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. This Policy shall apply to all of City of Morristown’s governmental funds.

**SPENDING PRIORITIZATION PLAN**

City of Morristown will reduce fund balance restricted amounts first when expenditures are incurred for purposes for which both restricted and unrestricted (committed, assigned, or unassigned) amounts are available.

City of Morristown reduces committed amounts first, followed by assigned amounts and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.



## **DEFINITIONS**

Fund balance is the net position of a governmental fund and refers to the difference between assets, liabilities, deferred outflows of resources and deferred inflows of resources. Fund balances should be reported in the classification noted below:

- **Non-Spendable Fund Balance** – Amounts that are not in a spendable form such as inventory, prepaid amounts, and the long-term amounts of loans and notes receivable, or are required to be maintained intact.
- **Restricted Fund Balance** – Amounts that can be spent only for the specific purposes stipulated by external resource providers such as grantors or enabling legislations. Restrictions may be changed or lifted only with the consent of the resource providers.
- **Committed Fund Balance** – Amounts that can be used only for the specific purposes determined by a formal action of the City Council, City of Morristown's highest level of decision-making authority. Commitments may be changed or lifted only by the City Council taking the same formal action that imposed the constraint.
- **Assigned Fund Balance** – Amounts that City of Morristown intends to use for a specific purpose but are not restricted or committed. The intent shall be expressed by the City Council or the City Administrator (or his/her designee), which the City Council has delegated the authority.
  - City Council has identified the need to establish an assigned fund balance for council contingency. This assigned fund balance is to establish an account for funds not to exceed \$125,000 for projects that Council determines are most beneficial to the City of Morristown and its citizenry. Unexpended appropriated funds are to be assigned up to the maximum amount. Expenditures from this assigned fund balance must be approved by the Finance Committee and appropriated by City Council prior to being expended.
- **Unassigned Fund Balance** – The residual classification for the classification for the General Fund includes amounts that are not contained in the other classifications. Unassigned amounts are the portion of fund balance which is not obligated or specifically designated and is available for any purpose.
  - The City understands the importance of maintaining a proper fund balance for the functions of City government. Proper fund balance allows sufficient cash flow between high and low revenue periods but also ensures security in case of a natural emergency.
  - The City will maintain an unassigned fund balance in the General Fund of at least 20% of annual General Fund expenditures.

- The City will not budget for the use of unreserved or unassigned fund balance in the General Fund for ongoing operations. Unreserved or unassigned fund balance can be used to cover shortfalls in revenues during a fiscal year if insufficient time remains in the fiscal year to reduce expenditures or for emergency purchases (i.e., natural disasters).

PASSED ON THIS THE 4th DAY of JUNE, 2024.

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MAYOR

ATTEST:

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CITY ADMINISTRATOR

## **RESOLUTION NO. 2024-13**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORRISTOWN, TENNESSEE ADOPTING AN IDENTITY THEFT POLICY.**

Be it resolved by the City Council for the City of Morristown, Tennessee that due to the requirement to implement an identity theft policy based on the Fair and Accurate Credit Transactions Act of 2003, the City has determined that the following Identity Theft Policy is in the best interest of the City and its employees and citizens:

#### **“IDENTITY THEFT POLICY**

##### **SECTION 1: BACKGROUND**

The risk to the City, its employees and customers from data loss and identity theft is of significant concern to the City and can be reduced only through the combined efforts of every employee and contractor.

##### **SECTION 2: PURPOSE**

The City adopts this sensitive information policy to help protect employees, customers, contractors and the City from damages related to the loss or misuse of sensitive information. This policy will:

- a. Define sensitive information; and
- b. Describe the physical security of data when it is printed on paper; and
- c. Describe the electronic security of data when stored and distributed; and
- d. Place the City in compliance with state and federal law regarding identity theft protection.

This policy enables the City to protect existing customers, reducing risk from identity fraud, and minimize potential damage to the City from fraudulent new accounts. The program will help the City:

- a. Identify risks that signify potentially fraudulent activity within new or existing covered accounts; and
- b. Detect risks when they occur in covered accounts; and
- c. Respond to risks to determine if fraudulent activity has occurred and act if fraud has been attempted or committed; and
- d. Update the program periodically, including reviewing the accounts that are covered and the identified risks that are part of the program.

##### **SECTION 3: SCOPE**

This policy and protection program applies to employees, contractors, consultants, temporary workers, and other workers at the City, including all personnel affiliated with third parties.

##### **SECTION 4: POLICY**

###### **4.1 Sensitive Information Policy**

Definition of Sensitive Information

Sensitive information includes the following items whether stored in electronic or printed format:

- a. Credit Card information, including any of the following:
  1. Credit card number (in part or whole)
  2. Credit card expiration date

3. Cardholder name
4. Cardholder address
- b. Tax identification numbers, including:
  1. Social Security number
  2. Business identification number
  3. Employer identification number
- c. Payroll information including, among other information:
  1. Paychecks
  2. Paystubs
- d. Cafeteria plan check requests and associated paperwork
- e. Medical information for any employee or customer, including but not limited to:
  1. Doctor names and claims
  2. Insurance claims
  3. Prescriptions
  4. Any related personal medical information
- f. Other personal information belonging to any customer, employee or contractor, examples of which include:
  1. Date of birth
  2. Address
  3. Phone numbers
  4. Maiden name
  5. Names
  6. Customer number
- g. City personnel are encouraged to use common sense judgment in securing confidential information to the proper extent. Furthermore, this section should be read in conjunction with the Tennessee Public Records Act and the City's open records policy. If an employee is uncertain of the sensitivity of a particular piece of information, he/she should contact their supervisor. In the event the City cannot resolve a conflict between this policy and the Tennessee Public Records Act, the City will contact the Tennessee Office of Open Records.

## **4.2 Hard Copy distribution**

Each employee and contractor performing work for the City will comply with the following policies:

- a. File cabinets, desks drawers, overhead cabinets, and any other storage space containing documents with sensitive information will be locked when not in use.
- b. Storage rooms containing documents with sensitive information and record retention areas will be locked at the end of each workday or when unsupervised.
- c. Desks, workstations, work areas, printers and fax machines and common shared work area will be cleared of all documents containing sensitive information when not in use.
- d. Whiteboards, dry-erase boards, writing tablets, etc. in commonly shared work areas will be erased, removed, or shredded when not in use.
- e. When documents containing sensitive information are discarded, they will be placed inside a locked shred bin or immediately shredded using a mechanic crosscut of Department of Defense (DOD) approved shredding device. Locked shred bins are

labeled “Confidential paper shredding and recycling.” City records, however, may only be destroyed in accordance with the City’s records retention policy.

#### **4.3 Electronic Distribution**

Each employee and contractor performing work for the City will comply with the following policies:

- a. Internally, sensitive information may be transmitted using approved City e-mail. All sensitive information must be encrypted when stored in an electronic format.
- b. Any sensitive information sent externally must be encrypted and password protected and only to approved recipients. Additionally, a statement such as this should be included in the e-mail “this message may contain confidential and/or proprietary information and is intended for the person/entity to whom it was originally addressed. Any use by others is strictly prohibited. If you have received this message in error, please notify the sender immediately by e-mail and delete all copies of the message. Tennessee has a very broad public records law. Most written communication to or from public officials regarding state or city business are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure.”

### **SECTION 5**

#### **5.1 Covered accounts**

A covered account includes any account that involves or is designed to permit multiple payments or transactions. Every new and existing customer account that meets the following criteria is covered by this program:

- a. Business, personal and household accounts for which there is a reasonably foreseeable risk of identity theft; or
- b. Business, personal and household accounts for which there is a reasonably foreseeable risk to the safety or soundness of the municipality from identity theft, including financial, operational, compliance, reputation, or litigation risks.

#### **5.2 Red flags**

5.2.1: The following red flags are potential indicators of fraud. Anytime a red flag, or a situation closely resembling a red flag is apparent, it should be investigated for verification.

- a. Alerts, notifications or warnings from a consumer reporting agency;
- b. A fraud or active-duty alert included with a consumer report;
- c. A notice of credit freeze from a consumer reporting agency in response to a request for a consumer report; or
- d. A notice of address discrepancy from a consumer reporting agency as defined in § 334.82(b) of the Fairness and Accuracy in Credit Transactions Act.

5.2.2: Red flags also include consumer reports that indicate a pattern of activity inconsistent with the history and usual pattern of activity of an applicant or customer, such as:

- a. A recent and significant increase in the volume of inquiries;
- b. An unusual number of recently established credit relationships;
- c. A material change in the use of credit, especially with respect to recently established credit relationships; or

- d. An account that was closed for cause or identified for abuse of account privileges by a financial institution or creditor.

### **5.3 Suspicious documents**

- a. Documents provided for identification that appear to have been altered or forged.
- b. The photograph or physical description on the identification is not consistent with the appearance of the applicant or customer presenting the identification.
- c. Other information on the identification is not consistent with information provided by the person opening a new covered account or customer presenting the identification.
- d. Other information on the identification is not consistent with readily accessible information that is on file with the City, such as a signature card or a recent check.
- e. An application appears to have been altered or forged or gives the appearance of having been destroyed and re-assembled.

### **5.4 Suspicious personal identifying information**

5.4.1: Personal identifying information provided is inconsistent when compared against external information sources used by the City. For example:

- a. The address does not match any address in the consumer report;
- b. The Social Security number (SSN) has not been issued or is listed on the Social Security Administration's Death Master File; or
- c. Personal identifying information provided by the customer is not consistent with other personal identifying information provided by the customer. For example, there is a lack of correlation between the SSN range and date of birth.

5.4.2: Personal identifying information provided is associated with known fraudulent activity as indicated by internal or third-party sources used by the City. For example, the address on an application is the same as the address provided on a fraudulent application.

5.4.3: Personal identifying information provided is of a type commonly associated with fraudulent activity as indicated by internal or third-party sources used by the City. For example:

- a. The address on an application is fictitious, a mail drop, or a prison; or
- b. The phone number is invalid or is associated with a pager or answering service.

5.4.4: The SSN provided is the same as that submitted by other persons opening an account or other customers.

5.4.5: The address or telephone number provided is the same as or similar to the address or telephone number submitted by an unusually large number of other customers or other persons opening accounts.

5.4.6: The customer or the person opening the covered account fails to provide all required personal identifying information on an application or in response to notification that the application is incomplete.

5.4.7: Personal identifying information provided is not consistent with personal identifying information that is on file with the City.

5.4.8: When using security questions (mother's maiden name, pet's name, etc.), the person opening the covered account or the customer cannot provide authenticating information beyond that which generally would be available from a wallet or consumer report.

### **5.5 Unusual use of, or suspicious activity related to, the covered account**

5.5.1: Shortly following the notice of a change of address for a covered account, the City receives

a request for new, additional, or replacement goods or services, or for the addition of authorized users on the account.

5.5.2: A new revolving credit account is used in a manner commonly associated with known patterns of fraud patterns. For example, the customer fails to make the first payment or makes an initial payment but no subsequent payments.

5.5.3: A covered account is used in a manner that is not consistent with established patterns of activity on the account. There is, for example: Nonpayment when there is no history of late or missed payments. A material change in purchasing or usage patterns.

5.5.4: A covered account that has been inactive for a reasonably lengthy period of time is used (taking into consideration the type of account, the expected pattern of usage and other relevant factors).

5.5.5: Mail sent to the customer is returned repeatedly as undeliverable although transactions continue to be conducted in connection with the customer's covered account.

5.5.6: The City is notified that the customer is not receiving paper account statements.

5.5.7: The City is notified of unauthorized charges or transactions in connection with a customer's covered account.

5.5.8: The City receives notice from customers, victims of identity theft, law enforcement authorities, or other persons regarding possible identity theft in connection with covered accounts held by the City.

5.5.9: The City is notified by a customer, a victim of identity theft, a law enforcement authority, or any other person that it has opened a fraudulent account for a person engaged in identity theft.

## **SECTION 6: RESPONDING TO RED FLAGS**

6.1: Once potentially fraudulent activity is detected, an employee must act quickly as a rapid appropriate response can protect customers and the City from damages and loss.

6.1.1: Once potentially fraudulent activity is detected, gather all related documentation and write a description of the situation. Present this information to the designated authority for determination.

6.1.2: The designated authority will complete additional authentication to determine whether the attempted transaction was fraudulent or authentic.

6.2: If a transaction is determined to be fraudulent, appropriate actions must be taken immediately. Actions may include:

- a. Canceling the transaction;
- b. Notifying and cooperating with appropriate law enforcement;
- c. Determining the extent of liability of the City; and
- d. Notifying the actual customer that fraud has been attempted.

## **SECTION 7: PERIODIC UPDATES TO PLAN**

7.1: At periodic intervals established in the program, or as required, the program will be re-evaluated to determine whether all aspects of the program are up to date and applicable in the current business environment.

7.1.1: Periodic reviews will include an assessment of which accounts are covered by the program.

7.1.2: As part of the review, red flags may be revised, replaced or eliminated. Defining new red flags may also be appropriate.

7.1.3: Actions to take in the event that fraudulent activity is discovered may also require revision to reduce damage to the City and its customers.

## **SECTION 8: PROGRAM ADMINISTRATION**

### **8.1: Involvement of management**

- a. The Identity Theft Prevention Program shall not be operated as an extension to existing fraud prevention programs, and its importance warrants the highest level of attention.
- b. The Identity Theft Prevention Program is the responsibility of the governing body. Approval of the initial plan must be appropriately documented and maintained.
- c. Operational responsibility of the program is delegated to the City Administrator, or his/her designee.

### **8.2: Staff training**

- a. Staff training shall be conducted for all employees, officials and contractors for whom it is reasonably foreseeable that they may come into contact with accounts or personally identifiable information that may constitute a risk to the City or its customers.
- b. The City Administrator, or his/her designee is responsible for ensuring identity theft training for all requisite employees and contractors.
- c. Employees must receive annual training in all elements of this policy.
- d. To ensure maximum effectiveness, employees may continue to receive additional training as changes to the program are made.

### **8.3: Oversight of service provider arrangements**

- a. It is the responsibility of the City to ensure that the activities of all service providers are conducted in accordance with reasonable policies and procedures designed to detect, prevent, and mitigate the risk of identity theft.
- b. A service provider that maintains its own identity theft prevention program, consistent with the guidance of the red flag rules and validated by appropriate due diligence, may be considered to be meeting these requirements.
- c. Any specific requirements should be specifically addressed in the appropriate contract arrangements.”

This resolution will take effect immediately upon its passage, the public welfare requiring it.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Gary Chesney, Mayor

ATTEST:

\_\_\_\_\_  
City Administrator, Andrew Ellard



## APPROPRIATION ORDINANCE

4752.

To amend ordinance number 4752, The City of Morristown, Tennessee annual budget for fiscal year 2023-2024 necessary to appropriate additional funds in relation to Morristown Landing operations, re-appropriate funds from fiscal year 2023 related to a factory cancelled vehicle order and various other operational needs and to establish the funding source for each appropriation.

Be it ordained by the Council of the City of Morristown Tennessee that Ordinance Number 4752 identifying the revenue and expenditure accounts of the City of Morristown contained in the annual budget for the fiscal year 2023-2024 is hereby amended and funds are herewith appropriated or adjusted as presented

FUND	DEPARTMENT	CODE	ACCOUNT DESCRIPTION	FUND BALANCE/REVENUE		EXPENDITURES	
				Increase	Decrease	Increase	Decrease
General Fund (110)	Finance	41530.553	Bank Services & Charges			\$ 22,000	
General Fund (110)	Police Patrol	42120.361	Repairs & Maintenance Vehicles			\$ 60,000	
General Fund (110)	Police Patrol	42120.433	Vehicle Parts/Oil/Fluid/Tires			\$ 55,000	
General Fund (110)	Police Patrol	42120.971	Motor Equipment			\$ 90,000	
General Fund (110)	Firefighting	42240.112	Overtime			\$ 92,900	
General Fund (110)	Firefighting	42240.213	TCRS			\$ 60,570	
General Fund (110)	Firefighting	42240.219	Workers Compensation Insurance			\$ 5,021	
General Fund (110)	Fleet Maintenance	43100.362	Repair/Maintenance Operations Equip			\$ 26,040	
General Fund (110)	Parks & Recreation - Maintenance	44430.917	Motor Equipment			\$ 73,396	
General Fund (110)	Outside Agencies	81000-616	Economic Development			\$ 60,000	
General Fund (110)	Transfers Out	92000-640	Morristown Landing Operations			\$ 100,000	
General Fund (110)	Revenue	110.31920	Hotel/Motel Tax	\$60,000			
General Fund (110)	Fund Balance		Unassigned Fund Balance		\$ 584,927		
Morristown Landing Operations Fund (123)	Revenue	123-49800	Transfers In	\$100,000			
Morristown Landing Operations Fund (123)	Social Recreational Cultural	56900-399	Other Contracted Services			\$ 100,000	
			Totals	\$ 160,000	\$ 584,927	\$ 744,927	\$ -

PASSED ON FIRST READING THIS 4th DAY OF JUNE 2024

\_\_\_\_\_  
Mayor Signature

ATTEST:

\_\_\_\_\_  
City Administrator Signature

PASSED ON SECOND READING THIS 18th DAY OF JUNE 2024

\_\_\_\_\_  
Mayor Signature

ATTEST:

\_\_\_\_\_  
City Administrator Signature

# Budget Ordinance

ORDINANCE No. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF MORRISTOWN, TENNESSEE  
ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND  
ENDING JUNE 30, 2025

- WHEREAS, Tennessee Code Annotated § 9-1-116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and
- WHEREAS, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and
- WHEREAS, the Mayor and City Council have published the annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the Council will consider final passage of the budget.

NOW THEREFORE BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MORRISTOWN, TENNESSEE AS FOLLOWS:

SECTION 1: That the governing body projects anticipated revenues from all sources and appropriates planned expenditures for each department, board, office or other agency of the municipality, herein presented together with the actual annual receipts and expenditures of the last preceding fiscal year and the estimated annual expenditures for the current fiscal year, and from those revenues and unexpended and unencumbered funds as follows for fiscal year 2025, and including the projected ending balances for the budget year, the actual ending balances for the most recent ended fiscal year and the estimated ending balances for the current fiscal years:

GENERAL FUND	Estimated		Budget FY 2025
	Actual FY 2023	Actual FY 2024	
<b>Revenues</b>			
Local Taxes	\$ 39,115,240	\$ 40,917,667	\$ 39,956,220
Licenses And Permits	1,930,642	1,821,100	1,501,600
Intergovernmental	6,745,807	7,369,136	10,021,463
Charges For Services	159,002	211,077	203,000
Fines And Forfeitures	2,020,190	2,681,515	1,451,179
<b>Other Financing Sources</b>			
Issuance of Debt / Debt Proceeds	4,617,491	9,999,206	-
SBITAs	702,848	-	-
Transfers In - from ARPA Fund	-	-	2,000,000
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 55,291,220</b>	<b>\$ 62,999,701</b>	<b>\$ 55,133,462</b>
<b>Appropriations</b>			
<b>Expenditures</b>			
Mayor & Council	\$ 204,303	\$ 252,950	\$ 390,840
Council Elections	25,484	-	-
City Administrator	922,245	958,862	963,660
Finance	1,043,780	1,201,235	1,336,733
Purchasing	65,537	71,960	88,259
Computer Operations	313,214	445,734	378,831
Human Resources	146,750	150,015	174,522
Risk Management	193,245	210,363	207,542
Legal Services	201,546	90,000	110,000
Court Administration	100,767	32,238	34,904
Community & Economic Affairs	440,247	473,924	505,633
Codes Enforcement	199,685	180,719	235,594
Community Development Administration	598,827	578,097	981,444
Engineering	353,857	218,616	269,821
GIS	238,370	270,491	293,053
Inspections	450,453	485,039	562,520
Police Department	9,529,348	12,839,832	11,390,906
Fire Department	9,165,578	9,653,413	10,887,700
Public Works	7,507,333	8,559,260	12,629,407
Parks & Recreation	2,485,375	2,668,253	3,346,809
Natural Resource Maintenance	412,715	317,921	390,821
Other Agencies	1,632,049	1,557,112	1,749,849
Social Services	250,000	250,000	239,275
Airport	451,467	337,648	1,013,200
Retiree Health Insurance	447,154	385,704	475,000
Debt Service Principal & Interest	5,214,745	6,161,430	5,704,168
Capital Outlay - Issuance of SBITAs	702,848	-	-
Bond Expenditures	115,687	185,706	-
<b>Other Financing Uses</b>			
Transfers Out - to other funds	6,761,725	750,000	2,600,000
<b>Total Appropriations</b>	<b>\$ 50,174,334</b>	<b>\$ 49,286,522</b>	<b>\$ 56,960,491</b>
<b>Change in Fund Balance (Revenues - Appropriations)</b>	<b>5,116,886</b>	<b>13,713,179</b>	<b>(1,827,029)</b>
<b>Beginning Fund Balance July 1</b>	<b>39,067,958</b>	<b>44,184,844</b>	<b>57,898,023</b>
<b>Ending Fund Balance June 30</b>	<b>\$ 44,184,844</b>	<b>\$ 57,898,023</b>	<b>\$ 56,070,994</b>
<b>Ending Fund Balance as a % of Total Appropriations</b>	<b>88.1%</b>	<b>117.5%</b>	<b>98.4%</b>

### Debt Service paid from General Fund

#### Debt Management

49100-711	Note Principal Paid	\$ 309,375	\$ 309,375	\$ -
49100-731	Note Interest Paid	9,560	3,240	-
49100-711	Bond Principal Paid	2,606,642	3,335,059	3,378,477
49100-731	Bond Interest Paid	2,163,831	2,511,256	2,320,691
49100-798	Paying Agent Fees	1,500	2,500	5,000
49100-292	Issuance of SBITAs	826,685	-	-
<b>Total Annual Debt Service Payments</b>		<b>\$ 5,917,593</b>	<b>\$ 6,161,430</b>	<b>\$ 5,704,168</b>

SOLID WASTE FUND		Actual FY 2023	Estimated Actual FY 2024	Budget FY 2025
<b>Revenues</b>				
	Solid Waste Disposal Fees	\$ 2,244,241	\$ 2,857,739	\$ 2,840,000
	Sale of City Property	23,895	19,599	1,000
	Miscellaneous Other Revenue	-	446	-
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 2,268,136</b>	<b>\$ 2,877,784</b>	<b>\$ 2,841,000</b>
<b>Appropriations</b>				
	Sanitation	\$ 1,298,309	\$ 1,876,420	\$ 2,090,685
	Recycling	\$ 256,160	\$ 272,132	\$ 313,816
	Debt Service	30,392	29,981	9,161
<b>Total Appropriations</b>		<b>\$ 1,584,861</b>	<b>\$ 2,178,533</b>	<b>\$ 2,413,662</b>
<b>Change in Fund Balance (Revenues - Appropriations)</b>		<b>683,275</b>	<b>699,251</b>	<b>427,338</b>
<b>Beginning Fund Balance July 1</b>		<b>1,743,468</b>	<b>2,426,743</b>	<b>3,125,994</b>
<b>Ending Fund Balance June 30</b>		<b>\$ 2,426,743</b>	<b>\$ 3,125,994</b>	<b>\$ 3,553,332</b>
<b>Ending Fund Balance as a % of Total Appropriations</b>		<b>153.1%</b>	<b>143.5%</b>	<b>147.2%</b>

DRUG FUND		Actual FY 2023	Estimated Actual FY 2024	Budget FY 2025
<b>Revenues</b>				
	Fines And Forfeitures	\$ 122,967	\$ 52,163	\$ 46,000
	Other	-	10,822	-
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 122,967</b>	<b>\$ 62,985</b>	<b>\$ 46,000</b>
<b>Appropriations</b>				
	Drug Enforcement	\$ 211,569	\$ 80,930	\$ 105,300
<b>Total Appropriations</b>		<b>\$ 211,569</b>	<b>\$ 80,930</b>	<b>\$ 105,300</b>
<b>Change in Fund Balance (Revenues - Appropriations)</b>		<b>(88,602)</b>	<b>(17,945)</b>	<b>(59,300)</b>
<b>Beginning Fund Balance July 1</b>		<b>223,908</b>	<b>135,306</b>	<b>117,361</b>
<b>Ending Fund Balance June 30</b>		<b>\$ 135,306</b>	<b>\$ 117,361</b>	<b>\$ 58,061</b>
<b>Ending Fund Balance as a % of Appropriations</b>		<b>64.0%</b>	<b>145.0%</b>	<b>55.1%</b>

LAMTPO FUND	Actual FY 2023	Estimated Actual FY 2024	Budget FY 2025
<b>Revenues</b>			
City Revenues	\$ 23,888	\$ 34,770	\$ 20,798
Other County Revenue	\$ 14,000	\$ -	\$ -
Transportation Planning Reimbursement	219,350	235,136	121,821
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 257,238</b>	<b>\$ 269,906</b>	<b>\$ 142,619</b>
<b>Appropriations</b>			
Transportation Planning Administration	\$ 286,453	\$ 269,906	\$ 142,619
<b>Total Appropriations</b>	<b>\$ 286,453</b>	<b>\$ 269,906</b>	<b>\$ 142,619</b>
<b>Change in Fund Balance (Revenues - Appropriations)</b>	<b>(29,215)</b>	<b>-</b>	<b>-</b>
<b>Beginning Fund Balance July 1</b>	<b>272,410</b>	<b>243,195</b>	<b>243,195</b>
<b>Ending Fund Balance June 30</b>	<b>\$ 243,195</b>	<b>\$ 243,195</b>	<b>\$ 243,195</b>
<b>Ending Fund Balance as a % of Appropriations</b>	<b>84.9%</b>	<b>90.1%</b>	<b>170.5%</b>

E-Citations Fund	Actual FY 2023	Estimated Actual FY 2024	Budget FY 2025
<b>Revenues</b>			
E-Citation Fees	\$ 5,492	\$ 328	\$ -
<b>Other Financing Sources</b>			
Transfers In - from other funds	247,500	-	-
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 252,992</b>	<b>\$ 328</b>	<b>\$ -</b>
<b>Appropriations</b>			
Other Public Safety	\$ 179,267	\$ 25,500	\$ 1,500
<b>Other Financing Uses</b>			
Transfers Out - to other funds	-	69,901	-
<b>Total Appropriations</b>	<b>\$ 179,267</b>	<b>\$ 95,401</b>	<b>\$ 1,500</b>
<b>Change in Fund Balance (Revenues - Appropriations)</b>	<b>73,725</b>	<b>(95,073)</b>	<b>(1,500)</b>
<b>Beginning Fund Balance July 1</b>	<b>23,232</b>	<b>96,957</b>	<b>1,884</b>
<b>Ending Fund Balance June 30</b>	<b>\$ 96,957</b>	<b>\$ 1,884</b>	<b>\$ 384</b>
<b>Ending Fund Balance as a % of Total Appropriations</b>	<b>54.1%</b>	<b>2.0%</b>	<b>25.6%</b>

<b>Morristown Landing Operations Fund</b>	<b>Actual FY 2023</b>	<b>Estimated Actual FY 2024</b>	<b>Budget FY 2025</b>
<b>Revenues</b>			
Lease/Rentals	\$ -	\$ 65,680	\$ 65,680
<b>Other Financing Sources</b>			
Transfers In - from other funds	769,000	825,000	600,000
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 769,000</b>	<b>\$ 890,680</b>	<b>\$ 665,680</b>
<b>Appropriations</b>			
Other Social, Cultural & Recreational	\$ 1,004,765	\$ 1,024,054	\$ 600,000
<b>Total Appropriations</b>	<b>\$ 1,004,765</b>	<b>\$ 1,024,054</b>	<b>\$ 600,000</b>
<b>Change in Fund Balance (Revenues - Appropriations)</b>	<b>(235,765)</b>	<b>(133,374)</b>	<b>65,680</b>
<b>Beginning Fund Balance July 1</b>	<b>548,760</b>	<b>312,995</b>	<b>179,621</b>
<b>Ending Fund Balance June 30</b>	<b>\$ 312,995</b>	<b>\$ 179,621</b>	<b>\$ 245,301</b>
<b>Ending Fund Balance as a % of Appropriations</b>	<b>31.2%</b>	<b>17.5%</b>	<b>40.9%</b>

<b>ARPA Fund</b>	<b>Actual FY 2023</b>	<b>Estimated Actual FY 2024</b>	<b>Budget FY 2025</b>
<b>Revenues</b>			
ARPA Grant	\$ 2,830,750	\$ 2,202,619	\$ -
ARPA Grant - TDEC	-	-	4,000,000
Interest Income	\$ 58,773	\$ 34,909	\$ 10,000
Other Local Revenue	377,549	-	-
<b>Other Financing Sources</b>			
Transfers In - from other funds	-	69,793	2,000,000
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 3,267,072</b>	<b>\$ 2,307,321</b>	<b>\$ 6,010,000</b>
<b>Appropriations</b>			
Highway & Street Projects	\$ 1,588,404	\$ 286,162	\$ -
Public Utility Projects	38,985	-	4,000,000
Social, Cultural & Recreation Projects	168,099	262,032	-
Other General Government Projects	1,235,205	302,404	-
<b>Other Financing Uses</b>			
Transfers Out - to other funds	177,605	1,521,446	2,010,000
<b>Total Appropriations</b>	<b>\$ 3,208,298</b>	<b>\$ 2,372,044</b>	<b>\$ 6,010,000</b>
<b>Change in Fund Balance (Revenues - Appropriations)</b>	<b>58,774</b>	<b>(64,723)</b>	<b>-</b>
<b>Beginning Fund Balance July 1</b>	<b>5,949</b>	<b>64,723</b>	<b>-</b>
<b>Ending Fund Balance June 30</b>	<b>\$ 64,723</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ending Fund Balance as a % of Appropriations</b>	<b>2.0%</b>	<b>0.0%</b>	<b>0.0%</b>

<b>Stormwater Fund</b>	<b>Actual FY 2023</b>	<b>Estimated Actual FY 2024</b>	<b>Budget FY 2025</b>
<b>Operating Revenues</b>			
Stormwater Utility Fees	\$ 1,473,193	\$ 1,416,952	\$ 1,974,000
Other	330	-	-
<b>Non-Operating Revenues, Grants, Contributions, &amp; Transfers In</b>			
Investment Income	4,569	6,757	1,500
Bond Proceeds	-	-	2,500,000
Transfers In - from other funds	-	1,867,424	-
<b>Total Revenues</b>	<b>\$ 1,478,092</b>	<b>\$ 3,291,133</b>	<b>\$ 4,475,500</b>
<b>Appropriations</b>			
<b>Operating Expenses</b>			
Stormwater Administration	\$ 374,503	\$ 422,817	\$ 395,916
Drainway Management	682,127	2,657,599	3,336,151
Depreciation	366,180	379,574	437,500
<b>Non-Operating Expenses and Transfers Out</b>			
Debt Service	50,219	293,354	498,692
<b>Total Appropriations</b>	<b>\$ 1,473,029</b>	<b>\$ 3,753,344</b>	<b>\$ 4,668,259</b>
<b>Change in Net Position (Revenues - Appropriations)</b>	<b>5,063</b>	<b>(462,211)</b>	<b>(192,759)</b>
<b>Beginning Net Position July 1</b>	<b>4,677,522</b>	<b>4,682,585</b>	<b>4,220,374</b>
<b>Ending Net Position June 30</b>	<b>\$ 4,682,585</b>	<b>\$ 4,220,374</b>	<b>\$ 4,027,615</b>

**Debt Service to be Paid Out of Stormwater Fund**

<b>Debt Management</b>				
49190-711	Bond Principal Paid	\$ 243,195	\$ 238,293	\$ 383,390
49190-731	Bond Interest Paid	50,156	54,998	115,182
49190-796	Paying Agent Fees	63	63	120
<b>Total Annual Debt Service Payments</b>	<b>Annual Debt Service Payments</b>	<b>\$ 293,414</b>	<b>\$ 293,354</b>	<b>\$ 498,692</b>

SECTION 2: At the end of the fiscal year 2025, the governing body estimates fund balances or deficits as follows:

<b>Fund</b>	<b>Estimated Fund Balance/Net Position at June 30, 2024</b>
General Fund	\$ 57,898,023
Solid Waste Fund	3,125,994
Drug Fund	117,361
LAMTPO Fund	243,195
E-Citations Fund	1,884
Morristown Landing Operations Fund	179,621
Stormwater Fund	4,220,374

SECTION 3: That the governing body herein certifies that the condition of its sinking funds, if applicable, are compliant pursuant to its bond covenants, and recognizes that the municipality has outstanding bonded and other indebtedness as follows:

Bonded or Other Indebtedness	Debt Authorized and Unissued	Principal Outstanding at June 30, 2024	FY2025 Principal Payment	FY2025 Interest Payment
<b>Bonds -</b>				
General Obligation Bonds Series 2017	\$ -	\$ 7,575,000	\$ 320,000	\$ 249,863
General Obligation Bonds Series 2018	\$ -	\$ 12,365,000	\$ 1,390,000	\$ 499,850
General Obligation Bonds Series 2019B	\$ -	\$ 33,510,000	\$ 1,055,000	\$ 1,119,738
General Obligation Bonds Series 2021A	\$ -	\$ 2,450,000	\$ 230,000	\$ 49,000
General Obligation Bonds Series 2023	\$ -	\$ 9,350,000	\$ 495,000	\$ 410,925
<b>Loan Agreements</b>				
Tennessee Local Government Loan Program Series 2009	\$ -	\$ 1,638,416	\$ 128,648	\$ 43,862
<b>Leases</b>				
Pitney Bowes		30,385	3,800	-
Canon		2,923	1,172	-

SECTION 4: During the coming fiscal year (2025) the governing body has pending and planned capital projects with proposed funding as follows:

Pending Capital Projects	Pending Capital Projects - Total Expense	Pending Capital Projects Expense Financed by Estimated Revenues and/or Reserves	Pending Capital Projects Expense Financed by Debt Proceeds
Fire Station #3	\$ 5,700,000	\$ -	\$ 5,700,000
Various Park Improvement	\$ 3,250,000	\$ -	\$ 3,250,000
Cherokee & Walters Roundabout	\$ 850,000	\$ 850,000	
Resurface City Streets 8 miles	\$ 1,536,000	\$ 1,536,000	
Rejuvenate City Streets 4.75 miles	\$ 100,000	\$ 100,000	
Central Church Road (ROW Phase)	\$ 666,227	\$ 666,227	
East Morris Resurfacing	\$ 1,125,403	\$ 1,125,403	

Proposed Future Capital Projects	Proposed Future Capital Projects - Total Expense	Proposed Future Capital Projects Expense Financed by Estimated Revenues and/or Reserves	Proposed Future Capital Projects Expense Financed by Debt Proceeds
Stormwater Projects	\$ 2,545,000	\$ 45,000	\$ 2,500,000
Bellwood	\$ 450,000	\$ 450,000	
Lorino Lane at Snyder Road	\$ 250,000	\$ 250,000	
Collinson Ford at Wooddale	\$ 80,000	\$ 80,000	
East Main Calming Project	\$ 300,000	\$ 300,000	

SECTION 5: No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 (Tenn. Code Ann. § 6-56-208). In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Tenn. Code Ann. § 6-56-205.

SECTION 6: Money may be transferred from one appropriation to another in the same fund by the City Administrator, subject to such limitations and procedures as set by the Mayor and City Council pursuant to Tennessee Code Annotated § 6-56-209. Any resulting transfers shall be reported to the governing body at its next regular meeting and entered into the minutes.



SECTION 7: A detailed financial plan will be attached to this budget and become part of this budget ordinance. In addition, the published operating budget and budgetary comparisons shown by fund with beginning and ending fund balances and the number of full-time equivalent employees required by Tennessee Code Annotated § 6-56-206 will be attached.

SECTION 8: There is hereby levied a property tax of \$1.40 per \$100 of assessed value on all real and personal property.

There is hereby levied a property tax on all Morristown City parcels located in Jefferson County of \$0.9328 per \$100 of assessed value on all real and personal property.

SECTION 9: This annual operating and capital budget ordinance and supporting documents shall be submitted to the Comptroller of the Treasury or Comptroller's Designee for approval if the City has debt issued pursuant to Title 9, Chapter 21 of the Tennessee Code Annotated within fifteen (15) days of its adoption. This budget shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or Comptroller's Designee in accordance with Title 9, Chapter 21 of the Tennessee Code Annotated (the "Statutes".) If the Comptroller of the Treasury or Comptroller's Designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes or as directed by the Comptroller of the Treasury or Comptroller's Designee. If the City does not have such debt outstanding, it will file this annual operating and capital budget ordinance and supporting documents with the Comptroller of the Treasury or Comptroller's Designee.

SECTION 10: All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 11: All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.

SECTION 12: This ordinance shall take effect July 1, 2024, the public welfare requiring it.

Passed 1<sup>st</sup> Reading: \_\_\_\_\_

Passed 2<sup>nd</sup> Reading: \_\_\_\_\_

\_\_\_\_\_  
Mayor

ATTESTED:

\_\_\_\_\_  
City Administrator

SEAL

**ORDINANCE NO. \_\_\_\_\_,  
BEING AN ORDINANCE OF THE CITY COUNCIL OF MORRISTOWN,  
TENNESSEE AMENDING TITLE 5, SECTION 504 OF THE  
MORRISTOWN MUNICIPAL CODE.**

Be it ordained by the City Council for the City of Morristown that the text of Title 5, Section 504 of the Morristown Municipal Code is deleted in its entirety and substituted therefore is the following:

Sec. 5-504. – Competitive bidding.

Except where State law provides exemption or exception, public advertisement and competitive bidding shall be required for items costing \$50,000.00 or more. A minimum of three competitive quotes shall be obtained, whenever possible, for items between \$20,001.00 and \$49,999.00. The direct purchase of items costing \$20,000.00 or less shall be permitted without engaging in competitive bidding or obtaining the written quotes.

This ordinance shall take effect upon second and final reading, the public welfare requiring same.

PASSED ON FIRST READING THIS 6th DAY OF JUNE, 2024.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY ADMINISTRATOR

PASSED ON SECOND AND FINAL READING THIS 18th DAY OF JUNE, 2024.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY ADMINISTRATOR

## **VEHICLE TRANSFER AGREEMENT**

**THIS VEHICLE TRANSFER AGREEMENT** is made this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and among CITY OF MORRISTOWN, TENNESSEE, a municipal corporation, (“City”) and specifically the MORRISTOWN POLICE DEPARTMENT (“MPD”), and the NORTHEAST STATE COMMUNITY COLLEGE POLICE DEPARTMENT (“NeSCC”).

**WHEREAS** the City, specifically by and through the MPD, has recently declared surplus, a police vehicle; and

**WHEREAS** this surplus vehicle is no longer of any use to the City, but the local campus police department, NeSCC, has requested the use of the vehicle to aid in the safety and patrol on campus; and

**WHEREAS** the City is agreeable to transferring this vehicle to the NeSCC based upon the representations specified in this Agreement.

**NOW, THEREFORE** in consideration of the above and for the purposes described herein, the parties agree as follows:

### **WITNESSETH**

1. The City does hereby transfer ownership of its previously surplus 2011 Ford Crown Victoria, VIN #2FAFP71W61X137342 to the NeSCC campus police department.

2. The NeSCC is accepting the vehicle and will assume complete ownership of the vehicle upon the transfer. The vehicle is accepted by NeSCC in its current as-is condition.

3. The City is transferring the vehicle to NeSCC as this transfer is in furtherance of a public purpose, specifically in that the vehicle will assist a campus police department in ensuring safety at a local community college.

**WITNESS** our hands the day and year first above written.

\_\_\_\_\_  
CITY OF MORRISTOWN  
BY: ANDREW ELLARD, CITY ADMINISTRATOR

\_\_\_\_\_  
NORTHEAST STATE  
COMMUNITY COLLEGE  
POLICE DEPARTMENT  
BY: \_\_\_\_\_

**Memorandum of Understanding**  
**TACN Radio Site User Agreement**

The **City of Morristown and the Morristown Police Department** hereby grants permission to the **Jefferson County Sheriff's Office, Jefferson City Police Department, White Pine Police Department, Dandridge Police Department, and the New Market Police Department** to operate mobile and portable radio units on Tennessee Advanced Communications Network (TACN) frequencies located at the Pinebrook Site in Hamblen County, TN. Operation will be in accordance to all applicable FCC rules and regulations. All Jefferson County law enforcement agencies understand and agree that this may be revoked at any time for failure to comply with FCC and/or Morristown Police Department regulations. The specific purpose of this agreement is to provide interoperable law enforcement communications between the agencies involved. All Jefferson County law enforcement agencies understand and agree that if their combined usage exceeds 10% of the Pinebrook Site's capacity over a period of 90 days, measures will be taken to correct this. There are no costs or fees associated with this agreement.

Authorized by (Grantor): \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
City of Morristown (TN)

Authorized by (Grantee): \_\_\_\_\_ Date \_\_\_\_\_  
Sheriff Jeff Coffey, Jefferson Co. (TN) Sheriff's office

Authorized by (Grantee): \_\_\_\_\_ Date \_\_\_\_\_  
Chief Andy Dossett, Jefferson City (TN) PD

Authorized by (Grantee): \_\_\_\_\_ Date \_\_\_\_\_  
Chief Carson Williams, Dandridge (TN) PD

Authorized by (Grantee): \_\_\_\_\_ Date \_\_\_\_\_  
Chief Chad Cotter, White Pine (TN) PD

Authorized by (Grantee): \_\_\_\_\_ Date \_\_\_\_\_  
Chief Joey Rush, New Market (TN) PD

Authorized by (Grantee): \_\_\_\_\_ Date \_\_\_\_\_  
Director Justin Crowther, Jefferson Co. (TN) 911

## **City County Lease Addendum #4**

### **Addendum #4:**

Attached to the original lease for office space at 1748 West Andrew Johnson Hwy, Morristown, TN dated November 1, 2011.

The parties mutually agree to extend the current lease from January 1, 2025, to December 31, 2027, at the monthly rent of \$1,850. All other lease provisions remain unchanged.

### **STP, LLC**

By: \_\_\_\_\_

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

Dated: \_\_\_\_\_

### **Hamblen County, Tennessee**

By: \_\_\_\_\_

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

Dated: \_\_\_\_\_

### **City of Morristown**

By: \_\_\_\_\_

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

Dated: \_\_\_\_\_



## Morristown City Council Agenda Item Summary

**Date:** June 4, 2024

**Agenda Item:** Authorize the purchase of two hundred and thirty-seven (237) Microsoft Office 365 (Plan E3) Licenses, totaling \$52,329.60

**Prepared By:** Jeanna Vanek

**Subject:** Microsoft Office 365 (Plan E3) 1-year licenses

**Background:** City Council approved the Microsoft Office 365 license bid on July 6, 2023, as a two-year pricing agreement.

**Findings/Current Activity:**

The IT Department budgets annually for the new licenses.

**Financial Impact:**

FY 25 budget provides for the purchase.

**Action options/Recommendations:**

Authorize the purchase of Microsoft Office 365 licenses, totaling \$52,329.60.

**Attachment:** Quote



**Go Full Cloud**

• • • • ALWAYS UP • • • •

**Go Full Cloud**  
PO Box 812182  
Boca Raton, FL 33481-2182  
billing@gofullcloud.com  
www.gofullcloud.com

**ADDRESS**

Andrew Ellard  
City of Morristown  
100 West First North Street  
Morristown, TN 37814

**SHIP TO**

Andrew Ellard  
City of Morristown  
100 West First North Street  
Morristown, TN 37814

**ESTIMATE # 1107**

**DATE 05/16/2024**

PRODUCT/SERVICE	QTY	RATE	AMOUNT
Office 365 E3	237	220.80	52,329.60T
SUBTOTAL			52,329.60
TAX			0.00
TOTAL			<b>\$52,329.60</b>

Accepted By

Accepted Date

Remit Payment To:

Go Full Cloud  
PO Box 812182  
Boca Raton, FL 33481-2182



## Morristown City Council Agenda Item Summary

**Date:** June 4, 2024

**Agenda Item:** Acknowledge receipt of bids for the Rolling Jacks and accept the bid from Equipment Sales and Service as the best bid; authorize the purchase of two (2) Rolling Jacks with aftermarket assembly, totaling \$26,032.60

**Prepared By:** Jeanna Vanek

**Subject:** Rolling Jacks – Public Works

**Background:** Public Works does not have the equipment needed to make this repair. The Center Jack is a heavy-duty four post lift for hoisting vehicles into the air up off the main lift. It is the only lift of its kind in the Public Works repair shop.

**Findings/Current Activity:**

An invitation to bid was advertised twice in the Citizen Tribune, on the city's website and on Vendor Registry. The City received one (1) total response.

Replacing both jacks with an aftermarket assembly would be beneficial considering we have already replaced the jacks once before since the building was built, and the original equipment manufacturer, Rotary, has had poor performance in parts. Equipment Sales and Service is the known regional vendor for Rotary equipment.

**Financial Impact:**

This was an unexpected repair and there will be an upcoming budget amendment to cover the cost.

Total Cost = \$26,032.60

**Action options/Recommendations:**

Acknowledge bids, award the bid to Equipment Sales and Service and authorize the purchase, totaling \$26,032.60

**Attachment:** Bid tabulation



**Rolling Jacks  
BID TAB  
June 4, 2024**

<b>Vendor</b>	<b>Replace both Jacks with Aftermarket Assembly</b>	<b>Repair both Jacks</b>	<b>Replace one Jack with OEM Assembly and Repair second Jack</b>	<b>Replace on Jack with Aftermarket Assembly and Repair one jack</b>
Equipment Sales and Service	\$26,032.60	\$16,457.00	\$16,993.50	\$14,358.05



## Morristown City Council Agenda Item Summary

**Date:** June 4, 2024

**Agenda Item:** Authorize the purchase of a Pierce Pumper for the Fire Department from Siddons Martin Emergency Group, LLC in the amount of \$913,337.00 via cooperative purchase (Sourcewell #113021-OKC), subject to adoption and implementation of the FY 2025 budget allocating funds for the same.

**Prepared By:** Andrew Ellard

**Subject:** Fire Engine Purchase

**Background:** The fire department periodically needs to replace apparatus as units age. With this purchase, a 20+ year old sky boom will be moved to a reserve status. The proposed FY 2025 budget includes funding specifically for such equipment.

Sourcewell is contracted with Oshkosh corporation which is the parent company of Pierce Manufacturing. Siddons Martin Emergency Group is the dealer for Pierce Manufacturing, which allows the contract to be used. The full contract is available in the Purchasing office.

**Findings/Current Activity:**

The department has identified a unit already in production that is available to secure with a possible delivery date of January 2025. Alternatively, ordering a unit ahead of it entering production could take 18-24 months for delivery.

**Financial Impact:**

Pending adoption of the FY 2025 budget, this purchase would be processed immediately upon the start of FY 2025. The purchase is within the amount proposed in the FY 2025 budget.

**Action options/Recommendations:**

Staff recommends approval.

**Attachment:** Quote; Sourcewell documentation

Siddons Martin Emergency Group, LLC  
 892 Kansas St.  
 Memphis, TN 38106  
 DEALER # 21916



May 24, 2024

Danny Case, Fleet Manager  
 MORRISTOWN FIRE DEPARTMENT  
 625 S JACKSON ST  
 MORRISTOWN, TN 37816

**Proposal For: 2024 Morristown Pumper**

Siddons-Martin Emergency Group, LLC is pleased to provide the following proposal to MORRISTOWN FIRE DEPARTMENT. Unit will comply with all specifications attached and made a part of this proposal. Total price includes delivery FOB MORRISTOWN FIRE DEPARTMENT and training on operation and use of the apparatus.

Description	Amount
-------------	--------

**Qty. 1 - Pierce Stock Top Mount Saber - Pierce-Custom Saber FR Pumper, 2nd Gen**

**(Unit Price - \$902,000.00)**

Delivery within 5-6 months of order date

QUOTE # - SMEG-0007790-0

Vehicle Price	\$913,337.00
---------------	--------------

Quoted price includes adding the following options:

- Tank Water Level Gauges x3 w/ remote driver,
- Treadplate front hose tray cover w/ notch, 2 HiViz
- 20k Lumen Pole Lights, 2 10" handrails below
- windshield, American Flag Painted Grille, EMS
- Cabinets (interior access only), On Spot Chains,
- Treadplate Hose bed Cover, 2 ½" Front discharge
- plumbing

<b>Pierce Stock Top Mount Saber - UNIT</b>	<b>\$913,337.00</b>
<b>TOTAL</b>	

SUB TOTAL	\$913,337.00
-----------	--------------

SOURCEWELL	\$0.00
------------	--------

<b>TOTAL</b>	<b>\$913,337.00</b>
--------------	---------------------

Price guaranteed for 60 days

**Additional:** 'Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.

Persistent Inflationary Environment Notification: If the Producer Price Index of Components for Manufacturing [www.bls.gov Series ID: WPUID6112] (the "PPI") has increased at a compounded annual growth rate greater than 5.0% from the date of acceptance of this proposal letter (the "Order Month") and 14 months prior to the anticipated Ready for Pickup Date (the "Evaluation Month"), then the proposal price may be increased by an amount equal to any increase exceeding 5.0% for the time period between the Order Month and the Evaluation Month. Siddons Martin and Pierce will provide documentation of such increase and the updated price for the customer's approval before proceeding with completion of the order along with an option to cancel the order.'

**Taxes:** Tax is not included in this proposal. In the event that the purchasing organization is not exempt from sales tax or any other applicable taxes and/or the proposed apparatus does not qualify for exempt status, it is the duty of the purchasing organization to pay any and all taxes due. Balance of sale price is due upon acceptance of the apparatus at the factory.

**Late Fee:** A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first 30 days. The late fee increases to .044% per day until the payment is received. In the event a prepayment is received after the due date, the discount will be reduced by the same percentages above increasing the cost of the apparatus.

**Cancellation:** In the event this proposal is accepted and a purchase order is issued then cancelled or terminated by Customer before completion, Siddons-Martin Emergency Group may charge a cancellation fee. The following charge schedule based on costs incurred may be applied:

- (A) 10% of the Purchase Price after order is accepted and entered by Manufacturer;
- (B) 20% of the Purchase Price after completion of the approval drawings;
- (C) 30% of the Purchase Price upon any material requisition.

The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. Siddons-Martin Emergency Group endeavors to mitigate any such costs through the sale of such product to another purchaser; however, the customer shall remain liable for the difference between the purchase price and, if applicable, the sale price obtained by Siddons-Martin Emergency Group upon sale of the product to another purchaser, plus any costs incurred by Siddons-Martin to conduct such sale.

**Acceptance:** In an effort to ensure the above stated terms and conditions are understood and adhered to, Siddons-Martin Emergency Group, LLC requires an authorized individual from the purchasing organization sign and date this proposal and include it with any purchase order. Upon signing of this proposal, the terms and conditions stated herein will be considered binding and accepted by the Customer. The terms and acceptance of this proposal will be governed by the laws of the state of Tennessee. No additional terms or conditions will be binding upon Siddons-Martin Emergency Group, LLC unless agreed to in writing and signed by a duly authorized officer of Siddons-Martin Emergency Group, LLC.

Sincerely,

**Michael Miranda**

I, \_\_\_\_\_, the authorized representative of MORRISTOWN FIRE DEPARTMENT, agree to purchase the proposed and agree to the terms of this proposal and the specifications attached hereto.

\_\_\_\_\_  
Signature & Date

**Solicitation Number: RFP #113021****CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Oshkosh Corporation, 1917 Four Wheel Dr., Oshkosh, WI 54902 (Supplier), and Supplier's consolidated subsidiaries as defined in the Proposal.

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Firefighting Apparatus and Fire Service Vehicles from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

**1. TERM OF CONTRACT**

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires February 10, 2026, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.
- C. **SURVIVAL OF TERMS.** Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

**2. EQUIPMENT, PRODUCTS, OR SERVICES**

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above.



## Morristown City Council Agenda Item Summary

**Date:** June 4, 2024

**Agenda Item:** Approve purchase of one (1) 2024 Chevy Silverado with dump bed under state contract #209 totaling \$73,396.

**Prepared By:** Jeanna Vanek

**Subject:** Public Works Vehicle Purchase – FY 2024

**Background:** Council approved a 2022 Dodge Ram with dump bed on November 2, 2021. This vehicle has since been on back order with no estimated time of arrival with the manufacturer. We have canceled that purchase, so that we are able to obtain a vehicle that is in stock.

**Findings/Current Activity:**

Alan Jay Fleet Sales has provided the quote. Pricing for the 2024 Chevy Silverado with dump bed is under statewide contract #209. Contract available in the purchasing office.

**Financial Impact:**

Council will see an upcoming budget amendment for this purchase. The original purchase order amount was \$67,038.28.

**Action options/Recommendations:**

Authorize staff to make a one-time purchase of (1) 2024 Chevy Silverado with dump bed from Alan Jay Fleet Sales totaling \$73,396.

**Attachment:** Alan Jay Fleet Sales Quote and Page 1 of State Contract #209





## GOVERNMENT PRICE QUOTE

Call Us first, for all of your Fleet Automotive, & Light Truck needs.

Quote

PHONE (800) ALANJAY (252-6529)		DIRECT 863-402-4216	WWW.ALANJAY.COM	53626-1
Corporate Office	2003 U.S. 27 South Sebring, FL 33870	MOBILE 904-505-9682	Mailing Address	P.O. BOX 9200 Sebring, FL 33871-9200
		FAX 863-402-4221		

ORIGINAL QUOTE DATE  
4/1/2024

## PRICE QUOTE FORM

REVISED QUOTE DATE  
5/29/2024

REQUESTING AGENCY	MORRISTOWN, CITY OF (TN)			
CONTACT PERSON	JEANNA VANEK	EMAIL	JVANEK@MYMORRISTOWN.COM	
PHONE	423-585-4622	MOBILE	FAX	

Contract No. 80358 - SWC209 EVENT # 32110-12904

MODEL	CK31043 1WT	MSRP	\$52,655.00
2024 CHEVY SILVERADO 3500HD CREW CAB CHASSIS 4WD DRW 60"CA WORK TRUCK V8 GAS			

CUSTOMER ID	GOVERNMENT PRICE	\$49,350.00
-------------	------------------	-------------

BED LENGTH

\*\* All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.

### FACTORY OPTIONS

### DESCRIPTION

GAZ	Summit White	\$0.00
H2G	Jet Black, Vinyl seat trim	\$0.00
L8T	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline	\$0.00
MKM	Transmission, Allison 10-Speed automatic	\$0.00
1WT	OPTIONS Work Truck Preferred Equipment Group	\$0.00
5N5	Rear Camera Kit.	\$73.00
9L3	Spare tire delete	\$0.00
AZ3	Seats, front 40/20/40 split-bench	\$0.00
DBG	Mirrors, outside power-adjustable vertical trailing	\$0.00
FE9	Emissions, Federal requirements	\$0.00
GT4	Rear axle, 3.73 ratio	\$0.00
GTY	Rear axle, wide-track	\$190.00
IOR	Audio system, Chevrolet Infotainment 3 system, 7" diagonal HD color touchscreen, AM/FM stereo	\$0.00
PYW	Wheels, 17" (43.2 cm) painted steel	\$0.00
QZT	Tires, LT235/80R17E all-terrain, blackwall	\$0.00
RVQ	LPO, Black tubular assist steps, 6" rectangular	\$795.00
ZLQ	WT Fleet Convenience Package	\$210.00

### FACTORY OPTIONS

\$1,268.00

### AFTERMARKET OPTIONS

### DESCRIPTION

PTC DU913	9' Godwin 13" fixed side E/H dump body with ground control tarp including arm bars, 6" cheater boards, and rear gate. (Includes 2nd stage MSO, weight slip, & final-stage manufacturers completed vehicle certification.)	\$15,694.00
PTC-ETS	Electric Tarp System	\$2,590.00
PTC BOX36-FM	36X18X18 Steel under body tool box, frame mounted for dump applications.	\$970.00
PTC CLV-FB	Class V trailer hitch for flat beds 20K rating 2" receiver tube.	\$680.00
PTC 7/4WIRE	7 way flat camper trailer wiring	\$180.00
CAMERA-GM	Dealer installed factory ordered camera (REQUIRES 5N5).	\$215.00
FS MPS62U-4	(4) Federal Signal MicroPulse Ultra dual color with (2) mounted in grille and (2) mounted to rear of vehicle.	\$705.00
FS ALGT21D-AMBRF	FEDERAL SIGNAL 21" ALLEGiant DESCRETE LIGHT BAR WITH 10-LED HEADS & CLEAR DOME (AMBER).	\$915.00
SPARE TIRE	SPARE TIRE AND WHEEL	\$829.00

### AFTERMARKET OPTIONS

\$22,778.00





**GOVERNMENT  
PRICE QUOTE**

Contract No. 80358 - SWC209 EVENT # 32110-12904

TRADE IN

TOTAL COST

\$73,396.00

YES WE TAKE TRADE INS ask about ASK ABOUT MUNICIPAL FINANCING ask about

TOTAL COST LESS TRADE IN(S)

QTY

1

\$73,396.00

Estimated Annual payments for 60 months paid in advance: \$16,437.69

Municipal finance for any essential use vehicle, requires lender approval, WAC.

Comments

**QUOTE SUBJECT TO FACTORY ORDER ACCEPTANCE or 30 DAYS**

VEHICLE QUOTED BY

MATT FORTE

GOVERNMENT ACCOUNT MANAGER

[matt.forte@alanjay.com](mailto:matt.forte@alanjay.com)

"I Want to be Your Fleet Provider"

*I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time.  
I am always happy to be of assistance.*



## Alan Jay Fleet

Ashlee Wilson | 863-402-4234 | ashlee.wilson@alanjay.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31043) 4WD Crew Cab 177" WB, 60" CA Work Truck (✓ Complete)



Note: Photo may not represent exact vehicle or selected equipment.

## Window Sticker

### SUMMARY

[Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31043) 4WD Crew Cab 177" WB, 60" CA Work Truck

MSRP: \$51,200.00

Interior: Jet Black, Vinyl seat trim

Exterior 1: Summit White

Exterior 2: No color has been selected.

Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline

Transmission, Allison 10-Speed automatic

### OPTIONS

CODE	MODEL	MSRP
CK31043	[Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31043) 4WD Crew Cab 177" WB, 60" CA Work Truck	\$51,200.00
<b>OPTIONS</b>		
1WT	Work Truck Preferred Equipment Group	\$0.00
5N5	Rear Camera Kit.	\$73.00
9L3	Spare tire delete	\$0.00
AZ3	Seats, front 40/20/40 split-bench	\$0.00
DBG	Mirrors, outside power-adjustable vertical trailing Inc.	
FE9	Emissions, Federal requirements	\$0.00
GAZ	Summit White	\$0.00

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Data Version: 21206. Data Updated: Dec 13, 2023 6:41:00 PM PST.



## Alan Jay Fleet

Ashlee Wilson | 863-402-4234 | ashlee.wilson@alanjay.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31043) 4WD Crew Cab 177" WB, 60" CA Work Truck (✔ Complete)

GT4	Rear axle, 3.73 ratio	\$0.00
GTY	Rear axle, wide-track	\$190.00
H2G	Jet Black, Vinyl seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system, 7" diagonal HD color touchscreen, AM/FM stereo	\$0.00
L8T	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline	\$0.00
MKM	Transmission, Allison 10-Speed automatic	\$0.00
PYW	Wheels, 17" (43.2 cm) painted steel	\$0.00
QZT	Tires, LT235/80R17E all-terrain, blackwall	\$0.00
RVQ	LPO, Black tubular assist steps, 6" rectangular	\$795.00
ZLQ	WT Fleet Convenience Package	\$210.00

<b>SUBTOTAL</b>	<b>\$52,468.00</b>
Adjustments Total	\$0.00
Destination Charge	\$1,995.00
<b>TOTAL PRICE</b>	<b>\$54,463.00</b>

### FUEL ECONOMY

Est City:N/A

Est Highway:N/A

Est Highway Cruising Range:N/A

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Data Version: 21206. Data Updated: Dec 13, 2023 6:41:00 PM PST.



Alan Jay Fleet

Ashlee Wilson | 863-402-4234 | ashlee.wilson@alanjay.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31043) 4WD Crew Cab 177" WB, 60" CA Work Truck (✔ Complete)

Standard Equipment

Mechanical

- Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)
- Transmission, Allison 10-Speed automatic (STD)
- Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine. Not available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)
- Auto-locking rear differential
- Air filter, heavy-duty
- Air filtration monitoring
- Transfer case, two-speed, electronic shift with push button controls (Requires 4WD models.)
- Four wheel drive
- Cooling, external engine oil cooler
- Cooling, auxiliary external transmission oil cooler
- Battery, heavy-duty 720 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (L8T) 6.6L V8 gas engine.)
- Alternator, 170 amps (Requires (L8T) 6.6L V8 gas engine.)
- Trailer brake controller, integrated
- Recovery hooks, front, frame-mounted, Black
- Body, Chassis Cab
- Frame, fully-boxed, hydroformed front section and an open "C" rear section
- GVWR, 14,000 lbs. (6350 kg)
- Suspension Package
- Steering, Recirculating Ball with smart flow power steering system
- Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors
- Fuel tank, front and rear, 63.5 gallon
- Capped Fuel Fill

Exterior

- Wheels, 17" (43.2 cm) painted steel
- Tires, LT235/80R17E all-terrain, blackwall
- Dual Rear Wheels

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Data Version: 21206, Data Updated: Dec 13, 2023 6:41:00 PM PST.



## Alan Jay Fleet

Ashlee Wilson | 863-402-4234 | ashlee.wilson@alanjay.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31043) 4WD Crew Cab 177" WB, 60" CA Work Truck (✔ Complete)

### Exterior

Wheel trim, painted center caps

Bumpers, front, Black

Bumper, rear, delete

Moldings, beltline, Black

Grille (Front grille bar with "CHEVROLET" molded in Black, includes Black mesh inserts with small Gold bowtie emblem.)

Headlamps, halogen reflector with halogen Daytime Running Lamps

IntelliBeam, automatic high beam on/off

Lamps, Smoked Amber roof marker, (LED)

Lamps, cargo area, cab mounted integrated with center high mount stop lamp with switch in bank on left side of steering wheel

Mirrors, outside high-visibility vertical trailering lower convex mirrors, manual-folding/extending (extends 3.31" [84.25mm]), molded in Black (Not included on Regular Cab models.)

Mirror caps, Black

Glass, solar absorbing, tinted

Door handles, Black grained

### Entertainment

Audio system, Chevrolet Infotainment 3 system, 7" diagonal HD color touchscreen, AM/FM stereo Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Wireless Apple CarPlay and Wireless Android Auto compatibility (STD)

Audio system feature, 6-speaker system (Requires Crew Cab model.)

Bluetooth for phone, connectivity to vehicle infotainment system

Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)

### Interior

Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)

Seat adjuster, driver 4-way manual

Seat adjuster, passenger 4-way manual

Vinyl seat trim

Seat, rear 60/40 folding bench (folds up) 3-passenger, (includes child seat top tether anchor) (Requires Crew Cab model.)

Floor covering, rubberized-vinyl

Steering wheel, urethane

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Data Version: 21206. Data Updated: Dec 13, 2023 6:41:00 PM PST.





## Alan Jay Fleet

Ashlee Wilson | 863-402-4234 | ashlee.wilson@alanjay.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31043) 4WD Crew Cab 177" WB, 60" CA Work Truck ( Complete )

### Interior

Instrument cluster 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure

Compass, located in instrument cluster

Driver Information Center, 3.5" diagonal monochromatic display

Exterior Temperature Display located in radio display

Rear Seat Reminder (Requires Crew Cab model.)

Brake lining wear indicator

Window, power front, drivers express up/down

Window, power front, passenger express down

Windows, power rear, express down (Not available with Regular Cab models.)

Door locks, power

Remote Keyless Entry, with 2 transmitters

Power outlet, front auxiliary, 12-volt

USB Ports, 2, Charge/Data ports located on instrument panel

Air conditioning, single-zone

Air vents, rear, heating/cooling (Not available on Regular Cab models.)

Mirror, inside rearview, manual tilt

Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted

Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.)

Back-up alarm calibration. This calibration will allow installation of an aftermarket back-up alarm by disabling rear perimeter lighting (Not available with (8S3) Back-up alarm.)

### Safety-Mechanical

StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

Automatic Emergency Braking

Front Pedestrian Braking

### Safety-Exterior

Daytime Running Lamps with automatic exterior lamp control

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Data Version: 21206. Data Updated: Dec 13, 2023 6:41:00 PM PST.



## Alan Jay Fleet

Ashlee Wilson | 863-402-4234 | ashlee.wilson@alanjay.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31043) 4WD Crew Cab 177" WB, 60" CA Work Truck (👍 Complete)

### Safety-Interior

Airbags Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

Following Distance Indicator

Forward Collision Alert

Tire Pressure Monitoring System with Tire Fill Alert (does not apply to spare tire)

Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver

Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use

OnStar and Chevrolet connected services capable (Terms and limitations apply. See onstar.com or dealer for details.)

3 Years of Remote Access The Remote Access Plan gives you simplified remote control of your properly equipped vehicle and unlocks a variety of great features in your myChevrolet mobile app. See dealer for details. (Remote Access Plan does not include emergency or security services. See onstar.com for details and limitations. Available on select Apple and Android devices. Service availability, features and functionality vary by vehicle, device, and the plan you are enrolled in. Terms apply. Device data connection required.)

### WARRANTY

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years: 5

Drivetrain Miles/km: 60,000

Drivetrain Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles

Corrosion Years (Rust-Through): 6

Corrosion Years: 3

Corrosion Miles/km (Rust-Through): 100,000

Corrosion Miles/km: 36,000

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 60,000

Roadside Assistance Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles

Maintenance Note: First Visit: 12 Months/12,000 Miles

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Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31043) 4WD Crew Cab 177" WB, 60" CA Work Truck (✔ Complete)

## Technical Specifications

### Chassis

#### Weight Information

Standard Weight - Front	0.00 lbs	Standard Weight - Rear	0.00 lbs
Base Curb Weight	N/A	Gross Axle Wt Rating - Front	5200 lbs
Gross Axle Wt Rating - Rear	10400 lbs	Curb Weight - Front	4109 lbs
Curb Weight - Rear	2792 lbs	Option Weight - Front	0.00 lbs
Option Weight - Rear	0.00 lbs	Reserve Axle Capacity - Front	1091.00 lbs
Reserve Axle Capacity - Rear	7608.00 lbs	As Spec'd Curb Weight	6901.00 lbs
As Spec'd Payload	7099.00 lbs	Maximum Payload Capacity	7099.00 lbs
Gross Combined Wt Rating	26000 lbs	Gross Axle Weight Rating	15600.00 lbs
Curb Weight	6901.00 lbs	Reserve Axle Capacity	8699.00 lbs
Total Option Weight	0.00 lbs	Payload Weight Front	0 lbs
Payload Weight Rear	0 lbs	Gross Vehicle Weight Rating	14000.00 lbs

#### Trailer

Dead Weight Hitch - Max Trailer Wt.	N/A	Dead Weight Hitch - Max Tongue Wt.	N/A
Wt Distributing Hitch - Max Trailer Wt.	N/A	Wt Distributing Hitch - Max Tongue Wt.	N/A
Fifth Wheel Hitch - Max Trailer Wt.	N/A	Fifth Wheel Hitch - Max Tongue Wt.	N/A
Maximum Trailering Capacity	N/A		

#### Frame

Frame Type	Hydroformed Fully -Boxed	Sect Modulus Rails Only	N/A
Frame RBM	N/A	Frame Strength	N/A
Frame Thickness	N/A		

#### Suspension

Suspension Type - Front	Short Long Arm Independent	Suspension Type - Rear	Semi-Elliptic Three-Stage Multi-Leaf Spring
Spring Capacity - Front	N/A	Spring Capacity - Rear	N/A

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Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31043) 4WD Crew Cab 177" WB, 60" CA Work Truck (✔ Complete)

### Chassis

#### Suspension

Axle Type - Front	N/A	Axle Type - Rear	N/A
Axle Capacity - Front	N/A	Axle Capacity - Rear	N/A
Axle Ratio (:1) - Front	3.73	Axle Ratio (:1) - Rear	3.73
Shock Absorber Diameter - Front	51 mm	Shock Absorber Diameter - Rear	51 mm
Stabilizer Bar Diameter - Front	1.38 in	Stabilizer Bar Diameter - Rear	N/A

#### Tires

Front Tire Order Code	QZT	Rear Tire Order Code	QZT
Spare Tire Order Code	N/A	Front Tire Size	LT235/80R17E
Rear Tire Size	LT235/80R17E	Spare Tire Size	N/A
Front Tire Capacity	N/A	Rear Tire Capacity	N/A
Spare Tire Capacity	N/A	Revolutions/Mile @ 45 mph - Front	N/A
Revolutions/Mile @ 45 mph - Rear	N/A	Revolutions/Mile @ 45 mph - Spare	N/A

#### Wheels

Front Wheel Size	17 x -TBD- in	Rear Wheel Size	17 x -TBD- in
Spare Wheel Size	N/A	Front Wheel Material	Steel
Rear Wheel Material	Steel	Spare Wheel Material	N/A

#### Steering

Steering Type	Pwr Recirculating Ball	Steering Ratio (:1), Overall	N/A
Steering Ratio (:1), On Center	N/A	Steering Ratio (:1), At Lock	N/A
Turning Diameter - Curb to Curb	57.5 ft	Turning Diameter - Wall to Wall	N/A

#### Brakes

Brake Type	Pwr	Brake ABS System	4-Wheel
Brake ABS System (Second Line)	N/A	Disc - Front (Yes or )	Yes
Disc - Rear (Yes or )	Yes	Front Brake Rotor Diam x Thickness	14 x 1.6 in
Rear Brake Rotor Diam x Thickness	14 x 1.6 in	Drum - Rear (Yes or )	N/A

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Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31043) 4WD Crew Cab 177" WB, 60" CA Work Truck (✓ Complete)

### Chassis

#### Brakes

Rear Drum Diam x Width N/A

#### Fuel Tank

Fuel Tank Capacity, Approx 63.5 gal Aux Fuel Tank Capacity, Approx N/A

Fuel Tank Location Front & Rear Aux Fuel Tank Location N/A

### Dimensions

#### Interior Dimensions

Passenger Capacity 6 Front Head Room 43.03 in

Front Leg Room 44.53 in Front Shoulder Room 66.02 in

Front Hip Room 61.18 in Second Head Room 40.12 in

Second Leg Room 43.4 in Second Shoulder Room 65.3 in

Second Hip Room 60.24 in

#### Exterior Dimensions

Wheelbase 177 in Length, Overall w/o rear bumper N/A

Length, Overall w/rear bumper N/A Length, Overall 270.25 in

Width, Max w/o mirrors 80.84 in Height, Overall 80.1 in

Overhang, Front N/A Overhang, Rear w/o bumper N/A

Front Bumper to Back of Cab 157 in Cab to Axle 60 in

Cab to End of Frame N/A Ground to Top of Load Floor N/A

Ground to Top of Frame N/A Frame Width, Rear 95.42 in

Ground Clearance, Front 8.15 in Ground Clearance, Rear 8.15 in

Body Length 0.00 ft Cab to Body N/A

#### Cargo Area Dimensions

Cargo Box Width @ Top, Rear N/A Cargo Box Width @ Floor N/A

Cargo Box Width @ Wheelhousings N/A Cargo Box (Area) Height N/A

Tailgate Width N/A Cargo Volume N/A

Ext'd Cab Cargo Volume N/A

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**Invitation to Bid (ITB)**  
For SWC209 Vehicles  
Event# 12818-12889

**1. Section 1 -- Background Information**

- 1.1. This contract is to provide vehicles for Transportation and Vehicle Asset Management as needed. All items must meet the specifications as listed in the solicitation bid sheet. The total purchases of any goods or services under the Contract are not known. The State estimates the purchases during the Term shall be thirty four million (\$34,000,000) ("Estimated Liability").

- 1.2. **Statewide Contract.** The purpose of this Invitation to Bid is to establish a source or sources of supply for all Tennessee State Agencies, Tennessee local governmental entities, the board of trustees of the University of Tennessee system, the Tennessee board of regents system or the state university boards, and the nonprofit entities identified in Tenn. Code Ann. § 33-2-1001.

- 1.3. **Pre-response Conference Notification.** The Central Procurement Office will hold a pre-response conference for this solicitation at the date, time, and location specified below:

Date/Time: 9:00AM CST August 3, 2023

Location: Teams Meeting

Room: Teams Meeting

[https://teams.microsoft.com/join/19%3ameeting\\_ZjhiYWJhZGEtYTdhYi00ZmlwLTk1NGltNDJkYjZkMzk5ZmZi%40thread.v2/0?context=%7b%22Tid%22%3a%22f345bebf-0d71-4337-9281-24b941616c36%22%2c%22Oid%22%3a%22de6e4c54-f562-4165-841c-e3b33c72af40%22%7d](https://teams.microsoft.com/join/19%3ameeting_ZjhiYWJhZGEtYTdhYi00ZmlwLTk1NGltNDJkYjZkMzk5ZmZi%40thread.v2/0?context=%7b%22Tid%22%3a%22f345bebf-0d71-4337-9281-24b941616c36%22%2c%22Oid%22%3a%22de6e4c54-f562-4165-841c-e3b33c72af40%22%7d)

[https://teams.microsoft.com/join/19%3ameeting\\_ZjhiYWJhZGEtYTdhYi00ZmlwLTk1NGltNDJkYjZkMzk5ZmZi%40thread.v2/0?context=%7b%22Tid%22%3a%22f345bebf-0d71-4337-9281-24b941616c36%22%2c%22Oid%22%3a%22de6e4c54-f562-4165-841c-e3b33c72af40%22%7d](https://teams.microsoft.com/join/19%3ameeting_ZjhiYWJhZGEtYTdhYi00ZmlwLTk1NGltNDJkYjZkMzk5ZmZi%40thread.v2/0?context=%7b%22Tid%22%3a%22f345bebf-0d71-4337-9281-24b941616c36%22%2c%22Oid%22%3a%22de6e4c54-f562-4165-841c-e3b33c72af40%22%7d)

[https://teams.microsoft.com/join/19%3ameeting\\_ZjhiYWJhZGEtYTdhYi00ZmlwLTk1NGltNDJkYjZkMzk5ZmZi%40thread.v2/0?context=%7b%22Tid%22%3a%22f345bebf-0d71-4337-9281-24b941616c36%22%2c%22Oid%22%3a%22de6e4c54-f562-4165-841c-e3b33c72af40%22%7d](https://teams.microsoft.com/join/19%3ameeting_ZjhiYWJhZGEtYTdhYi00ZmlwLTk1NGltNDJkYjZkMzk5ZmZi%40thread.v2/0?context=%7b%22Tid%22%3a%22f345bebf-0d71-4337-9281-24b941616c36%22%2c%22Oid%22%3a%22de6e4c54-f562-4165-841c-e3b33c72af40%22%7d)

- 1.4. Prospective respondents are encouraged to attend this pre-response conference; however attendance is not mandatory in order to submit a response. The Central Procurement Office conducts pre-response conferences to discuss and answer questions prior to response due date. The pre-response conference is for informational purposes only. Nothing stated at the pre-response conference shall change the solicitation unless the change is reflected in writing and disseminated to all prospective respondents that attended the pre-response conference.



## Morristown City Council Agenda Item Summary

**Date:** June 4, 2024

**Agenda Item:** Acknowledge receipt of a bid for the Back Up Switch at City Hall and accept the bid from IT Decisions; authorize the purchase, totaling \$14,591.56.

**Prepared By:** Jeanna Vanek

**Subject:** Back Up Switch at City Hall

**Background:** The new switch installation is a back up to the main switch, which allows for all external connections to route network traffic through City Hall. Currently City Hall does not have a back up switch.

**Findings/Current Activity:**

An invitation to bid was advertised twice in the Citizen Tribune, on the city's website and on Vendor Registry. The City received one (1) total response. IT Decisions provided the best bid for the Back Up Switch. The \$145 hourly rate for as needed service is good for one year.

**Financial Impact:**

FY 24 budget provides for the purchase of this equipment.

Total Cost = \$14,591.56

**Action options/Recommendations:**

Acknowledge bids, award the bid IT Decisions and authorize the purchase of the Back Up Switch, totaling \$14,591.56

**Attachment:** Bid tabulation

**Back Up Switch  
BID TAB  
June 4, 2024**

<b>Vendor</b>	<b>Price</b>	<b>Within 75-mile radius for Service Calls</b>	<b>Hourly Rate for as needed Service – price good for one year</b>
IT Decisions	\$14,591.56	Yes	\$145.00

**City of Morristown Line Item Transfer**

<b>DOCUMENT NO.</b>	<u>2404</u>		
<b>FUND NO.</b>	<u>General Fund #110</u>	<b>LINE ITEM TRANSFER(S)</b>	<u>X</u>
<b>FY</b>	<u>2024</u>		
<b>Date</b>	<u>5/29/24</u>		

LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
1	110-41100-341	Council & Mayor - Electricity	2,000	3,200	5,200
2	110-41100-342	Council & Mayor - Water & Sewer	1,000	2,275	3,275
3	110-41100-343	Council & Mayor - Natural Gas & Propane	125	300	425
4	110-41100-345	Council & Mayor - Telephone Services	2,000	2,995	4,995
5	110-41100-371	Council & Mayor - Subscription & Books	500	130	630
6	110-41100-375	Council & Mayor - Membership & Dues	19,000	2,425	21,425
7	110-41100-214	Council & Mayor - Employee Health Insurance	107,504	(11,325)	96,179
8	110-41200-219	City Administration - Workers Compensation Insurance	6,360	1,050	7,410
9	110-41200-310	City Administration - Postal Services	200	400	600
10	110-41200-341	City Administration - Electricity	5,700	2,720	8,420
11	110-41200-342	City Administration - Water & Sewer	2,500	2,380	4,880
12	110-41200-345	City Administration - Telephone Services	6,500	200	6,700
13	110-41200-499	City Administration - Other Supplies & Materials	250	1,560	1,810
14	110-41200-214	City Administration - Employee Health Insurance	94,574	(4,000)	90,574
15	110-41200-399	City Administration - Other Contracted Services	15,000	(4,310)	10,690
16	110-41530-219	Finance - Workers Compensation Insurance	8,215	1,617	9,832
17	110-41530-310	Finance - Postal Service	13,000	1,600	14,600
18	110-41530-321	Finance - Printing Services	2,000	20	2,020
19	110-41530-342	Finance - Water & Sewer	5,000	1,100	6,100
20	110-41530-355	Finance - Computer/Data Processing	101,510	18,500	120,010
21	110-41530-411	Finance - Office Supplies	9,000	4,600	13,600
22	110-41530-413	Finance - Office Equipment	0	1,225	1,225
23	110-41530-515	Finance - Property Taxes	0	5,000	5,000
24	110-41530-689	Finance - Other Miscellaneous Expenses	300	1,200	1,500
25	110-41530-214	Finance - Employee Health Insurance	120,530	(6,470)	114,060
26	110-41530-533	Finance - Equipment Rental/Lease	11,000	(3,200)	7,800
27	110-41200-801	Grants & Other Subsidies	50,000	(5,000)	45,000
28	110-43110-399	Public Works Administration - Other Contracted Services	20,600	(19,000)	1,600
29	110-46510-214	CD&G - Employee Health Insurance	3,894	(1,192)	2,702
30	110-41610-219	Purchasing - Workers Compensation Insurance	1,060	175	1,235
31	110-41610-214	Purchasing - Employee Health Insurance	15,542	(175)	15,367
32	110-41640-219	IT - Workers Compensation Insurance	1,060	175	1,235
33	110-41640-341	IT - Electricity	1,400	50	1,450
34	110-41640-342	IT - Water & Sewer	750	100	850
35	110-41640-413	IT - Office Equipment	0	675	675



LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
36	110-41640-399	IT - Other Contracted Services	61,200	(1,000)	60,200
37	110-41650-134	Human Resources - Christmas Bonus & Longevity	109	160	269
38	110-41650-210	Human Resources - FICA	4,703	100	4,803
39	110-41650-212	Human Resources - Medicare	1,100	25	1,125
40	110-41650-214	Human Resources - Employee Health Insurance	15,633	10	15,643
41	110-41650-219	Human Resources - Workers Compensation Insurance	1,060	175	1,235
42	110-41650-321	Human Resources - Printing Services	1,000	920	1,920
43	110-41650-345	Human Resources - Telephone Services	500	230	730
44	110-41650-411	Human Resources - Office Supplies	1,000	800	1,800
45	110-41650-399	Human Resources - Other Contracted Services	28,250	(2,420)	25,830
46	110.41655-111	Risk Management - Wages & Salaries	128,248	80	128,328
47	110.41655-219	Risk Management - Workers Compensation Insurance	2,120	350	2,470
48	110.41655-378	Risk Management - Education Seminars & Training	1,750	150	1,900
49	110.41655-411	Risk Management - Office Supplies	1,000	1,000	2,000
50	110.41655-999	Risk Management - Other Capital Outlay	16,000	(1,580)	14,420
51	110.41665-214	Court Administration - Employee Health Insurance	15,383	80	15,463
52	110.41665-219	Court Administration - Workers Compensation Insurance	1,060	175	1,235
53	110.41665-213	Court Administration - TCRS	1,991	(255)	1,736
54	110-41700-219	Planning - Workers Compensation Insurance	4,240	700	4,940
55	110-41700-330	Planning - Legal Notices	1,000	600	1,600
56	110-41700-341	Planning - Electricity	3,700	2,900	6,600
57	110-41700-342	Planning - Water & Sewer	2,000	2,260	4,260
58	110-41700-343	Planning - Natural Gas & Propane	200	190	390
59	110-41700-345	Planning - Telephone Services	2,500	1,200	3,700
60	110-41700-411	Planning - Office Supplies	2,000	1,000	3,000
61	110-41700-431	Planning - Gasoline & Diesel Fuel	650	50	700
62	110-41700-915	Planning - Loss on Disposal of Property	0	14,125	14,125
63	110-41700-214	Planning - Employee Health Insurance	62,563	(15,700)	46,863
64	110-41700-399	Planning - Other Contracted Services	42,150	(7,325)	34,825
65	110-41710-219	Codes Enforcement - Workers Compensation Insurance	2,120	600	2,720
66	110-41710-226	Codes Enforcement - Clothing/Uniform/Shoes	600	100	700
67	110-41710-310	Codes Enforcement - Postal Services	6,300	12,400	18,700
68	110-41710-321	Codes Enforcement - Printing Services	500	125	625
69	110-41710-413	Codes Enforcement - Office Equipment	0	1,200	1,200
70	110-41710-533	Codes Enforcement - Equipment Lease / Rental	720	500	1,220
71	110-41710-399	Codes Enforcement - Other Contracted Services	44,500	(14,925)	29,575
72	110-41800-134	Engineering - Christmas Bonus & Longevity	754	10	764
73	110-41800-214	Engineering - Employee Health Insurance	31,172	150	31,322
74	110-41800-219	Engineering - Workers Compensation Insurance	2,120	360	2,480

LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
75	110-41800-355	Engineering - Computer / Data Processing	4,011	5	4,016
76	110-41800-399	Engineering - Other Contracted Services	45,000	(525)	44,475
77	110-41810-219	GIS - Workers Compensation Insurance	2,120	360	2,480
78	110-41810-226	GIS - Clothing/Uniforms/Shoes	0	100	100
79	110-41810-399	GIS - Other Contracted Services	12,960	3,200	16,160
80	110-41810-111	GIS - Wages & Salaries	133,414	(3,660)	129,754
81	110-42110-111	Police Administration - Wages & Salaries	476,485	9,750	486,235
82	110-42110-134	Police Administration - Christmas Bonus & Longevity	3,743	545	4,288
83	110-42110-213	Police Administration - TCRS	72,927	895	73,822
84	110-42110-219	Police Administration - Workers Compensation Insurance	6,360	1,045	7,405
85	110-42110-310	Police Administration - Postal Services	400	225	625
86	110-42110-330	Police Administration - Legal Notices	0	200	200
87	110-42110-378	Police Administration - Education, Seminars & Training	3,000	500	3,500
88	110-42110-399	Police Administration - Other Contracted Services	0	13,000	13,000
89	110-42110-321	Police Administration - Printing Services	1,600	(1,000)	600
90	110-42110-341	Police Administration - Electricity	45,000	(15,500)	29,500
91	110-42110-343	Police Administration - Natural Gas & Propane	3,500	(2,000)	1,500
92	110-42110-355	Police Administration - Computer / Data Processing	140,000	(4,660)	135,340
93	110-42110-361	Police Administration - Repair & Maintenance Vehicles	3,000	(3,000)	
94	110-42115-219	Police Support Services - Workers Compensation Insurance	10,600	5,445	16,045
95	110-42115-378	Police Support Services - Education, Seminars & Training	4,000	250	4,250
96	110-42115-383	Police Support Services - Travel Business Expense	5,000	600	5,600
97	110-42115-411	Police Support Services - Office Supplies	1,000	700	1,700
98	110-42115-431	Police Support Services - Gasoline & Diesel Fuel	23,750	(6,995)	16,755
99	110-42117-219	Police Litter Crew - Workers Compensation Insurance	1,060	175	1,235
100	110-42117-431	Police Litter Crew - Gasoline & Diesel Fuel	2,500	1,500	4,000
101	110-42117-383	Police Litter Crew - Travel Business Expense	2,000	(1,675)	325
102	110-42120-112	Police Patrol - Overtime	300,000	111,000	411,000
103	110-42120-119	Police Patrol - Holiday Pay	115,000	28,450	143,450
104	110-42120-219	Police Patrol - Workers Compensation Insurance	60,420	28,000	88,420
105	110-42120-359	Police Patrol - Other Professional Services	5,000	100	5,100
106	110-42120-378	Police Patrol - Education, Seminars & Training	42,000	10,000	52,000
107	110-42120-399	Police Patrol - Other Contracted Services	103,545	151,000	254,545
108	110-42120-416	Police Patrol - Munitions	41,000	2,000	43,000
109	110-42120-510	Police Patrol - General Liability Insurance	167,283	74,600	241,883
110	110-42120-695	Police Patrol - K9 Dogs & Supplies	4,700	500	5,200
111	110-42120-111	Police Patrol - Wages & Salaries	3,152,278	(190,000)	2,962,278
112	110-42120-114	Police Patrol - Temporary Wages	44,723	(31,000)	13,723
113	110-42120-214	Police Patrol - Health Insurance	887,312	(90,000)	797,312



LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
114	110-42115-111	Police Support - Wages & Salaries	690,277	(94,650)	595,627
115	110-42130-111	Police Investigations - Wages & Salaries	724,643	23,000	747,643
116	110-42130-112	Police Investigations - Overtime	35,000	10,000	45,000
117	110-42130-134	Police Investigations - Christmas Bonus & Longevity	7,267	150	7,417
118	110-42130-210	Police Investigations - FICA	47,549	1,920	49,469
119	110-42130-212	Police Investigations - Medicare	11,121	500	11,621
120	110-42130-213	Police Investigations - TCRS	116,341	8,050	124,391
121	110-42130-214	Police Investigations - Employee Health Insurance	171,739	7,335	179,074
122	110-42130-219	Police Investigations - Workers Compensation Insurance	11,660	4,390	16,050
123	110-42130-321	Police Investigations - Printing Services	200	20	220
124	110-42130-359	Police Investigations - Other Professional Services	300	150	450
125	110-42130-361	Police Investigations - Repair & Maintenance Vehicles	1,000	700	1,700
126	110-42130-375	Police Investigations - Memberships & Dues	600	10	610
127	110-42130-399	Police Investigations - Other Contracted Services	7,200	1,000	8,200
128	110-42130-433	Police Investigations - Vehicle Parts/Oil/Fluid/Tires	6,000	6,000	12,000
129	110-42171-111	Police Narcotics - Wages & Salaries	435,031	(63,225)	371,806
130	110-42171-210	Police Narcotics - FICA	30,523	1,650	32,173
131	110-42171-212	Police Narcotics - Medicare	7,139	400	7,539
132	110-42171-213	Police Narcotics - TCRS	74,683	6,972	81,655
133	110-42171-219	Police Narcotics - Workers Compensation Insurance	7,420	3,600	11,020
134	110-42171-111	Police Narcotics - Wages & Salaries	371,806	(12,622)	359,184
135	110-42210-112	Fire Administration - Overtime	2,000	8,000	10,000
136	110-42210-134	Fire Administration - Christmas Bonus & Longevity	5,456	645	6,101
137	110-42210-213	Fire Administration - TCRS	79,285	215	79,500
138	110-42210-219	Fire Administration - Workers Compensation Insurance	6,360	1,045	7,405
139	110-42210-321	Fire Administration - Printing Services	0	116	116
140	110-42210-351	Fire Administration - Medical Services	0	28	28
141	110-42210-383	Fire Administration - Travel Business Expense	1,000	200	1,200
142	110-42210-510	Fire Administration - General Liability Insurance	2,815	625	3,440
143	110-42210-523	Fire Administration - Property (Contents) Insurance	1,069	410	1,479
144	110-42210-111	Fire Administration - Wages & Salaries	515,187	(5,000)	510,187
145	110-42210-226	Fire Administration - Clothing/Uniform/Shoes	2,500	(2,500)	-
146	110-42210-431	Fire Administration - Gasoline & Diesel Fuel	12,500	(3,784)	8,716
147	110-42220-134	Fire Inspections - Christmas Bonus & Longevity	1,875	160	2,035
148	110-42220-219	Fire Inspections - Workers Compensation Insurance	2,120	350	2,470
149	110-42220-383	Fire Inspections - Travel Business Expense	4,000	600	4,600
150	110-42220-386	Fire Inspections - Public Relations Expense	3,500	2,000	5,500
151	110-42220-355	Fire Inspections - Computer/Data Processing	2,500	(2,500)	-
152	110-42220-431	Fire Inspections - Gasoline & Diesel Fuel	6,875	(610)	6,265

LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
153	110-42230-399	Fire Stations - Other Contracted Services	14,242	7,000	21,242
154	110-42230-411	Fire Stations - Office Supplies	700	300	1,000
155	110-42230-921	Fire Stations - Buildings & Improvements	25,000	(7,300)	17,700
156	110-42240-111	Firefighting - Wages & Salaries	4,348,704	98,000	4,446,704
157	110-42240-119	Firefighting - Holiday Pay	186,000	13,456	199,456
158	110-42240-134	Firefighting - Christmas Bonus & Longevity	42,742	2,620	45,362
159	110-42240-210	Firefighting - FICA	294,962	26,470	321,432
160	110-42240-212	Firefighting - Medicare	68,983	3,050	72,033
161	110-42240-219	Firefighting - Workers Compensation Insurance	82,680	23,500	106,180
162	110-42240-289	Firefighting - Tuition Reimbursement	0	15,700	15,700
163	110-42240-330	Firefighting - Legal Notices	0	525	525
164	110-42240-371	Firefighting - Subscription & Books	2,000	700	2,700
165	110-42240-375	Firefighting - Memberships & Dues	2,500	2,400	4,900
166	110-42240-413	Firefighting - Office Equipment	0	5,500	5,500
167	110-42240-419	Firefighting - Small Tools & Equipment	106,800	9,400	116,200
168	110-42240-429	Firefighting - General Operating Supplies	18,000	2,900	20,900
169	110-42240-431	Firefighting - Gasoline & Diesel Fuel	48,750	1,100	49,850
170	110-42240-117	Firefighting - Overtime LA	276,000	(83,000)	193,000
171	110-42240-214	Firefighting - Employee Health Insurance	1,214,366	(7,800)	1,206,566
172	110-42240-340	Firefighting - Medical & Dental Services	45,000	(45,000)	-
173	110-42240-351	Firefighting - Medical Services	10,000	(8,000)	2,000
174	110-42240-359	Firefighting - Other Professional Services	25,000	(14,000)	11,000
175	110-42240-362	Firefighting - Repair/Maintenance Operations Equipment	50,000	(5,021)	44,979
176	110-42240-378	Firefighting - Education, Seminars & Training	20,000	(5,000)	15,000
177	110-42240-383	Firefighting - Travel Business Expense	30,000	(10,000)	20,000
178	110-42240-399	Firefighting - Other Contracted Services	42,500	(6,000)	36,500
179	110-42240-433	Firefighting - Vehicle Parts/Oil/Tires/Fluids	150,000	(10,000)	140,000
180	110-42240-510	Firefighting - General Liability Insurance	134,031	(11,500)	122,531
181	110.42400-219	Inspections - Workers Compensation Insurance	5,300	870	6,170
182	110.42400-226	Inspections - Clothing/Uniforms/Shoes	1,000	100	1,100
183	110-42400-355	Inspections - Data/Computer Processing	3,000	1,015	4,015
184	110.42400-383	Inspections - Travel Business Expense	1,450	600	2,050
185	110.42400-419	Inspections - Small Tools & Equipment	500	100	600
186	110.42400-533	Inspections - Equipment Rental/Lease	720	1,000	1,720
187	110.42400-399	Inspections - Other Contracted Services	100,700	(3,685)	97,015
188	110-43110-112	Public Works Administration - Overtime	0	200	200
189	110-43110-219	Public Works - Workers Compensation Insurance	3,180	525	3,705
190	110-43110-310	Public Works - Postal Services	25	25	50
191	110-43110-214	Public Works - Employee Health Insurance	46,864	(750)	46,114

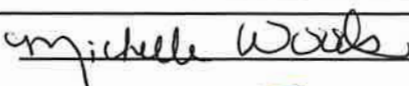
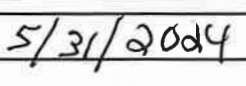

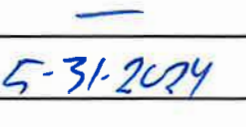

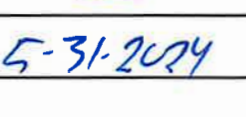
LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
192	110-43120-112	Facilities Maintenance - Overtime	6,000	1,500	7,500
193	110-43120-134	Facilities Maintenance - Christmas Bonus / Longevity	1,682	70	1,752
194	110-43120-343	Facilities Maintenance - Natural Gas & Propane	25,000	10,000	35,000
195	110-43120-364	Facilities Maintenance - Repair & Maintenance Building /Grounds	100,000	41,556	141,556
196	110-43120-399	Facilities Maintenance - Other Contracted Services	75,200	50,000	125,200
197	110-43120-419	Facilities Maintenance - Small Tools & Equipment	5,000	500	5,500
198	110-43120-429	Facilities Maintenance - Janitorial Supplies	12,000	2,700	14,700
199	110-43120-111	Facilities Maintenance - Wages & Salaries	194,033	(30,000)	164,033
200	110-43120-214	Facilities Maintenance - Employee Health Insurance	62,150	(15,000)	47,150
201	110-43120-342	Facilities Maintenance - Water & Sewer	70,000	(40,000)	30,000
202	110-43120-429	Facilities Maintenance - General Operating Supplies	13,000	(8,000)	5,000
203	110-43110-214	Public Works - Employee Health Insurance	46,114	(13,326)	32,788
204	110-43130-219	Fleet Maintenance - Workers Compensation Insurance	7,420	1,445	8,865
205	110-43130-345	Fleet Maintenance - Telephone Services	0	200	200
206	110-43130-399	Fleet Maintenance - Other Contracted Services	900	12,000	12,900
207	110-43130-424	Fleet Maintenance - Janitorial Supplies	2,500	1,500	4,000
208	110-43130-433	Fleet Maintenance - Vehicles Parts/Oil/fluid/Tires	5,000	1,000	6,000
209	110-43130-111	Fleet Maintenance - Wages & Salaries	363,897	(16,145)	347,752
210	110-43140-112	Public Works - Street Repairs & Maintenance - Overtime	16,600	1,420	18,020
211	110-43140-219	PW - Street Repairs & Maintenance - Workers Compensation Insurance	18,020	4,000	22,020
212	110-43140-361	PW - Street Repairs & Maintenance - Repair & Maintenance Vehicles	4,000	3,000	7,000
213	110-43140-383	PW - Street Repairs & Maintenance - Travel Business Expense	650	400	1,050
214	110-43140-399	PW - Street Repairs & Maintenance - Other Contracted Services	79,600	97,000	176,600
215	110-43140-411	PW - Street Repairs & Maintenance - Office Supplies	300	20	320
216	110-43140-523	PW - Street Repairs & Maintenance - Property(Contents) Insurance	2,558	130	2,688
217	110-43140-971	PW - Street Repairs & Maintenance - Motor Equipment	0	240	240
218	110-43140-111	PW - Street Repairs & Maintenance - Wages & Salaries	809,543	(17,000)	792,543
219	110-43140-214	PW - Street Repairs & Maintenance - Employee Health Insurance	264,072	(8,000)	256,072
220	110-43140-431	PW - Street Repairs & Maintenance - Gasoline & Diesel Fuel	66,250	(13,000)	53,250
221	110-43140-455	PW - Street Repairs & Maintenance - Crushed Stone & Sand	25,000	(10,000)	15,000
222	110-43140-465	PW - Street Repairs & Maintenance - Asphalt	75,000	(40,000)	35,000
223	110-43140-533	PW - Street Repairs & Maintenance - Equipment Lease/Rentals	30,000	(18,210)	11,790
224	110-43150-112	Public Works Street Lights & Signs - Overtime	2,000	5,200	7,200
225	110-43150-134	Public Works Street Lights & Signs - Christmas Bonus & Longevity	694	320	1,014
226	110-43150-212	Public Works Street Lights & Signs - Medicare	815	50	865
227	110-43150-213	Public Works Street Lights & Signs - TCRS	8,527	440	8,967
228	110-43150-214	Public Works Street Lights & Signs - Employee Health Insurance	18,558	25	18,583
229	110-43150-219	Public Works Street Lights & Signs - Workers Compensation Insurance	1,060	175	1,235
230	110-43150-361	Public Works Street Lights & Signs - Repair & Maintenance Vehicles	2,500	(2,500)	-



LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
231	110-43150-362	Public Works Street Lights & Signs - Repair & Maint Operating Equipment	1,000	(1,000)	-
232	110-43150-365	Public Works Street Lights & Signs - R&M St Lights & Traffic Signals	6,000	(2,710)	3,290
233	110-43160-219	Public Works Brush & Bulk - Workers Compensation Insurance	11,660	3,000	14,660
234	110-43160-345	Public Works Brush & Bulk - Telephone Services	1,700	50	1,750
235	110-43160-411	Public Works Brush & Bulk - Office Supplies	300	100	400
236	110-43160-433	Public Works Brush & Bulk - Vehicle Parts/Oil/Fluid/Tires	105,000	25,000	130,000
237	110-43160-999	Public Works Brush & Bulk - Other Capital Outlay	60,110	25,000	85,110
238	110-43160-112	Public Works Brush & Bulk - Overtime	15,000	(5,150)	9,850
239	110-43160-562	Public Works Brush & Bulk - Landfill Fee / Disposition Charges	400,000	(48,000)	352,000
240	110-43175-111	Public Works Communications Shop - Wages & Salaries	133,199	25	133,224
241	110-43175-219	Public Works Communications Shop - Workers Compensation Insurance	2,120	350	2,470
242	110-43175-341	Public Works Communications Shop - Electricity	3,800	600	4,400
243	110-43175-399	Public Works Communications Shop - Other Contracted Services	480	2,200	2,680
244	110-43175-411	Public Works Communications Shop - Office Supplies	300	40	340
245	110-43175-429	Public Works Communications Shop - General Operating Supplies	1,500	70	1,570
246	110-43175-999	Public Works Communications Shop - Other Capital Outlay	20,000	(3,285)	16,715
247	110-43190-345	Public Works Traffic Devices - Telephone Services	12,000	2,000	14,000
248	110-43190-429	Public Works Traffic Devices - General Operating Supplies	0	200	200
249	110-43190-360	Public Works Traffic Devices - Repair & Maintenance Communications	4,000	(2,200)	1,800
250	110-43300-399	Public Works Pavement Management - Other Contracted Services	0	10,400	10,400
251	110-43300-913	Public Works Pavement Management - Easements / Right of Ways	0	17,700	17,700
252	110-43300-959	Public Works Pavement Management - Rejuvenation	200,000	27,000	227,000
253	110-43300-958	Public Works Pavement Management - Street Infrastructure Improvement	3,311,999	(55,100)	3,256,899
254	110-44410-112	Parks & Recreation Administration - Overtime	0	125	125
255	110-44410-219	Parks & Recreation Administration - Workers Compensation Insurance	3,180	2,990	6,170
256	110-44410-341	Parks & Recreation Administration - Electricity	5,200	2,340	7,540
257	110-44410-342	Parks & Recreation Administration - Water & Sewer	1,200	3,100	4,300
258	110-44410-343	Parks & Recreation Administration - Natural Gas & Propane	2,400	1,950	4,350
259	110-44410-345	Parks & Recreation Administration - Telephone Services	4,800	1,900	6,700
260	110-44410-399	Parks & Recreation Administration - Other Contracted Services	8,200	1,550	9,750
261	110-44410-413	Parks & Recreation Administration - Office Equipment	300	10	310
262	110-44410-429	Parks & Recreation Administration - General Operating Supplies	0	1,075	1,075
263	110-44410-510	Parks & Recreation Administration - General Liability Insurance	834	512	1,346
264	110-44410-523	Parks & Recreation Administration - Property(Contents) Insurance	179	103	282
265	110-44410-111	Parks & Recreation Administration - Wages & Salaries	243,782	(15,655)	228,127
266	110-44420-111	Parks & Recreation Programs - Wages & Salaries	118,503	370	118,873
267	110-44420-219	Parks & Recreation Programs - Workers Compensation Insurance	2,120	830	2,950
268	110-44420-330	Parks & Recreation Programs - Legal Notices	200	600	800
269	110-44420-345	Parks & Recreation Programs - Telephone Services	1,500	500	2,000

LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	(INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
270	110-44420-399	Parks & Recreation Programs - Other Contracted Services	120,000	5,500	125,500
271	110-44420-510	Parks & Recreation Programs - General Liability Insurance	16,085	300	16,385
272	110-44410-111	Parks & Recreation Administration - Wages & Salaries	228,127	(8,100)	220,027
273	110-44425-112	Parks & Recreation Athletics - Overtime	1,000	20	1,020
274	110-44425-210	Parks & Recreation Athletics - FICA	7,239	3,520	10,759
275	110-44425-212	Parks & Recreation Athletics - Medicare	1,693	823	2,516
276	110-44425-214	Parks & Recreation Athletics - Employee Health Insurance	31,154	100	31,254
277	110-44425-359	Parks & Recreation Athletics - Other Professional Services	5,750	2,800	8,550
278	110-44425-375	Parks & Recreation Athletics - Memberships & Dues	800	1,000	1,800
279	110-44425-510	Parks & Recreation Athletics - General Liability Insurance	640	590	1,230
280	110-44425-523	Parks & Recreation Athletics - Property (Contents) Insurance	120	140	260
281	110-44425-114	Parks & Recreation Athletics - Temporary Wages	145,225	(8,993)	136,232
282	110-44430-210	Parks & Recreation Maintenance - FICA	30,842	11,102	41,944
283	110-44430-212	Parks & Recreation Maintenance - Medicare	7,213	2,600	9,813
284	110-44430-219	Parks & Recreation Maintenance - Workers Compensation Insurance	11,660	8,200	19,860
285	110-44430-364	Parks & Recreation Maintenance - Repair & Maintenance Buildings/Grounds	28,000	13,000	41,000
286	110-44430-424	Parks & Recreation Maintenance - Janitorial Supplies	15,000	2,200	17,200
287	110-44430-429	Parks & Recreation Maintenance - General Operating Supplies	50,000	6,000	56,000
288	110-44430-999	Parks & Recreation Maintenance - Other Capital Outlay	500,000	(43,102)	456,898
289	110-45160-219	Natural Resource Maintenance - Workers Compensation Insurance	3,180	525	3,705
290	110-45160-226	Natural Resource Maintenance - Clothing/Uniforms/Shoes	1,200	700	1,900
291	110-45160-337	Natural Resource Maintenance - Landscaping	20,000	12,000	32,000
292	110-45160-345	Natural Resource Maintenance - Telephone Services	500	20	520
293	110-45160-429	Natural Resource Maintenance - General Operating Supplies	4,000	11,000	15,000
294	110-45160-431	Natural Resource Maintenance - Fuelman	5,000	1,400	6,400
295	110-45160-399	Natural Resource Maintenance - Other Contracted Services	135,000	(25,645)	109,355
296	110-48100-342	Airport - Water & Sewer	21,000	4,100	25,100
297	110-48100-343	Airport - Natural Gas & Propane	3,000	600	3,600
298	110-48100-345	Airport - Telephone Services	3,300	500	3,800
299	110-48100-364	Airport - Repair & Maintenance Buildings/Grounds	15,000	15,000	30,000
300	110-48100-399	Airport - Other Contracted Services	480,368	(20,200)	460,168

LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
<b>COLUMN TOTALS</b>			<b>\$26,845,206</b>	<b>\$ -</b>	<b>\$ 26,845,206</b>

<b>JUSTIFICATION / EXPLANATION FOR REQUEST:</b> <i>Line Item transfers for Q1, Q2 &amp; Q3 Fiscal Year ending June 30, 2024. These transfers are necessary due to reclassification of expenditures in accordance within the chart of accounts.</i>			
SIGN / DATE			FINANCE DIRECTOR
APPROVED / DATE			ASSISTANT CITY ADMINISTRATOR
APPROVED / DATE			CITY ADMINISTRATOR

**City of Morristown Line Item Transfer**

DOCUMENT NO. 2401  
 FUND NO. Drug Fund #126  
 FY 2024  
 Date 4/30/24

LINE ITEM TRANSFER(S) X

LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
1	126-42170-310	Narcotics - Postal Service	0	20	20
2	126-42170-361	Narcotics - Repair & Maintenance Vehicles	1,000	500	1,500
3	126-42170-399	Narcotics - Other Contracted Services	29,040	12,000	41,040
4	126-42170-960	Narcotics - Machinery & Equipment	0	11,200	11,200
5	126-42170-694	Narcotics - Undercover Expenses	35,000	(23,720)	11,280
<b>COLUMN TOTALS</b>			<b>\$ 65,040</b>	<b>\$ -</b>	<b>\$ 65,040</b>

**JUSTIFICATION / EXPLANATION FOR REQUEST:**

*Line Item transfers for Q1, Q2 & Q3 Fiscal Year ending June 30, 2024. These transfers are necessary due to reclassification of expenditures in accordance within the chart of accounts.*

SIGN / DATE	<u>Michelle Woods</u>	<u>5/31/24</u>	FINANCE DIRECTOR
APPROVED / DATE	<u>[Signature]</u>	<u>5-31-2024</u>	ASSISTANT CITY ADMINISTRATOR
APPROVED / DATE	<u>[Signature]</u>	<u>5-31-2024</u>	CITY ADMINISTRATOR

**City of Morristown Line Item Transfer**

DOCUMENT NO. 2402  
 FUND NO. Solid Waste Fund #435  
 FY 2024  
 Date 4/30/24

LINE ITEM TRANSFER(S) X

LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
1	435-43210-112	Sanitation - Overtime	5,800	6,800	12,600
2	435-43210-213	Sanitation - TCRS Contribution	36,461	410	36,871
3	435-43210-219	Sanitation - Workers Compensation Insurance	5,300	7,000	12,300
4	435-43210-433	Sanitation - Repair & Maintenance Vehicles	10,000	13,000	23,000
5	435-43210-960	Sanitation - Machinery & Equipment	60,110	36,000	96,110
6	435-43210-431	Sanitation -Gasonline & Diesel Fuel	125,000	(25,000)	100,000
7	435-43210-562	Sanitation - Landfill Fee / Disposition Charges	563,946	(38,210)	525,736
8	435-44500-134	Recycle - Christmas Bonus & Longevity	381	155	536
9	435-44500-214	Recycle - Employee Health Insurance	31,010	950	31,960
10	435-44500-219	Recycle - Workers Compensation Insurance	2,120	360	2,480
11	435-44500-321	Recycle - Printing Services	0	70	70
12	435-44500-433	Recycle - Vehicle Parts/Oil/Fluid/Tires	15,000	23,000	38,000
13	435-44500-487	Recycle - Solid Waste Containers	50,000	5	50,005
14	435-44500-399	Recycle - Other Contracted Services	20,000	(4,000)	16,000
15	435-44500-431	Recycle - Gasonline & Diesel Fuel	20,000	(5,000)	15,000
16	435-43210-562	Sanitation - Landfill Fee / Disposition Charges	525,736	(15,540)	510,196
<b>COLUMN TOTALS</b>			<b>\$ 1,470,864</b>	<b>\$ -</b>	<b>\$ 1,470,864</b>

**JUSTIFICATION / EXPLANATION FOR REQUEST:**

*Line Item transfers for Q1, Q2 & Q3 Fiscal Year ending June 30, 2024. These transfers are necessary due to reclassification of expenditures in accordance within the chart of accounts.*

SIGN / DATE	<u>Michelle Wood</u>	<u>5/31/2024</u>	FINANCE DIRECTOR
APPROVED / DATE	<u>[Signature]</u>	<u>5-31-2024</u>	ASSISTANT CITY ADMINISTRATOR
APPROVED / DATE	<u>[Signature]</u>	<u>5-31-2024</u>	CITY ADMINISTRATOR



**City of Morristown Line Item Transfer**

DOCUMENT NO. 2403  
 FUND NO. Storm Water Fund #440  
 FY 2024  
 Date 4/30/24

LINE ITEM TRANSFER(S) X

LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
1	440-43292-111	Storm Water Administration - Wages & Salaries	98,673	4,621	103,294
2	440-43292-210	Storm Water Administration - FICA	6,136	125	6,261
3	440-43292-213	Storm Water Administration - TCRS	15,013	702	15,715
4	440-43292-219	Storm Water Administration - Workers Compensation Insurance	1,060	175	1,235
5	440-43292-345	Storm Water Administration - Telephone Services	600	450	1,050
6	440-43292-378	Storm Water Administration - Education Seminars & Training	550	225	775
7	440-43292-413	Storm Water Administration - Office Equipment	0	1,390	1,390
8	440-43292-971	Storm Water Administration - Motor Equipment	50,000	8,000	58,000
9	440-43292-399	Storm Water Administration - Other Contracted Services	176,500	(15,688)	160,812
10	440-43293-111	Storm Water - Drainway Management - Wages & Salaries	307,461	4,500	311,961
11	440-43293-112	Storm Water - Drainway Management - Overtime	2,000	820	2,820
12	440-43293-134	Storm Water - Drainway Management - Christmas Bonus & Longevity	1,629	810	2,439
13	440-43293-213	Storm Water - Drainway Management - TCRS	47,193	950	48,143
14	440-43293-219	Storm Water - Drainway Management - Workers Compensation Insurance	7,420	2,000	9,420
15	440-43293-226	Storm Water - Drainway Management - Uniforms	2,000	600	2,600
	440-43293-351	Storm Water - Drainway Management - Medical Services	200	100	300
	440-43293-361	Storm Water - Drainway Management - Repair & Maintenance Vehicles	0	1,020	1,020
	440-43293-399	Storm Water - Drainway Management - Other Contracted Services	50,000	25,000	75,000
	440-43293-411	Storm Water - Drainway Management - Office Supplies	200	200	400
	440-43293-433	Storm Water - Drainway Management - Vehicle Parts/Oil/Fluid/Tires	15,000	8,000	23,000
	440-43293-913	Storm Water - Drainway Management - Easements & Right of Ways	0	7,000	7,000
	440-43293-971	Storm Water - Drainway Management - Motor Equipment	0	22	22
	440-43293-214	Storm Water - Drainway Management - Employee Health Insurance	124,378	(18,000)	106,378
	440-43293-431	Storm Water - Drainway Management - Gasoline & Diesel Fuel	30,000	(5,000)	25,000
	440-43293-455	Storm Water - Drainway Management - Crushed Stone & Sand	25,000	(9,000)	16,000
	440-43293-952	Storm Water - Drainway Management - Storm Water Projects	100,000	(19,022)	80,978
<b>COLUMN TOTALS</b>			<b>\$ 1,061,013</b>	<b>\$ -</b>	<b>\$ 1,061,013</b>

**JUSTIFICATION / EXPLANATION FOR REQUEST:**



*Line item transfers for Q1, Q2 & Q3 Fiscal Year ending June 30, 2024. These transfers are necessary due to reclassification of expenditures in accordance within the chart of accounts.*

SIGN / DATE

*Michelle Wood*

*5/3/2024*

FINANCE DIRECTOR

LINE ITEM	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET AMOUNT	INCREASE (DECREASE) AMOUNT	REVISED BUDGET AMOUNT
APPROVED / DATE					
APPROVED / DATE				5-31-2024	
			ASSISTANT CITY ADMINISTRATOR		
			CITY ADMINISTRATOR		