



Board of Mayor and Alderman Meeting Agenda

Monday, June 01, 2026 at 7:00 PM

Monterey Municipal Building – 302 E. Commercial Avenue Monterey, TN 38574

Police Department: (931) 839-2323 | City Hall: (931) 839-3770 | Fax: (931) 839-3933

Meeting called by: Mayor Alex Garcia

Type of Meeting: Regular Monthly

Aldermen: Kevin Peters, Spencer Delk, Jim Whitaker, Larry Bennett, Cecelia Paulson, Jim Wolfgram, Jamie Phillips, Bill Wiggins

The Town of Monterey does not discriminate on grounds of race, color, age, sex, disability or national origin.

ROLL CALL

CALL TO ORDER

1.

EnterTextHere

EnterTextHere

Vice-Mayor Kevin Peters

PUBLIC COMMENT

COMMITTEE REPORTS

2. Finance Committee minutes - May 5, 2026
3. Finance and Water/Sewer Committee minutes - May 12, 2026
4. Water and Sewer Committee minutes - May 26, 2026

APPROVAL OF MINUTES

5. Minutes from May 4, 2026
6. Minutes from BOMA Special Called meeting - 05-18-2026

CONSIDERATION OF BILLS

7. June 1, 2026 monthly bills

ORDINANCES

8. 3rd Reading of Ordinance #26-885 - An Ordinance of the Town of Monterey, Tennessee, adopting a budget for the fiscal year July 1, 2026 through June 30, 2027

9. 1st and 2nd Reading of Ordinance #26-884 - An Ordinance of the Board of Mayor and Aldermen for the Town of Monterey, Tennessee, setting the water and sewer rate schedule

RESOLUTIONS

10. Consider Resolution 26-008 - A Resolution of the Board of Mayor and Aldermen of the Town of Monterey, Tennessee, supporting recertification in the Tennessee downtowns program
11. Consider Resolution #26-009 - A Resolution to adopt formal policies and procedures for housing rehabilitation
12. Consider Resolution #26-010 - A Resolution ratifying the Putnam County growth plan
13. Consider Private Act Resolution ratifying the charter change for city administrator

NEW BUSINESS

MAYOR UPDATES

OTHER BUSINESS

ADJOURNMENT



Finance Committee Meeting Minutes

Tuesday, May 05, 2026 at 6:00 PM

Monterey Municipal Building – 302 E. Commercial Avenue Monterey, TN 38574

Police Department: (931) 839-2323 | City Hall: (931) 839-3770 | Fax: (931) 839-3933

Meeting called by:

Type of Meeting:

Members:

The Town of Monterey does not discriminate on grounds of race, color, age, sex, disability or national origin.

PUBLIC COMMENT

NEW BUSINESS

1. Discuss 2026-2027 budget

The finance committee discussed different ways to help fund the water/sewer fund without burdening our citizens. It was decided that we would have another finance committee meeting and water/sewer committee meeting together next Tuesday at 6:00 p.m.

ADJOURNMENT



Finance and Water/Sewer Committee Meeting Minutes

Tuesday, May 12, 2026 at 6:00 PM

Monterey Municipal Building – 302 E. Commercial Avenue Monterey, TN 38574

Police Department: (931) 839-2323 | City Hall: (931) 839-3770 | Fax: (931) 839-3933

Meeting called by:

Type of Meeting:

Members:

The Town of Monterey does not discriminate on grounds of race, color, age, sex, disability or national origin.

PUBLIC COMMENT

NEW BUSINESS

1. Discuss water leak relief program

Motion made by Bennett to go with the \$2,000 coverage.

2. Discuss Board Valley water line

Mr. Beaty addressed the committee and was asking to put in around five meters on Board Valley Road. Mr. Beaty asked if there were other types of funding available to add extend water lines. Nathaniel Green stated that eight to ten residences in a 3,000 feet area normally doesn't qualify for a grant. Bobby Farley stated that they would hook into a four-inch line.

3. Discuss water rates

There was a very lengthy discussion about the water and sewer rates. It was decided to have another meeting on Tuesday, May 26th at 6:00 p.m. and to have Beverly Stephens and Eric Stephens here from East Fork.

4. Discuss health insurance

Mayor Garcia stated that One Bank did not come with a proposal. Jamie Phillips stated that he recommends that we stay with what we got. He stated that he thinks the board should decide on the HRA and then we can add that if the board so chooses, for \$26,000.

5. Discuss 2026-2027 budget

Jamie Phillips went over the health insurance premiums and that does not include the HRA. Mayor Garcia stated that Rafferty has a chance for a training class at \$1,400.

ADJOURNMENT

Item # 3.



Water and Sewer Committee Meeting Minutes

Tuesday, May 26, 2026 at 6:00 PM

Monterey Municipal Building – 302 E. Commercial Avenue Monterey, TN 38574

Police Department: (931) 839-2323 | City Hall: (931) 839-3770 | Fax: (931) 839-3933

Meeting called by:

Type of Meeting:

Members:

The Town of Monterey does not discriminate on grounds of race, color, age, sex, disability or national origin.

PUBLIC COMMENT

Also in attendance: Zeda Hillis with Hailey and Associates, Duane Jarrett,

NEW BUSINESS

- 1. Discuss water and sewer rates

Duane recommends raising rate (water sewer combined) \$3.75 per thousand (across the board) to generate \$630,000. Additionally, he recommends cutting depreciation by \$200,000.

Kevin Peters recommends 1,000 gallons minimum. \$.94 per thousand on water/\$1.03 (sewer), and \$2.00 outside city.

Representatives from East Fork entered the discussion. Said they are willing to work with the town as long as it was fair.

Alex recommends doing away with 2,000 minimum on commercial and raising rate \$3.75 (across the board).

recommendation from Kevin Peters to drop commercial minimum to zero and setting rate at \$7.79 (\$3.75 increase) per thousand (this includes East Fork). Additionally, citizens inside city would pay increase of .94 per thousand on water and 1.03 on sewer with minimum dropped to 1,000. 3.75 increase outside city and dropping minimum to 1,000 (that includes Phifer Mountain). Motion was made by Kevin Peters and was seconded by Spencer Delk. Motion was approved by the committee with three yes votes.

Kevin Peters made a motion to purchase new high service turbine motor for the water plant at a cost of \$10,382.88. Second was made by Larry Bennett. Motion was approved unanimously.

2. Discuss internal leak program

Duane noted that other utilities offer the same service in-house. He referenced McMinnville as an example, which has adopted a leak relief policy. Recommended tacking on additional charge to bills to cover an in-house program.

ADJOURNMENT



Board of Mayor and Alderman Meeting Minutes

Monday, May 04, 2026 at 7:00 PM

Monterey Municipal Building – 302 E. Commercial Avenue Monterey, TN 38574

Police Department: (931) 839-2323 | City Hall: (931) 839-3770 | Fax: (931) 839-3933

Meeting called by: Mayor Alex Garcia

Type of Meeting: Regular Monthly

Aldermen: Kevin Peters, Spencer Delk, Jim Whitaker, Larry Bennett, Cecelia Paulson, Jim Wolfgram, Jamie Phillips, Bill Wiggins

The Town of Monterey does not discriminate on grounds of race, color, age, sex, disability or national origin.

ROLL CALL

CALL TO ORDER

EnterTextHere

Bro. Jeff Leonard

EnterTextHere

Alderman Bill Wiggins

Alderman Bill Wiggins

PUBLIC COMMENT

There was none.

COMMITTEE REPORTS

- 1. Finance Committee Meeting - April 14, 2026

Jamie Phillips stated that the finance committee has met twice this month to discuss the budget. We have the general fund in good order but we are having a problem with making the water/sewer budget ends meet.

- 2. Finance Committee Meeting - April 28, 2026

APPROVAL OF MINUTES

- 3. Minutes from April 26, 2026

Motion made by Alderman Phillips, Seconded by Vice Mayor Peters.

Voting Yea: Vice Mayor Peters, Alderman Delk, Alderman Whitaker, Alderman Bennett, Alderwoman Paulson, Alderman Wolfgram, Alderman Phillips, Alderman Wiggins

CONSIDERATION OF BILLS

4. May Monthly Bills

Motion made by Alderman Wiggins, Seconded by Alderman Bennett.

Voting Yea: Vice Mayor Peters, Alderman Delk, Alderman Whitaker, Alderman Bennett, Alderwoman Paulson, Alderman Wolfgram, Alderman Phillips, Alderman Wiggins

ORDINANCES

5. 1st and 2nd Reading of Ordinance #26-884 - An Ordinance to change the water/sewer rates

Alderman Jamie Phillips made a motion to table this for more observation and send this to the water/sewer committee and finance committee. This motion was seconded by Larry Bennett. All voted yes. Motion carried.

6. 1st and 2nd Reading of Ordinance #26-885 - An Ordinance of the Town of Monterey, Tennessee, adopting a budget for the fiscal year July 1, 2026 through June 30, 2027

Jamie Phillips stated that we need to table this until we get a better ideal of the budget and the water/sewer rates.

7. 1st & 2nd Reading of Ordinance #26-886 - An Ordinance of the Board of Mayor and Aldermen of the Town of Monterey, Tennessee, to provide a tax levy for the Town of Monterey

No motion was made.

RESOLUTIONS

NEW BUSINESS

8. Brad Beaty to address the board concerning water service at the south east end of our water line

Brad Beaty addressed the board concerning water on Board Valley Road. He was asking for permission to hook up to the Monterey water line. He stated that there would be around seven homes that would hook up. Mayor Garcia stated that this needs to go before the water/sewer committee and have this looked at by our engineer.

9. Water Leak Relief presentation

Ashley Wells with water leak relief addressed the board and went over the proposal for water leak relief insurance. She stated that this would be approximately \$3.00 yearly for customers and the board would choose the coverage limit. The Town of Monterey would have a one- year contract with the water leak relief. Mayor Garcia stated that we will put this on the agenda for the water/sewer committee agenda.

10. Consider date for the banana pudding festival for 2027

Rafferty Cleary stated that they are asking for April 3, 2027 for the banana pudding festival. He gave an update and numbers of visitors this last festival brought in.

Motion made by Alderman Wiggins, Seconded by Alderman Delk.

Voting Yea: Vice Mayor Peters, Alderman Delk, Alderman Whitaker, Alderman Bennett, Alderwoman Paulson, Alderman Wolfgram, Alderman Phillips, Alderman Wiggins

11. Discuss health insurance for 2026-2027

The board asked FMIG to come back with an FSA presentation.

MAYOR UPDATES

Chief Mackie gave a report about blue line coming up and doing a study for us on cars coming through our school zone.

Jerry Warren gave an update on the TAP grant (trail work). He also gave an update on ARP (storm water drainage project) that has been completed at Whitaker Park. He stated that he would like to thank Ella for getting the paperwork turned in, for Rafferty and Johnathan for helping and also Bobby and Darrel for helping as well. He stated that there is some additional funds left, approximately \$340,000, and they have talked about Walnut to Holly going down Railroad to help alleviate the blockage on Holly. He stated that there is a pipe that is flat which means that it is backing water up. This would be a five percent match which would be approximately \$62,000 for the Town.

Motion made by Alderman Wiggins, Seconded by Alderwoman Paulson to accept Jerry Warren's proposal.

Voting Yea: Vice Mayor Peters, Alderman Delk, Alderman Whitaker, Alderman Bennett, Alderwoman Paulson, Alderman Wolfgram, Alderman Phillips, Alderman Wiggins. Motion carried.

Mayor Garcia stated that he wanted to give an update on the Nathan Walker complex. The irrigation system is working and the lights are 95% working.

Mayor Garcia stated that he asked for \$500,000 from the speaker of the house for meadow creek. He stated that at the next meeting he will bring some proposals of what he would like to use that money for.

OTHER BUSINESS

Bill Wiggins asked what we make of the quote from One Bank on the health insurance for the employees?

Jamie Phillips stated that we have talked about the TAP grant and wants to get the boards opinion. The Town's portion would be around \$220,000. If we do this grant, we will probably need to have a tax increase because we do not have the monies for the match.

Bill Wiggins asked if we have had any department heads budgets cut? Jamie Phillips stated that we have not looked at any of the department's budgets, because we do not have the monies in our budget for anything extra.

ADJOURNMENT

Motion made by Alderman Phillips.



Board of Mayor and Alderman Meeting Minutes

Monday, May 18, 2026 at 7:00 PM

Monterey Municipal Building – 302 E. Commercial Avenue Monterey, TN 38574

Police Department: (931) 839-2323 | City Hall: (931) 839-3770 | Fax: (931) 839-3933

Meeting called by: Mayor Alex Garcia

Type of Meeting: Regular Monthly

Aldermen: Kevin Peters, Spencer Delk, Jim Whitaker, Larry Bennett, Cecelia Paulson, Jim Wolfgram, Jamie Phillips, Bill Wiggins

The Town of Monterey does not discriminate on grounds of race, color, age, sex, disability or national origin.

ROLL CALL

CALL TO ORDER

PUBLIC COMMENT

Jeremy Robinson, Sorba representative addressed the board concerning meadow creek park trails. He stated that we need six to eight more miles out there. He asked for the board to consider to pay for this out of the appropriation from the state. It is approximately \$300,000 to finish up this project that was started back in 2019.

ORDINANCES

1. 1st and 2nd Reading of Ordinance #26-885 - An Ordinance of the Town of Monterey, Tennessee adopting a budget for the fiscal year July 1, 2026 through June 30, 2027
Motion made by Alderman Phillips, Seconded by Vice Mayor Peters.
Voting Yea: Vice Mayor Peters, Alderman Delk, Alderman Whitaker, Alderman Bennett, Alderwoman Paulson, Alderman Wolfgram, Alderman Phillips, Alderman Wiggins to pass the 1st and 2nd Reading of Ordinance #26-885. Motion carried.
2. 1st and 2nd Reading of Ordinance #26-886 - An Ordinance of the Board of Mayor and Aldermen of the Town of Monterey, Tennessee, to provide a tax levy for the Town of Monterey, Tennessee, for the fiscal year ending 2027
Motion made by Alderman Phillips, Seconded by Vice Mayor Peters.
Voting Yea: Vice Mayor Peters, Alderman Delk, Alderman Whitaker, Alderman Bennett, Alderman Phillips
Voting Nay: Alderwoman Paulson, Alderman Wolfgram, Alderman Wiggins

NEW BUSINESS

3. Consider FMIG Health Care plan for the 2026-2027 fiscal year
Motion made by Alderman Phillips, Seconded by Vice Mayor Peters.
Voting Yea: Vice Mayor Peters, Alderman Delk, Alderman Whitaker, Alderman Bennett, Alderman Wolfgram, Alderman Phillips
Voting Nay: Alderwoman Paulson, Alderman Wiggins
4. Consider water leak relief program
Motion made by Vice Mayor Peters, Seconded by Alderman Phillips.
Voting Yea: Vice Mayor Peters, Alderman Delk, Alderman Whitaker, Alderman Bennett, Alderwoman Paulson, Alderman Wolfgram, Alderman Phillips, Alderman Wiggins to send this back to the water and sewer committee.
5. Consider proposal for playground at Meadow Creek Park
Jamie Phillips asked why the installation was so expensive? Bill Wiggins stated that he seen a communication stated that this was to build trails. Alex Garcia stated that when he asked Cameron Sexton he stated that we could use this for meadow creek.
Jim Whitaker made a motion and seconded by Bill Wiggins to table this. All present voted yes. Motion carried.

ADJOURNMENT

Mayor Garcia adjourned the meeting.

GL Account Number	Vendor Name	Vendor Number	Invoice Number	Invoice Date	Invoice Net Amount
110-41500-237	PMG NEWSPAPERS, ALABAMA		71466250	05/27/2026	\$17.16
110-41500-237	PMG NEWSPAPERS, ALABAMA		71473527	05/27/2026	\$25.96
110-41500-237	PMG NEWSPAPERS, ALABAMA		71475505	05/27/2026	\$17.16
110-41500-237	PMG NEWSPAPERS, ALABAMA		71480855	05/27/2026	\$27.28
110-41500-237	PMG NEWSPAPERS, ALABAMA		71486052	05/27/2026	\$32.12
110-41500-266	Herron Glass & Mirror, Inc	202	1200	05/27/2026	\$449.00
110-41500-310	Brady Printing		04222026	05/27/2026	\$295.00
110-41500-310	Brady Printing		7735	05/29/2026	\$635.00
110-41500-310	Staples Business Credit	401	6062125176	05/28/2026	\$39.79
110-41500-310	Staples Business Credit	401	6062125177	05/28/2026	\$21.61
110-41500-320	Algood Fire Extinguisher	32	50562	05/27/2026	\$41.98
110-41500-320	CivicPlus, LLC		369915	05/27/2026	\$4,848.13
110-41500-320	Putnam Co. Chamber Of Commerce	323	29047	05/28/2026	\$700.00
110-41500-320	Unifirst	484	1810175045	05/28/2026	\$20.09
110-41500-320	Unifirst	484	1810175906	05/28/2026	\$20.09
110-41500-320	Unifirst	484	1810176793	05/28/2026	\$20.09
110-41500-320	Unifirst	484	1810182361	05/28/2026	\$20.09
110-41500-320	Unifirst	484	1810183178	05/28/2026	\$20.09
110-41500-320	Unifirst	484	1810184169	05/28/2026	\$20.09
110-41500-726	Putnam County Government	Community Dev. Fund 330	05082026	05/27/2026	\$7,500.00
110-41500-726	Putnam County Government	Community Dev. Fund 330	05082026	05/27/2026	\$7,500.00
110-41500-734	Putnam County Animal Shelter	326	05312026	05/27/2026	\$550.00
110-41990-236	Stone Creative		836741	05/28/2026	\$75.00
110-41990-318	Anthem Sports, LLC		455622	05/27/2026	\$6,245.31
110-41990-318	Lowe's Home Centers, Inc.	234	979829	05/28/2026	\$28.38
110-41990-320	Algood Fire Extinguisher	32	50552	05/27/2026	\$30.95
110-41990-320	Algood Fire Extinguisher	32	50554	05/27/2026	\$5.50
110-41990-320	BOLSTER		10413	05/27/2026	\$299.97
110-41990-320	Landers Trade	252	5454828	05/27/2026	\$25.57
110-41990-320	Landers Trade	252	5456265	05/27/2026	\$9.38
110-41990-320	Red Bud Supply, Inc	351	193015	05/27/2026	\$415.91
110-41990-320	Staples Business Credit	401	6062125177	05/28/2026	\$21.59

GL Account Number	Vendor Name	Vendor Number	Invoice Number	Invoice Date	Invoice Net Amount
110-41990-324	BOLSTER		10485	05/27/2026	\$100.18
110-41990-324	Johnson Nursery & Garden Cntr	221	75291	05/27/2026	\$561.40
110-41990-325	EAST TN PORTABLES		541552	05/27/2026	\$103.50
110-41990-325	Landers Trade	252	5455278	05/27/2026	\$240.00
110-41990-325	Landers Trade	252	5455732	05/27/2026	\$20.00
110-41990-328	EAST TN PORTABLES		542195	05/27/2026	\$1,200.00
110-41990-329	Red Bud Supply, Inc	351	193016	05/27/2026	\$515.06
110-42100-312	Gt Distributors, Inc	175	3209970	05/27/2026	\$2,707.18
110-42100-320	Algood Fire Extinguisher	32	50553	05/27/2026	\$52.95
110-42100-320	BOLSTER		10579	05/29/2026	\$24.66
110-42100-320	Red Bud Supply, Inc	351	193015	05/27/2026	\$415.91
110-42100-320	Southeast Radar Certification And Training	391	3521	05/28/2026	\$440.00
110-42100-327	GUN SHOP		05262026	05/27/2026	\$520.00
110-42200-320	Algood Fire Extinguisher	32	50555	05/27/2026	\$136.45
110-43100-261	Mhc Kenworth	276	00755601836463	05/27/2026	\$321.51
110-43100-261	O'REILLY AUTO PARTS		7067109964	05/27/2026	\$44.99
110-43100-320	Landers Trade	252	5456148	05/27/2026	\$48.99
110-43100-320	Red Bud Supply, Inc	351	193015	05/27/2026	\$415.94
110-43100-320	TRI-COUNTY EQUIPMENT		20094	05/28/2026	\$1,381.33
110-43100-320	Unifirst	484	1810175045	05/28/2026	\$31.05
110-43100-320	Unifirst	484	1810175906	05/28/2026	\$31.05
110-43100-320	Unifirst	484	1810176793	05/28/2026	\$31.05
110-43100-320	Unifirst	484	1810182361	05/28/2026	\$31.05
110-43100-320	Unifirst	484	1810183178	05/28/2026	\$31.05
110-43100-320	Unifirst	484	1810184169	05/28/2026	\$31.05
110-43100-944	Warren & Tuggle	505	62876	05/28/2026	\$15,000.00
110-43170-320	Algood Fire Extinguisher	32	50561	05/27/2026	\$110.45
110-43170-320	BOLSTER		10550	05/27/2026	\$20.38
110-43170-320	Landers Trade	252	5456457	05/28/2026	\$5.52
110-43170-320	O'REILLY AUTO PARTS		1999	05/27/2026	\$19.99
110-43170-320	O'REILLY AUTO PARTS		7067109653	05/27/2026	\$129.90
110-43170-320	O'REILLY AUTO PARTS		7067109768	05/27/2026	\$143.88

GL Account Number	Vendor Name	Vendor Number	Invoice Number	Invoice Date	Invoice Net Amount
110-43170-320	Save-A-Lot Food Stores	377	00212710	05/28/2026	\$82.30
			Totals For Fund	110	\$54,927.06
123-44100-320	Staples Business Credit	401	6062125178	05/28/2026	\$112.28
123-44100-320	Staples Business Credit	401	6062125179	05/28/2026	\$119.19
			Totals For Fund	123	\$231.47
125-47210-320	Upper Cumberland Tourism Association	487	1293	05/28/2026	\$100.00
			Totals For Fund	125	\$100.00
131-43200-295	Putnam County Solid Waste	309	04302026	05/27/2026	\$4,444.80
131-43200-320	Unifirst	484	1810175045	05/28/2026	\$28.60
131-43200-320	Unifirst	484	1810175906	05/28/2026	\$28.60
131-43200-320	Unifirst	484	1810176793	05/28/2026	\$28.60
131-43200-320	Unifirst	484	1810182361	05/28/2026	\$28.60
131-43200-320	Unifirst	484	1810183178	05/28/2026	\$28.60
131-43200-320	Unifirst	484	1810184169	05/28/2026	\$28.60
			Totals For Fund	131	\$4,616.40
413-52113-269	Chemical Feed Systems, Inc	69	130554	05/27/2026	\$2,465.00
413-52113-269	Wascon, Inc.	494	85813	05/28/2026	\$21,302.90
413-52113-320	Algood Fire Extinguisher	32	50560	05/27/2026	\$138.90
413-52113-320	Monterey Cee Bee Foods	264	301331239	05/27/2026	\$52.11
413-52113-320	Pace Analytical National	338	26801929438	05/29/2026	\$281.00
413-52113-320	Pace Analytical National	338	26801931182	05/27/2026	\$161.00
413-52113-320	Pace Analytical National	338	26801931458	05/27/2026	\$2,346.00
413-52113-320	Pace Analytical National	338	26801932089	05/27/2026	\$1,360.00
413-52113-320	Pace Analytical National	338	26801933223	05/27/2026	\$150.00
413-52113-320	Pace Analytical National	338	26801933986	05/27/2026	\$1,359.00
413-52113-320	Pace Analytical National	338	26801935323	05/29/2026	\$431.00
413-52113-320	PMG NEWSPAPERS, ALABAMA		71460899	05/27/2026	\$88.50
413-52113-320	PMG NEWSPAPERS, ALABAMA		71460909	05/27/2026	\$1,115.10
413-52113-320	PMG NEWSPAPERS, ALABAMA		71480620	05/27/2026	\$41.36
413-52113-320	Red Bud Supply, Inc	351	193015	05/27/2026	\$415.91

GL Account Number	Vendor Name	Vendor Number	Invoice Number	Invoice Date	Invoice Net Amount
413-52113-320	Staples Business Credit	401	6062125177	05/28/2026	\$21.59
413-52113-320	Unifirst	484	1810175045	05/28/2026	\$40.43
413-52113-320	Unifirst	484	1810175906	05/28/2026	\$40.43
413-52113-320	Unifirst	484	1810176793	05/28/2026	\$40.43
413-52113-320	Unifirst	484	1810182361	05/28/2026	\$40.43
413-52113-320	Unifirst	484	1810183178	05/28/2026	\$40.43
413-52113-320	Unifirst	484	1810184169	05/28/2026	\$40.43
413-52113-322	Dycho Co., Inc	118	109380	05/28/2026	\$8,527.02
413-52113-322	Dycho Co., Inc	118	110007	05/27/2026	\$13,922.75
413-52113-322	Hach Company	187	14981724	05/27/2026	\$1,993.79
413-52114-261	CROSSVILLE HYDRAULICS, INC		56287	05/29/2026	\$1,705.00
413-52114-261	Shadden Tire Discounters, My Fleet Center	406	1181029485	05/28/2026	\$464.84
413-52114-320	Badger Meter	60	80234186	05/27/2026	\$1,320.13
413-52114-320	BOLSTER		10501	05/27/2026	\$39.80
413-52114-320	Industrial Rubber & Gasket	212	911616	05/27/2026	\$192.82
413-52114-320	Landers Trade	252	5456186	05/27/2026	\$5.19
413-52114-320	Landers Trade	252	5456538	05/29/2026	\$5.35
413-52114-320	Mill Creek Machine Works	265	949	05/27/2026	\$146.00
413-52114-320	Unifirst	484	1810175045	05/28/2026	\$32.83
413-52114-320	Unifirst	484	1810175906	05/28/2026	\$32.83
413-52114-320	Unifirst	484	1810176793	05/28/2026	\$32.83
413-52114-320	Unifirst	484	1810182361	05/28/2026	\$32.83
413-52114-320	Unifirst	484	1810183178	05/28/2026	\$32.83
413-52114-320	Unifirst	484	1810184169	05/28/2026	\$32.83
413-52114-338	G. & C. Supply Co., Inc.	168	7025337	05/27/2026	\$341.58
413-52114-338	G. & C. Supply Co., Inc.	168	7026004	05/27/2026	\$994.90
413-52114-338	G. & C. Supply Co., Inc.	168	7026005	05/27/2026	\$417.84
413-52114-338	G. & C. Supply Co., Inc.	168	7026141	05/27/2026	\$49.76
413-52114-338	UTILITY SOLUTIONS & AUTOMATION, LLC		8160	05/28/2026	\$485.00
413-52213-261	O'REILLY AUTO PARTS		7067103285	05/27/2026	\$117.74
413-52213-261	O'REILLY AUTO PARTS		7067108509	05/27/2026	\$557.69
413-52213-269	Labtronx, Inc	237	35693	05/27/2026	\$3,418.47

GL Account Number	Vendor Name	Vendor Number	Invoice Number	Invoice Date	Invoice Net Amount
413-52213-320	Algood Fire Extinguisher	32	50559	05/27/2026	\$235.90
413-52213-320	Landers Trade	252	5455944	05/27/2026	\$47.16
413-52213-320	Landers Trade	252	5456493	05/28/2026	\$114.97
413-52213-320	Lowe's Home Centers, Inc.	234	987070	05/28/2026	\$79.03
413-52213-320	Lowe's Home Centers, Inc.	234	987689	05/28/2026	\$33.15
413-52213-320	Lowe's Home Centers, Inc.	234	994204	05/28/2026	\$410.84
413-52213-320	Monterey Cee Bee Foods	264	15	05/27/2026	\$54.24
413-52213-320	Monterey Cee Bee Foods	264	31325639	05/27/2026	\$315.00
413-52213-320	Nationwide Analytical	292	2478	05/27/2026	\$712.00
413-52213-320	O'REILLY AUTO PARTS		7067102006	05/27/2026	\$45.88
413-52213-320	Pace Analytical National	338	26801928198	05/29/2026	\$300.00
413-52213-320	Red Bud Supply, Inc	351	193015	05/27/2026	\$415.91
413-52213-320	Staples Business Credit	401	6062125177	05/28/2026	\$21.59
413-52213-320	Unifirst	484	1810175045	05/28/2026	\$30.01
413-52213-320	Unifirst	484	1810175906	05/28/2026	\$30.01
413-52213-320	Unifirst	484	1810176793	05/28/2026	\$30.01
413-52213-320	Unifirst	484	1810182361	05/28/2026	\$30.01
413-52213-320	Unifirst	484	1810183178	05/28/2026	\$30.01
413-52213-320	Unifirst	484	1810184169	05/28/2026	\$30.01
413-52213-320	Waypoint Analytical	511	131062743	05/28/2026	\$56.00
413-52213-322	Dycho Co., Inc	118	109763	05/28/2026	\$4,746.64
413-52213-322	Dycho Co., Inc	118	109764	05/28/2026	\$2,161.85
413-52213-322	Hach Company	187	15000931	05/27/2026	\$178.23
413-52316-310	Brady Printing		7735	05/29/2026	\$635.00
413-52316-310	Staples Business Credit	401	6062125176	05/28/2026	\$39.79
413-52316-310	Staples Business Credit	401	6062125177	05/28/2026	\$21.60
413-52316-320	Algood Fire Extinguisher	32	50562	05/27/2026	\$41.97
Totals For Fund				413	\$77,721.41
Grand Total					\$137,596.34

ORDINANCE #26-885**AN ORDINANCE OF THE TOWN OF MONTEREY, TENNESSEE, ADOPTING
A BUDGET FOR THE FISCAL YEAR JULY 1, 2026 THROUGH JUNE 30, 2027.**

BE IT ORDAINED BY THE TOWN OF MONTEREY, TENNESSEE, AS FOLLOWS:

SECTION 1: A budget consisting of the Available Funds and Appropriations listed in Section 2 and Section 3 below to be adopted for the Fiscal Year July 1, 2026 through June 30, 2027. The Town of Monterey will adopt a tax rate once the certified tax rate has been ratified by the State.

SECTION 2: The Available funds for said budget are as follows:

<u>General Fund</u>	
Local Taxes	\$1,514,000.00
Licenses & Permits	\$ 504,300.00
Intergovernmental Revenue	\$ 657,300.00
Charges for Services	\$ 58,900.00
Fines & Forfeitures	\$ 40,000.00
Miscellaneous	\$ 472,500.00
Total General Fund	\$3,247,000.00
<u>State Street Aid Fund</u>	
Intergovernmental Revenue	\$ 98,750.00
Total State Street Aid Fund	\$ 98,750.00
<u>Health Care Fund</u>	
Other Revenues	\$ 154,200.00
Total Health Care	\$ 154,200.00
<u>Drug Control Fund</u>	
Court Fines & Costs	\$ 1,100.00
Total Drug Control Fund	\$ 1,100.00
<u>Solid Waste Fund</u>	
Refuse Collection Fee	\$ 370,650.00
Total Solid Waste Fund	\$ 370,650.00
<u>Cemetery Fund</u>	
Cemetery Plots & Interest	\$ 11,309.00
Total Cemetery Fund	\$ 11,309.00
<u>Police Surplus Equipment</u>	
Projected Revenue	\$ 50,000.00
Total Surplus Equipment	\$ 50,000.00
<u>Police Abandoned Fund</u>	
Total Surplus Equipment	\$ 50.00
<u>Tourism Fund</u>	
Total Tourism Fund	\$ 18,125.00
<u>Community Garden</u>	
Total Community Garden Fund	\$ 2,500.00

<u>Water & Sewer Fund</u>		
Water & Sewer Revenues	\$2,999,208.00	
Total Water & Sewer Fund		\$ 2,999,208.00
Total All Funds		\$ 6,952,892.00

SECTION 3: Appropriations for said budget as follows:

<u>General Fund</u>		
Legislative	\$ 4,500.00	
Financial Administration	\$ 445,777.00	
Cultural Development	\$ 756,609.00	
Branch Library	\$ 40,214.00	
Police	\$1,394,350.00	
Fire Protection	\$ 106,100.00	
Highways & Streets	\$ 381,400.00	
City Garage	\$ 118,050.00	
Total General Fund		\$3,247,000.00
<u>State Street Aid</u>		
Highways & Streets	\$ 98,750.00	
Total State Street Aid Fund		\$ 98,750.00
<u>Health Care Fund</u>		
Health Care Expenses	\$ 154,200.00	
Total Health Care Fund		\$ 154,200.00
<u>Drug Control Fund</u>		
Drug Fund Expenses	\$ 1,100.00	
Total Drug Fund Expenses		\$ 1,100.00
<u>Solid Waste Fund</u>		
Sanitation Expenses	\$ 370,650.00	
Total Solid Waste Fund		\$ 370,650.00
<u>Cemetery Fund</u>		
Cemetery Fund Expense	\$ 11,309.00	
Total Cemetery Fund Expense		\$ 11,309.00
<u>Police Surplus Equipment</u>		
Surplus Equipment Expense	\$ 50,000.00	
Total Police Surplus Equipment Ex.		\$ 50,000.00
<u>Police Abandoned Fund</u>	\$ 50.00	
Total Abandoned Fund		\$ 50.00
<u>Tourism Fund</u>	\$ 18,125.00	
Total Tourism Fund		\$ 18,125.00
<u>Community Garden Fund</u>	\$ 2,500.00	
Total Community Garden Fund		\$ 2,500.00
<u>Water & Sewer Fund</u>		
Purification	\$ 652,000.00	
Transmission & Distribution	\$ 502,850.00	
Sewer Treatment Plant	\$ 487,200.00	

Customer Accounting & Collection	\$1,357,158.00
Total Water & Sewer Funds	\$ 2,999,208.00
Total All Funds	\$ 6,952,892.00

SECTION 4: No appropriation listed above may be exceeded without appropriate ordinance actions to amend budget.

SECTION 5: A detailed line-item financial plan shall be prepared in support of the budget.

SECTION 6: All unencumbered balances of appropriations remaining at the end of the fiscal year until the budget for the next year has been adopted.

SECTION 7: The appropriations of this budget shall become the appropriations for the next fiscal year until the budget for the next year has been adopted.

SECTION 8: This ordinance shall take effect July 1, 2026, the public welfare requiring it.

SECTION 9: DATE OF EFFECT: This Ordinance shall take effect from and after its final passage, the public welfare requiring it, and the municipal code, including all the codes and ordinances therein adopted by reference, shall be effective on and after that date.

Passed 1st reading: _____

Passed 2nd reading: _____

Passed 3rd reading: _____

Alex Garcia, Mayor

ATTEST:

Ella Dishman, CMFO

Final

**TOWN OF MONTEREY
PROPOSED BUDGET
FISCAL YEAR EBDUBG 06/30/2027**

**GENERAL FUND
ANTICIPATED REVENUE**

<u>Taxes</u>	<u>Function Number</u>	<u>24-25</u>	<u>25-26</u>	<u>26-27</u>
		<u>Actual</u>	<u>Proposed</u>	<u>Proposed</u>
Property taxes - current yr	31100	\$677,103.64	\$ 667,800.00	\$ 700,000.00
Property taxes - prior year	31200	\$18,026.00	\$ 12,000.00	\$ 20,000.00
Property taxes - 1st prior yr	31211	\$4,316.00	\$ 3,600.00	\$ 10,000.00
Delinquent taxes 2nd pr yr	31212	\$1,636.00	\$ 500.00	\$ 500.00
Prop Taxes Int & Penalties	31300	\$11,576.47	\$ 5,000.00	\$ 7,000.00
Payment in Lieu of Taxes	31500	\$24,041.46	\$ 17,000.00	\$ 18,000.00
Local sales taxes	31600	\$731,932.44	\$ 700,000.00	\$ 730,000.00
Business taxes	31800	\$33,550.20	\$ 9,000.00	\$ 9,000.00
Franchise fees	31912	\$18,126.17	\$ 20,000.00	\$ 17,000.00
Police Gun Class	31916	\$0.00	\$ -	\$ 2,500.00
Total Taxes		\$1,520,308.38	\$ 1,434,900.00	\$ 1,514,000.00
 <u>Licenses and Permits</u>				
Nathan Walker Sports Complex	32140	\$0.00	\$ 200,000.00	\$ -
State Legislature Appropriation	32141	\$0.00	\$ -	\$ 500,000.00
Building Permits	32610	\$0.00	\$ -	\$ 4,000.00
Fire Works & Permits	32620	\$250.00	\$ 500.00	\$ 250.00
Zoning Permits	32660	\$0.00	\$ -	\$ -
Other Permits	32690	\$58.00	\$ 50.00	\$ 50.00
Total License & Permits		\$308.00	\$ 200,550.00	\$ 504,300.00
 <u>Intergov Rev</u>				
TVA Pymnts in Lieu of Taxes	33320	\$33,428.62	\$ 25,000.00	\$ 26,000.00
State Sales Tax	33510	\$344,823.89	\$ 365,000.00	\$ 365,000.00
State Beer Tax	33530	\$116,340.11	\$ 115,000.00	\$ 120,000.00
State Gas and Motor Fuel	33551	\$5,015.21	\$ 5,000.00	\$ 5,100.00
State of TN Police Supp Pay	33590	\$9,600.00	\$ 8,000.00	\$ 8,000.00
State Excise Tax	33593	\$16,336.64	\$ 12,000.00	\$ 12,000.00
Local Revenue Allocations	33800	\$5,509.98	\$ 6,000.00	\$ 5,000.00
Water/Sewer in Lieu of Taxes	33900	\$116,187.59	\$ 116,200.00	\$ 116,200.00
Total Intergov Rev		\$647,242.04	\$ 652,200.00	\$ 657,300.00

GENERAL FUND REV Cont'd

	<u>Function Number</u>	<u>24-25 Actual</u>	<u>25-26 Proposed</u>	<u>26-27 Proposed</u>
<u>Charges for Service</u>				
Clerks Fee	34121	\$3,757.66	\$ 1,300.00	\$ 1,000.00
Emp Ins Contribution	34133	\$29,408.07	\$ 31,000.00	\$ 54,000.00
Accident Report Charges	34240	\$505.00	\$ 500.00	\$ 400.00
Merchandise Sales Depot	34793	\$1,028.00	\$ 1,300.00	\$ 1,000.00
Facility Rental	34799	\$2,400.00	\$ 2,200.00	\$ 2,500.00
Total Clerks Fee		\$37,098.73	\$ 36,300.00	\$ 58,900.00

Fines & Forfeitures

City Court Fines and Costs	35110	\$40,658.15	\$ 35,000.00	\$ 40,000.00
Court Costs	35120	\$0.00	\$ -	\$ -
Total Fines & Forfeitures		\$40,658.15	\$ 35,000.00	\$ 40,000.00

	<u>Function Number</u>	<u>24-25 Actual</u>	<u>25-26 Proposed</u>	<u>26-27 Proposed</u>
<u>Miscellaneous</u>				
Interest Income	36100	\$7,487.21	\$ 9,000.00	\$ 4,000.00
Rent (Health facilities 1/2 split)	36210	\$153,483.09	\$ 154,225.00	\$ 154,000.00
Donations for Special Events	36710	\$0.00	\$ 15,000.00	\$ 15,000.00
Donation for Reserve Officers	36730	\$0.00	\$ 3,000.00	\$ 3,000.00
Transfer from Health Fund	36810	\$0.00	\$ 73,039.00	\$ 93,250.00
Transfer from Solid Waste	36820	\$0.00	\$ -	\$ -
Miscellaneous income	36900	\$776,689.76	\$ 250,000.00	\$ 200,000.00
Reimburse Income - MTNG	36901	\$1,720.00	\$ 500.00	\$ 750.00
Reimburse Income - VEC	36902	\$2,408.08	\$ 2,300.00	\$ 2,500.00
Surplus Equipment Sales	36903	\$0.00	\$ 10,000.00	\$ -
LGIP Fund Balance	11211	\$ -	\$ -	\$ -
Total Miscellaneous		\$941,788.14	\$ 517,064.00	\$ 472,500.00

<u>GENERAL FUND REVENUE TOTALS</u>			
TOTAL EXPECTED REVENUE	\$3,187,403.44	\$ 2,876,014.00	\$ 3,247,000.00
BEGINNING BALANCE			
TOTAL GF REVENUE	\$3,187,403.44	\$ 2,876,014.00	\$ 3,247,000.00

GENERAL FUND
TOTAL EXPENDITURES

	Function	Obj	24-25	25-26	26-27
	Number	No	Actual	Proposed	Proposed
<u>Legislative Salaries</u>	41100				
Salaries		111	\$4,000.00	\$ 4,500.00	\$ 4,500.00
OASI		141	\$0.00	\$ -	\$ -
Total Legislative Salaries			\$4,000.00	\$ 4,500.00	\$ 4,500.00
<u>City Court</u>	41200				
Salaries		111	\$0.00	\$ -	\$ -
Total City Court Salaries			\$0.00	\$ -	\$ -
<u>Elections</u>	41400				
Elect. Officials, Clerks, Etc		172	\$0.00	\$ -	\$ -
Voting Machines		173	\$0.00	\$ -	\$ -
Operating Supplies		320	\$0.00	\$ -	\$ -
Total Elections			\$0.00	\$ -	\$ -

GENERAL FUND EXP Cont'd

	<u>Function</u>	<u>Obj</u>	<u>24-25</u>	<u>25-26</u>	<u>26-27</u>
	<u>Number</u>	<u>No</u>	<u>Actual</u>	<u>Proposed</u>	<u>Proposed</u>
Financial Administration	41500				
Salaries		111	\$66,585.19	\$ 70,400.00	\$ 70,400.00
Overtime		112	\$5,327.46	\$ 4,300.00	\$ 5,000.00
Vacation pay		133	\$3,803.67	\$ 5,100.00	\$ 5,100.00
Longevity Bonus		134	\$450.00	\$ 450.00	\$ 450.00
OASI		141	\$5,680.20	\$ 5,000.00	\$ 5,100.00
Hospital/Health Insurance		142	\$14,103.01	\$ 16,250.00	\$ 17,600.00
Retirement (Split Contrib.)		143	\$6,434.98	\$ 6,050.00	\$ 6,100.00
Unemployment Insurance		147	\$682.23	\$ 300.00	\$ 300.00
Employee Training		148	\$1,906.12	\$ 1,500.00	\$ 1,500.00
Debt Principle		182	\$81,000.00	\$ 81,000.00	\$ 105,400.00
Debt Interest		184	\$31,651.28	\$ 25,000.00	\$ 25,727.00
Other Personal Serv (Bld Insp)		190	\$0.00	\$ -	\$ 20,000.00
ContrProposed Services		200	\$895.65	\$ 1,000.00	\$ 1,200.00
Post., Box Rent, Print., Advert, Etc.		211	\$1,480.43	\$ 1,500.00	\$ 1,000.00
Advertising		237	\$1,384.20	\$ 1,200.00	\$ 1,100.00
Other Subscript., Dues, Etc		239	\$3,440.00	\$ 5,500.00	\$ 5,500.00
Electric		241	\$12,867.32	\$ 10,000.00	\$ 11,000.00
Natural Gas		244	\$1,255.00	\$ 1,200.00	\$ 1,200.00
Telephone		245	\$4,539.31	\$ 4,000.00	\$ 3,000.00
Legal Services		252	\$3,949.94	\$ 5,000.00	\$ 10,000.00
Audit Services		253	\$5,500.00	\$ 5,500.00	\$ 6,400.00
Data Processing Services		255	\$20,000.00	\$ 20,600.00	\$ 25,300.00
Repair/Maint Bldg		266	\$0.00	\$ -	\$ -
Office Supplies		310	\$3,692.81	\$ 2,500.00	\$ 2,500.00
Operating Supplies		320	\$46,456.45	\$ 20,000.00	\$ 20,000.00
Other Insurance		519	\$47,754.03	\$ 50,000.00	\$ 56,000.00
Donation - Parks & Rec		721	\$8,400.00	\$ 8,400.00	\$ 8,400.00
Donation - UCHRA		722	\$0.00	\$ 600.00	\$ -
Donation - UCDD		723	\$0.00	\$ 600.00	\$ 900.00
Senior Citizens		724	\$7,000.00	\$ 7,000.00	\$ 7,000.00
Donation - Monterey H.S.		725	\$0.00	\$ 1,000.00	\$ 1,000.00
Planning & Zoning Services		726	\$19,802.74	\$ 15,000.00	\$ 15,000.00
Donation - Animal Shelter		734	\$6,050.00	\$ 6,600.00	\$ 6,600.00
TN Cares Act 2021		748	\$0.00	\$ -	\$ -
Transfer to LGIP		998	\$10,000.00	\$ -	\$ -
Transfer to Solid Waste		999	\$10,000.00	\$ -	\$ -
Total Financial Administration			\$432,092.02	\$ 382,550.00	\$ 445,777.00

GENERAL FUND EXP Cont'd

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
<u>Cultural Development</u>	41990				
Salaries		111	\$92,903.24	\$103,100.00	\$115,309.00
Overtime		112			\$2,500.00
Vacation pay		133	\$5,163.77	\$5,100.00	\$5,100.00
Longevit Bonus		134	\$350.00	\$350.00	\$400.00
OASI		141	\$7,436.40	\$7,000.00	\$6,500.00
Hospital/Health Insurance		142	\$25,535.49	\$28,000.00	\$40,500.00
Retirement (Split Contrib.)		143	\$8,191.90	\$8,200.00	\$8,200.00
Employee Training		148	\$4,258.03	\$2,500.00	\$4,200.00
Public Relations/Marketing		236	\$0.00	\$10,000.00	\$5,000.00
Advertising		237	\$100.00	\$2,500.00	\$0.00
Other Subscript., Dues, Etc		239	\$0.00	\$500.00	\$500.00
Electric		241	\$4,291.89	\$4,800.00	\$6,000.00
Telephone		245	\$2,676.67	\$2,500.00	\$2,200.00
Repair/Maintenance		260	\$0.00	\$9,400.00	\$9,400.00
Office Supplies		310	\$142.66	\$500.00	\$500.00
Nathan Walker Sports Complex		318	\$0.00	\$200,000.00	\$0.00
Operating Supplies		320	\$71,611.19	\$20,650.00	\$10,000.00
Farmer's Market		321	\$997.60	\$1,300.00	\$1,300.00
Whittaker Park		324	\$102.98	\$2,000.00	\$2,000.00
Meadow Creek Park		325	\$79,894.29	\$10,000.00	\$507,000.00
Special Events		328	\$0.00	\$15,000.00	\$25,000.00
Bee Rock		329	\$2,916.43	\$5,000.00	\$5,000.00
Total Cultural Development			\$306,572.54	\$438,400.00	\$756,609.00

	<u>Function</u>	<u>Obj</u>	<u>24-25</u>	<u>25-26</u>	<u>26-27</u>
	<u>Number</u>	<u>No</u>	<u>Actual</u>	<u>Proposed</u>	<u>Proposed</u>
Police	42100				
Salaries		111	\$565,236.86	\$ 683,300.00	\$ 683,300.00
Overtime		112	\$37,686.94	\$ 20,000.00	\$ 40,000.00
Vacation Pay		133	\$51,996.08	\$ 30,600.00	\$ 30,600.00
Longevity Bonus		134	\$1,650.00	\$ 3,000.00	\$ 3,000.00
OASI - Employers Share,		141	\$48,319.21	\$ 47,000.00	\$ 49,000.00
Health Insurance		142	\$198,626.11	\$ 250,000.00	\$ 296,000.00
Retirement (Split Contrib.)		143	\$55,563.00	\$ 54,700.00	\$ 54,700.00
Training		148	\$8,738.74	\$ 7,000.00	\$ 9,500.00
ContrProposed Services		200	\$1,340.00	\$ 1,500.00	\$ 500.00
Advertising		237	\$0.00	\$ 200.00	\$ 200.00
Electric		241	\$10,688.77	\$ 11,250.00	\$ 11,250.00
Natural Gas		244	\$1,295.00	\$ 1,200.00	\$ 1,000.00
Telephone		245	\$15,086.32	\$ 16,000.00	\$ 11,000.00
Data Processing Services		255	\$12,000.00	\$ 9,200.00	\$ 5,000.00
Repair & Maint Vehicles		261	\$26,678.55	\$ 25,000.00	\$ 25,000.00
Repair & Maint Equip		262	\$0.00	\$ 1,500.00	\$ 1,500.00
Repair & Maint Bldg		266	\$0.00	\$ 10,000.00	\$ 10,000.00
Office Supplies		310	\$2,369.77	\$ 2,500.00	\$ 2,800.00
Reserve Officers equipment		312	\$0.00	\$ 4,000.00	\$ 4,000.00
Operating Supplies		320	\$63,409.75	\$ 30,000.00	\$ 40,000.00
Clothing & Uniforms		326	\$8,012.80	\$ 7,700.00	\$ 8,000.00
Fire Arms & Supplies		327	\$4,385.00	\$ 4,500.00	\$ 4,500.00
License Plate Readers		329	\$0.00	\$ -	\$ -
Gas & Oil		331	\$37,480.37	\$ 40,000.00	\$ 42,000.00
Insurance Vehicle Wkr Comp		519	\$49,512.28	\$ 52,000.00	\$ 54,000.00
Computer Equipment		948	\$0.00	\$ 7,500.00	\$ 7,500.00
Police Total			\$1,200,075.55	\$ 1,319,650.00	\$ 1,394,350.00

GENERAL FUND EXP Cont'd

	<u>Function</u>	<u>Obj</u>	<u>24-25</u>	<u>25-26</u>	<u>26-27</u>
	<u>Number</u>	<u>No</u>	<u>Actual</u>	<u>Proposed</u>	<u>Proposed</u>
Fire	42200				
Salaries		111	\$10,000.00	\$ 10,000.00	\$ 10,000.00
Employer Education & Training		148	\$600.00	\$ 2,500.00	\$ 2,500.00
Recruitment and Retention Incentive		162	\$16,189.93	\$ 16,000.00	\$ 16,000.00
Repair & Maint - Radio Equip		216	\$0.00	\$ -	\$ -
Electric		241	\$6,055.80	\$ 10,000.00	\$ 7,500.00
Natural Gas		244	\$4,187.00	\$ 3,500.00	\$ 4,000.00
Telephone		245	\$4,907.24	\$ 3,000.00	\$ 3,000.00
Other Utilities		249	\$1,138.52	\$ 1,200.00	\$ 1,100.00
Repair & Maint - Vehicles		261	\$6,831.68	\$ 4,000.00	\$ 15,000.00
Repair & Maint - Bldg		266	\$10,000.00	\$ 10,000.00	\$ 7,000.00
Repair & Maint - Other		269	\$0.00	\$ 500.00	\$ 500.00
Operating Supplies		320	\$8,714.84	\$ 10,000.00	\$ 15,000.00
Gas, Oil, Etc		331	\$5,769.62	\$ 7,000.00	\$ 8,000.00
Other Equip Parts & Repairs		333	\$373.51	\$ 500.00	\$ 500.00
Other Insurance		519	\$14,025.74	\$ 13,000.00	\$ 15,500.00
Grant Writer Fee		700	\$0.00	\$ -	\$ 500.00
Machinery & Equipment		940	\$46,796.95	\$ 46,000.00	\$ -
Newer Ladder Truck		944	\$290,000.00	\$ 25,000.00	\$ -
Fire Total			\$425,590.83	\$ 162,200.00	\$ 106,100.00

GENERAL FUND EXP Cont'd

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>		<u>25-26</u> <u>Proposed</u>		<u>26-27</u> <u>Proposed</u>
Highway & Street	43100						
Salaries		111	\$153,181.58	\$	171,400.00	\$	160,000.00
Overtime		112	\$3,082.04	\$	3,600.00	\$	3,200.00
Vacation Pay		133	\$9,575.12	\$	10,800.00	\$	10,800.00
Longevity Bonus		134	\$1,100.00	\$	1,200.00	\$	1,400.00
OASI-Employer's Share		141	\$11,959.52	\$	12,000.00	\$	13,000.00
Hospital & Health Insurance		142	\$79,838.88	\$	86,000.00	\$	98,000.00
Retirement (Split Contrib.)		143	\$14,043.81	\$	14,000.00	\$	14,000.00
Repair & Maint. - Vehicle		261	\$7,148.63	\$	10,000.00	\$	8,500.00
Repair & Maint. Bldg		266	\$0.00	\$	-	\$	-
Repair & Maint.		269	\$0.00	\$	-	\$	-
Operating Supplies		320	\$105,957.59	\$	60,000.00	\$	40,000.00
Gas & Oil		331	\$17,010.06	\$	19,000.00	\$	16,000.00
Insurance (W/C, Liab, Prop. Casualty)		519	\$11,328.54	\$	13,500.00	\$	10,000.00
Rails with Trails		939	\$63,083.25	\$	5,500.00	\$	6,500.00
Transportation Planning Grant		944	\$0.00	\$	-	\$	-
Highway & Street Total			\$477,309.02	\$	407,000.00	\$	381,400.00

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>		<u>25-26</u> <u>Proposed</u>		<u>26-27</u> <u>Proposed</u>
City Garage	43170						
Salaries		111	\$45,985.28	\$	45,900.00	\$	45,900.00
Overtime		112	\$562.32	\$	1,050.00	\$	700.00
Vacation Pay		133	\$3,794.24	\$	3,800.00	\$	3,800.00
Longevity Bonus		134	\$400.00	\$	450.00	\$	450.00
OASA-Employer's Share		141	\$3,579.26	\$	3,400.00	\$	3,500.00
Hospital & Health Insurance		142	\$34,458.88	\$	37,000.00	\$	37,500.00
Retirement (Split Contrib.)		143	\$4,249.94	\$	3,900.00	\$	4,000.00
Electric		241	\$6,311.39	\$	6,500.00	\$	6,400.00
Natural Gas		244	\$2,681.00	\$	2,300.00	\$	2,800.00
Telephone		245	\$2,894.84	\$	2,200.00	\$	2,000.00
Repair & Maint. Building		266	\$0.00	\$	-	\$	2,000.00
Repair & Maintenance		269	\$0.00	\$	-	\$	-
Operating Supplies		320	\$16,072.06	\$	15,000.00	\$	9,000.00
Machinery & Equipment		533	\$0.00	\$	-	\$	-
City Garage Total	TOTAL		\$120,989.21	\$	121,500.00	\$	118,050.00

GENERAL FUND EXP Cont'd

		24-25	25-26	26-27
		<u>Actual</u>	<u>Proposed</u>	<u>Proposed</u>
<u>Branch Library</u>	44890			
Contribution	725	\$37,214.00	\$ 40,214.00	\$ 40,214.00
Library UCHRA workers	727	\$0.00	\$ -	\$ -
Total Branch Library		\$37,214.00	\$ 40,214.00	\$ 40,214.00

<u>GENERAL FUND SUMMARY</u>	24-25	25-26	26-27
	<u>Actual</u>	<u>Proposed</u>	<u>Proposed</u>
GEN FUND REV	\$3,187,403.44	\$2,876,014.00	\$3,247,000.00
BEGINNING BALANCE			
TOTAL GEN FUND REV	\$3,187,403.44	\$2,876,014.00	\$3,247,000.00
TOTAL GEN FUND EXP	\$3,003,843.17	\$ 2,876,014.00	\$ 3,247,000.00
TOTALS	\$183,560.27	\$0.00	\$0.00

TOWN OF MONTEREY
 State Street Aid Fund Budget
FISCAL YEAR EBDUBG 06/30/2027

STATE STREET FUND

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>		<u>25-26</u> <u>Actual</u>		<u>26-27</u> <u>Proposed</u>
State Street Aid Fund							
<u>Projected Funds</u>							
State Gas and Motor Tax	33552		\$96,309.84	\$	98,200.00	\$	98,600.00
Interest	36100		\$238.86	\$	750.00	\$	150.00
Transfer from Other Funds	36961		\$0.00	\$	-	\$	-
State Street Fund Total			\$96,548.70	\$	98,950.00	\$	98,750.00

			<u>24-25</u> <u>Actual</u>		<u>25-26</u> <u>Proposed</u>		<u>26-27</u> <u>Proposed</u>
<u>Highways & Sts. Expend</u>	43100						
Street Lighting Elect.		247	\$32,280.64	\$	40,000.00	\$	42,000.00
Asphalt and Filler		471	\$8,372.32	\$	58,950.00	\$	56,750.00
Highways and Streets Total			\$40,652.96	\$	98,950.00	\$	98,750.00

Beginning Balance

<u>STATE STREET FUND SUMMARY</u>	<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Actual</u>	<u>26-27</u> <u>Proposed</u>
STREET AID FUND REV	\$96,548.70	98,950.00	\$98,750.00
BEGINNING BALANCE			
TOTAL STREET AID REV	\$96,548.70	\$98,950.00	\$98,750.00
TOTAL FUND EXPENDITURES	\$40,652.96	\$98,950.00	\$98,750.00
TOTALS	\$55,895.74	\$0.00	\$0.00

**TOWN OF MONTEREY
Health Care Fund
FISCAL YEAR EBDUBG 06/30/2027**

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>		<u>25-26</u> <u>Actual</u>		<u>26-27</u> <u>Proposed</u>
HEALTH CARE FUND							
<u>Projected Funds</u>							
Interest	36100		\$284.67	\$	500.00	\$	200.00
Rent	36210		\$153,473.11	\$	154,225.00	\$	154,000.00
Other Financing	36900		\$0.00	\$	-	\$	-
Total Health Care Fund Rev			\$153,757.78		\$154,725.00	\$	154,200.00

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>		<u>25-26</u> <u>Actual</u>		<u>26-27</u> <u>Proposed</u>
Expenditures							
<u>Health Care Fund</u>							
	44100						
Electric		241	\$6,075.68	\$	5,200.00	\$	8,500.00
Natural Gas		244	\$1,641.00	\$	2,200.00	\$	2,000.00
Legal Services		252	\$0.00	\$	-	\$	-
Repair & Maintenance Grounds		265	\$1,933.32	\$	1,000.00	\$	1,000.00
Repair & Maintenance Bldg.		266	\$0.00	\$	1,000.00	\$	1,000.00
Repair & Maintenance Other		269	\$0.00	\$	-	\$	-
Operating Supplies		320	\$106,711.02	\$	6,500.00	\$	8,500.00
Janitorial Services		324	\$9,505.00	\$	10,000.00	\$	10,000.00
Appropriation to Solid Waste		762	\$15,000.00	\$	19,730.00	\$	-
Transfers to Other Funds G/F		764	\$0.00	\$	73,039.00	\$	93,250.00
Transfer to LGIP		998	\$0.00	\$	36,056.00	\$	29,950.00
Health Care Fund Total			\$140,866.02		\$154,725.00	\$	154,200.00

<u>HEALTH CARE FUND SUMMARY</u>	<u>24-25</u> <u>Actual</u>		<u>25-26</u> <u>Proposed</u>		<u>26-27</u> <u>Proposed</u>
HEALTH CARE FUND REVENUE	\$153,757.78		\$154,725.00		\$154,200.00
BEGINNING BALANCE			\$0.00		
TOTAL HEALTH CARE REV	\$153,757.78	\$	154,725.00		\$154,200.00
TOTAL EXPENDITURES	\$140,866.02		\$154,725.00		\$154,200.00
TOTALS	\$12,891.76		\$0.00		\$0.00

**TOWN OF MONTEREY
Drug Control Fund
FISCAL YEAR EBDUBG 06/30/2027**

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
Drug Control Fund					
<u>Projected Funds</u>					
Drug Related Fines	35140		\$10,990.74	\$5,300.00	\$ 1,000.00
Interest	36100		\$78.45	\$200.00	\$ 100.00
Total Drug Cntrl Fund Rev			\$11,069.19	\$5,500.00	\$ 1,100.00

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
<u>Exp Drug Cntrl Fund</u>	42129				
Employee Training		148	\$0.00	\$0.00	\$ -
Operating Supplies		320	\$0.00	\$5,500.00	\$ 1,100.00
Towing Expense		323	\$0.00	\$0.00	\$ -
Drug Control Fund Total			\$0.00	\$5,500.00	\$ 1,100.00

<u>DRUG CONTROL FUND SUMMARY</u>	<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
DRUG FUND REVENUE	\$11,069.19	\$5,500.00	\$1,100.00
BEGINNING BALANCE		\$0.00	
TOTAL DRUG FUND REV	\$11,069.19	\$5,500.00	\$1,100.00
TOTAL EXPENDITURES	\$0.00	\$5,500.00	\$1,100.00
TOTALS	\$11,069.19	\$0.00	\$0.00

**TOWN OF MONTEREY
Solid Waste Management Fund
FISCAL YEAR EBDUBG 06/30/2027**

	<u>Function</u>	<u>Obj</u>	<u>24-25</u>	<u>25-26</u>	<u>26-27</u>
	<u>Number</u>	<u>No</u>	<u>Actual</u>	<u>Proposed</u>	<u>Proposed</u>
SW Mgmt Projected Funds					
Empl Insurance Contribution	34133		\$1,505.00	\$ 1,700.00	\$ 9,100.00
Refuse Collection Fee	34410		\$229,314.39	\$ 309,320.00	\$ 355,000.00
Interest Earnings	36100		\$33.65	\$ 50.00	\$ 50.00
Approp. from Health Care	36900		\$5,000.00	\$ 19,730.00	\$ -
Transfers from GF	36961		\$20,000.00	\$ -	\$ -
Miscellaneous	37199		\$0.00	\$ -	\$ -
Forfeited Discount Penalties	37791		\$3,526.86	\$ 4,000.00	\$ 6,500.00
Total SW Mgmt Rev			\$259,379.90	\$334,800.00	\$ 370,650.00

	<u>Function</u>	<u>Obj</u>	<u>24-25</u>	<u>25-26</u>	<u>26-27</u>
	<u>Number</u>	<u>No</u>	<u>Actual</u>	<u>Proposed</u>	<u>Proposed</u>
Sanitation					
	43200				
Salaries		111	\$106,615.82	\$ 127,500.00	\$ 127,500.00
Overtime		112	\$144.68	\$ 500.00	\$ 500.00
Vacation Pay		133	\$6,370.72	\$ 8,300.00	\$ 8,000.00
Longevity Bonus		134	\$650.00	\$ 600.00	\$ 700.00
OASI		141	\$8,353.28	\$ 6,200.00	\$ 9,000.00
Hospital/Health Insurance		142	\$39,416.91	\$ 48,750.00	\$ 52,500.00
Retirement (Split Contrib.)		143	\$9,309.18	\$ 10,350.00	\$ 10,000.00
Data Processing Services		255	\$1,335.10	\$ 4,000.00	\$ 4,100.00
Repair - Vehicles		261	\$7,525.81	\$ 7,500.00	\$ 10,000.00
Repair & Maint. Equipment		262	\$0.00	\$ -	\$ -
Landfill Services		295	\$54,048.90	\$ 55,100.00	\$ 56,000.00
Operating Supplies		320	\$4,298.90	\$ 5,000.00	\$ 19,250.00
Gas, Oil, Etc.		331	\$13,536.60	\$ 14,000.00	\$ 13,000.00
Other Insurance		519	\$15,980.68	\$ 17,000.00	\$ 15,000.00
Transfer to General Fund		998	\$0.00	\$ -	\$ -
Machinery & Equipment		940	\$34,054.80	\$ 30,000.00	\$ 34,100.00
No Obj Code (Trans)		999	\$0.00	\$ -	\$ 11,000.00
Total SW Mgmt Exp			\$301,641.38	\$334,800.00	\$ 370,650.00

SOLID WASTE MGMT FUND SUMMARY	<u>24-25</u>	<u>25-26</u>	<u>26-27</u>
	<u>Actual</u>	<u>Proposed</u>	<u>Proposed</u>
SOLID WASTE REV	\$259,379.90	\$334,800.00	\$370,650.00
BEGINNING BALANCE		\$0.00	
TOTAL SOLID WASTE REV	\$259,379.90	\$334,800.00	\$370,650.00
TOTAL EXPENDITURES	\$301,641.38	\$334,800.00	\$370,650.00
TOTALS	(\$42,261.48)	\$0.00	\$0.00

TOWN OF MONTEREY
 Cemetery Fund
 FISCAL YEAR EBDUBG 06/30/2027

	Function Number	Obj No	24-25 Actual	25-26 Proposed	26-27 Proposed
Cemetery Fund Proj Funds					
Cemetery Plots			\$9,600.00	\$ 9,600.00	\$ 9,600.00
Interest			\$1,709.00	\$ 1,709.00	\$ 1,709.00
Total Cemetery Fund Rev			\$11,309.00	\$ 11,309.00	\$ 11,309.00

	Function Number	Obj No	24-25 Actual	25-26 Proposed	26-27 Proposed
Cemetery Fund Expenditures					
Salaries - Superintendent			\$960.00	\$ 960.00	\$ 960.00
Salaries - Clerk			\$960.00	\$ 960.00	\$ 960.00
Mowing & Maintenance			\$9,389.00	\$ 9,389.00	\$ 9,389.00
Total Cemetery Fund			\$11,309.00	\$ 11,309.00	\$ 11,309.00

CEMETERY FUND SUMMARY					
			24-25 Actual	25-26 Proposed	26-27 Proposed
Total Expected Funds			\$11,309.00	\$ 11,309.00	\$ 11,309.00
Total Expenditures			\$11,309.00	\$11,309.00	\$ 11,309.00
TOTALS			\$0.00		\$ -

TOWN OF MONTEREY
 Water/Sewer Fund
 FISCAL YEAR EBDUBG 06/30/2027

**WATER AND SEWER FUND
 ANTICIPATED REVENUE**

	Function Number	Obj No	24-25 Actual	25-26 Proposed	26-27 Proposed
<u>W&S Fund Proj Revenues</u>					
Employee Ins Contrib	34133		\$22,790.54	\$ 22,500.00	\$ 45,500.00
Interest Earnings	36100		\$105,927.49	\$ 110,000.00	\$ 90,000.00
Metered Water Sales	37110		\$1,485,820.82	\$ 1,140,000.00	\$ 1,388,000.00
Fire Hydrants	37130		\$976.80	\$ 1,100.00	\$ 1,000.00
Forfeited Water	37191		\$14,317.39	\$ 17,000.00	\$ 14,000.00
Water Taps	37196		\$19,500.00	\$ 16,000.00	\$ 18,000.00
Cut-In's (Misc)	37199		\$15,270.00	\$ 15,000.00	\$ 14,000.00
Sewer Service	37210		\$719,559.17	\$ 505,000.00	\$ 500,000.00
Forfeited Sewer	37291		\$6,997.94	\$ 7,500.00	\$ 7,800.00
Sewer Taps	37296		\$2,900.00	\$ 3,000.00	\$ 3,000.00
Other Financing Services	36900		\$663,884.67	\$ 75,000.00	\$ -
Transfer from LGIP	11211		\$0.00	\$ 990,000.00	\$ 917,908.00
TOTAL EXP W & S REV			\$3,057,944.82	\$2,902,100.00	\$ 2,999,208.00

<u>W&S REVENUE TOTALS</u>	24-25 Actual	25-26 Proposed	26-27 Proposed
W&S FUND REVENUE	\$3,057,944.82	\$2,902,100.00	\$2,999,208.00
BEGINNING BALANCE		\$0.00	
TOTAL W&S REV	\$3,057,944.82	\$2,902,100.00	\$2,999,208.00

**WATER AND SEWER
TOTAL EXPENDITURES**

	<u>Function</u>	<u>Obj</u>	<u>24-25</u>	<u>25-26</u>	<u>26-27</u>
	<u>Number</u>	<u>No</u>	<u>Actual</u>	<u>Proposed</u>	<u>Proposed</u>
Purification	52113				
Salaries		111	\$187,855.92	\$ 198,900.00	\$ 177,000.00
Overtime		112	\$28,048.15	\$ 25,500.00	\$ 20,000.00
Vacation Pay		133	\$12,235.67	\$ 13,300.00	\$ 13,300.00
Longevity Bonus		134	\$1,600.00	\$ 1,100.00	\$ 1,100.00
FICA-OASI		141	\$16,924.45	\$ 14,000.00	\$ 15,000.00
Hospital-Health Insurance		142	\$83,695.87	\$ 75,000.00	\$ 90,000.00
Retirement		143	\$17,585.29	\$ 17,850.00	\$ 15,000.00
Employee Training		148	\$0.00	\$ 500.00	\$ 600.00
Electric		241	\$120,817.24	\$ 110,000.00	\$ 110,000.00
Telephone		245	\$3,727.10	\$ 3,600.00	\$ 3,000.00
Repair & Maint - Vehicles		261	\$20.37	\$ 500.00	\$ 500.00
Repair & Maint. Building		266	\$0.00	\$ 500.00	\$ 500.00
Repair & Maint/Other		269	\$22,617.54	\$ 10,000.00	\$ 20,000.00
Operating Supplies		320	\$37,430.36	\$ 35,000.00	\$ 33,000.00
Chemicals		322	\$191,974.51	\$ 140,000.00	\$ 150,000.00
Gas, Oil, Etc.		331	\$3,012.14	\$ 4,400.00	\$ 3,000.00
Machinery & Equipment		940	\$0.00	\$ -	\$ -
Total Purification			\$727,544.61	\$ 650,150.00	\$ 652,000.00

	<u>Function</u>	<u>Obj</u>	<u>24-25</u>	<u>25-26</u>	<u>26-27</u>
	<u>Number</u>	<u>No</u>	<u>Actual</u>	<u>Proposed</u>	<u>Proposed</u>
Transmission & Distrib	52114				
Salaries		111	\$168,063.33	\$ 168,100.00	\$ 168,100.00
Overtime		112	\$13,656.94	\$ 15,300.00	\$ 14,000.00
Vacation Pay		133	\$14,185.49	\$ 13,000.00	\$ 12,000.00
Longevity Bonus		134	\$1,350.00	\$ 1,350.00	\$ 1,350.00
FICA - OASI		141	\$13,966.58	\$ 11,000.00	\$ 12,000.00
Hospital-Health Insurance		142	\$107,171.21	\$ 108,000.00	\$ 113,000.00
Retirement		143	\$16,584.67	\$ 15,750.00	\$ 15,000.00
Employee Training		148	\$225.00	\$ 500.00	\$ 500.00
Electric		241	\$781.67	\$ 800.00	\$ 900.00
Telephone		245	\$2,892.29	\$ 3,000.00	\$ 2,500.00
Repair & Maint. Vehicles		261	\$23,020.30	\$ 15,000.00	\$ 18,000.00
Repair & Maint Other		269	\$28,169.26	\$ -	\$ -
Operating Supplies		320	\$8,883.22	\$ 25,000.00	\$ 35,000.00
Gas, Oil, Etc.		331	\$74,700.83	\$ 12,000.00	\$ 10,500.00
Meters, Lines		338	\$0.00	\$ 80,000.00	\$ 100,000.00
Transportation Equipment		944	\$0.00	\$ -	\$ -
Valve Insertion		900	\$0.00	\$ 28,000.00	\$ -
Total Trans & Dist.			\$473,650.79	\$ 496,800.00	\$ 502,850.00

WATER & SEWER EXP Cont'd

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
<u>Sewer Treatment Plant</u>	52213				
Salaries		111	\$114,854.63	\$ 115,900.00	\$ 113,000.00
Overtime		112	\$43,918.93	\$ 18,400.00	\$ 27,000.00
Vacation Pay		133	\$10,176.08	\$ 8,900.00	\$ 8,500.00
Longevity Bonus		134	\$850.00	\$ 900.00	\$ 900.00
FICA-OASI		141	\$12,043.34	\$ 9,800.00	\$ 11,000.00
Hospital/Health Insurance		142	\$56,207.20	\$ 58,000.00	\$ 81,000.00
Retirement		143	\$14,318.75	\$ 10,850.00	\$ 12,800.00
Employee Training		148	\$0.00	\$ 500.00	\$ 500.00
Electric		241	\$121,330.63	\$ 100,000.00	\$ 100,000.00
Natural Gas		244	\$4,262.90	\$ 3,000.00	\$ 3,500.00
Telephone		245	\$6,190.29	\$ 4,500.00	\$ 3,500.00
Repair & Maint. Vehicles		261	\$546.14	\$ 1,000.00	\$ 2,500.00
Repair & Maint. Equipment		262	\$0.00	\$ 1,000.00	\$ 1,000.00
Repair & Maint./Other		269	\$83,708.50	\$ 25,000.00	\$ 25,000.00
Operating Supplies		320	\$77,610.33	\$ 30,000.00	\$ 40,000.00
Chemicals		322	\$76,331.31	\$ 60,000.00	\$ 51,000.00
Gas, Oil, Etc.		331	\$4,509.27	\$ 5,000.00	\$ 6,000.00
Transportation Equipment		940	\$306,570.00	\$ -	\$ -
CDBG Sewer Treatment Plant		771	\$0.00	\$0.00	\$ -
Total Treatment Plant			\$933,428.30	\$ 452,750.00	\$ 487,200.00

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
<u>Cust. Account & Collect</u>	52316				
Salaries		111	\$52,123.45	\$ 55,700.00	\$ 53,000.00
Overtime		112	\$1,988.76	\$ 2,100.00	\$ 2,200.00
Vacation Pay		133	\$1,476.56	\$ 3,300.00	\$ 3,300.00
Longevity Bonus		134	\$300.00	\$ 400.00	\$ 400.00
FICA-OASI		141	\$4,264.13	\$ 3,200.00	\$ 4,200.00
Hospital/Health Insurance		142	\$13,269.66	\$ 14,000.00	\$ 18,000.00
Retirement		143	\$4,812.04	\$ 4,600.00	\$ 4,500.00
Employee Training		148	\$0.00	\$ -	\$ -
Debt Principal (Bond)		182	\$360,968.00	\$ 228,000.00	\$ 240,402.00
Debt Interest (Bond)		184	\$13,281.25	\$ 140,000.00	\$ 145,756.00
ContrProposed Services		200	\$895.66	\$ 1,000.00	\$ 1,200.00
Postage, Printing & Advertising		211	\$13,541.85	\$ 12,000.00	\$ 14,500.00
Telephone		245	\$3,390.67	\$ 3,100.00	\$ 2,500.00
Data Processing		255	\$20,000.00	\$ 17,300.00	\$ 22,000.00
Office Supplies		310	\$3,658.96	\$ 3,500.00	\$ 3,000.00
Operating Supplies		320	\$8,274.91	\$ 8,000.00	\$ 6,000.00
Other Insurance		519	\$154,730.87	\$ 150,000.00	\$ 180,000.00
Depreciation		540	\$33,500.00	\$ 540,000.00	\$ 540,000.00
Payment in Lieu of Tax		592	\$116,187.59	\$ 116,200.00	\$ 116,200.00
American Rescue Act 2021		948	\$0.00	\$ -	\$ -
Transfer to LGIP		998	\$0.00	\$0.00	\$ -
Total Customer Accounting			\$806,664.36	\$ 1,302,400.00	\$ 1,357,158.00

<u>WATER & SEWER FUND SUMMARY</u>	<u>25-26</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
WATER & SEWER REVENUE	\$3,057,944.82	\$2,902,100.00	\$2,999,208.00
BEGINNING BALANCE		\$0.00	
TOTAL W/S REVENUE	\$3,057,944.82	\$2,902,100.00	\$2,999,208.00
TOTAL EXPENDITURES	\$2,941,288.06	\$2,902,100.00	\$2,999,208.00
TOTALS	\$116,656.76	\$0.00	\$0.00

TOWN OF MONTEREY
Military Surplus Equipment Budget
FISCAL YEAR EBDUBG 06/30/2027

MILITARY SURPLUS

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
Military Surplus					
Projected Funds					
Sales of Equipment	36330		\$0.00	\$40,000.00	\$ 50,000.00
Interest	36100		\$0.00		\$
Military Surplus Fund Total			\$0.00	\$40,000.00	\$ 50,000.00
	421126		<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
Operating Supplies		320	\$0.00	\$40,000.00	\$ 50,000.00
Military Surplus Total			\$0.00	\$40,000.00	\$ 50,000.00

<u>MILITARY SURPLUS FUND SUMMARY</u>	<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
MILITARY SURP. FUND REV	\$0.00	40,000.00	\$50,000.00
BEGINNING BALANCE			
TOTAL SURPLUS REV	\$0.00	\$40,000.00	\$50,000.00
TOTAL FUND EXPENDITURES	\$0.00	\$40,000.00	\$50,000.00
TOTALS	\$0.00		\$0.00

TOWN OF MONTEREY
Police Abandoned Fund Budget
FISCAL YEAR EBDUBG 06/30/2027

POLICE ABANDONED

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
Police Abandoned Fund					
Projected Funds					
Misc. Income	36900		\$0.00	\$0.00	\$
Interest	36100		\$0.00	\$50.00	\$ 50.00
Police Abandoned Fund Total			\$0.00	\$50.00	\$ 50.00
Police Abandoned Fund	42121		<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
Operating Supplies		320	\$0.00	\$50.00	\$ 50.00
Police Abandoned Total			\$0.00	\$50.00	\$ 50.00

<u>POLICE ABANDONED FUND SUMMARY</u>	<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
POLICE ABAND. FUND REV	\$0.00	50.00	\$50.00
BEGINNING BALANCE			
TOTAL POLICE ABAND. REV	\$0.00	\$50.00	\$50.00
TOTAL FUND EXPENDITURES	\$0.00	\$50.00	\$50.00
TOTALS	\$0.00		\$0.00

TOWN OF MONTEREY

TOURISM

FISCAL YEAR EBDUBG 06/30/2027

TOURISM - 125

	Function Number	Obj No	24-25 Actual	25-26 Proposed	26-27 Proposed
TOURISM					
<u>Projected Funds</u>					
Miscellaneous Income	36900		\$0.00	\$0.00	\$ 18,100.00
Interest	36100		\$0.00	\$	25.00
Tourism Fund Total			\$0.00	\$0.00	\$ 18,125.00

	47210		24-25 Actual	25-26 Proposed	26-27 Proposed
Operating Supplies		320	\$0.00	\$0.00	\$ 18,125.00
Tourism			\$0.00	\$0.00	\$ 18,125.00

TOURISM FUND SUMMARY	24-25 Actual	25-26 Proposed	26-27 Proposed
TOURISM FUND REV	\$0.00	0.00	\$18,125.00
BEGINNING BALANCE			
TOTAL SURPLUS REV	\$0.00	\$0.00	\$18,125.00
TOTAL FUND EXPENDITURES	\$0.00	\$0.00	\$18,125.00
TOTALS	\$0.00		\$0.00

TOWN OF MONTEREY
 Community Garden Fund Budget
 FISCAL YEAR EBDUBG 06/30/2027

COMMUNITY GARDEN - 129

	<u>Function</u> <u>Number</u>	<u>Obj</u> <u>No</u>	<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
Community Garden					
<u>Projected Funds</u>					
Misc. Income	33290		\$0.00	\$0.00	\$ 2,500.00
Interest	36100		\$0.00	\$0.00	\$ -
Community Garden Fund Total			\$0.00	\$0.00	\$ 2,500.00

			<u>24-25</u> <u>Actual</u>	<u>25-26</u> <u>Proposed</u>	<u>26-27</u> <u>Proposed</u>
<u>Community Garden Fund</u>	41920				
Operating Supplies		320	\$0.00	\$0.00	\$ 2,500.00
Community Garden Fund Total			\$0.00	\$0.00	\$ 2,500.00

ORDINANCE #26-884

BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF
THE TOWN OF MONTEREY, TENNESSEE

Section 1: That the City Code, Title 18, Section 18-102 be amended as follows:

18-102 Water and sewer monthly rates. The schedule of water and sewer rates shall be as follows:

(a) Residential water monthly base facility charge (inside city).

<u>Gallons Metered</u>	<u>2026</u>	<u>Sewer Charge</u>
0 - 1,000 gallons	\$16.75	\$19.45
1,001 + gallons (per 1,000 gallons)	\$ 6.74	\$ 8.44

(b) Residential water monthly base facility charge (outside city).

<u>Gallons Metered</u>	<u>2026</u>	<u>Sewer Charge</u>
0 - 1,000 gallons	\$26.25	\$29.90
1,001 + gallons (per 1,000 gallons)	\$12.75	\$15.05

(c) Residential water monthly base facility charge (Phifer Mountain Service area-outside).

<u>Gallons Metered</u>	<u>2026</u>
0 - 1,000 gallons	\$29.50
1,001 + gallons (per 1,000 gallons)	\$12.75

(d) Commercial, industrial, governmental entities and water districts shall be charged the following water and sewer fee, per one thousand gallons, for water and sewer service to the water user.

<u>Flat Rate</u>	<u>Service Size</u>	<u>Charge</u>	<u>Sewer Charge</u>
	3/4 inch	\$ 17.90	\$ 20.72
	1 inch	\$ 35.13	\$ 36.16
	2 inch	\$ 70.30	\$ 78.66
	3 inch	\$105.44	\$117.01
	4 inch	\$140.60	\$155.69
	6 inch	\$210.88	\$232.99
	8 inch	\$281.19	\$310.33
	10 inch	\$351.48	\$387.65

<u>Gallons Metered</u>	<u>2026</u>	<u>Sewer Charge</u>
Per 1,000 gallons	\$7.79	\$9.59

Customers having more than one (1) dwelling unit per connection shall pay an additional fee of \$7.79 per dwelling unit per month for all dwelling units in excess of one dwelling unit per service.

(e) Fire Hydrant rental. Fire hydrant rental shall be \$7.79 per month.

Single family residential customers which obtain sewage treatment from the Monterey Waterworks System, but obtain water, either in part or in whole, from a source other than the Monterey Waterworks System, will be billed for sewage treatment based on the same rates as residential customers who obtain water from the Monterey Waterworks System. The amount of sewage treated will be determined by an accurate metering device to meter water or sewer at the discretion of the Town of Monterey.

Commercial multiple dwelling units, and industrial and commercial customers which obtain sewage treatment from the Monterey Waterworks System, but obtain water, either in part or in whole, from a source other than the Monterey Waterworks System, will be billed for sewage treatment based on the same rate as those commercial and industrial customers who obtain water from the Monterey Waterworks System. The amount of sewage treated will be determined by an accurate metering device to meter water or sewer at the discretion of the Town of Monterey.

(f) Tapping and bore fees:

(1) Water tapping fees inside corporate limits	\$1,500.00
(2) Water tapping fees outside corporate limits	\$2,000.00
(3) Sewer tapping fees	\$ 800.00
(4) Bore fee if the Town has to bore under a road/street	\$1,000.00

Section 2. This ordinance shall take effect fourteen (14) days from and after its passage, the public welfare requiring it.

PASSED 1ST READING: _____
 PASSED 2ND READING: _____
 PASSED 3RD READING: _____

 Alex Garcia, Mayor

 Kevin Peters, Vice-Mayor

RESOLUTION NO. 26-008

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF MONTEREY, TENNESSEE, SUPPORTING RECERTIFICATION IN THE TENNESSEE DOWNTOWNS PROGRAM

WHEREAS, the Town of Monterey recognizes the importance of a vibrant and economically healthy downtown district as essential to the community’s overall quality of life, heritage preservation, tourism, and economic development; and

WHEREAS, the Tennessee Downtowns Program administered by the Tennessee Department of Economic and Community Development provides technical assistance, organizational support, and strategic guidance to communities committed to downtown revitalization; and

WHEREAS, the Town of Monterey has participated in the Tennessee Downtowns Program and has benefited from efforts focused on historic preservation, business development, beautification, tourism, public engagement, and community revitalization; and

WHEREAS, the Town of Monterey desires to continue strengthening its downtown district through ongoing collaboration with local businesses, property owners, civic organizations, residents, and state partners; and

WHEREAS, the Board of Mayor and Aldermen support the continued implementation of downtown revitalization initiatives that promote economic opportunity, preserve the character and history of Monterey, and enhance the community for residents and visitors alike; and

WHEREAS, the Town of Monterey is committed to maintaining an active downtown organization, encouraging volunteer participation, supporting strategic planning efforts, and meeting all program requirements necessary for recertification in the Tennessee Downtowns Program;

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the Town of Monterey, Tennessee, that:

1. The Town of Monterey hereby expresses its full support for recertification in the Tennessee Downtowns Program.
2. The Mayor and appropriate Town officials are authorized to execute all documents and provide all necessary information required for the recertification process.
3. The Town of Monterey commits to continuing efforts that support downtown revitalization, historic preservation, economic growth, tourism development, and community engagement.

4. This Resolution shall take effect immediately upon its adoption, the public welfare requiring it.

ADOPTED this ____ day of _____, 2026.

Mayor

ATTEST:

CMFO

RESOLUTION NO. #26-009

**A RESOLUTION TO ADOPT FORMAL POLICIES AND PROCEDURES
FOR HOUSING REHABILITATION**

WHEREAS, the Mayor and Board of Aldermen believe that all citizens in the Town of Monterey should have safe, decent and affordable housing; and

WHEREAS, the Board believes that it is important to serve the elderly, disabled, and migratory population of the Town of Monterey who are of low to moderate income needing safe, sanitary and affordable housing; and

WHEREAS, a formal standardized set of Policies and Procedures has been developed for all Housing Rehabilitation projects; and

WHEREAS, Town of Monterey Aldermen has recognized the need for consistency in all operations and will abide by the set Policies and Procedures.

BE IT FURTHER RESOLVED, that the Town of Monterey Aldermen lends its full faith and support to the adoption of the standardized set of Policies and Procedures for all Housing Rehabilitation projects.

DULY PASSED AND ADOPTED this 1st day of June 2026.

Alex Garcia, Mayor

Attest:

Ella Dishman, CMFO

HO-1

TOWN OF MONTEREY

HOME PROGRAM POLICIES AND PROCEDURES FOR

1. PURPOSE

This program will make available financial and/or technical assistance for the rehabilitation and reconstruction of eligible, substandard, owner occupied housing units located in the community. Rehabilitation work will correct deficiencies in the eligible homes and make them safe, sound, and sanitary.

2. AUTHORITY

The legal authority of this program comes from the working agreement with Tennessee Housing Development Agency, Public Law 101-625 (National Affordable Housing Act of 1990), as well as State and local laws.

3. PROGRAM RESOURCES

The source of funds for the undertaking of these activities is a grant in the amount of \$ 540,001 which has been awarded by Tennessee Housing Development Agency (THDA) through the U.S. Department of Housing and Urban Development Home Investment Partnership Act.

4. APPLICABLE LAWS

- A.** The local governing bodies, contractors, subcontractors, vendors and applicants for rehabilitation assistance are required to abide by a number of State and Federal laws, and may be required to sign documents certifying their compliance.
1. Flood Disaster Protection Act of 1973 (42 U.S.C. 4001-4128 and 24 CFR 92.358).
 2. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA)(42 U.S.C. 4201-4655), 49 CFR Part 24, and 24 CFR 92.353)
 3. Debarment and Suspension provisions as required by 24 CFR Part 24 and 24 CFR 92.357 and State of Tennessee Procurement Procedures Manual of the Central Procurement Office.
 4. National Environment Policy Act of 1969 (NEPA), 24 CFR Parts 50 and 58, and 24 CFR 92.352.
 5. Equal Opportunity Provisions and Fair Housing, 24 CFR 92.350.
 6. Affirmative Marketing, 24 CFR 92.351.

7. Lead-based Paint Poisoning Prevention Act, 24 CFR 92.355.
8. Conflict of Interest Provisions, 24 CFR 85.36 or 24 CFR 84.42, as applicable, and 24 CFR 92.356.
9. Davis-Bacon Act and Contract Work Hours and Safety Standards Act, and 24 CFR 92.354.
10. Intergovernmental Review of Federal Programs, Executive Order 12372 and 24 CFR 92.359.
11. Drug-Free Workplace, 24 CFR part 24, subpart F.
12. Standard Equal Opportunity Construction Contract Specifications.
13. Certification of Non-segregated Facilities for Contracts over \$10,000.
14. Title VI of Civil Rights Act of 1964 Provisions.
15. Section 109 of Housing and Community Development Act of 1974 Provisions.
16. Section 3 Compliance Provisions.
17. Age Discrimination Act of 1975 Provisions.
18. Section 504 Affirmative Action for Handicapped Provisions.
19. 2 CFR Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
20. And any other Federal requirements as set forth in 24 CFR Part 92, HOME Investment Partnerships Program

5. DRUG-FREE WORKPLACE

- A. The Town of Monterey (HOME Grantee) will or will continue to provide a drug-free workplace by
1. Notifying employees in writing that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Grantee's workplace and specifying the action that will be taken against employees for violation of such prohibition.
 2. Establishing an ongoing drug-free awareness program to inform employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The Grantee's policy of maintaining a drug-free workplace;
 - c. Any drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse

violations occurring in the workplace.

- B. Providing each employee engaged in the performance of the HOME contract a copy of the notification required in paragraph A(1) above;
- C. The written notification required in paragraph A (1) above will advise the employee that, as a condition of employment under the HOME grant, the employee will:
 - 1. Abide by the terms of the notification; and
 - 2. Notify the employers in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five (5) calendar days after such conviction.
- D. Notifying the State in writing, within ten (10) calendar days after receiving notice under D(2) above from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal Agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant.
 - 1. Taking one of the following actions, within thirty (30) calendar days of receiving notice under D(2) above, with respect to any employee who is so convicted:
 - 2. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirement of the Rehabilitation Act of 1973, as amended; or
 - 3. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - 4. Making a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs A, B, C, D, E and F above.

6. CONFLICT OF INTEREST

- A. No person listed in paragraph B may obtain a financial interest or benefit from a HOME-assisted activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds there under, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter.
- B. **PERSONS COVERED** – Immediate family members of any local elected official or of any employee or board member of a non-profit agency are ineligible to receive benefits through the HOME program. “Immediate family member” means the spouse, parent (including a stepparent), child (including a stepchild), grandparent, grandchild, sister or brother (including a stepsister or stepbrother) of any covered individual.

In addition, the conflict of interest provisions as apply to any person who is an employee, agent, consultant, officer, elected official or appointed official of THDA, the local community or the non-profit agency (including CHDOs) receiving HOME funds, and who exercises or has exercised any functions or responsibilities with respect to activities assisted with HOME funds or who

is in a position to participate in a decision-making process or gain inside information with regard to these activities.

C. APPEARANCE OF A CONFLICT OF INTEREST - Grantees must also make every effort to avoid the appearance of favoritism in the eligibility determination process. In those cases where the applicant is otherwise eligible, but there exists the appearance of a conflict of interest or the Appearance of favoritism, the Grantee must complete HO-4A or equivalent in THDA's GMS system (Determination of a Conflict of Interest). If the answer to any of the four questions on the HO-4A form is (Yes) the grantee must submit the HO-4A form and written documentation to THDA that the following procedures have been observed:

1. The Grantee must publish an announcement in the local newspaper concerning the potential for a conflict of interest and request citizen comments.
2. The Grantee's attorney must render an opinion as to whether or not a conflict of interest exists and that no state or local laws will be violated should the applicant receive HOME assistance.
3. The Grantee's elected body must pass a resolution approving the applicant.

7 APPLICANT ELIGIBILITY

A. APPLICANT ELIGIBILITY CRITERIA: The following criteria must be satisfied by all applicants in order to become eligible for a rehabilitation grant:

1. The applicant must be low income as defined by current published HOME Income Limit requirements as adjusted for household size, i.e., below 80% of area median income.
2. The applicant must have been the resident of the property to be rehabilitated for a period of not less than one year and must occupy the property as their principle residence.
3. The applicant's ownership must be in the form of:
 - a. Stick built or qualified modular housing;
 - fee simple title; or
 - a 99-year leasehold; or
 - A life estate. The person with the life estate must have the right to live in the housing for the remainder of his or her life and not pay rent, must be low income, and must occupy the housing as his or her principal residence; or
 - Inherited property with multiple owners not all residing in the housing. The owner- occupant must be low income, must occupy the house as his or her principal residence, and must pay all the costs associated with ownership and maintenance of the housing.
 - b. Manufactured Housing;
 - A certificate of title for the manufactured home to be rehabilitated or

- reconstructed free of any encumbrances; and.
- fee simple title for the lot of land where the mobile home is located
4. The title must not have any restrictions or encumbrances that would unduly restrict the good and marketable nature of the ownership interest.
 5. The applicant must voluntarily apply for assistance.
 6. The applicant is encouraged to obtain or maintain a homeowner's insurance policy appropriate for the type and value of the home and adequate to cover the rehabilitated value of the home to be rehabilitated or reconstructed.
 - a. In the event there is no Homeowners policy with an appropriate construction rider in effect during the time of the rehabilitation or reconstruction of the property the Homeowner or General Contractor must obtain a builders risk (or other acceptable risk policy assigning the grantee as an additional insured) for a minimum of the amount needed to cover the full cost of the rehabilitation or reconstruction. This policy must be in effect prior to the beginning of construction and remain in effect until the certificate of occupancy or equivalent has been delivered to the Grantee.
 - If the Builders Risk Policy is obtained by the homeowner for the purpose of complying with the HOME grant the full cost of the policy will be an eligible soft cost billable to the grant. The eligible costs are limited to the period of construction of the project.

8 INCOME ELIGIBILITY

- A. ANNUAL INCOME (GROSS INCOME)** - The State's HOME program uses the income definitions of the Section 8 program to determine the annual income (gross income) used to classify a *household* for purposes of eligibility. Annual income means all amounts, monetary or not, which:
1. Go to, or on behalf of, the family head or spouse (even if temporarily absent) or to any other family member;
 2. Are anticipated to be received from a source outside the family during the 12-month period following admission or annual reexamination effective date. In other words, it is the household's *future or expected* ability to pay rather than its past earnings that is used to determine program eligibility. If it is not feasible to anticipate a level of income over a 12-month period, the income anticipated for a shorter period may be annualized, subject to a redetermination at the end of the shorter period; and
 3. Which are not specifically excluded in paragraph 6.8 (Income Exclusions) below.
 4. Annual income also means amounts derived (during the 12-month period) from assets to which any member of the family has access.
 5. **MONTHLY GROSS INCOME** - Monthly gross income is Annual Gross Income divided by 12 months.
- B. ASSETS** - In general terms, an asset is a cash or non-cash item that can be converted to cash. There

is no asset limitation for participation in the HOME program. Income from assets is, however, recognized as part of Annual Gross Income. Assets have both a market value and a cash value.

1. **MARKET VALUE** - The market value of an asset is simply its dollar value on the open market. For example, a stock's market value is the price quoted on a stock exchange on a particular day, and a property's market value is the amount it would sell for on the open market. This may be determined by comparing the property with similar, recently sold properties.
2. **CASH VALUE** - The cash value of an asset is the market value less reasonable expenses required to convert the asset to cash, including:
 - a. Penalties or fees for converting financial holdings. Any penalties, fees, or transaction charges levied when an asset is converted to cash are deducted from the market value to determine its cash value (e.g., penalties charged for premature withdrawal of a certificate of deposit, the transaction fee for converting mutual funds, or broker fees for converting stocks to cash); and/or
 - b. Costs for selling real property. Settlement costs, real estate transaction fees, payment of mortgages/liens against the property, and any legal fees associated with the sale of real property are deducted from the market value to determine equity in the real estate.
 - c. Under Section 8 rules, only the cash value (rather than market value) of an item is counted as an asset.
3. **INCOME FROM ASSETS** - The income counted is the actual income generated by the asset (e.g., interest on a savings or checking account.) The income is counted even if the household elects not to receive it. For example, although a household may elect to reinvest the interest or dividends from an asset, the interest or dividends is still counted as income
 - a. The income from assets included in Annual Gross Income is the income that is anticipated to be received during the coming 12 months.
 - To obtain the anticipated interest on a savings account, the current account balance can be multiplied by the current interest rate applicable to the account; or if the value of the account is not anticipated to change in the near future and interest rates have been stable, a copy of the IRS 1099 form showing past interest earned can be used.
 - Checking account balances (as well as savings account balances) are considered an asset. This is a recognition that some households keep assets in their checking accounts, and is not intended to count monthly income as an asset. Grantees should use the average monthly balance over a 6-month period as the cash value of the checking account.
 - b. **When an Asset Produces Little or No Income:**
 - If the family's assets are \$5,000 or less, actual income from assets (e.g., interest on a checking account) is not counted as annual income. For example, if a family has \$600 in a non-interest bearing checking account, no actual income would be counted because the family has no actual income from assets and the total amount of all assets is less

than \$5,000.

- c. If the family's assets are greater than \$5,000, income from assets is computed as the greater of:
- actual income from assets, or
 - calculate income from assets based on a passbook rate applied to the cash value of all assets. For example, if a family has \$3,000 in a non-interest bearing checking account and \$5,500 in an interest-bearing savings account, the two amounts are added together. Use the standard passbook rate to determine the annual income from assets for this family.
- d. Applicants who dispose of assets for less than fair market value (i.e., value on the open market in an "arm's length" transaction) have, in essence, voluntarily reduced their ability to afford housing. Section 8 rules require, therefore, that any asset disposed of for less than fair market value during the 2 years preceding the income determination be counted as if the household still owned the asset.
- e. The value to be included as an asset is the difference between the cash value of the asset and the amount that was actually received (if any) in the disposition of the asset (less any fees associated with disposal of property, such as a brokerage fee).
- f. Each applicant must certify whether an asset has been disposed of for less than fair market value. Assets disposed of for less than fair market value as a result of foreclosure, bankruptcy, divorce or separation is not included in this calculation.
- g. These procedures are followed to eliminate the need for an assets limitation and to penalize people who give away assets for the purpose of receiving assistance or paying a lower rent.

4. ASSETS INCLUDE:

- a. Amounts in savings accounts and six month average balance for checking accounts.
- b. Stocks, bonds, savings certificates, money market funds and other investment accounts.
- c. Equity in real property or other capital investments. Equity is the estimated current market value of the asset less the unpaid balance on all loans secured by the asset and reasonable costs (such as broker fees) that would be incurred in selling the asset. *DO NOT INCLUDE EQUITY OF PRINCIPAL RESIDENCE AS AN ASSET FOR HOMEOWNER REHABILITATION PROGRAMS.*
- d. The cash value of trusts that are available to the household.
- e. IRA, Keogh, and similar retirement savings accounts, even though withdrawal would result in penalty.
- The "cash value" of an asset is the market value less reasonable expenses that would be incurred in selling or converting the asset

to cash, such as the following:

- Penalties for premature withdrawal;
 - Broker and legal fees; and
 - Settlement costs for real estate transactions
- The current value of the asset (the value of the 401K or other Individual retirement account minus any penalty (usually 10% to 15%) they would incur for drawing early from it) at the time of verification and multiply that by the passbook.
 - NOTE: unrealized gains ARE included as part of the current asset value but are NOT themselves considered income.
- f. Contributions to company retirement/pension funds that can be withdrawn without retiring or terminating employment.
- g. Assets which, although owned by more than one person, allow unrestricted access by the applicant.
- h. Lump sum receipts such as inheritances, capital gains, lottery winnings, insurance settlements, and other claims.
- i. Personal property held as an investment such as gems, jewelry, coin collections, antique cars, etc.
- j. Cash value of life insurance policies.
- k. Assets disposed of for less than fair market value during two years preceding certification or recertification.
- ASSETS DO NOT INCLUDE:
 - Necessary personal property, except as noted under paragraph 6.5(9) (Assets Include) above
 - Interest in Indian Trust lands
 - Assets that are part of an active business or farming operation.
 - NOTE: Rental properties are considered personal assets held as an investment rather than business assets unless real estate is the applicant/tenant's main occupation.
 - Assets not accessible to the family and which provide no income to the family.
 - Vehicles especially equipped for the handicapped.

- Equity in owner-occupied cooperatives and manufactured homes in which the family lives.

B. INCOME INCLUSIONS - The following are used to determine the annual income (gross income) of an applicant's household for purposes of eligibility:

1. The full amount, before any payroll deductions, of wages and salaries, over-time pay, commissions, fees, tips and bonuses, and other compensation for personal services;
2. The net income for operation of a business or profession including rental property. Expenditures for business expansion or amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation of assets used in a business or profession may be deducted, based on straight line depreciation, as provided in Internal Revenue Service regulations. Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the family.
3. Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as a deduction in determining net income. An allowance for depreciation is permitted only as authorized in paragraph (2) above. Any withdrawal of cash or assets from an investment will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested by the Family. Where the family has net family assets in excess of \$5,000, Annual Income shall include the greater of the actual income derived from net family assets or a percentage of the value of such Assets based on the current passbook saving rate, as determined by HUD.
4. The full amount of periodic payments received from Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits and other similar types of periodic receipts, including a lump-sum amount or prospective monthly amounts for the delayed start of a periodic amount (except Supplemental Security Income (SSI) or Social Security).
5. Payments in lieu of earnings, such as unemployment, worker's compensation and severance pay (but see paragraph (3) under Income Exclusions).
6. Welfare Assistance. If the Welfare Assistance payment includes an amount specifically designated for shelter and utilities that is subject to adjustment by the welfare assistance agency in accordance with the actual cost of shelter and utilities, the amount of welfare assistance income to be included as income shall consist of:
 - a. The amount of the allowance or grant exclusive of the amount specifically designated for shelter or utilities; plus
 - b. The maximum amount that the welfare assistance agency could in fact allow the family for shelter and utilities. If the family's welfare assistance is ratably reduced from the standard of need by applying a percentage, the amount calculated under this paragraph shall be the amount resulting from one application of the percentage.

7. Periodic and determinable allowances, such as alimony and child support payments, and regular contributions or gifts received from persons not residing in the dwelling;
8. All regular pay, special pay and allowances of a member of the Armed Forces. (See paragraph (8) under Income Exclusions).

C. INCOME EXCLUSIONS - The following are excluded from a household's income for purposes of determining eligibility:

1. Income from employment of children (including foster children) under the age of 18 years;
2. Payments received for the care of foster children or foster adults (usually individuals with disabilities, unrelated to the tenant family), who are unable to live alone;
3. Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses (except for payments in lieu of earnings – see paragraph (5) of Income Inclusions).
4. Amounts received by the family that are specifically for, or in reimbursement of, the cost of medical expenses for any family member;
5. Income of a live-in aide;
6. Certain increases in income of a disabled member of the family residing in HOME assisted housing or receiving HOME tenant-based rental assistance (see 6.12 (7) under Determining Whose Income to Count).
7. The full amount of student financial assistance paid directly to the student or to the educational institution;
8. The special pay to a family member serving in the Armed Forces who is exposed to hostile fire;
9. Temporary, nonrecurring or sporadic income (including gifts);
10. Reparation payments paid by a foreign government pursuant to claims filed under the laws of that government by persons who were persecuted during the Nazi era;
11. Earnings in excess of \$480 for each full-time student 18 years old or older (excluding the head of household and spouse);
12. Adoption assistance payments in excess of \$480 per adopted child;
13. For public housing only, the earnings and benefits to any family member resulting from participation in a program providing employment training and supportive accordance with the Family Support Act of 1988, Section 22 of the 1937 Act, or any comparable federal, state or local law during the exclusion period.
14. Deferred periodic amounts from SSI and Social Security benefits that are received in a lump sum amount or in prospective monthly amounts.

15. Amounts received by the family in the form of refunds or rebates under state or local law from property taxes paid on the dwelling unit.
16. Amounts paid by a state agency to a family with a member who has a developmental disability and is living at home to offset the cost of services and equipment needed to keep this developmentally disabled family member at home.
17. Amounts specifically excluded by any other federal statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under any program to which the exclusions apply.
 - a. The value of the allotment provided to an eligible household under the Food Stamp Act of 1977;
 - b. Payments to volunteers under the Domestic Volunteer Service Act of 1973 (employment through VISTA; Retired Senior Volunteer Program, Foster Grandparents Program, youthful offenders incarceration alternatives, senior companions);
 - c. Payments received under the Alaska Native Claims Settlement Act (43 U.S.C. 1626(a));
 - d. Income derived from certain sub-marginal land of the United States that is held in trust for certain Indian tribes (25 U.S.C. 259e);
 - e. Payments or allowances made under the Department of Health and Human Services' Low-Income Home Energy Assistance Program (42 U.S.C. 8624(f));
 - f. Payments received under programs funded in whole or in part under the Job Training Partnership Act;
 - g. Income derived from the disposition of funds of the Grand River Band of Ottawa Indians;
 - h. The first \$2,000 of per capita shares received from judgment funds awarded by the Indian Claims Commission or the Court of Claims (25 U.S.C. 1407-1408) or from funds held in-trust for an Indian tribe by the Secretary of Interior (25 U.S.C. 117)
 - i. Amounts of scholarships funded under Title IV of the Higher Education Act of 1965 including awards under the Federal work-study program or under the Bureau of Indian Affairs student assistance programs (20 U.S.C. 1087uu);
 - j. Payments received from programs funded under Title V of the Older Americans Act of 1965 (42 U.S.C. 3056(f)).
 - k. Any earned income tax credit refund payments received on or after January 1, 1991, including advanced earned income credit payments;
 - l. Payments received after January 1, 1989 from the Agent Orange Settlement Fund or any other funds established pursuant to the settlement in the In Re Agent Orange product liability litigation MDL No. 381 (E.D.N.Y.)
 - m. The value of any child care provided or arranged (or any amount received as payment for such care or reimbursement for costs incurred for such care) under the Child Care and Development Block Grant Act of 1990 (42 U.S.C. 9858q)

n. Payments received under the Maine Indian Claims Settlement Act of 1980.

D. INCOME EXCLUSIONS - The following are excluded from a household's income for purposes of determining eligibility:

1. Income from employment of children (including foster children) under the age of 18 years;
2. Payments received for the care of foster children or foster adults (usually individuals with disabilities, unrelated to the tenant family), who are unable to live alone;
3. Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses (except for payments in lieu of earnings – see paragraph (5) of Income Inclusions).
4. Amounts received by the family that are specifically for, or in reimbursement of, the cost of medical expenses for any family member;
5. For homeowner rehabilitation projects, the date assistance is provided is the date of the rehabilitation contract.
6. For homeownership programs, the income eligibility of the families is timed as follows:
7. In the case of a contract to purchase existing housing, it is the date of the purchase;
8. In the case of a lease-purchase agreement for existing housing or for housing to be constructed, it is the date the lease-purchase agreement is signed; and
9. In the case of a contract to purchase housing to be constructed, it is the date the contract is signed.

E. INCOME VERIFICATION - Grantees must verify and retain documentation of two (2) months of income information for each person in the household to determine the household's income. Under the Section 8 Program, there are three forms of verification which are acceptable: third-party, review of documents, and applicant certification.

1. THIRD-PARTY VERIFICATION - Under this form of verification, a third party (e.g., employer, Social Security Administration, or public assistance agency) is contacted to provide information. Although written requests and responses are generally preferred, conversations with a third party are acceptable if documented through a memorandum to the file that notes the contact person and date of the call.
 - a. To conduct third-party verifications, a Grantee must obtain a written release from the household that authorizes the third party to release required information.
 - b. Third-party verifications are helpful because they provide independent verification of information and permit Grantees to determine if any changes to current circumstances are anticipated. Some third-party providers may, however, be unwilling or unable to provide the needed information in a timely manner.
2. REVIEW OF DOCUMENTS - Documents provided by the applicant (such as pay stubs, IRS returns, etc.) may be most appropriate for certain types of income and can be used as

an alternative to third-party verifications. Copies of documents should be retained in project files.

Grantees should be aware that although easier to obtain than third-party verifications, a review of documents often does not provide needed information. For instance, a pay stub may not provide sufficient information about average number of hours worked, overtime, tips and bonuses.

3. APPLICANT CERTIFICATION - When no other form of verification is possible, a certification by the applicant may be used. For example, it may be necessary to use an applicant certification for an applicant whose income comes from "odd jobs" paid for in cash.

Applicant certification is the least reliable form of verification and may be subject to abuse. In some cases, the applicant certification can be supplemented by looking at the applicant's past history. The Grantee can review the previous year's income tax return to determine if the current year's income is consistent with activity for the previous year.

F. CALCULATION METHODOLOGIES - Grantees must establish methodologies that treat all households consistently and avoid confusion.

1. It is important to understand the basis on which applicants are paid (hourly, weekly or monthly, and with or without overtime). An applicant who is paid "twice a month" may actually be paid either twice a month (24 times a year) or every two weeks (26 times a year).
2. It is important to clarify whether overtime is sporadic or a predictable component of an applicant's income.
3. Annual salaries are counted as Annual Income regardless of the payment method. For instance a teacher receives an annual salary whether paid on a 9- or 12-month period.

G. DETERMINING WHOSE INCOME TO COUNT - Knowing whose income to count is as important as knowing which income to count. Under the Section 8 definition of income, the following income *is not counted*:

1. INCOME OF LIVE-IN AIDES - If a household includes a paid live-in aide (whether paid by the family or a social service program), the income of the live-in aide, regardless of its source, is not counted. (Except under unusual circumstances, a related person can never be considered a live-in aide);
2. INCOME ATTRIBUTABLE TO THE CARE OF FOSTER CHILDREN - Foster children are not counted as family members when determining family size to compare with the Income Limits. Thus, the income a household receives for the care of foster children is not included; and
3. EARNED INCOME OF MINORS - Earned income of minors (age 18 and under) is not counted. However, unearned income attributable to a minor (e.g., child support, AFDC payments, and other benefits paid on behalf of a minor) is counted.
4. TEMPORARILY ABSENT FAMILY MEMBERS - The income of temporarily absent family members is counted in Annual Income - regardless of the amount the absent family member contributes to the household. For example, a construction worker earns

5. \$600/week at a temporary job on the other side of the state. He keeps \$200/week for expenses and sends \$400/week home to his family. The entire \$600/week is counted in the family's income;
6. ADULT STUDENTS LIVING AWAY FROM HOME - If the adult student is counted as a member of the household in determining the Income Limit used for eligibility of the family, the student's income must be counted in the family's income. Note, however, that the \$480 limit does not apply to a student who is head of household or spouse (their full income must be counted); and
7. PERMANENTLY ABSENT FAMILY MEMBER - If a family member is permanently absent from the household (e.g., a spouse who is in a nursing home), the head of household has the choice of either counting that person as a member of the household, and including income attributable to that person as household income, or specifying that the person is no longer a member of the household.
8. PERSONS WITH DISABILITES – During the annual recertification of a family's income, increases in the income of a disabled member of qualified families residing in HOME assisted housing or receiving HOME tenant- based rental assistance is excluded. 24 CFR 5.61(a) outlines the eligible increases in income. These exclusions from annual income are of limited duration. The full amount of increase to an eligible family's annual income is excluded for the cumulative 12-month period beginning on the date the disabled family member is first employed or the family first experiences an increase in annual income attributable to the employment. During the second cumulative 12-month period, 50 percent of the increase in income is excluded. The disallowance of increased income of an individual family member who is a person with disabilities is limited to a lifetime 48-month period.

9 ELIGIBILITY REQUIREMENTS OF PROPERTY TO BE REHABILITATED

- A. DEFINITIONS** - The following are definitions of the various terms used with respect to eligibility requirements of the property to be rehabilitated.
1. DWELLING UNIT - A single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.
 2. SINGLE FAMILY - A housing unit consisting of living, sleeping, bathing, and food preparation designed for single-family use, although more than one family may be residing therein, if every occupant has access to all areas within the building envelope.
 3. SUBSTANDARD - A housing unit failing to meet all applicable codes, rehabilitation standards ordinances, and zoning ordinances as set forth by the Community, UPCS as defined by HUD, or as defined by the HOME application.
- B. ELIGIBILITY CRITERIA**
1. The minimum HOME expenditure per unit must exceed \$1,000.
 2. The maximum HOME expenditure may not exceed the current published maximum subsidy limit as established and published by HUD for the HOME program at the time the

¹ Annual Income Limit Figures available from HUD/THDA

2. NUMBER IN HOUSEHOLD

1 Person Household	5 Points
2 Person Household	10 Points
3 Person Household	20 Points
4 Person Household	25 Points
5 Person Household	30 Points
6 Person Household	35 Points
7 Person Household	40 Points
8 Person Household	45 Points

3. NUMBER OF ELDERLY

10 Points per person

For each household member at least 62 years old at the time of application

4. NUMBER OF HANDICAPPED/DISABLED

10 Points per person

Household member receiving disability benefits from Social Security, a pension program, life insurance program, or a total or partial physical impairment which renders the person unable to work. Where there exists reasonable question, a doctor's certification will be used.

5. HEAD OF HOUSEHOLD

10 Points

This is a single head of household (male or female) with children under 18, or a dependent with severe developmental disabilities or severe dementia. This does not apply to a widow/widower living alone.

6. NUMBER OF PERSONS 18 OR YOUNGER

10 Points per person

7. CONDITION OF THE DWELLING STRUCTURE

Standard Dwelling

No Points

- A standard dwelling is a home with very few or no cosmetic flaws. No structural or major systems that are damaged, deteriorated or non-functioning and a minimum of one of more code deficient items.

Substandard Dwelling

15 to 29 Points

- A substandard dwelling is a home with a few cosmetic flaws, no structural flaws, and 1 or more major systems that are deteriorated or not functioning properly with a minimum of 1 or more code deficient items.

Dilapidated Structure

30 to 50 Points

- A Dilapidated Structure is a home with multiple cosmetic flaws, some structural flaws, but functioning and has multiple major systems that are non-functioning as designed with multiple code deficient items.

Life Threatening

50 Points

- A Life Threatening Structure is a home with multiple cosmetic flaws, structural flaws caused by deterioration, rotting, or wood destroying insects. There are multiple major systems that do not work, causing an unsafe structure for life, and health, such as no water, sewer or electric systems. This home could collapse or be destroyed by a major event of weather or man-made activity such as fire and is likely qualified for condemnation.

11. TERMS, CONDITIONS AND CONSIDERATIONS FOR GRANTS

A. DETERMINATION OF THE AMOUNT OF THE GRANT - The amount of a rehabilitation or reconstruction grant that an applicant may receive will not exceed:

1. The actual and approved cost of the repairs and improvements necessary to make the dwelling conform to the housing standards adopted by the Grantee and THDA.
2. The amount and structure of the grant must be consistent with the application submitted to THDA.
3. When the applicant is furnishing supplementary funds from other sources, evidence that actual funds are available will consist of verification and documentation by the Grantee that the applicant has deposited the required amount in the appropriate escrow account. Such deposit must be made before the grant application and any construction work can begin.

B. STRUCTURE OF FINANCIAL ASSISTANCE - HOME funds are used to make forgivable grants to property owners to cover the full cost of the needed rehabilitation or reconstruction work.

1. To prevent homeowners from simply selling the property and profiting from the HOME funded improvements, the owners must repay the program if they sell the property within the compliance period. Part of the owner’s obligation is forgiven each year they live in the rehabilitated unit.
2. Repayment of the REHABILITATION grant over a five year affordability period shall be based on a twenty percent (20%) reduction of the amount to be repaid per full year with amounts of less than one year being prorated by days used, according to the following schedule:

Year One	100% Repayment
After one year	80% Repayment
After two years	60% Repayment
After three years	40% Repayment
After four years	20% Repayment
During Year five	0% Repayment

- 3. Repayment of the RECONSTRUCTION grant over a fifteen year affordability period shall be based on a six and 67/100 percent (6.67%) reduction of the amount to be repaid per full year with amounts of less than one year being prorated by days used, according to the following schedule:

Year One	100% Repayment
Year Two	93.3% Repayment
Year Three	83.63% Repayment
Year Four	79.96% Repayment
Year Five	73.29% Repayment
Year Six	66.62% Repayment
Year Seven	59.95% Repayment
Year Eight	53.28% Repayment
Year Nine	46.61% Repayment
Year Ten	39.94% Repayment
Year Eleven	33.27% Repayment
Year Twelve	26.60% Repayment
Year Thirteen	19.93% Repayment
Year Fourteen	13.26% Repayment
After fourteen years	6.59% Repayment
During Year Fifteen	Prorated Balance Repayment

- 4. The property owner must sign a Grant Agreement, Grant Note and a Deed of Trust. The Deed of Trust secures the Grant Note by placing a lien against the property and is activated if the owner attempts to sell within the compliance period.
 - a. If ownership of the property is in the form of a life estate, all owners of the property as well as the person with the life estate must sign the Grant Note and the Deed of Trust.
 - b. If the property has been inherited by multiple owners not of whom reside in the property, all of the owners must sign the Grant Note and Deed of Trust.
 - c. Grantees and administrators should consult their agency or community general counsel if there are questions.
- 5. In cases of death, THDA does not require repayment as long as the ownership of the property passes to the heirs. The heirs may occupy the unit, rent it or let it sit empty, without triggering the repayment clause. However, if the heirs sell the property, or if the property is sold with monetary gain by any actions of a court to settle outstanding claims or settle the estate, the grant must be repaid to THDA, less any forgivable portion.

C. **OTHER GRANT CONDITIONS** - Specific terms and conditions are incorporated in the grant application and the contract documents. The applicant agrees to:

1. Allow inspection by the Grantee and/or THDA of the property whenever the Grantee and/or THDA determines that such inspection is necessary.
2. Furnish complete, truthful and proper information as needed to determine eligibility for receipt of grant money.
3. Permit the contractor to use, at no cost, reasonable existing utilities such as gas, water and electricity which are necessary to the performance and completion of the work.
4. Cooperate fully with the Grantee and the contractor to insure that the rehabilitation work will be carried out in a timely manner. Provide a safe, secure, and non-hostile environment.

12. ELIGIBLE REHABILITATION ACTIVITIES

- A. INTRODUCTION** - A rehabilitation grant may be made only to cover the cost of rehabilitation necessary to make a dwelling unit conform to the UPCS and applicable code adopted by the jurisdiction in which the property is located and consistent with the application submitted to THDA.
1. **REHABILITATION:** The maximum allowable HOME funds per Homeowner Rehabilitation unit are capped by the HOME subsidy limits, which are established by HUD and cannot be exceeded.
 2. All units built prior to 1978 require a lead-based paint (LBP) inspection. If hazards are identified, a risk assessment by a qualified risk assessor is required. If the risk assessment of a pre-1978 unit discloses no lead, then the cap for rehabilitation costs is capped by the HOME subsidy limit.
 3. If the risk assessment for a pre-1978 unit reveals the presence of lead-based paint and the estimated rehabilitation costs are less than \$25,000, interim control/lead safe-work practices will apply and the maximum HOME subsidy for rehabilitation hard costs is limited to \$25,000.
 4. If the risk assessment for a pre-1978 unit reveals the presence of lead-based paint and the estimated rehabilitation costs exceed \$25,000, then abatement using a qualified abatement contractor and will be required to provide assistance up to the HOME subsidy limits.
 5. Manufactured units are eligible for HOME-funded rehabilitation including reconstruction.
- B. RECONSTRUCTION HOUSING** – Prior to authorizing new dwellings under the “Reconstruction” provisions of the HOME program, the Grantee must determine if reconstruction is the more cost effective use of HOME funds. The offer by the Grantee to reconstruct a home is a voluntary offer.
1. When reconstruction is recommended, a completed HO-7 or entry of equivalent information in THDA’s GMS management system, along with required supporting documentation and photographs, must be submitted to THDA for review. If THDA concurs with the determination, written permission to proceed will be provided.
- C. REPLACEMENT HOME GUIDELINES** – The intent of a reconstruction activity is to provide assistance to homeowners who might not otherwise be helped due to the prohibitive cost of rehabilitating their existing home. A replacement home, if deemed the most cost-effective solution

to the housing deficiencies, shall be prescribed by the grantee.

1. Rehabilitation spending beyond seventy five percent of the pre-determined after Rehabilitation Value on an existing home is not authorized if a replacement home is refused by the homeowner without prior written approval. THDA may grant a waiver of this provision on a case by case basis where removal of the existing structure would cause undue emotional hardship to the homeowner, negatively impact the architectural character of the neighborhood or have a negative impact on the historic designation of the structure or neighborhood.
2. A replacement home does not necessarily have to meet the same requirements as the existing home in terms of square footage, number of bedrooms/ bathrooms or other design/ amenity considerations.
3. The replacement home must provide all permanent residents of the home with safe, decent and sanitary housing within the terms of the 2018 International Residential Code for One- and Two-Family Dwellings, and/or local codes, as applicable.

D. ELIGIBLE COSTS

1. **EXISTING CODE VIOLATIONS** - Costs which can be included in rehabilitation grants are the costs of correcting existing housing code violations which have been determined by a qualified project inspector and formalized in an individualized housing report.
2. **INCIPIENT CODE VIOLATIONS** - An incipient violation exists if at the time of inspection an element in the structure which, due to age, deterioration, wear, or normal usage will deteriorate within the life of the grant period and thus become a code violation. Costs to correct these potential violations are eligible costs.
3. **PERMITS AND FEES** - Rehabilitation funds may be used to cover the cost of building permits and related fees required to carry out the proposed rehabilitation work. However, since the rehabilitation contract documents will require the contractor to pay them, these costs ordinarily would be included in the contract amount. Recording and filing fees are eligible costs.
4. **EQUIPMENT** - Rehabilitation funds may provide for the repair or purchase and installation of certain basic equipment necessary for the maintenance of the household in a safe, decent, sanitary condition, and in good repair. These include such items as a furnace, water heater, electrical and sanitary fixtures, kitchen range, refrigerator, dish washer, cabinets and sinks. Purchase and installation is acceptable if there is no such equipment in the dwelling or if the existing equipment is unsafe, unsanitary or non-functional. There is a \$1,000 maximum expenditure (including taxes and delivery) for a kitchen range, a \$650 maximum expenditure (including taxes and delivery) for a dishwasher, a \$1000 maximum expenditure (including taxes and delivery) for a refrigerator. These appliances must be Energy-Star rated where available.
5. **HANDICAPPED** - Special alterations or costs related to making the dwelling more convenient or accessible for physically challenged persons are eligible costs. All work performed in these units must comply with all applicable codes as well as all Federal and State regulations.
6. **LEAD-BASED PAINT** - All costs associated with the reduction of lead-based paint hazards must comply with 24 CFR 92.355.

7. **DEMOLITION OF EXISTING STRUCTURES AND UTILITY CONNECTIONS** All costs related to the demolition of existing structures and to provide utility connections are to comply with 24 CFR 92.206(a)(3). Demolition is only eligible if it is a part of a HOME reconstruction project or for the removal of an unsafe addition or out building, on the same lot, associated with either a HOME reconstruction or rehabilitation project.
8. **EXTERIOR PAINTING** - Exterior painting is an eligible cost when it is necessary to maintain a weatherproof exterior on the dwelling.
9. **GUTTERS** –Gutters are an eligible cost when rehabilitating the exterior of a unit or when reconstructing a unit.
10. **OTHER COSTS** - Rehabilitation costs not specifically required by the housing rehabilitation standards found necessary to be decent, safe, sanitary, and in good repair for the general welfare of the occupants of the structure may be considered for eligibility, with prior consent of the Grantee's governing body and THDA, as well as any other cost as outlined in 24 CFR 92.206.

E. INELIGIBLE COSTS

1. Renovation of dilapidated out buildings.
2. Appliances not specifically listed in eligible costs or required by code standards.
3. Materials, fixtures, equipment, or landscaping of type or quality that exceeds that customarily used in the locality for properties of the same general type as the property to be rehabilitated.
4. All items outlined in 24 CFR 92.214.

13. HOUSING REHABILITATION SPECIFICATIONS

A. INTRODUCTION - This section sets forth the responsibilities of the Grantee for determining the rehabilitation work necessary to bring a dwelling into compliance with the UPCS and applicable code adopted by the State, county or city and with the objective of the program as proposed in the application submitted to THDA. The Grantee will:

1. Inspect the property and prepare an inspection list noting UPCS and code deficiencies.
2. Conduct lead-based paint testing/risk assessment to identify lead-based paint hazards.
3. Conduct Termite Testing, except on houses that will be reconstructed, and identify any termite presence, damage or risk.
4. Consult with and advise the owner of the work to be done and the availability of a rehabilitation grant.
5. Prepare a work write-up and cost estimate as a basis for the rehabilitation grant and for the bid process in contracting for rehabilitation work and lead-paint hazard reduction activities.

B. PROPERTY REVIEWS – The THDA approved Rehab Coordinator must conduct: (1) an

initial review of the property to determine the deficiencies that must be addressed, (2) a minimum of a 50% progress review to monitor construction progress and (3) a final review to certify that work is completed in accordance with the approved work write up and any applicable change orders. In addition, a final codes inspection must be conducted by a state certified residential building code official. A certificate of compliance by the local codes official or representative of the State Fire Marshal's Office must be submitted to THDA with the Rehab Coordinator's final property review.

C. WORK WRITE-UP AND COST ESTIMATE - The work write-up and cost estimate is a statement based on the initial inspection, termite inspection and lead-based paint testing/risk assessment. It itemizes separately all the rehabilitation work and the lead hazard reduction activities to be done on the dwelling and includes an estimate of the cost of each item. The cost estimate will be reasonable, reflect prevailing labor and material costs, and reflect a reasonable profit & overhead costs for the contractor. The work write-up and estimate must be reviewed and approved by THDA before presenting it to the homeowner/ applicant.

1. DUAL-USE OF WORK WRITE-UP & COST ESTIMATE (HO-6A) or HO-6B or equivalent in THDA's GMS system_- The work write-up will be detailed and specific in style. Each item will be identified as correcting a UPCS and/or code violation, meeting a code requirement, reducing lead-based paint hazards, or as an eligible cost under the grant. This same work write-up with the cost estimate removed will serve as part of the scope of work and specifications for the construction bidding and contract documents.
2. ITEMIZING COSTS - Each item, definable feature of work and its estimated cost will be identified in the work write-up as either correcting a UPCS deficiency, meeting a code requirement, reducing lead-based paint hazards, or another eligible cost under the grant. This will be done on the work write-up by entering the cost estimates in a columnar arrangement.
3. OWNER PREFERENCE - A work write-up need not contain details that have no significant effect on cost. The term "to be selected by owner" may be used appropriately.

D. CONSULTATION WITH HOMEOWNER/APPLICANT - The Grantee will consult with the prospective applicant on the work write-up and cost estimate. The Grantee will advise the applicant that only work that is directed toward correcting a UPCS and code violation, meeting a code requirement, or that is an eligible activity can be funded by the grant. The homeowner must understand that "cosmetic only improvements" are not eligible for funding. The final work write-up (without costs) will be used by contractors for determining their bids and incorporated into the rehabilitation contract documents which the homeowner and contractor will sign. The homeowner should initial each page and sign the last page of the write-up.

E. CLEARLY WRITTEN SPECIFICATIONS - The work write-up will be written so that it provides a clear detailed understanding of the nature and scope of the work to be done and a basis for carefully determined bids and proposals from contractors. The homeowner shall have a clear understanding of the nature and scope of the work to be done and any limitations that may exist.

1. Each specification will show the nature and location of the work and the quantity and type of material required. The specifications are to comply with THDA's Minimum Design Standards for New Construction, Reconstruction & Rehabilitation of Single Family, Manufactured & Multifamily Housing Units.
2. The specifications will refer to manufacturer's brand names or association standards.

to identify quality of material and equipment, and may make provision for acceptable substitutes of equal or greater value or quality and brand name requirements may be included in the "General Conditions and Specifications" and indicated by reference in the work write-up.

14. CONTRACTING FOR REHABILITATION WORK

- A. INTRODUCTION** - This section sets forth requirements and procedures with respect to the construction contracts for housing rehabilitation financed through a rehabilitation grant. Rehabilitation work will be undertaken only through a written contract between the contractor and the property owner receiving the grant.
1. FORM OF CONTRACT - The construction contract will consist of a single document signed by the contractor and the property owner, following approval of the grant application. It will contain a bid, the Grantee's General Conditions and Specifications by reference, the work write-up which specifies the work to be done, and the existing UPCS and code violations.
 2. USE OF ALTERNATES - The document prepared by the Grantee may contain alternates by which each bidder may increase or decrease the lump sum contract price, if the alternates are later accepted as part of the work to be performed.
 3. PROCUREMENT OF BIDS - The Grantee will adhere to all federal, state and local procurement requirements including advertising openly and publicly for bids and encouraging minority and female owned firms to bid on its projects.
- B. GENERAL CONDITIONS** - The bid package will contain the following:
1. The address, time and date by which the bid should be submitted by the contractor.
 2. A provision that the bid be accepted by the homeowner within a specified length of time.
 3. A provision that the contractor start work within a specified length of time.
 4. A statement concerning the acceptability of progress payments.
 5. A provision that final payment on the contract amount will be made only after final inspection, acceptance of all work by the Grantee and the homeowner, and after the Grantee receives the contractor's final invoice release of liens and warranty, and claims for liens by subcontractors, laborers and material suppliers for completed work or supplied materials.
 6. Provisions that the contractor will be required to:
 - a. Obtain and pay for all permits and licenses necessary for the completion and execution of the work and labor to be performed.
 - b. Perform all work in conformance with UPCS, and applicable codes, as well as lead-based paint regulations and requirements, whether or not covered by specification and drawings for the work.
 - c. Keep the premises clean and orderly during the course of the work and remove all

debris at the completion of the work. Materials and equipment that have been removed and replaced as part of the work shall belong to the contractor, unless specifically stated otherwise within the work write-up.

- d. Not assign the contract without written consent of the Grantee and homeowner.
- e. Guarantee the work performed for a period of one year from the date of final acceptance of all work required by the contract. Furthermore, furnish the homeowner, in care of the Grantee, with all operations and maintenance manuals, manufacturers and suppliers written guarantees and warranties covering materials and equipment furnished under the contract.
- f. Include a statement as to whether the premises are to be either occupied or vacant during the course of construction work.
- g. A provision that the contractor may reasonably use existing utilities without payment during the course of the work.

C. INSURANCE

1. The contractor shall carry or require that there be carried Workman's Compensation Insurance for all his employees and those of his subcontractors engaged in work at the site in accordance with Tennessee State Workman's Compensation Laws.
2. The contractor shall carry or require that there be carried Manufacturer's and Contractor's Public Liability Insurance. This insurance will be in an amount not less than \$100,000 for injuries including accidental death to any one person for one accident, and to protect the contractor and subcontractors against claims for injury or death of one or more persons because of accidents which may occur or result from operations under the contract. Such insurance shall cover the use of all equipment, including but not limited to, excavating machinery, trenching machines, cranes, hoists, rollers, concrete mixers, and motor vehicles in the construction of the rehabilitation embraced in their contract.
3. The contractor shall carry during the life of the contract Property Damage Insurance in an amount of not less than \$100,000 to protect him and his subcontractors from claims for property damage which might arise from operations under their contract.
4. Before commencing work, the contractor shall submit evidence of coverage required to the Grantee. A certificate of insurance shall be presented as the evidence.

NOTE – The Grantee is advised to consult with its attorney to insure that the extent, limit and amount of contractor's insurance is consistent with the scope of the project and current State law.

D. WORK WRITE-UPS, SPECIFICATIONS AND DRAWINGS – The work write up (Independent Cost Estimate) must include photographs of each deficiency to be addressed as well as all sides of the exterior of the house, crawl space and accessible attic space. The specifications, based on THDA's Design Standards and the applicable building code covering the specific rehabilitation work for each property to be rehabilitated will be prepared by the Grantee's qualified and approved Rehab Coordinator. The specifications will:

1. Clearly identify all code deficiencies and any lead-based paint hazard;
2. Specify work to correct those deficiencies or hazards;

3. Note any unusual features or limitations;
4. Include the Grantee's estimated cost for rehabilitation; and
5. Will be initialed on each page by the homeowner and signed on the signature page by the homeowner.

E. INELIGIBLE CONTRACTORS - The Grantee may determine a contractor ineligible to bid on projects when:

1. The contractor is listed on the Federal Debarred list; the grantee must check the contractor and all subcontractors' names against the Federal Excluded Parties List System (available at <https://www.sam.gov/portal/public/SAM/>). The grantee will print out the system search results and place in file to document that the contractors and subcontractors are not on this list.
2. The Contractor is listed on the State of Tennessee list of Debarred Vendors. (available at: tn.gov/content/dam/tn/generalservices/documents/cpo/other/Debarred_Vendors.pdf)
3. There is documented proof that the contractor has not paid material suppliers;
4. There is documented proof that the contractor has not completed projects within the allotted time frame;
5. There exist substantial complaints by homeowners about quality of work and performance.
6. There is documented proof that the contractor has not performed warranty work on previous contracts.
7. Conflict of interest exist between the contractor candidate and project participants, location, or any financial ties

F. INVITATION TO CONTRACTORS FOR SUBMISSION OF QUALIFICATIONS -

1. The Grantee will announce the program and solicit for submission of qualifications and interest from licensed general contractors including minority and women owned firms at the beginning of the program and at least once each year thereafter.
 - a. Solicitations for qualifications may be mailed, emailed, posted at locations such as city halls; county courthouses; plan rooms; professional building associations; architectural firms or other places likely to be observed by qualified contractors and/or posted on social medial sites, advertised through traditional media and through word of mouth.
2. The Grantee will accept submissions of qualifications from general contractors throughout the life of the program.
3. The Grantee will develop and maintain a list of qualified general contractors, including minority and women owned firms.

G. SOLICITATION OF BIDS FOR PROJECTS - Bid Solicitation must be a free, open competitive process. Every effort must be made to solicit minority and female businesses. The Grantee should **not** structure its procedures in order to keep business "in town". Absolute fairness must prevail in every aspect of the program, and any questions concerning conflict, or apparent conflict of interest should

be discussed with THDA.

1. **ADVERTISEMENT REQUIREMENTS** – The invitation to bid must be published in a newspaper of general circulation at least 14 days prior to the public bid opening. To avoid delays, a Grantee may wish to publish the invitation for bids in the newspaper of the closest metropolitan area to gain wider circulation and thereby increase chances of receiving at least 3 bids. The cost of publication is an administrative expense and not billable to the project.
2. The Grantee will also notify in writing and in a timely fashion all contractors on the Contractors List when bid packages are available.
3. The Grantee will document when and to whom invitations to bid are sent out and packages picked up.

H. BID SELECTION – A minimum of three (3) bids must be received. Bids will be opened on the date and time previously established. A bid tabulation form will be prepared. The grantee will select the lowest qualified bid. THDA may require that the project be re-bid if there are not at least three (3) valid bids in response to the invitation for bids.

1. If the project is re-bid and 3 bids still are not obtained, contact THDA for an exception to the 3 bid requirement. THDA may consider your project as a sole source procurement and/or allow you to award the contract with less than 3 bidders. Written permission must be obtained from THDA before you may award a contract with less than three bids.
2. Should the Grantee/owner decide to select a bid other than the lowest qualified bid, the Grantee/owner should state the reasons/justification in writing. If the owner's justification is not acceptable, the owner will be required to finance any rehabilitation amount that exceeds the lowest qualified bid through his/her personal resources.
3. The Grantee will reject a bid in instances where the bid exceeds the cost estimate by a percentage determined by the Grantee in its policies and procedures, unless a review of the cost estimate demonstrates an error. If a low bid is under the cost estimate, a meeting will be arranged with the contractor to assure that his cost is within reason and will allow him to satisfactorily complete the job. The homeowner will be advised if no acceptable bids are received on their house and the project will be re-bid.
4. **REBID OR CHANGES IN SCOPE** – If all bids exceed the amount of the construction budget, Grantees may not negotiate solely with the low bidder. The project can be re-bid or changed in scope. If the scope of the project is changed, then each bidder must be given the opportunity to bid again. Bidders must be informed that they have the right to change their original unit prices as long as they conform to the revised bid specifications. Grantees must maintain documentation to demonstrate that this process was followed.
5. **DEDUCTIBLE AND ADDITIVE ALTERNATES** – Bid specifications for construction projects may contain deductible alternates. By definition, a deductible alternate is a portion of the project that can be deleted to bring construction costs within the budget if all bids received exceed the funds available for construction. The deductible alternates must not change the scope of the project. Bid specifications for construction projects may also contain additive alternates.
6. **DISQUALIFIED CONTRACTORS** – The Grantee must disqualify a contractor from bidding on projects when the contractor is listed on HUD's Limited Denial of Participation and Voluntary Abstention List (the "Debarred List"). A Grantee may also

disqualify a contractor from bidding on projects when:

- a. There is documented proof that the contractor has not paid material suppliers; or
- b. The contractor has not completed projects within the allotted time frame; or
- c. There exist substantial complaints by homeowners about quality of work and performance.
- d. There is documented proof that the contractor has not performed warranty work on previous contracts.
- e. Conflict of interest exist between the contractor candidate and project participants, location, or any financial ties
- f. The Grantee will place an advertisement in a local newspaper or the nearest metropolitan newspaper advertising the availability of bid packages.

I. SELECTION OF A SUCCESSFUL BIDDER - The opening of the sealed bids must meet these conditions.

1. The opening must be public.
2. The best value responsive and responsible bid will prevail. Bids that fall 15% under or 15% over the Grantee's cost estimate (written work write-up) may be rejected as not responsible bids.
3. There should be **at least three (3) competitive bids** by eligible contractors.
4. Minutes of the award and bid tabulations should be appropriately filed.
5. Questions concerning contractor eligibility shall be decided prior to opening the bids.
6. The Grantee will verify with THDA that contractors are not debarred.
7. The Grantee may limit the number of bids awarded to any one contractor at any one bid letting to three (3).

J. AWARD OF THE CONSTRUCTION CONTRACT - The contract will become effective upon the signatures of the homeowner and contractor and with the Grantee's endorsement. The Grantee will distribute the executed contract documents as follows: original to Grantee, copy to homeowner, copy to contractor.

15. INSPECTION, CLOSE-OUT AND PAYMENT FOR REHABILITATION WORK

A. RESPONSIBILITY FOR MAKING INSPECTIONS - Inspection of construction will be performed by the Grantee or its designee as follows:

1. Compliance inspections will be made as often as necessary to assure that the work is being completed in accordance with the community's building, electrical, mechanical and

plumbing codes, zoning regulations, and any other related State or local laws and ordinances.

2. Inspections will be made as often as necessary to assure that the work being performed is in accordance with the terms of the construction contract, conducting a minimum of three
3. Written notices of inspections (HO-17) or equivalent in THDA's GMS system shall be filed appropriately.
4. The Grantee's Rehab Coordinator will perform a minimum of 3 inspections throughout the project. An initial inspection, a progress inspection, and a final inspection will be conducted in accordance with THDA's Policy and Procedures and HUD 24CFR 92.251 of the 2013 HOME Final rule. An agent of THDA will be selecting projects at random and performing Quality Assurance inspections in accordance with THDA's Policy and Procedures and HUD 24CFR 92.251 of the 2013 HOME Final rule.

PROGRESS PAYMENTS - If progress payments are allowed by the Grantee, no more than four progress payments can be made including the final payment. Progress draws may be requested for the demolition of the structure, at 25% completion, 50% completion and at the finalization of the project. Requests for additional draws must be in writing, reasonable and approved in advance by THDA on a per project basis. The 50% payment must also have an approved progress review and certificate of passed rough-in inspections.

B. FINAL PAYMENTS

1. **FINAL REVIEW** - Upon completion of the rehabilitation work, a final inspection is conducted by the Grantee's authorized rehab coordinator. Any uncompleted work or work that is unsatisfactory is noted on a final "punch list" and sent to the contractor in writing (HO-17 and HO-18) or equivalent in THDA's GMS system. When these items are completed, clearance testing for lead-based paint hazards is conducted on the unit. When the unit passes clearance testing, and a certificate of code compliance from a local codes official is issued, the project is complete.
2. **CERTIFICATION** - After the Grantee determines that the rehabilitation work has been fully and satisfactorily completed and the unit has passed clearance testing, the Certification of Completion and Final Inspection form (FM-7) or submission of the same information into THDA's GMS management system when applicable is prepared. The homeowner signs the certification indicating that he/she accepts the rehabilitation work as meeting the terms and conditions of the contract. The contractor signs the certification indicating that the work has been completed in accordance with the contract and that there are no unpaid claims for labor, materials supplies or equipment. The Rehab Coordinator signs the Certification indicating that work has been completed in accordance with the contract and authorizing final payment. PLEASE NOTE: Final payment will not be authorized without a signed Certificate of Code Compliance OR approval of rehabilitation by a local codes official or a state certified codes official.
3. **NOTICE OF COMPLETION** - The contractor shall file a Notice of Completion with the Register of Deeds in the county where the work is performed and return a certified copy to the Grantee.
4. **MAKING FINAL PAYMENT** - When the final inspection determines that the work is completed in accordance with the contract and the homeowner has accepted the work, the Grantee will obtain from the contractor a release of liens, including all subcontractors

and suppliers, and a copy of each warranty due the owner for the work. The Grantee will request final payment from THDA at that time.

5. If the homeowner refuses to sign the final acceptance, the Grantee may authorize full payment for those items which are undisputed and acceptable to all parties.

16. GRIEVANCE PROCEDURE

- A.** The Grievance Procedure shall be made a part of the contract between the homeowner and the contractor. Disputes between the homeowner, Grantee and contractor may arise from time to time during the life of the rehabilitation project. In those instances where a mutually satisfactory agreement cannot be reached between the parties, the grievance procedure will be followed.
1. The grievance by the homeowner or contractor is to be filed with the program administrator in writing.
 2. The program administrator will meet with the homeowner/contractor and attempt to negotiate a solution.
 3. Contact the THDA Community Programs Division at (615) 815-2030 should the program administrator fail to negotiate a solution.
- B. GRIEVANCE PROCEDURE** - If this fails, the program administrator will follow the grievance procedure as outlined below:
1. All claims or disputes between the owner and contractor arising out of or related to the work shall be decided by arbitration in accordance with the current construction industry arbitration rules of the American Arbitration Association unless the parties mutually agree otherwise.
 2. The owner and contractor shall submit all disputes or claims, regardless of the extent of the works progress, to Monterey City Hall unless the parties mutually agree otherwise.
 3. Notice of the demand for arbitration shall be filed in writing with the other party to this rehabilitation agreement and shall be made within a reasonable time after the dispute has arisen.
 4. The award rendered by the arbitrator shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.
 5. If the arbitrator's award is in a sum which is less than that which was offered in settlement by the contractor, the arbitrator may award costs and attorney fees in favor of the contractor. If the arbitrator's award is in a sum which is less than that which was offered in settlement by the owners, the arbitrator may award costs and attorney fees in favor of the owner.
- C. THE WRITTEN CONTRACT** - The contract and the rehabilitation specifications, along with the initial inspection report provide the basic documentation by which the relative merits of any dispute will be judged.

- D. CONFLICT OF INTEREST OF PUBLIC OFFICIALS** - No elected or appointed Federal, State or local official, member of the local governing body, or any other public official or employee who exercises any functions or responsibilities in conjunction with the administration of the housing rehabilitation shall have any interest, direct or indirect, in the proceeds or benefits of the rehabilitation grant program. In those cases where the interest may not be direct or indirect, and the conflict of interest is only “apparent”, the Grantee must contact THDA for clarification before proceeding. THDA will not routinely consider requesting an exception to the conflict of interest provisions from HUD.
- E. KICKBACKS AND DISCOUNTS** - No member of the governing body of the Grantee or any Grantee employee shall receive kickbacks or discounts from either contractors or property owners in return for special favors in regard to housing rehabilitation.

Resolution #26-010

A RESOLUTION RATIFYING THE PUTNAM COUNTY GROWTH PLAN

WHEREAS, pursuant to Tennessee Code Annotated, 6-58-101, et.al., a growth plan is required for Putnam County and its municipalities, and

WHEREAS, revisions of the Urban Growth Boundary have been submitted by Algood, Baxter, Cookeville, and Monterey; and

WHEREAS, pursuant to Tennessee Code Annotated, 6-58-104 (b)(1-5), the Putnam County Growth Plan has proceeded without the need for mediation to resolve disputes, and

WHEREAS, a growth plan map has been devised that incorporates the proposals of all governing bodies in Putnam County, with such plan depicted on a map entitled "Putnam County Growth Plan 2026 Update", approved by the Growth Planning Coordinating Committee in May 2026, and

WHEREAS, the Putnam County Commission has reviewed the map and finds it to be satisfactory and in keeping with the aforementioned state statutes, and

NOW, THEREFORE, BE IT RESOLVED by the Monterey Board of Mayor and Aldermen as follows:

SECTION I: that the aforementioned map, " Putnam County Growth Plan 2026 Update " is hereby ratified as the official Putnam County Growth Plan as required by law.

SECTION II: that the Putnam County Mayor is hereby authorized and directed to transmit the map to the Local Government Planning Advisory Committee for final approval, pursuant to Tennessee Code Annotated 6-58-104(c)(1);

SECTION III: This resolution shall become effective following adoption by the commission:

Mayor

Date

ATTEST:

CMFO

Date