

CALL TO ORDER – Mayor Golden

STATUTORY PUBLIC COMMENT PERIOD *-Any member of the public wishing to make public comment as allowed by Tennessee Statutes and governing rules of the body as allowed should notify the chair or secretary of the meeting of their desire to do so or when the "Public Comment Period" is called by the chair, and they will requested to identify themselves and their topic by preparation of a form and then be allowed to speak consistent with those statutes and rules. The Required form and governing rules of the body are available from the Chair of the meeting or from the Mayor's office.*

PRESENTATIONS**PUBLIC HEARING ZONING RESOLUTIONS**

CZ-15-2023 Application of Holly Point LLC from R-4 Multiple-Family Residential District to C-5 Highway & Arterial Commercial District

CZ-17-2023 Application of Run-A-Muck Outfitters LLC from AG Agricultural District / H-1 to AGC Agricultural Commercial District / H-1

CLOSE PUBLIC HEARING

AB-6-2023 Resolution Approving the Vacation of Improved and Unimproved Portions of Meadows Road, North of Highway 13 and West of Erlene Road

AB-7-2023 Resolution Approving the Vacation of Marlow Road, North of Highway 13 and West of Meadows Road

AB-8-2023 Resolution Approving the Vacation of Rights-of-Way, North of Edlin Street and Northwest of Guthrie Road

RESOLUTIONS

23-11-1* Resolution to Accept and Appropriate Grant Funds from the Bureau of Justice Assistance State Criminal Alien Assistance Program for the Fiscal Year 2022 Award Period

23-11-2* Resolution to Modify the Meeting Frequency of the Montgomery County Rules Committee

23-11-3* Resolution of the Montgomery County Commission Approving Funds in an Amount Not to Exceed Thirty-Three Thousand Dollars (\$33,000) for the Purpose of Creating a Railroad Sculpture for the Montgomery County Spur Line Trail

23-11-4* Resolution Appropriating Funds in an Amount Not to Exceed Forty Thousand Dollars (\$40,000) for the Purpose of Purchasing an Enterprise Performance Management system (EPM) to be Used in Payroll Budgeting as Well as Financial Planning

- 23-11-5*** Resolution for Enactment of Ethics Policy and Compliance with State Law Requirements
- 23-11-6*** Resolution Authorizing the Industrial Development Board to Apply Site 32 A/B Sale Proceeds to Local Grant Match
- 23-11-7*** Resolution for Broadband Ready Communities
- 23-11-8*** Resolution to Amend Previous Resolution 19-3-5 to Add a Procedure for the Identification and Liquidation of Surplus and Obsolete Property Pursuant to Tennessee Code Annotated §5-14-107 and § 5-14-108
- 23-11-9*** Resolution of the Montgomery County Highway Department Reclassifying One Administrative Supervisor to a Chief Deputy of Accounting and Administration
- 23-11-10*** Resolution to Appropriate Capital Outlay Funding for the Purpose of Purchasing a Weapons Detection System

*** CONSENT AGENDA CONSIDERATION**

Items in this portion of the agenda are considered to be routine and non-controversial by the County Commission and may be approved by one motion; however, a member of the County Commission may request that an item be removed for separate consideration.

DISCUSSION

REPORTS FOR APPROVAL

1. * Commission Minutes dated October 9, 2023
2. * County Clerk's Report and Notary List
3. * County Mayor Nominations and Appointments

VERBAL REPORTS

1. School Board Liaison – Commissioner John Gannon
2. Highway Liaison – Commissioner Rickey Ray
3. Health Council – Commissioner Jason Knight
4. Airport Liaison – Commissioner David Shelton

REPORTS FILED

1. Building & Codes Monthly Reports
2. CMCRAA 1st Quarter FY24 Report
3. Trustee's Reports

ANNOUNCEMENTS

1. The Montgomery County Veteran Services will be hosting the Annual Veterans Day parade on November 11, 2023. Opening ceremony will be at 9:00 a.m. on the Historic Courthouse steps with the parade beginning at 10:00 a.m. This year's theme is a Salute to Veterans in Law Enforcement.

ANNOUNCEMENTS (CONTINUED)

2. The Clarksville Montgomery County Christmas Parade will take place on Saturday, December 2nd beginning at 5:00 p.m. Any Commissioners who want to ride on the County float need to contact Emily Matthews ehmatthews@mcgtn.net or call the mayor's office at 931-648-5787.

ADJOURN

**RESOLUTION OF THE MONTGOMERY COUNTY BOARD OF
COMMISSIONERS
AMENDING THE ZONE CLASSIFICATION OF THE PROPERTY OF
HOLLY POINT LLC**

WHEREAS, an application for a zone change from Multiple-Family Residential District / R-4 Multiple-Family Residential District to C-5 Highway & Arterial Commercial District has been submitted by Holly Point LLC and

WHEREAS, said property is identified as County Tax Map 053, parcel 129.00 (p/o), containing 0.99 +/- acres, situated in Civil District 13, located A portion of property fronting on the south frontage of US Highway 79 / Dover Rd. 3,220 +/- feet east of the US Highway 79 / Dover Rd & Liberty Church Rd. intersection.; and

WHEREAS, said property is described as follows:

Beginning at a point, said point being N 88° 39' E for a distance of 3,010 feet from the centerline intersection of S Liberty Church Road and Dover Road, said point also being the northwest corner of the herein described parcel; Thence, along a new zone line for the next 7 calls, N 81° 32' 48" E for a distance of 277.67 feet to a point on a line, said point also being the northeast corner of the herein described parcel; Thence, S 21° 18' 03" W for a distance of 12.23 feet to a point on a line; Thence, S 00° 30' 26" W for a distance of 211.59 feet to a point on a line, said point also being the southeast corner of the herein described parcel; Thence, N 72° 40' 14" W for a distance of 159.32 feet to a point on a line; Thence, on a curve turning to the Right, having a radius of 164.00 feet, and whose long chord bears N 67° 25' 21" W for a distance of 30 feet to a point on a line; Thence, N 62° 10' 28" W for a distance of 132.12 feet to a point on a line, said point also being the southwest corner of the herein described parcel; Thence, on a curve turning to the Left, having a radius of 330.00 feet, and whose long chord bears N 24° 42' 02" E for a distance of 67.71 feet the point of beginning, said parcel.

WHEREAS, the Planning Commission staff recommends APPROVAL and the Regional Planning Commission recommends APPROVAL of said application.

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of County Commissioners assembled in regular session on this 13th day of November, 2023 that the zone classification of the property of Holly Point LLC from R-4 to C-5 is hereby approved. Duly passed and approved this 13th day of November, 2023.

Sponsor
Commissioner
Approved


Jeff Tyndal

John Gannon
County Mayor

Attested: _____
County Clerk

COUNTY ZONING ACTIONS

The following case(s) will be considered for final action at the formal session of the Board of County Commissioners meeting on: **Monday, November 13, 2023**. The public hearing will be held on: **Monday, November 6, 2023**.

CASE NUMBER: CZ-15-2023

Applicant: Holly Point LLC

Agent: Lawson Mabry

Location: A portion of property fronting on the south frontage of US Highway 79 / Dover Rd. 3,220 +/- feet east of the US Highway 79 / Dover Rd & Liberty Church Rd. intersection.

Request: R-4 Multiple-Family Residential District to
C-5 Highway & Arterial Commercial District

County Commission District: 7

STAFF RECOMMENDATION: APPROVAL

PLANNING COMMISSION RECOMMENDATION: APPROVAL

CASE NUMBER: CZ-17-2023

Applicant: Run-A-Muck Outfitters LLC

Location: A tract of land bound by the Red River on the south & fronting on the east frontage of Port Royal Rd. 800 +/- feet north of the Port Royal Rd. & Old Clarksville Springfield Rd. intersection.

Request: AG Agricultural District / H-1 to
AGC Agricultural Commercial District / H-1

County Commission District: 19

STAFF RECOMMENDATION: DISAPPROVAL

PLANNING COMMISSION RECOMMENDATION: DISAPPROVAL

CLARKSVILLE-MONTGOMERY COUNTY REGIONAL PLANNING

STAFF REVIEW - ZONING

RPC MEETING DATE 10/24/2023

CASE NUMBER: CZ - 15 - 2023

NAME OF APPLICANT:Holly Point LLC

AGENT: Lawson Mabry

GENERAL INFORMATION

TAX PLAT: 053

PARCEL(S): 129.00 (p/o)

ACREAGE TO BE REZONED: 0.99 +/-

PRESENT ZONING: R-4

PROPOSED ZONING: C-5

EXTENSION OF ZONING

CLASSIFICATION: YES

PROPERTY LOCATION: A portion of property fronting on the south frontage of US Highway 79 / Dover Rd.
3.220 +/- feet east of the US Highway 79 / Dover Rd & Liberty Church Rd. intersection.

CITY COUNCIL WARD: COUNTY COMMISSION DISTRICT: 7 **CIVIL DISTRICT:** 8

DESCRIPTION OF PROPERTY:

APPLICANT'S STATEMENT This zoning request is part of a comprehensive plan to develop the Lisenbee Farm with an
FOR PROPOSED USE: appropriate mix of compatible land uses. When doing our final usage planning we ended
up with a small unusable tract of land zoned R-4. We are requesting that this tract be
rezoned so it can be added to the adjacent tract currently zoned C-5.

GROWTH PLAN AREA: UGB **PLANNING AREA:** High Point

PREVIOUS ZONING HISTORY:

CLARKSVILLE-MONTGOMERY COUNTY REGIONAL PLANNING

STAFF REVIEW - ZONING

DEPARTMENT COMMENTS

CZ 15 2023

- ☐ FIRE DEPARTMENT
- ☒ EMERGENCY MANAGEMENT
- ☒ SHERIFFS DEPT.
- ☐ DIV. OF GROUND WATER
- ☐ HOUSING AUTHORITY
- ☐ COMMON DESIGN REVIEW BOARD
- ☒ GAS & WATER DEPT. (DIGITAL ONLY)
- ☐ CUMBERLAND HTS U/D (DIGITAL ONLY)
- ☐ CUNNINGHAM U/D (DIGITAL ONLY)
- ☐ EAST MONT. U/D (DIGITAL ONLY)

- ☒ WOODLAWN U/D (DIGITAL ONLY)
- ☐ CITY STREET DEPT. (DIGITAL ONLY)
- ☒ COUNTY HWY. DEPT. (DIGITAL ONLY)
- ☒ CEMC (DIGITAL ONLY)
- ☐ CDE (DIGITAL ONLY)
- ☐ ATT (DIGITAL ONLY)
- ☐ POLICE DEPT. (DIGITAL ONLY)
- ☐ CITY BLDG DEPT. (DIGITAL ONLY)
- ☒ COUNTY BLDG DEPT. (DIGITAL ONLY)
- ☐ SCHOOL SYSTEM OPS. (DIGITAL ONLY)

- ☐ FT. CAMPBELL (DIGITAL ONLY)
- ☐ IND. DEV. BD. (DIGITAL ONLY)
- ☐ CHARTER (DIGITAL ONLY)
- ☐ OTHER

1. CITY ENGINEER/UTILITY DISTRICT:

Department responded. No concerns listed.

2. STREET DEPARTMENT/ COUNTY HIGHWAY DEPARTMENT:

Department responded. No concerns listed.

3. DRAINAGE COMMENTS:

Department responded. No concerns listed.

4. CDE/CEMC:

No Comment(s) Received

5. FIRE DEPT/EMERGENCY MGT.:

Department responded. No concerns listed.

6. POLICE DEPT/SHERIFF'S OFFICE:

No Comment(s) Received

7. CITY BUILDING DEPARTMENT/ COUNTY BUILDING DEPARTMENT:

Department responded. No concerns listed.

8. SCHOOL SYSTEM:

ELEMENTARY:

MIDDLE SCHOOL:

HIGH SCHOOL:

9. FT. CAMPBELL:

10. OTHER COMMENTS:

CLARKSVILLE-MONTGOMERY COUNTY REGIONAL PLANNING
STAFF REVIEW - ZONING

PLANNING STAFF'S STUDY AND RECOMMENDATION

CZ 15 2023

IMPACT OF PROPOSED USE ON SURROUNDING DEVELOPMENT: Minimal based on existing zoning.

INFRASTRUCTURE:

WATER SOURCE: WOODLAWN

SEWER SOURCE: CITY

STREET/ROAD ACCESSIBILITY: Dover Rd. (US 79) & future roadway network

DRAINAGE COMMENTS:

RESIDENTIAL DEVELOPMENT

APPLICANT'S ESTIMATES HISTORICAL ESTIMATES

LOTS/UNITS:

POPULATION:

APPLICABLE LAND USE PLAN

High Point Planning Area - Plan for increased commercial development along Dover Road. mixed use area situated in west Clarksville/Montgomery County. a major drawback to growth and development here is the fact that the area has had limited access to the city's public sewer system.

STAFF RECOMMENDATION: **APPROVAL**

1. The proposed zoning request is consistent with the adopted Land Use Plan.
2. The proposed zone change is due to a minor adjustment of their development plan. The adjustment does not significantly change the overall development plan for the property.
3. Adequate infrastructure serves the site & no adverse environmental issues were identified relative to this request
- 4.
- 5.



CZ-15-2023

APPLICANT:
HOLLY POINT LLC

REQUEST:

R-4
TO
C-5

MAP & PARCEL

053 12900 (P)

ACRES +/-
0.99

Scale: 1:5,000



0 250 500
Feet

10/24/2023



CZ-15-2023

APPLICANT:
HOLLY POINT LLC

REQUEST:

R-4
TO
C-5

MAP & PARCEL



053 12900 (P)

ACRES +/-
0.99

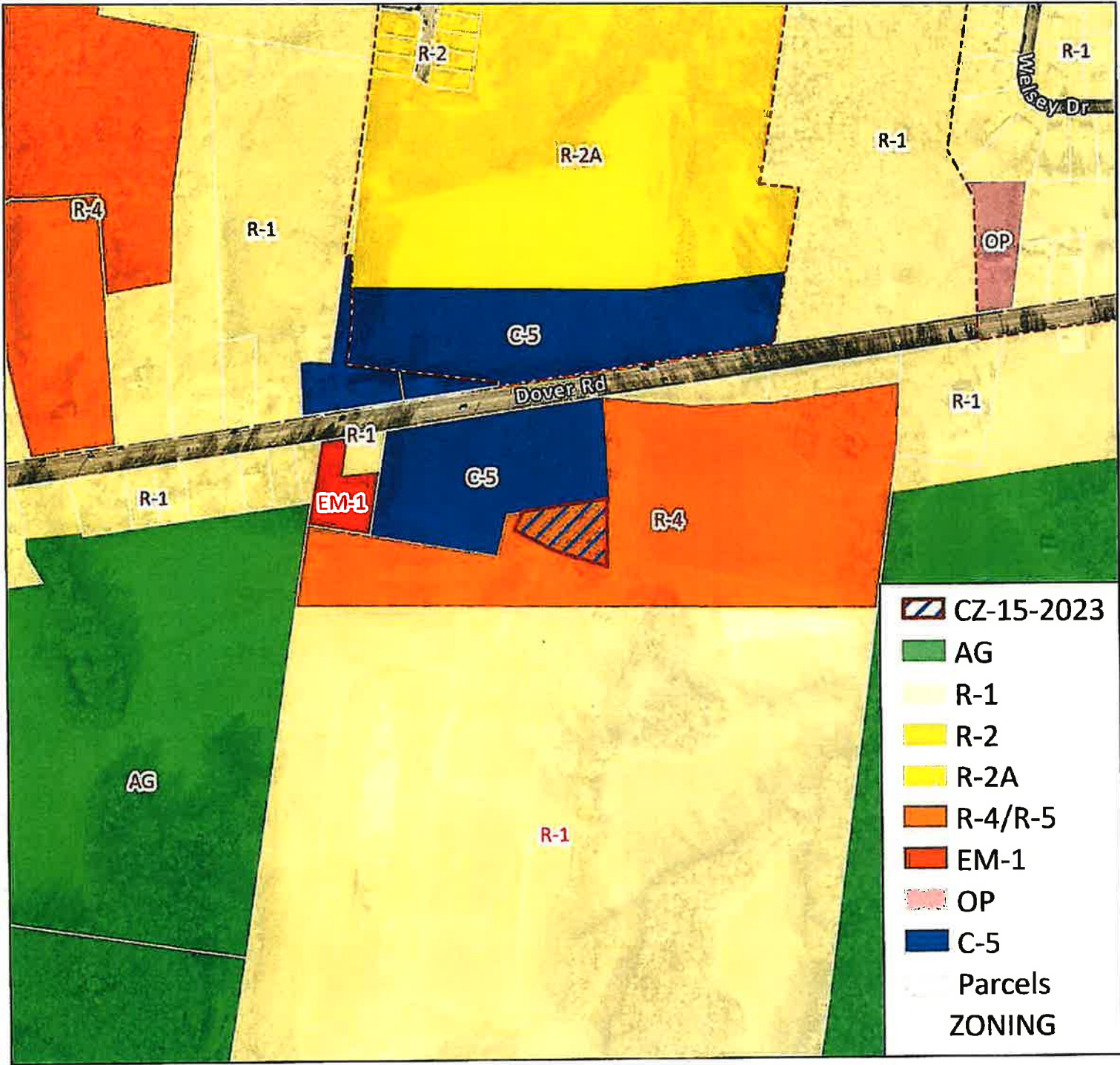
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0 40 80
Feet

 **CZ-15-2023**
 **Parcels**
ZONING

10/24/2023



-  CZ-15-2023
-  AG
-  R-1
-  R-2
-  R-2A
-  R-4/R-5
-  EM-1
-  OP
-  C-5
-  Parcels
- ZONING**

CZ-15-2023

APPLICANT:
HOLLY POINT LLC

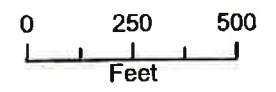
REQUEST:
R-4
TO
C-5

MAP & PARCEL

053 12900 (P)

ACRES +/-
0.99

Scale: 1:5,000



10/24/2023

CASE NUMBER: CZ 15 2023 **MEETING DATE** 10/24/2023

APPLICANT: Holly Point LLC

PRESENT ZONING

PROPOSED ZONING

TAX PLAT # 053

PARCEL 129.00 (p/o)

GEN. LOCATION A portion of property fronting on the south frontage of US Highway 79 / Dover Rd.
3,220 +/- feet east of the US Highway 79 / Dover Rd & Liberty Church Rd.

PUBLIC COMMENTS

DISCLAIMER: The items provided in this section have been included as part of the public comment process. The CMCRPC cannot provide assurances to the validity of these items, to include emails, comments, photos, site plans, design details, etc. as they have not been reviewed for the purposes of accuracy and/or regulatory compliance. It is further noted that Site Plans, Subdivision Plans, Design Details, etc. that are submitted as part of this section are non-binding & may be altered prior to seeking CMCRPC approval, with the exception of PUD, MXU-PUD & MLUD Districts.

None received as of 4:30 P.M. on 10/23/2023 (A.L.)

**RESOLUTION OF THE MONTGOMERY COUNTY BOARD OF
COMMISSIONERS
AMENDING THE ZONE CLASSIFICATION OF THE PROPERTY OF
RUN-A-MUCK OUTFITTERS LLC**

WHEREAS, an application for a zone change from AG Agricultural District /H-1 to

AGC Agricultural Commercial District/H-1 has been submitted by Run-A-Muck Outfitters LLC and

WHEREAS, said property is identified as County Tax Map 060, parcel 001.03, containing 6.44 +/- acres, situated in Civil District 13, located A tract of land bound by the Red River on the south & fronting on the east frontage of Port Royal Rd. 800 +/- feet north of the Port Royal Rd. & Old Clarksville Springfield Rd. intersection.; and


WHEREAS, said property is described as follows:

BEGINNING IN THE EASTERN MARGIN OF PORT ROYAL ROAD 366 FEET MORE OR LESS, FROM THE CENTERLINE OF OLD CLARKSVILLE/SPRINGFIELD ROAD; THENCE WITH SAID MARGIN OF SAID ROAD NORTH 07 DEGREES 09' 58" WEST 80.00 FEET TO A IRON PIN, THENCE CONTINUING WITH SAID MARGIN OF SAID ROAD NORTH 07 DEGREES 09' 58" WEST. 846.76 FEET TO AN IRON PIN IN THE MARGIN OF SAID ROAD AND ALSO IN THE SOUTHERN BOUNDARY LINE OF TRACT NO. 2 ABOVE; THENCE NORTH 77 DEGREES 29' 00" EAST 287.02 FEET TO AN EXISTING IRON PIN; THENCE SOUTH 27 DEGREES 45' 43" EAST 432.08 FEET TO AN EXISTING IRON PIN; THENCE CONTINUING SOUTH 27 DEGREES 45' 43" EAST 70.00 FEET TO THE LOW WATER MARK OF RED RIVER; THENCE WITH THE LOW WATER MARK OF RED RIVER SOUTH 35 DEGREES 52' 17" WEST 457.63 FEET TO A POINT; THENCE CONTINUING WITH SAID LOW WATER MARK SOUTH 49 DEGREES 27' 09" WEST 88.52 FEET. THENCE CONTINUING WITH SAID LOW WATER MARK SOUTH 67 DEGREES 52' 20" WEST 78.82 FEET TO THE POINT OF BEGINNING.

WHEREAS, the Planning Commission staff recommends DISAPPROVAL and the Regional Planning Commission recommends DISAPPROVAL of said application.

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of County Commissioners assembled in regular session on this 13th day of November that the zone classification of the property of Run-A-Muck Outfitters LLC from AG/H-1 to AGC/H-1 is hereby approved.

Duly passed and approved this 13th day of November, 2023.


 Sponsor _____ Jeff Tyndall
 Commissioner _____ John Gannon
 Approved _____
 County Mayor

Attested: _____
County Clerk

COUNTY ZONING ACTIONS

The following case(s) will be considered for final action at the formal session of the Board of County Commissioners meeting on: **Monday, November 13, 2023**. The public hearing will be held on: **Monday, November 6, 2023**.

CASE NUMBER: CZ-15-2023

Applicant: Holly Point LLC

Agent: Lawson Mabry

Location: A portion of property fronting on the south frontage of US Highway 79 / Dover Rd. 3,220 +/- feet east of the US Highway 79 / Dover Rd & Liberty Church Rd. intersection.

Request: R-4 Multiple-Family Residential District to
C-5 Highway & Arterial Commercial District

County Commission District: 7

STAFF RECOMMENDATION: APPROVAL

PLANNING COMMISSION RECOMMENDATION: APPROVAL

CASE NUMBER: CZ-17-2023

Applicant: Run-A-Muck Outfitters LLC

Location: A tract of land bound by the Red River on the south & fronting on the east frontage of Port Royal Rd. 800 +/- feet north of the Port Royal Rd. & Old Clarksville Springfield Rd. intersection.

Request: AG Agricultural District / H-1 to
AGC Agricultural Commercial District / H-1

County Commission District: 19

STAFF RECOMMENDATION: DISAPPROVAL

PLANNING COMMISSION RECOMMENDATION: DISAPPROVAL

CLARKSVILLE-MONTGOMERY COUNTY REGIONAL PLANNING

STAFF REVIEW - ZONING

RPC MEETING DATE: 10/24/2023

CASE NUMBER: CZ - 17 - 2023

NAME OF APPLICANT:Run-A-Muck Outfitters

AGENT:

GENERAL INFORMATION

TAX PLAT: 060

PARCEL(S): 001.03

ACREAGE TO BE REZONED: 6.44 +/-

PRESENT ZONING: AG/H-1

PROPOSED ZONING: AGC/H-1

**EXTENSION OF ZONING
CLASSIFICATION:** NO

PROPERTY LOCATION: A tract of land bound by the Red River on the south & fronting on the east frontage of Port Royal Rd. 800 +/- feet north of the Port Royal Rd. & Old Clarksville Springfield Rd. intersection.

CITY COUNCIL WARD: **COUNTY COMMISSION DISTRICT:** 19 **CIVIL DISTRICT:** 1

DESCRIPTION OF PROPERTY: A grassland area located in the Port Royal Historic District, bounded by the Red River to the south & encumbered by the FEMA Flood Plain

**APPLICANT'S STATEMENT
FOR PROPOSED USE:** None given

GROWTH PLAN AREA: RA **PLANNING AREA:** Rossvie

PREVIOUS ZONING HISTORY:

CLARKSVILLE-MONTGOMERY COUNTY REGIONAL PLANNING

STAFF REVIEW - ZONING

DEPARTMENT COMMENTS

CZ 17 2023

- ☐ FIRE DEPARTMENT
- ☒ EMERGENCY MANAGEMENT
- ☒ SHERIFFS DEPT.
- ☒ DIV. OF GROUND WATER
- ☐ HOUSING AUTHORITY
- ☒ COMMON DESIGN REVIEW BOARD
- ☒ GAS & WATER DEPT. (DIGITAL ONLY)
- ☐ CUMBERLAND HTS U/D (DIGITAL ONLY)
- ☐ CUNNINGHAM U/D (DIGITAL ONLY)
- ☐ EAST MONT. U/D (DIGITAL ONLY)

- ☐ WOODLAWN U/D (DIGITAL ONLY)
- ☐ CITY STREET DEPT. (DIGITAL ONLY)
- ☒ COUNTY HWY. DEPT. (DIGITAL ONLY)
- ☒ CEMC (DIGITAL ONLY)
- ☐ CDE (DIGITAL ONLY)
- ☐ ATT (DIGITAL ONLY)
- ☐ POLICE DEPT. (DIGITAL ONLY)
- ☐ CITY BLDG DEPT. (DIGITAL ONLY)
- ☒ COUNTY BLDG DEPT. (DIGITAL ONLY)
- ☐ SCHOOL SYSTEM OPS. (DIGITAL ONLY)

- ☐ FT. CAMPBELL (DIGITAL ONLY)
- ☐ IND. DEV. BD. (DIGITAL ONLY)
- ☐ CHARTER (DIGITAL ONLY)
- ☐ OTHER

1. CITY ENGINEER/UTILITY DISTRICT:

Department responded. No concerns listed.

2. STREET DEPARTMENT/ COUNTY HIGHWAY DEPARTMENT:

What is the purpose of this rezoning?

3. DRAINAGE COMMENTS:

Lies Within an "A" Flood Zone. A Floodplain Development Permit is required;
A Flood Study May be Required, Depending on Use.

4. CDE/CEMC:

No Comment(s) Received

5. FIRE DEPT/EMERGENCY MGT.:

Department responded. No concerns listed.

6. POLICE DEPT/SHERIFF'S OFFICE:

No Comment(s) Received

7. CITY BUILDING DEPARTMENT/ COUNTY BUILDING DEPARTMENT:

Requires Flood Plains Development Permit. May require Flood Study based on
1150

8. SCHOOL SYSTEM:

ELEMENTARY:

MIDDLE SCHOOL:

HIGH SCHOOL:

9. FT. CAMPBELL:

10. OTHER COMMENTS:

CLARKSVILLE-MONTGOMERY COUNTY REGIONAL PLANNING
STAFF REVIEW - ZONING

PLANNING STAFF'S STUDY AND RECOMMENDATION

CZ 17 2023

IMPACT OF PROPOSED USE ON SURROUNDING DEVELOPMENT: Increased traffic, light & noise.

INFRASTRUCTURE:

WATER SOURCE: CLARKSVILLE

SEWER SOURCE: SEPTIC

STREET/ROAD ACCESSIBILITY: Port Royal Rd.

DRAINAGE COMMENTS: Complete area of request lies within 100 year flood plain.

RESIDENTIAL DEVELOPMENT

APPLICANT'S ESTIMATES HISTORICAL ESTIMATES

LOTS/UNITS:

POPULATION:

APPLICABLE LAND USE PLAN

Rossvie Road Planning Area - One of the most diversified areas of the county in terms of land use. It has the best remaining agricultural land. One of the fastest growing sectors of Montgomery County. Factors affecting growth all average to above average. The Industrial Park is also located in this planning area.

STAFF RECOMMENDATION: **DISAPPROVAL**

1. The proposed zoning request is inconsistent with the adopted Land Use Plan.
2. The Adopted Land Use plan states that consideration of our community's past by preserving the unique aspects of the built environment, as well as those of nature. The sites of pioneer outposts and our river accesses, to include the Red River should be maintained and retained as the critical historic settings that put our community on the map.
3. There are adjacent parcels to the north of this request that are currently zoned commercial, under the same ownership, one of which is vacant and in need of rehabilitation. Rehabilitation or removal of deteriorated structures within existing commercial zones should be prioritized over creating new commercial districts that are entirely encumbered by the FEMA Flood Plain.
4. Additional encroachment of commercial zoning in close proximity to the historic Port Royal State Park & portion the National Trail of Tears Historic Trail has significant potential to have a negative impact on the area.
5. During the historic & environmental review of this application, a State Park official, indicated what appears to be an "Indian mound" within the area of request, is a mound of dirt created by illegally digging out a canoe access point to the river.



CZ-17-2023

APPLICANT:

RUN-A-MUCK
OUTFITTERS LLC

REQUEST:

AG/H-1


TO

AGC/H-1

MAP & PARCEL

060 00103

ACRES +/-
6.44

 **CZ-17-2023**

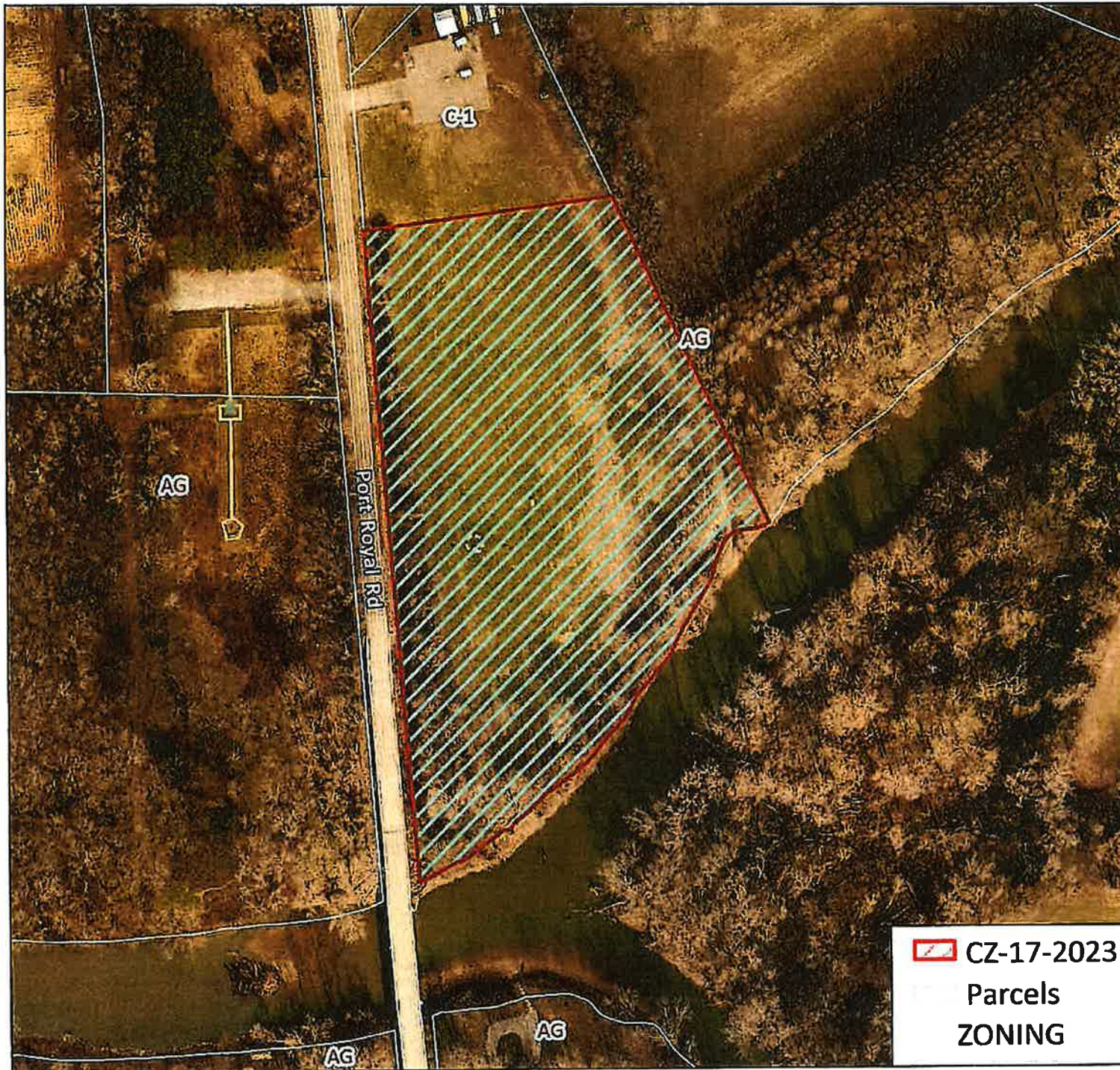
Parcels
ZONING

Scale: 1:10,000



0 500 1,000
Feet

10/24/2023



CZ-17-2023

APPLICANT:
RUN-A-MUCK
OUTFITTERS LLC

REQUEST:
AG/H-1
TO
AGC/H-1
MAP & PARCEL

060 00103

ACRES +/-
6.44

Scale: 1:2,000

0 100 200
Feet

10/24/2023





CZ-17-2023

APPLICANT:

RUN-A-MUCK
OUTFITTERS LLC


REQUEST:

AG/H-1
TO
AGC/H-1

MAP & PARCEL

060 00103

ACRES +/-
6.44

 CZ-17-2023

 AG

 C-1

 C-2

Parcels

ZONING

Scale: 1:10,000

0 500 1,000
Feet

10/24/2023



CZ-17-2023

APPLICANT:

RUN-A-MUCK
OUTFITTERS LLC

REQUEST:

AG/H-1


TO

AGC/H-1

MAP & PARCEL

060 00103

ACRES +/-
6.44

 **CZ-17-2023**

Parcels

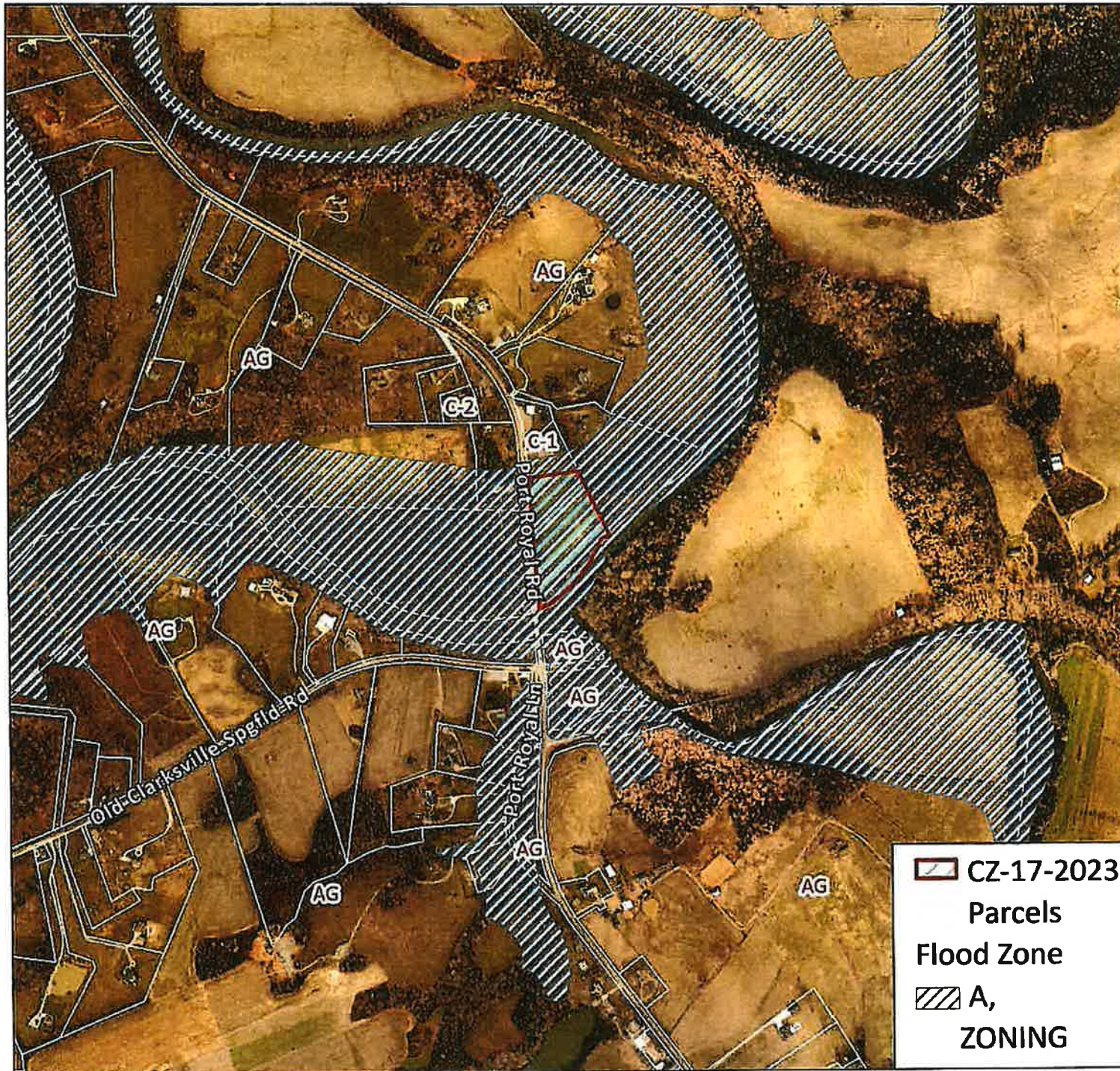
 **Historic Overlay**
ZONING

Scale: 1:10,000



0 500 1,000
Feet

10/24/2023



CZ-17-2023

APPLICANT:

RUN-A-MUCK
OUTFITTERS LLC

REQUEST:

AG/H-1


TO

AGC/H-1

MAP & PARCEL

060 00103

ACRES +/-
6.44

 **CZ-17-2023**

Parcels

Flood Zone

 **A,**

ZONING

Scale: 1:10,000



0 500 1,000
Feet

10/24/2023

CASE NUMBER: CZ 17 2023 **MEETING DATE** 10/24/2023

APPLICANT: Run-A-Muck Outfitters LLC

PRESENT ZONING

PROPOSED ZONING

TAX PLAT # 060

PARCEL 001.03

GEN. LOCATION A tract of land bound by the Red River on the south & fronting on the east frontage of Port Royal Rd. 800 +/- feet north of the Port Royal Rd. & Old Clarksville

PUBLIC COMMENTS

DISCLAIMER: The items provided in this section have been included as part of the public comment process. The CMCRPC cannot provide assurances to the validity of these items, to include emails, comments, photos, site plans, design details, etc. as they have not been reviewed for the purposes of accuracy and/or regulatory compliance. It is further noted that Site Plans, Subdivision Plans, Design Details, etc. that are submitted as part of this section are non-binding & may be altered prior to seeking CMCRPC approval, with the exception of PUD, MXU-PUD & MLUD Districts.

None received as of 4:30 P.M. on 10/23/2023 (A.L.)

A RESOLUTION APPROVING THE VACATION OF IMPROVED AND UNIMPROVED PORTIONS OF MEADOWS ROAD, NORTH OF HIGHWAY 13 AND WEST OF ERLENE ROAD;

WHEREAS, Application was made by The Montgomery County Highway Supervisor, Jeff Bryant, for vacation of improved and unimproved portions of Meadows Road, being north of Highway 13 and west of Erlene Road, one portion being approximately 40 +/- feet wide and 594 +/- feet long; containing approximately 23,760 +/- sq. ft.; another undeveloped portion being approximately 957 feet long; shown on Montgomery County tax map 152, within parcel 004.00; also shown on "Attachment A" herein;

WHEREAS, the application was reviewed by the County Highway Supervisor according to established procedures adopted by the Montgomery County Commission (Resolution 10-7-4) and was forwarded to the Regional Planning Commission for consideration; and

WHEREAS, the Regional Planning Commission reviewed the County Highway Supervisor's letter and documentation and recommends for the vacation of improved and unimproved portions of Meadows Road to the County Commission and voted for approval at their regularly scheduled meeting on October 24th, 2023; and

WHEREAS, no retention of any easements is required for this vacation;

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of County Commissioners assembled in regular session on this 13th day of November, 2023, that the above described public right-of-way is hereby vacated.

Duly passed and approved this 13th day of November, 2023.

Sponsor

Commissioner

Approved

 Wes Golden
 John Eannon


Attested: _____
Teresa Cottrell, County Clerk

AB-6-2023

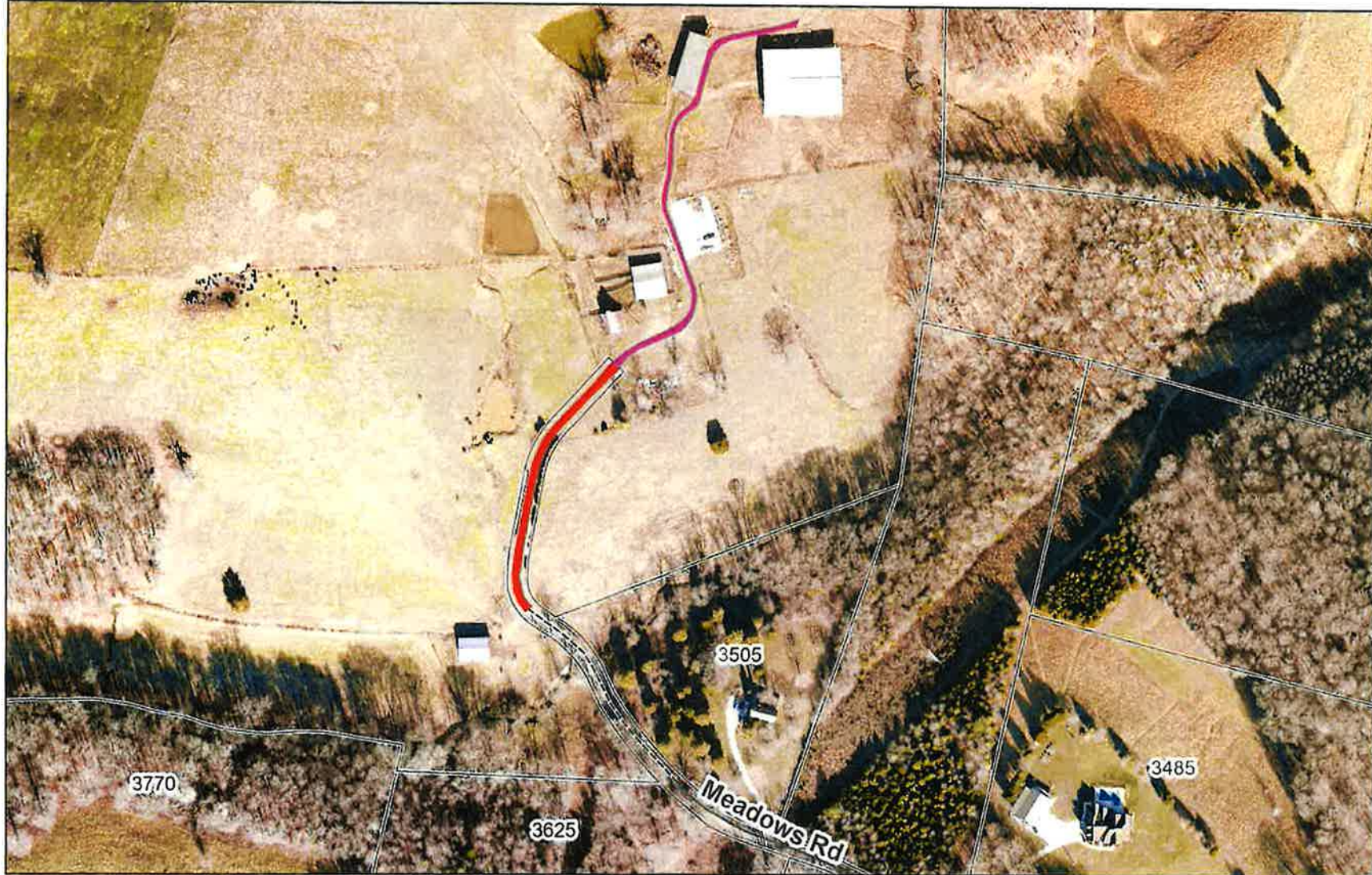


Meadows Rd Abandonment

 Abandonment Request (.11 miles)

 Road List Length (additional .19 miles)

*Proposed Length of Meadows Rd .94 miles



Please contact Ruth Russell at the Regional Planning Commission with questions. Office: 931.645.7448 Email: ruth.russell@cityofclarksville.com

A RESOLUTION APPROVING THE VACATION OF MARLOWE ROAD, NORTH OF HIGHWAY 13 AND WEST OF MEADOWS ROAD;

WHEREAS, Application was made by The Montgomery County Highway Supervisor, Jeff Bryant, for vacation of Marlowe Road, being north of Highway 13 and west of Meadows Road, one portion being approximately 30 +/- feet wide and 1,481 +/- feet long; containing approximately 44,430 +/- sq. ft.; another unimproved portion being approximately 420 feet long; shown on Montgomery County tax map 152, within parcel 012.00; also shown on "Attachment A" herein;

WHEREAS, the application was reviewed by the County Highway Supervisor according to established procedures adopted by the Montgomery County Commission (Resolution 10-7-4) and was forwarded to the Regional Planning Commission for consideration; and

WHEREAS, the Regional Planning Commission reviewed the County Highway Supervisor's letter and documentation and recommends for the vacation of Marlowe Road to the County Commission and voted for approval at their regularly scheduled meeting on October 24th, 2023; and

WHEREAS, no retention of easements is required for this vacation; and the road name will be retained for use as a private road for address and 911 purposes.


NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of County Commissioners assembled in regular session on this 13th day of November, 2023, that the above described public right-of-way is hereby vacated.

Duly passed and approved this 13th day of November, 2023.

Sponsor

Commissioner

Approved

 Wes Golden
 John Gannon

Attested: _____
Teresa Cottrell, County Clerk

AB-7-2023



Marlowe Rd Abandonment

■ Abandonment Request (.28 miles)

■ Road List Length (additional .08 miles)



Please contact Ruth Russell at the Regional Planning Commission with questions. Office: 931.645.7448 Email: ruth.russell@cityofclarksville.com

A RESOLUTION APPROVING THE VACATION OF UNIMPROVED RIGHTS-OF-WAY, NORTH OF EDLIN STREET AND NORTHWEST OF GUTHRIE ROAD;

WHEREAS, Application was made by Jonathan Blick for vacation of unimproved rights-of-way, being north of Edlin Street and northwest of Guthrie Road, one portion being approximately 30 +/- feet wide 121 +/- feet long; containing approximately 3,630 +/- square feet; a second portion being approximately 15 +/-feet wide and 121 +/- feet long; containing approximately 1,815 square feet, shown on Montgomery County tax map 011G-B, between parcels 00701 and 00702; and between 00702 and 00800; also shown on "Attachment A" herein;

WHEREAS, the application was reviewed by the County Highway Supervisor according to established procedures adopted by the Montgomery County Commission (Resolution 10-7-4) and was forwarded to the Regional Planning Commission for consideration; and

WHEREAS, the Regional Planning Commission reviewed the County Highway Supervisor's letter and documentation and recommends for the vacation of unimproved rights-of-way to the County Commission and voted for approval at their regularly scheduled meeting on October 24th, 2023; and

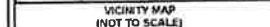
WHEREAS, no retention of any easements is required for this vacation;

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of County Commissioners assembled in regular session on this 13th day of November, 2023, that the above described public right-of-way is hereby vacated.

Duly passed and approved this 13th day of November, 2023.

Sponsor  Wes Edden
Commissioner  John Gannon
Approved _____

Attested: _____
Teresa Cottrell, County Clerk



1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 26

- _____

For boundary aspects of this survey, RTK GPS positional data was observed on/between the dates of 10-4-22 and 11-1-22 utilizing a Carlson BRx7 dual frequency receiver with on site Base and Rover. The grid coordinates of the Fixed Station(s) shown were derived using an OPUS solution referenced to NAD 83 (2011) (Epoch 2010) Geoid 18 (Conus).

THIS SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES ABOVE GRADE AND UNDERGROUND UTILITIES SHOWN WERE TAKEN FROM VARIOUS APPEARANCES AT THE SITE, PUBLIC RECORDS AND/OR MAPS PREPARED BY OTHERS. THEREFORE, RELIANCE UPON THE TYPE, SIZE, AND LOCATION OF UTILITIES SHOWN SHOULD BE MADE AT THE USER'S RISK. THE USER SHOULD BE AWARE OF THE POSSIBILITY OF EXISTENCE, LOCATION, AND DEPTH SHOULD ALSO BE MADE PRIOR TO ANY DECISION RELATIVE THERETO IS MADE. AVAILABILITY AND COST OF SERVICE SHOULD BE CONFIRMED WITH THE APPROPRIATE UTILITY COMPANY, IF IT EXISTS. IT IS THE USER'S RESPONSIBILITY TO OBTAIN NECESSARY PERMITS AND TO ACT "AT HIS OWN RISK" IN ACCORDANCE WITH THE PRECAUTIONARY ACT" THAT WHO ENGAGES IN EXCAVATION MUST NOTIFY ALL KNOWN UNDERGROUND UTILITY OWNERS, NO LESS THAN (3) THREE OR NO MORE THAN (10) TEN WORKING HOURS PRIOR TO THE DATE OF THEIR INTENT TO EXCAVATE. ALSO, THE USER SHOULD BE AWARE OF THE FOLLOWING: TELEPHONE CUE CALL 1-800-333-1111



16

100107433



Abstract

A TITLE COMMITMENT/SEARCH WAS NOT FURNISHED AT TIME OF SURVEY.
THEREFORE THIS SURVEY IS SUBJECT TO AN ACCURATE TITLE COMMITMENT/
SEARCH

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APPENDIX A



11

11

1

VIII

PAGE

1991

AB-8-2023

**RESOLUTION TO ACCEPT AND APPROPRIATE GRANT FUNDS
FROM THE BUREAU OF JUSTICE ASSISTANCE STATE CRIMINAL
ALIEN ASSISTANCE PROGRAM FOR THE FISCAL
YEAR 2022 AWARD PERIOD**

WHEREAS, the Montgomery County Jail entered into a four-year agreement with Justice Benefits, Inc. for professional services to assist in collecting federal monies for the State Criminal Alien Assistance Program to be used for the needs of inmates housed in the Montgomery County Jail. Montgomery County's financial agreement requires payment to Justice Benefits, Inc. of eighteen percent (18%) of total monies paid to Montgomery County; and

WHEREAS, after payment of the 18% to Justice Benefits, Inc., it is necessary for the remaining amount of \$46,651.00 be transferred to the Jail expenditure budget to be used for the needs of inmates; and

WHEREAS, there is no required match and no requirement that these projects and expenditures be continued after the agreement expires.

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in regular business session on this 13th day of November 2023, that the federal monies be deposited and dispersed for the inmate's needs as described below:

101-54210-00000-54-47990-G2490	Other Direct Federal Revenue	\$	(56,892.00)
101-54210-00000-54-53990-G2490	Other Contracted Services	\$	10,241.00
101-54210-00000-54-54990-G2490	Other Supplies & Materials	\$	20,000.00
101-54210-00000-54-57900-G2490	Other Equipment	\$	26,651.00

Duly passed and approved this the 13th day of November 2023.

Sponsor _____

John S. Fuson
John S. Fuson, Sheriff

Commissioner _____

John Gannon
John Gannon

Approved _____

Wes Golden, County Mayor

Attested _____

Teresa Cottrell, County Clerk

**RESOLUTION TO MODIFY THE MEETING FREQUENCY OF THE
MONTGOMEORY COUNTY RULES COMMITTEE**

WHEREAS, the Montgomery County Rules Committee is charged with the responsibility of analyzing the structure, organization and functions of the various boards, committees, and commissions of Montgomery County Government; and

WHEREAS, the current Committee Handbook of the Rules Committee states the committee is authorized by the County Commission to meet twice a year (January and July) or at the call of the chairman of the committee or a majority of the members of the committee; and

WHEREAS, the Rules Committee currently meets on a twice per year basis but desires to meet at least quarterly; and

WHEREAS, the Rules Committee met on September 19, 2023, and voted to increase the meeting frequency of the Rules Committee from twice a year to a quarterly basis.

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in regular business session on this 13th day of November 2023, that the Montgomery County Rules Committee will meet on a quarterly basis or at the call of the chairperson beginning January 2024.

Duly passed and approved this 13th day of November 2023.

Sponsor


J. Blum

Commissioner


John Gannon

Approved

Wes Golden, County Mayor

Attest

Teresa Cottrell, County Clerk

**RESOLUTION OF THE MONTGOMERY COUNTY COMMISSION APPROVING
FUNDS IN AN AMOUNT NOT TO EXCEED THIRTY-THREE THOUSAND
DOLLARS (\$33,000) FOR THE PURPOSE OF CREATING A RAILROAD
SCULPTURE FOR THE MONTGOMERY COUNTY SPUR LINE TRAIL**

WHEREAS, the Montgomery County Commission often commits a percentage of certain bond issues for the purchase of public art; and

WHEREAS, it has been approved and recommended by the Public Art Ad Hoc Committee for this County Legislative body to provide funding for the creation of a railroad sculpture for the Montgomery County Spur Line Trail; and

WHEREAS, the cost of the sculpture including lighting, coating, and preparation of site of the sculpture will be an amount not to exceed thirty-three thousand dollars (\$33,000); and

WHEREAS, if approved, the remaining balance in the designated account would be Five hundred seventeen thousand five hundred fifty-six dollars (\$517,556).

NOW, THEREFORE, BE IT RESOLVED, by the Montgomery County Board of Commissioners, assembled in regular business session this 13th day of November 2023, approves funding in amount not to exceed thirty-three thousand dollars (\$33,000) for the creation, installation, and other associated costs of a railroad sculpture for the Montgomery County Spur Line Trail.

Duly passed and approved this 13th day of November 2023.

Sponsor

Commissioner

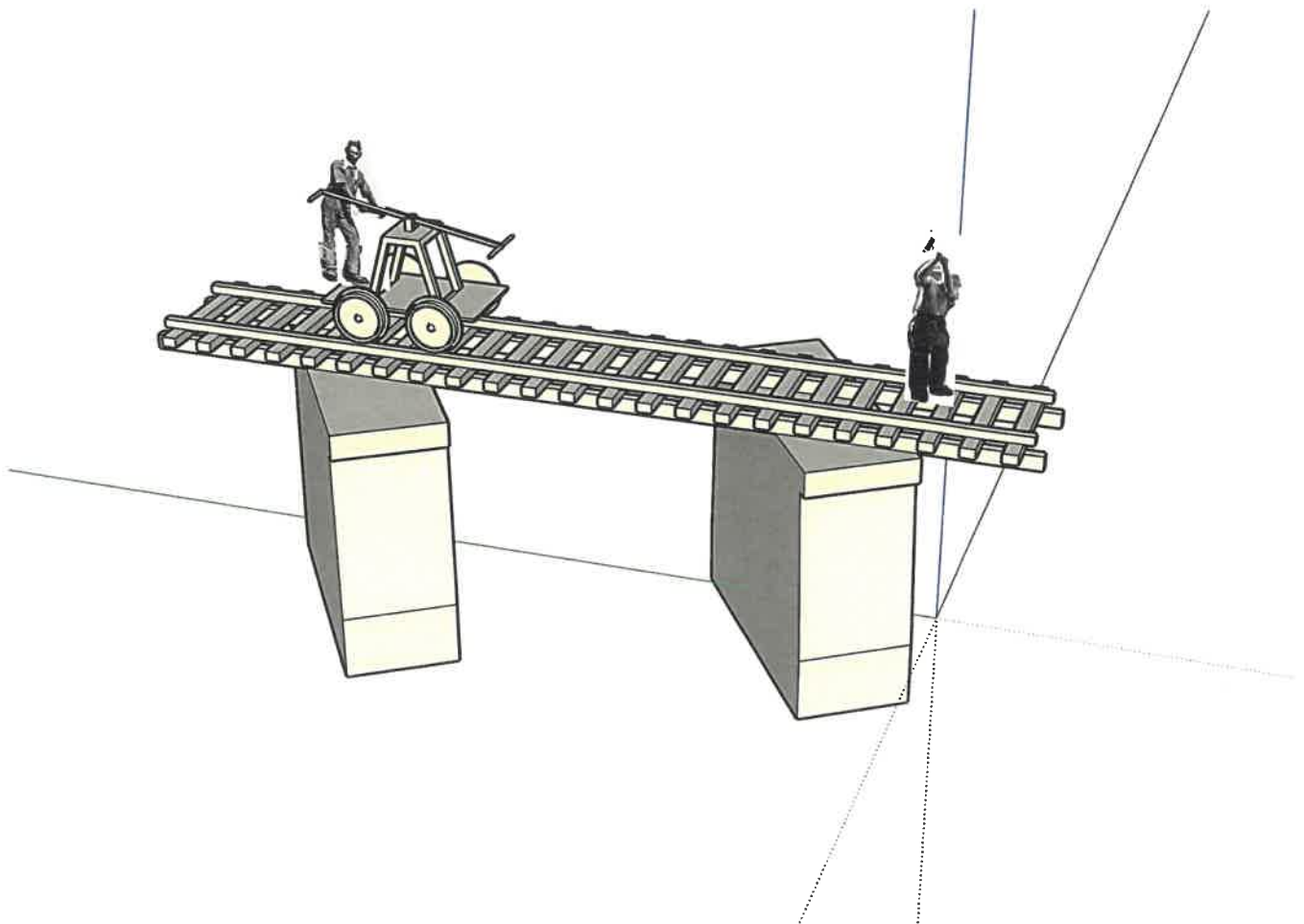
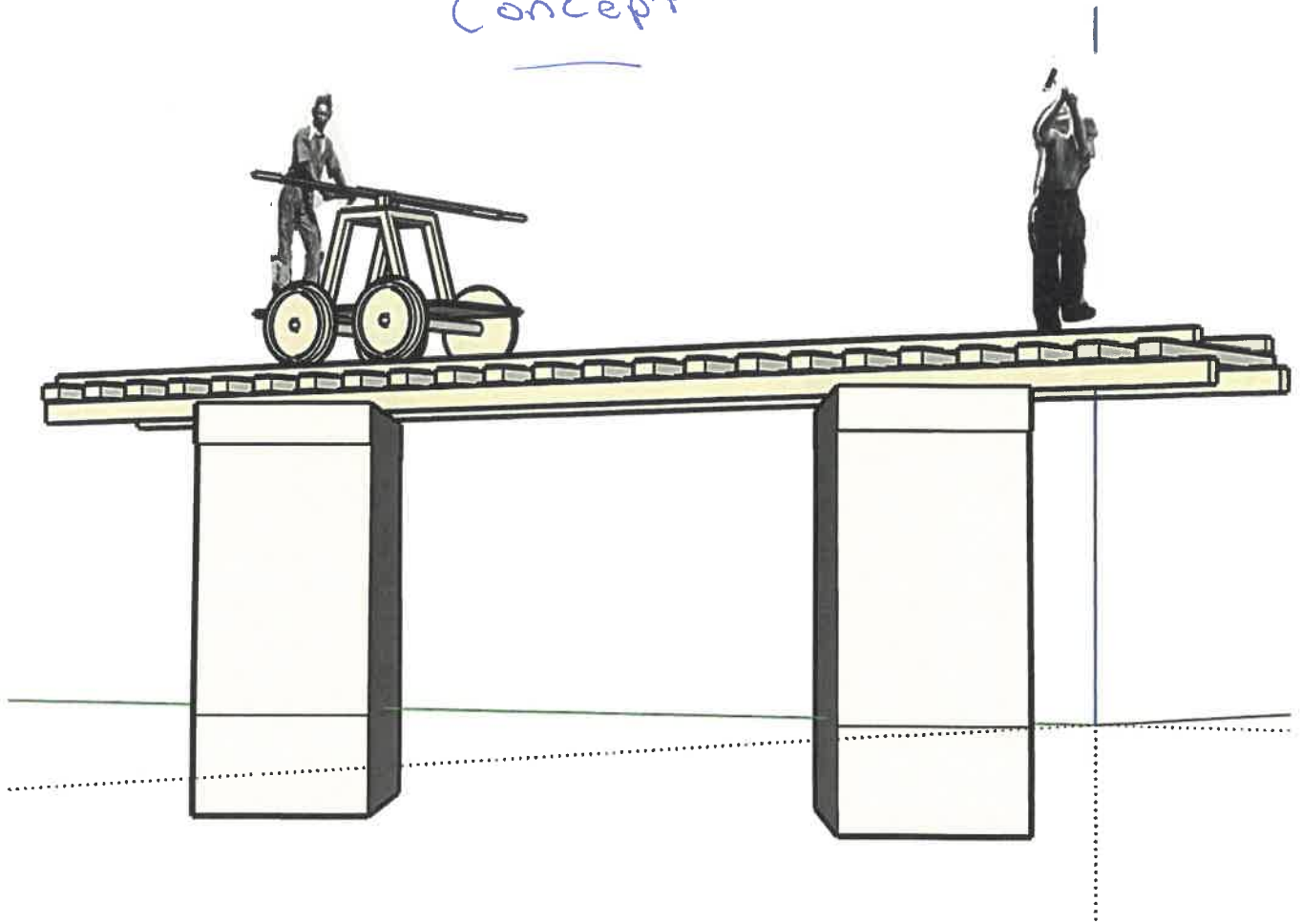
Approved

Wes Golden, County Mayor

Attested

Teresa Cottrell, County Clerk

Concept



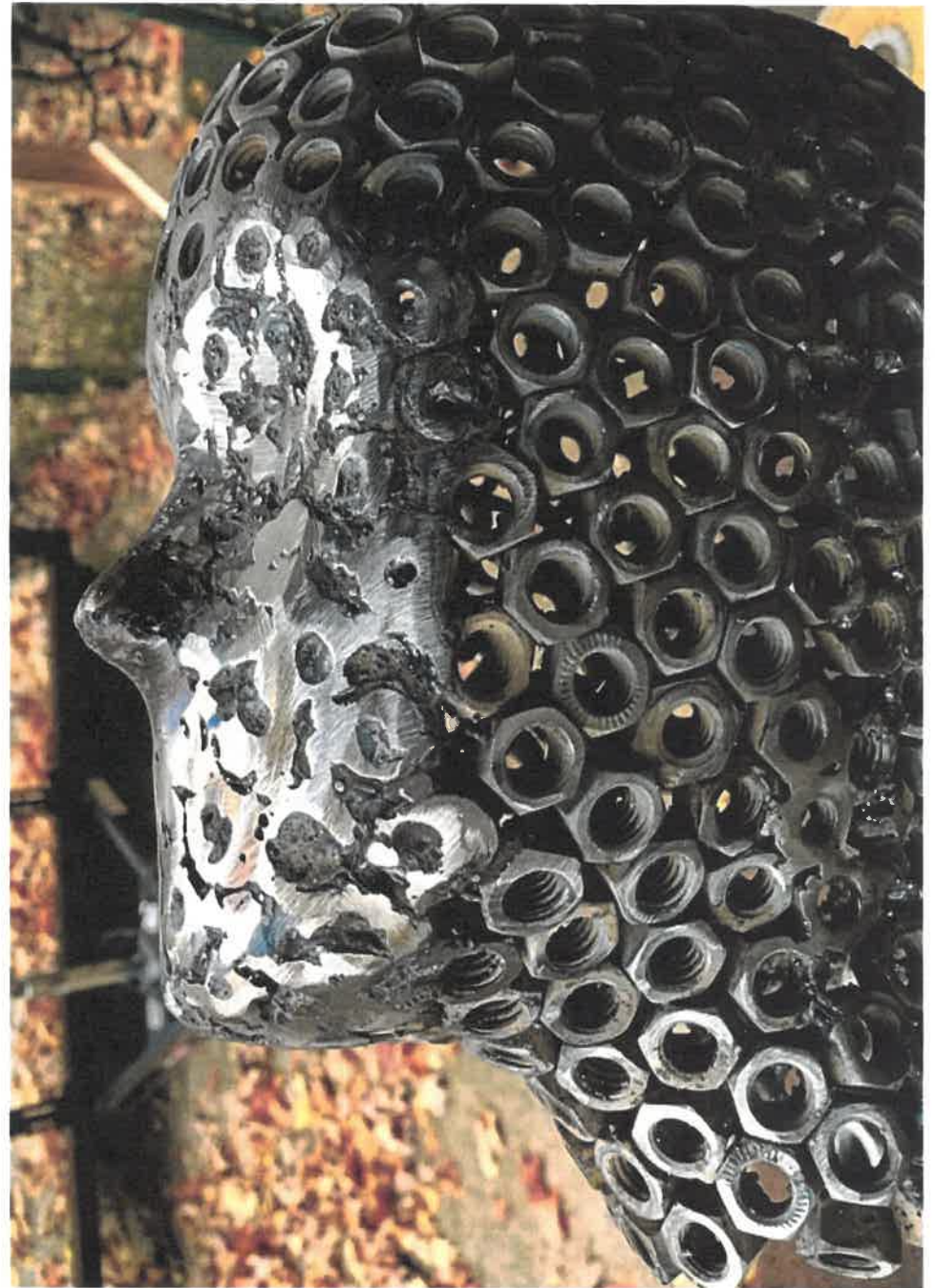
Concept



This would be Abstract ART made out of metal parts



The Art would Be made
Sample of a hand & Head



out of metal parts



Sample of a Hat

RESOLUTION APPROPRIATING FUNDS IN AN AMOUNT NOT TO EXCEED FORTY THOUSAND DOLLARS (\$40,000) FOR THE PURPOSE OF PURCHASING AN ENTERPRISE PERFORMANCE MANAGEMENT SYSTEM (EPM) TO BE USED IN PAYROLL BUDGETING AS WELL AS FINANCIAL PLANNING

WHEREAS, Montgomery County is one of the fastest growing communities in Tennessee and must continue to meet the growing needs of the employees of Montgomery County and its component units; and

WHEREAS, the Montgomery County Human Resources department is in the process of implementing a new Human Capital Management system (HCM) to better serve the employees of Montgomery County; and

WHEREAS, in order to maintain efficiencies during the upcoming budget year, Montgomery County wishes to purchase an Enterprise Performance Management System (EPM) that will allow for the County to properly perform payroll budgeting and workforce planning for the upcoming fiscal year; and

WHEREAS, the cost of this system will be an amount not to exceed one hundred fifty thousand dollars (\$150,000); and

WHEREAS, there are existing funds in the budgets of Human Resources and Accounts & Budgets that will cover a large portion of this expense; and

WHEREAS, the additional cost will be in an amount not to exceed forty-thousand dollars (\$40,000).

NOW THEREFORE BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in regular session on this 13th day of November 2023, that the Montgomery County Human Resources Department Fiscal Year 2024 operating budget is hereby amended as follows in an amount not to exceed forty thousand dollars (\$40,000) for the purpose of purchasing a Enterprise Performance Management System.

101-51310-00000-51-53990	Other Contracted Services	\$ 60,000.00
101-52100-00000-52-53990	Other Contracted Services	<u>(\$ 20,000.00)</u>
	TOTAL COST	\$ 40,000.00

Duly approved and passed this 13th day of November 2023.

Sponsor


Wes Golden

Commissioner


John Grannon

Approved

Wes Golden, County Mayor

Attested

Teresa Cottrell, County Clerk

**RESOLUTION FOR ENACTMENT OF ETHICS POLICY AND
COMPLIANCE WITH STATE LAW REQUIREMENTS**

WHEREAS, State Law requires that each county of Tennessee, including Montgomery County, Tennessee, have a statutorily compliant Ethics Policy; and

WHEREAS, Montgomery County earlier adopted an Ethics Policy but subsequently through Resolution amended, modified, and supplemented that policy; and

WHEREAS, pursuant to Tennessee Code Annotated § 8-17-103 and 104, the governing body of each county is required to adopt a Code of Ethics consisting of ethical standards for all officials and employees of such entity and to file the same with the Tennessee Ethics Commission on or before January 1, 2024; and

WHEREAS, the attached Exhibit A, is a statutorily compliant Ethics Policy for adoption and proper and sufficient to meet all statutory requirements of Montgomery County, Tennessee, in regard to the same.

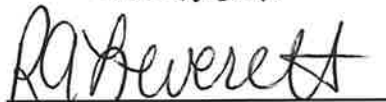
NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in regular business session on this 13th day of November 2023, that the attached Exhibit A entitled "Montgomery County Ethics Policy," is hereby adopted, and all previous Ethics Policies, modifications, supplements, and revisions heretofore are repealed, nulled, and void, and Exhibit A is adopted as the Ethics Policy for Montgomery County, Tennessee.

Duly passed and approved this 13th day of November 2023.

Sponsor


Wes Golden

Commissioner


Rashidah Leverett

Approved

Wes Golden, County Mayor

Attest

Teresa Cottrell, County Clerk

Exhibit A

CODE OF ETHICS **MONTGOMERY COUNTY, TENNESSEE**

Section 1. Definitions.

(1) "County" means Montgomery County, which includes all boards, committees, commissions, authorities, corporations, or other instrumentalities appointed or created by the county or an official of the county, and specifically including the county election commission and the county health department.

(2) "Officials and employees" means and includes any official, whether elected or appointed, officer, employee or servant, or any member of any board, agency, commission, authority, or corporation (whether compensated or not), or any officer, employee or servant thereof, of the county.

(3) "Personal interest" means, for the purpose of disclosure of personal interests in accordance with this Code of Ethics, a financial interest of the official or employee, or a financial interest of the official's or employee's spouse or child living in the same household, in the matter to be voted upon, regulated, supervised, or otherwise acted upon in an official capacity.

Section 2. Disclosure of personal interest in voting matters. An official or employee with the responsibility to vote on a measure shall disclose during the meeting at which the vote takes place, before the vote and to be included in the minutes, any personal interest that affects or that would lead a reasonable person to infer that it affects the official's vote on the measure. In addition, the official or employee may, to the extent allowed by law, recuse himself or herself from voting on the measure.

Section 3. Disclosure of personal interest in non-voting matters. An official or employee who must exercise discretion relative to any matter other than casting a vote and who has a personal interest in the matter that affects or that would lead a reasonable person to infer that it affects the exercise of the discretion shall disclose, before the exercise of the discretion, when possible, the interest on the attached disclosure form and file the disclosure form with the county clerk. In addition, the official or employee may, to the extent allowed by law, recuse himself or herself from the exercise of discretion in the matter.

Section 4. Acceptance of gifts and other things of value. An official or employee, or an official's or employee's spouse or child living in the same household, may not accept, directly or indirectly, any gift, money, gratuity, or other consideration or favor of any kind from anyone other than the county:

(1) For the performance of an act, or refraining from performance of an act, that he would be expected to perform, or refrain from performing, in the regular course of his duties; or

(2) That a reasonable person would understand was intended to influence the vote, official action, or judgment of the official or employee in executing county business.

An official or employee who accepts any gift, money, gratuity, or other consideration or favor of any kind from anyone other than the county shall disclose such acceptance on the attached disclosure form and file the disclosure form with the county clerk.

It shall not be considered a violation of this policy for an official or employee to receive entertainment, food, refreshments, meals, health screenings, amenities, foodstuffs, or beverages that are provided in connection with a conference sponsored by an established or recognized statewide association of county government officials or by an umbrella or affiliate organization of such statewide association of county government officials.

Section 5. Ethics Complaints. A County Ethics Committee (the "Ethics Committee") consisting of five members shall be appointed to one-year terms by the county mayor with confirmation by the county legislative body, to be appointed each year at the same time as internal committees of the county legislative body. At least three members of the committee shall be members of the county legislative body; one member shall be a constitutional county officer or, should no constitutional county officer be willing to accept appointment, an additional member of the county legislative body; and the remaining member may be either a member of a board, committee, commission, authority, corporation, or other instrumentality governed by this policy, or an additional member of the county legislative body. The Ethics Committee shall convene as soon as practicable after their appointment and elect a chair and a secretary. The records of the Ethics Committee shall be maintained by the secretary and shall be filed in the office of the county clerk, where they shall be open to public inspection.

Questions and complaints regarding violations of this Code of Ethics or of any violation of state law governing ethical conduct should be directed to the chair of the Ethics Committee. Complaints shall be in writing and signed by the person making the complaint and shall set forth in reasonable detail the facts upon which the complaint is based.

The County Ethics Committee shall investigate any credible complaint against an official or employee charging any violation of this Code of Ethics or may undertake an investigation on its own initiative when it acquires information indicating a possible violation, and make recommendations for action to end or seek retribution for any activity that, in the Committee's judgment, constitutes a violation of this Code of Ethics. If a member of the Committee is the subject of a complaint, such member shall recuse himself or herself from all proceedings involving such complaint.

The Committee may:

(1) Refer the matter to the county attorney for a legal opinion and/or recommendations for action;

(2) In the case of an official, refer the matter to the county legislative body for possible public censure if the county legislative body finds such action warranted;

(3) In the case of an employee, refer the matter to the official responsible for supervision of the employee for possible disciplinary action if the official finds discipline warranted;

(4) In a case involving possible violation of state statutes, refer the matter to the district attorney for possible ouster or criminal prosecution.

The interpretation that a reasonable person in the circumstances would apply shall be used in interpreting and enforcing this Code of Ethics. When a violation of this Code of Ethics also constitutes a violation of a personnel policy or a civil service policy, the violation shall be dealt with as a violation of the personnel or civil service provisions rather than as a violation of this Code of Ethics.

Section 6. Applicable State Laws. In addition to the ethical principles set out in this Code of Ethics, state laws also provide a framework for the ethical behavior of county officials and employees in the performance of their duties. Officials and employees should familiarize themselves with the state laws applicable to their office or position and the performance of their duties. To the extent that an issue is addressed by state law (law of general application, public law of local application, local option law, or private act), the provisions of that state law, to the extent they are more restrictive, shall control. Following is a brief summary of selected state laws concerning ethics in county government. For the full text of these statutes, see the Tennessee Code Annotated (T.C.A.) sections indicated.

Campaign finance – T.C.A. Title 2, Chapter 10. Part One (campaign financial disclosure) requires candidates for public office to disclose contributions and contributors to their campaigns. Part Three (campaign contribution limits) limits the total amount of campaign contributions a candidate may receive from an individual and sets limits on the amount a candidate may receive in cash.

Conflict of interest – T.C.A. § 12-4-101 is the general conflict of interest statute that applies in all counties. It prohibits anyone who votes for, lets out, or in any manner supervises any work or contract from having a direct financial interest in that contract, purchase, or work, and it requires disclosure of indirect financial interests by public acknowledgment.

Conflict of interest – T.C.A. § 49-6-2003 applies to the department of education in all counties and prohibits direct and indirect conflicts of interest in the sale of supplies for use in public schools.

Conflict of interest – T.C.A. § 5-1-125 applies in all counties and prohibits county officials and employees from purchasing surplus county property except where it is sold by public bid.

Conflict of interest – T.C.A. § 54-7-203 applies in all counties that are governed by the County Uniform Highway Law. It prohibits officials and employees in the highway department and members of the county legislative body from having any personal interest in purchases of supplies, materials, machinery, and equipment for the highway department.

Conflict of interest – T.C.A. § 5-14-114 applies in counties that have adopted the County Purchasing Law of 1957. It prohibits the purchasing agent, members of the county purchasing commission, members of the county legislative body, and other officials of the county from having a direct interest in a contract or purchase order for supplies, materials, equipment, or contractual services used by or furnished to a department or agency of the county government.

Conflict of interest – T.C.A. § 5-21-121 applies in counties that have adopted the County Financial Management System of 1981. It prohibits the director, purchasing agent, members of the committee, members of the county legislative body, other officials of the county, members of the board of education, members of the highway commission, and employees of the finance department and purchasing department from having a direct interest in the purchase of supplies, materials, equipment, or contractual services for the county. In addition, it requires the disclosure of indirect financial interests by public acknowledgment.

Conflict of interest – T.C.A. § 5-5-112 governs conflict of interests of members of the county legislative body who are also employees of the county or whose spouse is an employee of the county.

Conflict of interest disclosure statements – T.C.A. § 8-50-501 and the following sections require candidates and appointees to local public offices to file a disclosure statement with the state ethics commission listing major sources of income, investments, lobbying activities, professional services provided, bankruptcies, certain loans, and other information, and to keep these statements up to date.

Gifts – T.C.A. § 5-14-114 applies in counties that have adopted the County Purchasing Law of 1957. It prohibits the purchasing agent, members of the county purchasing commission, members of the county legislative body, and other officials of the county from accepting or receiving, directly or indirectly, from a person, firm, or corporation to which a contract or purchase order may be awarded, by rebate, gift, or otherwise, money or anything of value whatsoever, or a promise, obligation, or contract for future reward or compensation.

Gifts – T.C.A. § 5-21-121 applies in counties that have adopted the County Financial Management System of 1981. It prohibits the finance director, purchasing agent, and employees in those departments from accepting anything of value, directly or indirectly, from anyone who furnishes supplies, materials, or equipment to the county.

Honoraria – T.C.A. § 2-10-116 prohibits elected officials from accepting an honorarium (including money or anything of value, but not including reimbursement for actual expenses) for an appearance, speech, or article in their official capacity.

Private use of public property – T.C.A. § 54-7-202 applies in counties that are governed by the County Uniform Highway Law. It prohibits the private use of equipment, rock, and other highway materials.

Court sales – T.C.A. § 39-16-405 prohibits judges, clerks of court, court officers, and employees of court, from bidding on or purchasing any property sold through the court for which such person discharges official duties.

Sheriff sales - T.C.A. § 8-8-206 prohibits sheriffs and deputy sheriffs from purchasing, either directly or indirectly, any property sold through their own judicial sale no matter which court is involved.

Rules of the Supreme Court – Rule 10, Cannon 5 (Code of Judicial Conduct) establishes ethical rules for judges and other court personnel when exercising judicial functions.

Fee statutes – T.C.A. §§ 8-21-101, 8-21-102, and 8-21-103 set out circumstances where fees are authorized, prohibit officials from requiring payment of fees in advance of performance of services except where specifically authorized, and set penalties for charging excessive or unauthorized fees.

Consulting fee prohibition for elected county officials – T.C.A. §§ 2-10-122 and 2-10-124 prohibit officials from receiving compensation for advising or assisting a person or entity in influencing county legislative or administrative action.

Crimes involving public officials– T.C.A. § 39-16-101 and the following sections prohibit bribery, soliciting unlawful compensation, and buying and selling in regard to offices.

Official misconduct – T.C.A. § 39-16-402 applies to public servants and candidates for office and prohibits unauthorized exercise of official power, acting in an official capacity exceeding the servant's power, refusal to perform a duty imposed by law, violating a law relating to the servant's office or employment, and receiving a benefit not provided by law.

Official oppression – T.C.A. § 39-16-403 prohibits abuse of power by a public servant.

Bribery for votes – T.C.A. §§ 2-19-121, 2-19-126, and 2-19-127 prohibit bribery of voters in elections.

Misuse of official information – T.C.A. § 39-16-404 prohibits a public servant from attaining a benefit or aiding another person in attaining a benefit from information which was obtained in an official capacity and is not available to the public.

Ouster law – T.C.A. § 8-47-101 sets out conduct which is punishable by ouster from office, including misconduct in office and neglect of duty.

MONTGOMERY COUNTY CODE OF ETHICS

CONFLICT OF INTEREST DISCLOSURE STATEMENT

Instructions: This form is for reporting personal interests required to be disclosed under Section 3 of the Code of Ethics of this county. Officials and employees are required to disclose personal interests in matters that affect or would lead a reasonable person to infer that it would affect the exercise of discretion of an official or employee.

1. Date of disclosure: _____

2. Name of official or employee: _____

3. Office and position: _____

4. Description of personal interest (describe below in detail):

Signature of official or employee

Witness Signature

Printed name of witness

MONTGOMERY COUNTY CODE OF ETHICS GIFT

DISCLOSURE STATEMENT

Instructions: This form is for reporting the acceptance of any gift, money, gratuity, or other consideration or favor of any kind from anyone other than the county required to be disclosed under Section 4 of the Code of Ethics of this county.

1. Date of disclosure: _____

2. Name of official or employee: _____

3. Office and position: _____

4. Description of gift, money, gratuity, or other consideration or favor (describe below in detail):

Signature of official or employee

Witness Signature

Printed name of witness

**RESOLUTION AUTHORIZING THE INDUSTRIAL DEVELOPMENT BOARD
TO APPLY SITE 32 A/B SALE PROCEEDS TO LOCAL GRANT MATCH**

WHEREAS, the Industrial Development Board (IDB) is eligible for 8 to 10 grant opportunities through the Tennessee Valley Authority (TVA), the State of Tennessee, and other sources each year; many of which require proof of allocated matching funds to apply; and

WHEREAS, most of the aforementioned grant opportunities are competitive in nature and require repeated application and allocation attempts to secure a successful award; and

WHEREAS, the IDB possesses \$971,388 of proceeds from the sale of Sites 32 A/B (Map & Parcel ID 015 00304) that are due to Montgomery County in accordance with the governing interlocal agreement (MC-21-3-4); and

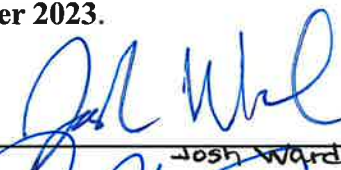
WHEREAS, the Commission allocated the aforementioned proceeds to match a proposed grant toward the development of Site #7 (MC-23-4-9) but the IDB was not awarded the grant and the project was postponed awaiting future grant opportunities as a result; and

WHEREAS, the IDB desires to apply the unused \$971,388 funds as matching funds toward future competitive grant opportunities that advance similar Industrial Park and Community development projects, and

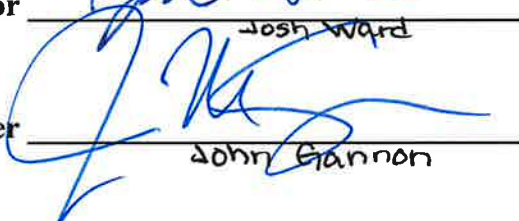
NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in Regular Session on this 13th day of November 2023, that the Commission hereby allocates Site 32 A/B sale proceeds of \$971,388 to the Industrial Development Board to be reserved for its sole designation as matching funds toward future grant-funded development projects that will benefit the Clarksville-Montgomery County Industrial Park and surrounding community.

Duly passed and approved this 13th day of November 2023.

Sponsor


Josh Ward

Commissioner


John Gannon

Approved

Wes Golden, County Mayor

Attested

Teresa Cottrell, County Clerk

RESOLUTION FOR BROADBAND READY COMMUNITIES

WHEREAS, Montgomery County, Tennessee, finds that broadband internet availability in the County is of critical importance to all people living, visiting, and doing business in Montgomery County, Tennessee; and

WHEREAS, the Tennessee State Legislature recently created the ability for Tennessee communities to be designated as “Broadband Ready Communities” through the Tennessee Department of Economic and Community Development; and

WHEREAS, Montgomery County, Tennessee seeks to promote private investment in broadband infrastructure; and

WHEREAS, Montgomery County, Tennessee, seeks to be designated as a Broadband Ready Community pursuant to Tennessee Public Chapter 228, 4-3-709:

Public Chapter 228, S 4-3-709

(a)(1) A political subdivision may apply to the department of economic and community development for designation as a “broadband ready community” pursuant to guidelines established by the department. The guidelines for designation must include a requirement that the political subdivision has adopted an efficient and streamlined ordinance or policy for reviewing applications and issuing permits related to projects relative to broadband services.

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in regular business session on this 13th day of November 2023, that:

AN ORDINANCE FOR A BROADBAND READY COMMUNITY

Section 1. As used in this chapter, “permit” means any local permit, license, certificate, approval, registration, or similar form of approval required by policy, administrative rule, regulation, or ordinance with respect to a project.

Section 2. As used in this chapter, “project” means the construction or deployment of wireline or wireless communications facilities to provide communications services in a unit.

Section 3. Notwithstanding any other provision of Montgomery County’s ordinance, the following shall apply to a project:

- (1) Montgomery County, Tennessee has:
 - (A) Adopted an efficient and streamlined policy for reviewing applications and issuing permits related to projects relative to broadband services;
 - (B) Appointed a single point of contact in Montgomery County for all matters related to a broadband project;
 - (C) Established procedures to allow all forms, applications, and documentation related to a project be reviewed and either approved or denied within thirty (30) business days after the application is submitted; and to allow the project to be filed or submitted and signed by electronic means, where possible;
- (2) Montgomery County will not:
 - (A) Require an applicant to designate a final contractor to complete a project;
 - (B) Impose an unreasonable fee for reviewing an application or issuing a permit for a project. The fee will not exceed one hundred dollars (\$100);
 - (C) Impose a seasonal moratorium on the issuance of permits for projects; and
 - (D) Discriminate among communications services providers or utilities with respect to any action related to a broadband project, including granting access to public rights-of-way, infrastructure and poles, and any other physical assets owned or controlled by the political subdivision.
- (3) Montgomery County acknowledges that:
 - (A) Tennessee Certified Broadband Ready Community has an affirmative duty to notify the Tennessee Economic and Community Development Department (TNECD) of any changes to the information submitted as part of its application.
 - (B) Failure to notify TNECD of changes may result in revocation of Montgomery County's Broadband Ready Certification.

Section 4. This ordinance shall take effect immediately upon adoption by the governing body upon final reading, the public welfare requiring.

Duly passed and approved this 13th day of November 2023.

Sponsor


Wes Golden

Commissioner


Rashidah Beverett

Approved

Wes Golden, County Mayor

Attested

Teresa Cottrell, County Clerk

**RESOLUTION TO AMEND PREVIOUS RESOLUTION 19-3-5 TO ADD A
PROCEDURE FOR THE IDENTIFICATION AND LIQUIDATION OF
SURPLUS AND OBSOLETE PROPERTY PURSUANT TO
TENNESSEE CODE ANNOTATED § 5-14-107 AND 5-14-108**

WHEREAS, certain statutes exist to enable Montgomery County, Tennessee, to efficiently control the identification, sell, and disposal of surplus personal property, namely, Tennessee Code Annotated § 5-14-107 and 5-14-108; and

WHEREAS, Montgomery County has established previously by Resolution 19-3-5, and currently follows the Budgeting Act of 1957; and

WHEREAS, an orderly process of identification of property and use of property is in the best interest of the citizens of Montgomery County, Tennessee; and

WHEREAS, Tennessee Code Annotated § 5-14-107(5) requires periodical and special reports by all county departments, agencies, and employees of stocks of surplus, unusable or obsolete supplies and equipment on hand; and

WHEREAS, Tennessee Code Annotated § 5-14-108(9o) allows the commission to establish by two-thirds vote a procedure whereby the Purchasing Agent, upon request of the County Mayor, may dispose of surplus personal property with an estimated value of \$1,000 or less by selling on the open market, or by gift, trade, or barter, to a non-profit or charitable organization; and

WHEREAS, Tennessee Code Annotated § 5-14-107(6) provides for the transfer to or between county departments and agencies of property, supplies, and equipment on hand that may be needed or utilized by another department or others within Montgomery County Government by the transfer of the same.

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in regular business session on this 13th day of November 2023, that pursuant to Tennessee Code Annotated § 5-14-107 and 5-14-108, and further under the County Purchasing Law of 1957, as follows:


After the deadlines and compliance with the terms of the Budget and Purchasing Law of 1957 and Resolution 19-3-5 have passed, within 60 days, any property that has been found to be surplus, unusable, or obsolete supplies and equipment on hand, shall be identified by a complete list and the Purchasing Agent shall make a report to the Purchasing Committee of the County Commission of all


surplus, unusable, or obsolete supplies and equipment not sold and make a recommendation for their distribution otherwise, the recommendation subject to the approval of the County Mayor as required by Tennessee Code Annotated § 5-14-108 (10).

BE IT FURTHER RESOLVED that all funds received from the sell of any items, if funds are received, shall be returned to the General Fund as required by statute and the Purchasing Agent will bear the responsibility for oversight and compliance with all provisions of the statute cited herein and otherwise in this process.

Duly passed and approved this 13th day of November 2023.

Sponsor  Jason Knight

Commissioner  John Cannon

Approved  Wes Golden, County Mayor

Attest _____
Teresa Cottrell, County Clerk

**RESOLUTION OF THE MONTGOMERY COUNTY HIGHWAY DEPARTMENT
RECLASSIFYING ONE ADMINISTRATIVE SUPERVISOR TO A CHIEF DEPUTY OF
ACCOUNTING AND ADMINISTRATION**

WHEREAS, Montgomery County is one of the fastest growing communities in Tennessee and the Montgomery County Highway Department must continue to meet the growing needs of the citizens of Montgomery County efficiently and effectively; and

WHEREAS, the Montgomery County Highway Supervisor, through attrition, has been gradually restructuring the hierarchy of the Montgomery County Highway Department's staff; and

WHEREAS, the Montgomery County Highway Supervisor has identified the need to reclassify one Administrative Supervisor to a Chief Deputy of Accounting and Administration due to the significant changes and increases in job duties and responsibilities of the current position, which are listed in the reclassification request and are added to a new job description; and

WHEREAS, Tennessee Code Annotated §5-9-407 provides a procedure for amending the budget, specifically providing that "the budget, including line items and major categories, may be amended by passage of an amendment by a majority of the members of the county legislative body."

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Board of Commissioners assembled in regular session on this 13th day of November 2023, that the Montgomery County Highway Department budget be amended as follows for the reclassification of one Administrative Supervisor (Grade 100) to a Chief Deputy of Accounting and Administration (Grade 115).

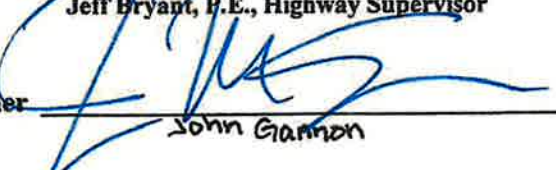
131-61000-00000-61-51190	Accountants/Bookkeeper	\$ 13,830.00
131-61000-00000-61-52010	Social Security	\$ 860.00
131-61000-00000-61-52040	State Retirement	\$ 1,870.00
131-61000-00000-61-52120	Employer Medicare	\$ 202.00
	TOTAL COST	\$ 16,762.00

Duly passed and approved this 13th day of November 2023.

Sponsor


Jeff Bryant, P.E., Highway Supervisor

Commissioner


John Gannon

Approved


Wes Golden, County Mayor

Attested


Teresa Cottrell, County Clerk

RECLASSIFICATION REQUEST FY 2023-2024

Chief Deputy of Accounting & Administration---Highway

Job Title	Grade	Step	FT/PT	Current Hourly	Current Annual	Proposed Title Change	New Grade	New Step	FT/PT	New Hourly	New Annual	Benefits Increase	Total Increase	% Increase
Administrative Supervisor	100	4	FT	\$32.32	\$67,223.00	Chief Deputy of Accounting and Administration	115	2	FT	\$40.59	\$ 84,436.00	\$3,641.00	\$20,854.00	25.61%

EMPLOYEE WILL BE RECEIVING STEP INCREASE AS OF 11/17/2023

Reasons for Change in Title/Grade

To align the position with a grade that compares to other positions with similar duties and responsibilities within the County Government. Additional areas of responsibility, which are listed below, was added to the position's description due to the incumbent exceeding the expectations of the job.

Summary of Changes in Job Duties Responsibilities

Provides support to the Highway Supervisor and Assistant Highway Supervisor. This position is also responsible for performing administrative activities pertaining to the purchase and procurement of materials, supplies, vehicles and equipment and provides reports including budget analysis, cost control analysis, reporting, general accounting functions and general management of the administrative office. The position is responsible for assisting with the direction and coordination of all of the Human Resources functions of Montgomery County Highway Department conjunction with the Montgomery County human resources office, in accordance with the policies and practices. **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Provides customer service to internal and external customers; greets visitors and answers telephone; addresses and resolves customer questions and refers complex inquiries, requests, or complaints to appropriate staff.
 - Records an accurate inventory list of equipment and vehicles purchased and any and all building, land acquisition and right-of-way documentation.
 - Maintains electronic, paper filing, and record systems to provide easy access to records and information; provides retention of records as required by Department and County policies.
 - Prepares and is responsible for Highway Department employee timekeeping.
 - Collects accurate information to distribute, communication, inform the county of all present and future Highway Department projects on County Website and Highway Department Facebook page.
 - Responsible for Highway Department Credit card and managing charge account
- Responsible and manages all Highway Department internal and external accounts.

SUPERVISORY RESPONSIBILITIES

In addition, this position has supervisory responsibilities 50+ non-supervisory employees in the absence of the Highway Supervisor and Assistant Highway Supervisor. Is responsible for all Highway Department employee timekeeping. **SPECIAL**

KNOWLEDGE AND SKILLS

Schedules and plans work assignments for assigned staff.

- Pertinent Federal, State, and local laws, codes, and regulations.
- Current office practices and procedures
- General knowledge of the principles and practices of personnel administration; knowledge of sound techniques in all aspects of personnel management
- Ability to develop long-term plans and programs and to evaluate work accomplishments.
- Ability to apply and adapt practices and techniques to the special requirements of senior management
- Demonstrated capability to interface and maintain effective relationships with other management staff, employees, and the general public.
- Ability to present facts and recommendations effectively in oral and written form.
- Detail oriented, logical, and methodological approach to problem solving.

Additional funds of \$ _____ are available in account(s) _____ to help cover the cost of this reclassification.

Montgomery County Government Position Description

Job Title: Administrative Supervisor
Proposed Title: Chief Deputy of Administration
Department: Highway
FLSA Status: Exempt
Prepared By: Human Resources
Prepared Date: 09/2023

*Montgomery County Government adopted the State of Tennessee's Hybrid Retirement Plan to be effective January 1, 2017. Any new full-time employee hired on or after January 1, 2017 will be required to enroll. As a member of the Hybrid Plan, you are required to contribute at least 5% of your salary to the defined benefit portion of the Hybrid Plan. Contributions are made on a tax-deferred basis.

SUMMARY

This position is responsible for managing the administrative office functions, executes advanced bookkeeping, accounting and auditing work, as well as organizes and directs the administrative duties of office personnel, and provides support to the Highway Supervisor and Assistant Highway Supervisor. This position is also responsible for performing administrative activities pertaining to the purchase and procurement of materials, supplies, vehicles and equipment and provides reports including budget analysis, cost control analysis, reporting, general accounting functions and general management of the administrative office. The position is responsible for assisting with the direction and coordination of all of the Human Resources functions of Montgomery County Highway Department conjunction with the Montgomery County Human Resources office, in accordance with the policies and practices This position is also responsible for updating the Highway Department website and Facebook page with up to date maps and informs the County on current and future events involving the Montgomery County Highway Department

EXPECTATIONS OF EMPLOYEE

- Adheres to County Government Policy and Procedures
- Acts as a role model within and outside the work environment
- Performs duties as workload necessitates
- Maintains a positive and respectful attitude
- Communicates regularly with supervisor about department issues
- Demonstrates flexible and efficient time management and ability to prioritize workload
- Demonstrates awareness and understanding of the various internal and external cultures that utilize department services
- Consistently reports to work on time prepared to perform duties of position
- Meets County Government productivity and quality standards
- Maintains appropriate customer relations

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Supervises, coordinates and evaluates assigned staff, handling employee concerns and problems, assigning work, counseling, and recommending disciplinary and other personnel actions.
- Performs administrative duties in the absence of Highway Supervisor.
- Prepares budget and budget-related functions for fiscal year including budget amendments and analysis to ensure a balanced and cost-effective budget.
- Performs general accounting and bookkeeping for the Highway Department.
- Approves statements, invoices and purchase orders for payment
- Responsible for Highway Department Credit card and managing charge account
- Prepares and approves partial delivery forms for payment.
- Posts accounts payable daily to chart of accounts.
- Obtain forms from new vendors for vendor numbers from purchasing.
- Prepares five year Public Improvement Program and capital budget.
- Balances ledger at month end and fiscal year end.
- Attends Highway Commission meetings and records/maintains proceedings.
- Prepares and mails invoices for outside work performed for outside source work.
- Prepares budget detail report and reports on operations of the department for the Supervisor to ensure that he is kept aware of status, shortfalls or changes.
- Prepares, files and sorts correspondence, reports, warrants, receivable warrants, invoices, reports, and other miscellaneous documents.
- Prepares specifications for bid solicitation for equipment.
- Prepares and is responsible for Highway Department employee timekeeping
- Provides customer service to internal and external customers; greets visitors and answers telephone; addresses and resolves customer questions and refers complex inquiries, requests, or complaints to appropriate staff.
- Prepares the Internal control manual.
- Collects accurate information to distribute, communication, inform the county of all present and future Highway Department projects on County Website and Highway Department Facebook page.
- Responsible and manages all Highway Department internal and external accounts.
- Records an accurate inventory list of equipment and vehicles purchased and any and all building, land acquisition and right-of-way documentation.
- Maintains electronic, paper filing, and record systems to provide easy access to records and information; provides retention of records as required by Department and County policies.

SUPERVISORY RESPONSIBILITIES

This position supervises 3-4 non-supervisory employees. This position carries out supervisory responsibilities in accordance with the County's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems. Make sure all reports are done by other staff members on time and sent to required county officials. Approves and checks invoices for payment, call vendors if needed. In addition, this position has supervisory responsibilities 50+ non-supervisory employees in the absence of the Highway Supervisor and Assistant Highway Supervisor. Is responsible for all Highway Department employee timekeeping.

EDUCATION and/or EXPERIENCE

High school diploma (or GED) required, Bachelor's degree from an accredited university in Business Administration or related field preferred, with five to seven years of supervisory and general office/accounting experience; preferably within a local government (or related); or any equivalent combination of education, training, and experience that provides the requisite knowledge, skills and abilities for this job. CCFO Certified within the first 2 years.

SPECIAL KNOWLEDGE and SKILLS

This position requires effective oral and written communication skills, excellent interpersonal skills and intermediate computer literacy.

- Attend Budget meetings with the supervisor and provide answers to questions from the budget committee.
- Governmental accounting and auditing methods, procedures, and financial practices.
- Schedules and plans work assignments for assigned staff.
- Pertinent Federal, State, and local laws, codes, and regulations.
- Current office practices and procedures
- General knowledge of the principles and practices of personnel administration; knowledge of sound techniques in all aspects of personnel management
- Ability to develop long-term plans and programs and to evaluate work accomplishments.
- Ability to apply and adapt practices and techniques to the special requirements of senior management
- The ability to communicate effectively and inform the public about upcoming projects and events.
- Demonstrated capability to interface and maintain effective relationships with other management staff, employees, and the general public.
- Ability to present facts and recommendations effectively in oral and written form.
- Detail oriented, logical, and methodological approach to problem solving.

LANGUAGE SKILLS

Incumbent must possess the ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Incumbent must possess the ability to write reports, business correspondence, and procedure manuals; effectively present information and respond to questions from groups of managers, clients, customers, prepares internal controls, and the general public.

REASONING ABILITY

Incumbent must possess the ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Incumbent must possess the ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form. Write correspondence if needed. Maintain files of property right-of-way letters and correspondences.

CERTIFICATES, LICENSES, REGISTRATIONS

- Must hold a valid Tennessee driver's license. Hold Certified County Finance Officer Certification. 16hrs of Continuing Professional Education training per year.

PHYSICAL DEMANDS

While performing the duties of this job, the incumbent is regularly required to sit and talk or hear. The incumbent frequently is required to use hands to finger, handle, or feel; reach with hands and arms. The incumbent is occasionally required to stand, walk, stoop, kneel, crouch, crawl and climb or balance. Specific vision abilities required by this job include close vision, and ability to adjust focus.

WORK ENVIRONMENT

The noise level in the work environment is usually moderate.

The intent of this position description is to provide a representative summary of duties and responsibilities that will be required of positions given this title and is not a declaration of the specific duties and responsibilities of any particular position. Employees may be assigned job-related tasks other than those specifically presented in this description.

Signatures below indicate the receipt and review of this classification description by the employee assigned to the position and the immediate supervisor.

Employee

Date

Department Head/Elected Official

Date

Human Resources

Date

- ♦ - ♦ - ♦ - ♦ -

Montgomery County is an Equal Opportunity Employer and complies with the requirements of the Civil Rights Act of 1966 (Section 1981) and 1964 (Title VI, VII,) Americans with Disabilities Act (ADA), Rehabilitation Act of 1973, Age Discrimination in Employment Act (ADEA), Equal Pay Act (EPA) and the Uniformed Services Employment and Re-employment Rights Act (USERRA).

Montgomery County Government

Position Description

Administrative Supervisor

Summary

The purpose of this position is to manage the administrative office functions of the Highway Department, execute advanced accounting and auditing work and plans, organize and direct the administrative duties of office personnel; also includes budget and cost control analysis, reporting, and other duties as required.

Essential Duties and Responsibilities

- Supervises and manages administrative staff; monitors and evaluates on-going performance of staff members, advises staff on day-to-day issues and questions, assesses and provides for training needs, initiates employee recognition, promotion, disciplinary action, and discharge processes as necessary and appropriate.
- **Assists** with interviewing and selection of new employees. Assigns tasks, reviews work and prepares performance evaluations. Provides staff coaching/counseling. Provides assistance and answers questions, gives advice and recommendations to staff.
- Assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement; directs and implements changes.
- Recommends appropriate service and staffing levels; monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; allocates resources

Proposed Chief Deputy of Accounting & Administration

Summary

This position is responsible for managing the administrative office functions, executes advanced bookkeeping, accounting and auditing work, as well as organizes and directs the administrative duties of office personnel, **and provides support to the Highway Supervisor and Assistant Highway Supervisor. This position is also responsible for performing administrative activities pertaining to the purchase and procurement of materials, supplies, vehicles and equipment and provides reports including budget analysis, cost control analysis, reporting, general accounting functions and general management of the administrative office. The position is responsible for assisting with the direction and coordination of all of the Human Resources functions of Montgomery County Highway Department conjunction with the Montgomery County Human Resources office, in accordance with the policies and practices This position is also responsible for updating the Highway Department website and Facebook page with up to date maps and informs the County on current and future events involving the Montgomery County Highway Department.**

Essential Duties and Responsibilities

- Supervises and manages administrative staff; monitors and evaluates on-going performance of staff members, advises staff on day-to-day issues and questions, assesses and provides for training

Montgomery County Government

Position Description

Administrative Supervisor

Essential Duties and Responsibilities Cont.

- Performs general accounting and bookkeeping for the Highway Department.
- Approves statements, invoices and purchase orders for payment; prepares and approves partial delivery forms for payment. Posts accounts payable daily to chart of accounts.
- Balances ledger at month end and fiscal year end.
- Prepares and mails invoices for outside work performed for outside source work.
- Conducts research as requested by County commissions, department heads and the general public.
- Attends Highway Commission meetings and records/maintains proceedings.
- Coordinates audit activities; provides required documentation and information to auditors during audits.
- Assists in the yearly preparation of the department budget including budget amendments and analysis to ensure a balanced and cost-effective budget.
- Prepares five year Public Improvement Program and capital budget.
- Obtains forms from new vendors for vendor numbers from purchasing.
- Prepares specifications for bid solicitation for equipment.
- Prepares budget detail report and reports on operations of the department for the Supervisor to ensure that he is kept aware of status, shortfalls or changes.

Proposed Chief Deputy of Accounting & Administration

Essential Duties and Responsibilities Cont.

- Performs administrative duties in the absence of Highway Supervisor.
- Prepares budget and budget-related functions for fiscal year including budget amendments and analysis to ensure a balanced and cost-effective budget.
- Performs general accounting and bookkeeping for the Highway Department.
- Approves statements, invoices and purchase orders for payment
- **Responsible for Highway Department Credit card and managing charge account**
- Prepares and approves partial delivery forms for payment.
- Posts accounts payable daily to chart of accounts.
- Obtain forms from new vendors for vendor numbers from purchasing.
- Prepares five year Public Improvement Program and capital budget.
- Balances ledger at month end and fiscal year end.
- Attends Highway Commission meetings and records/maintains proceedings.
- Prepares and mails invoices for outside work performed for outside source work.
- Prepares budget detail report and reports on operations of the department for the Supervisor to ensure that he is kept aware of status, shortfalls or changes.
- Prepares, files and sorts correspondence, reports, warrants, receivable warrants, invoices, reports, and other miscellaneous documents.

Montgomery County Government

Position Description

Administrative Supervisor

Essential Duties and Responsibilities Cont.

- Prepares and generates various reports; reviews reports for accuracy; performs applicable calculations; forwards and/or files reports appropriately.
- Prepares, files and sorts correspondence, reports, warrants, receivable warrants, invoices, reports, and other miscellaneous documents.
- Performs miscellaneous tasks such as answering the telephone, issuing culvert permits, typing requisitions if needed.
- Performs administrative duties in the absence of Highway Supervisor.
- Prepares the Internal control manual.
- Keep files of equipment and vehicles purchased.
- Other duties as assigned.

Supervisory Responsibilities:

Works independently with general guidance from the Highway Supervisor to ensure coordination of objectives and priorities of the department. Supervises 3-4 administrative staff directly. Works under the guidelines of various governmental financial and accounting regulations as well as under the County's policies, procedures, municipal code, ordinances and various other regulations.

Proposed Chief Deputy of Accounting & Administration

Essential Duties and Responsibilities Cont.

- Prepares specifications for bid solicitation for equipment.
- Prepares and is responsible for Highway Department employee timekeeping
- Provides customer service to internal and external customers; greets visitors and answers telephone; addresses and resolves customer questions and refers complex inquiries, requests, or complaints to appropriate staff.
- Prepares the Internal control manual.
- **Collects accurate information to distribute, communication, inform the county of all present and future Highway Department projects on County Website and Highway Department Facebook page.**
- **Responsible and manages all Highway Department internal and external accounts.**
- Records an accurate inventory list of equipment and vehicles purchased and **any and all building, land acquisition and right-of-way documentation.**
- **Maintains electronic**, paper filing, and record systems to provide easy access to records and information; provides retention of records as required by Department and County policies.

Montgomery County Government

Position Description

Administrative Supervisor

Education and/or Experience

Six (6) years of supervisory and general office/accounting experience; preferably within a local government (or related); or any equivalent combination of education, training, and experience that provides the requisite knowledge, skills and abilities for this job.

Proposed Chief Deputy of Accounting & Administration

Supervisory Responsibilities:

This position supervises 3-4 non-supervisory employees. This position carries out supervisory responsibilities in accordance with the County's policies and applicable laws. **Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems. Make sure all reports are done by other staff members on time and sent to required county officials. Approves and checks invoices for payment, call vendors if needed. In addition, this position has supervisory responsibilities 50+ non-supervisory employees in the absence of the Highway Supervisor and Assistant Highway Supervisor. Is responsible for all Highway Department employee timekeeping.**

Education and/or Experience

High school diploma (or GED) required, **Bachelor's degree from an accredited university in Business Administration or related field preferred**, with five to **seven years** of supervisory and general office/accounting experience; preferably within a local government (or related); or any equivalent combination of education, training, and experience that provides the requisite knowledge, skills and abilities for this job. **CCFO Certified within the first 2 years.**



Montgomery County Government

1 Millennium Plaza, Suite 307
P.O. Box 368
Clarksville, Tennessee 37041-0368
Phone: (931) 648-5787

26 October 2023

Reclassification Assessment

A reclassification assessment was conducted at the request of the Budget Committee for current position of Highway Administrative Supervisor to proposed Chief Deputy of Accounting and Administration. During this assessment, job description dated June 2023 for Administrative Supervisor was reviewed and compared to proposed job description of Deputy of Accounting and Administration dated September 2023. Three interviews were conducted to gather information on the reclassification. These were with Human Resources Director Heather Fleming, Highway Supervisor Jeff Bryant, and Highway Administrative Supervisor Ashley Schmidt.

Mr Bryant approached Director Fleming in August of 2023 to request advice and clarification of the outcome of the 2023 implemented pay study for position of Highway Administrative Supervisor. Questions were raised on how that position was rated. Director Fleming was hired November of 2022 and was not on the initial pay study assessment process. She pulled the current job description that was used for the pay study. It was determined that many of the duties and responsibilities were not captured on the job-assessment survey used to assist in the pay study. Furthermore, it was determined the person who completed the job-assessment was the former Administrative Supervisor who was in the process of retiring after over 25 years of county employment. Director Fleming asked Mr Bryant to work with the current Administrative Supervisor to capture a complete list of duties and responsibilities for this position. Once that list was created and returned, Director Fleming ran a new job grading matrix with a result of 110-115 grade and supported Mr Bryant in the reclassification request.

Mr Bryant was elected as the Highway Supervisor in 2020. After his initial internal assessment, he set out to restructure the department to be efficient with clear lines of authority. He started with aligning the job titles with the actual job duties in 2021. During the pay study assessments, he impressed on the McGrath Consulting group his vision of reorganization with three chief deputies: Engineering, Operations, and Accounting and Administration. With the job-assessment for the Administrative Supervisor not reflecting all the duties and responsibilities of the position, the job was recommended for a grade of 100. After reviewing the new job description with Mr Bryant it was my recommendation to add bachelor's degree preferred in the Education and Experience criteria. Which he agreed and will add.

Mrs Ashley Schmidt has been the Highway Administrative Supervisor since July 2022. Her previous position was as an Account Tech 2 for the Highway Department. She was promoted into the Highway Administrative Supervisor position when it became vacant. She is performing all the duties and responsibilities under the proposed job description of Chief Deputy of Accounting and Administration. During the pay study assessment, she completed the job-assessment for duties and responsibilities for the position of Account Tech 2. Mrs Schmidt has been in administrative positions within Montgomery County Government since 2014, moving into positions of increased responsibilities. She started in the Clerk and Master's office before moving to the Highway Department in 2021. She has a bachelor's degree in communications and has completed the MoCo Leadership Academy.

Feel free to contact me with any questions at askester@mcgtn.net

A handwritten signature in black ink that reads "Andrew Kester". The signature is fluid and cursive, with the first name "Andrew" and last name "Kester" clearly legible.

Andrew Kester, Ed.D.

Director of Continuous Improvement

Attested _____
Teresa Cottrell, County Clerk

COUNTY COMMISSION MINUTES FOR

OCTOBER 9, 2023

SUBMITTED FOR APPROVAL NOVEMBER 13, 2023

BE IT REMEMBERED that the Board of Commissioners of Montgomery County, Tennessee, met in regular session, on Monday, October 9, 2023, at 6:00 P.M. Present and presiding, the Hon. Wes Golden, County Mayor (Chairman). Also present, Andrew Kester, Director of Continuous Improvement, Teresa Cottrell, County Clerk, John Smith, Chief Deputy Sheriff, Tim Harvey, County Attorney, Shannon Holt, Deputy Finance Director, and the following Commissioners:

Joshua Beal
Nathan Burkholder
Carmelle Chandler
Joe Creek
Billy Frye
Ryan Gallant
John Gannon

David Harper
Jason Knight
Michael Lankford
Rashidah Leverett
Jorge Padro
Lisa Prichard
Rickey Ray

David Shelton
Autumn Simmons
Joe Smith
Tangi Smith
Jeremiah Walker
Walker Woodruff

PRESENT: 20

ABSENT: Chris Rasnic (1)

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

The floor was opened for the Public Comment Period. No speakers came forward.

Resolution 23-10-10 was pulled from the Consent Agenda to be voted on separately.

The following Resolutions and Items were Adopted and Approved as part of the Consent Agenda:

- 23-10-1** Resolution of the Montgomery County Board of Commissioners Approving Amendments to the 2023-24 School Budget
- 23-10-2** Resolution to Name the Montgomery County Archives Reading Room the "Eleanor S. Williams Reading Room"
- 23-10-3** Resolution to Adopt an Interlocal Agreement between the City of Clarksville and Montgomery County for Joint Funding from the Bureau of Justice Assistance (JAG) of the United States Department of Justice on a Joint Award of Federal Byrne Justice Assistance Grant Funds
- 23-10-4** Resolution Authorizing the Acceptance and Appropriation of Grants Funds from the Tennessee Department of Safety & Homeland Security, Tennessee Highway Safety Office
- 23-10-5** Resolution for Execution of a Quitclaim Deed of Correction for the 1982 Deed of Right-of-Way Adjacent to Farmers Road
- 23-10-6** Resolution Amending the Budget of the Clarksville-Montgomery County Economic Development Council for the Addition of Weakley House Museum Operations
- 23-10-7** Resolution of the Montgomery County Register of Deeds Allowing Charge for E-Filing Fee *(required two-thirds (2/3) vote)*
- 23-10-8** Resolution of the Montgomery County Register of Deeds Reclassifying one Deputy Clerk II to a Senior Deputy Clerk and Moving the Hire Date of the new Deputy Clerk I Position from January 1st, 2024 to November 1st, 2023
 - Commission Minutes - September 11, 2023
 - County Clerk's Report
 - Nominating Committee Nominations
 - County Mayor Appointments and Nomination

Resolution 23-10-9 was pulled from the Agenda prior to the Formal Meeting.

The following Resolutions were Adopted:

- 23-10-10** Amended Resolution of the County Commission of Montgomery County, Tennessee Approving an Economic Impact Plan for the Marcelina Development Area and Adopting Marcelina Development Area Policies and Procedures

A Motion to Suspend the Rules was Approved unanimously prior to voting on Resolution 23-10-11.

- 23-10-11** Resolution to Authorize the County Mayor to Execute a Consent for the Annexation of Certain Property by the City of Clarksville, Tennessee

Reports Filed:

1. Building & Codes Monthly Reports
2. Trustee's Reports
3. Driver Safety Quarterly Report
4. Accounts & Budgets Reports

The Board was adjourned at 6:17 P.M.

Submitted by:

Teresa Cottrell

Teresa Cottrell
County Clerk



County Clerk's Report
November 13, 2023

Comes Teresa Cottrell, County Clerk, Montgomery County, Tennessee, and presents the County Clerk's Report for the month of October 2023.

I hereby request that the persons named on the list of new applicants to the office of Notary Public be elected. The Oaths of the Sheriff's Deputies are approved as taken.

This report shall be spread upon the minutes of the Board of County Commissioners.

This the 13th day of November 2023.

Teresa Cottrell by
County Clerk *Tiffany Byrd, CD*



OATHS OF DEPUTIES SHERIFF

NAME	OFFICE	DATE
Spencer Balsz	Deputy Sheriff	10/24/2023
Donald Gerken	Deputy Sheriff	10/24/2023
Thomas Spigner	Deputy Sheriff	10/24/2023

MONTGOMERY COUNTY CLERK
TERESA COTTRELL COUNTY CLERK
350 PAGEANT LANE SUITE 502
CLARKSVILLE TN 37040
Telephone 931-648-5711
Fax 931-572-1104

Notaries to be elected November 13, 2023

NAME	HOME ADDRESS AND PHONE	BUSINESS ADDRESS AND PHONE
1. JENNIFER J ABBOTT	645 OLD HICKORY BLVD NASHVILLE TN 37209 615-892-9866	50 FRANKLIN ST CLARKSVILLE TN 37040 931-245-4150
2. SAMANTHA R ALEXANDER	1666 SPARKLEBERRY DR CLARKSVILLE TN 37042 931-278-1719	315 A DOVER RD CLARKSVILLE TN 37042 931-278-1719
3. HOPE R ASHBURN	361 SEQUOIA LANE CLARKSVILLE TN 37040 931 551 5548	2675 TOWNSEND CT STE A CLARKSVILLE TN 37040 931-436-9744
4. CINDY R ASHBY	4450 SNOW RD CUNNINGHAM TN 37052 931 216 7416	1655 WILMA RUDOLPH BLVD CLARKSVILLE TN 37040 931 648 2223
5. C BENNETT	903 WOODY HILLS DR CLARKSVILLE TN 37040 270-225-0189	631 N RIVERSIDE DR CLARKSVILLE TN 37040 931 920 2274
6. JONATHAN PAUL BINKLEY	5600 SANGO RD CLARKSVILLE TN 37043 931-278-4669	555 MARRIOTT DR NASHVILLE TN 37201 931-278-4669
7. ERIK BORJA	312 BLAINE CT CLARKSVILLE TN 37043 931-249-7610	1549 ASHLAND CITY RD CLARKSVILLE TN 37040 931-919-4881
8. ALICE K BOWMAN	3746 LAKE RD WOODLAWN TN 37191 931 216 0538	350 PAGEANT LN STE 502 CLARKSVILLE TN 37040 931 648 5711
9. JOY BRITT	700 GREEN LN CUMBERLAND FURNACE TN 37051 931 387 4614	5011 MARION RD CUNNINGHAM TN 37052 931 387 4346
10. CHERYL A BURNETT	1507 BENTON PARK PLACE CLARKSVILLE TN 37040 931 216 9612	25 JEFFERSON ST SUITE 200A CLARKSVILLE TN 37040 9316475614
11. KAILYNN M CASTRO	2431 ELLSWORTH DR CLARKSVILLE TN 37043 931-220-9877	308 SOUTH SECOND ST CLARKSVILLE TN 37040 931-572-0700
12. NICHOLAS CROSIER	1433 BUCHANON DR CLARKSVILLE TN 37042 580-280-0139	

MONTGOMERY COUNTY CLERK
TERESA COTTRELL COUNTY CLERK
350 PAGEANT LANE SUITE 502
CLARKSVILLE TN 37040
Telephone 931-648-5711
Fax 931-572-1104

Notaries to be elected November 13, 2023

NAME	HOME ADDRESS AND PHONE	BUSINESS ADDRESS AND PHONE
13. AMANDA CUNNINGHAM	2466 ARTIE MANNING ROAD CLARKSVILLE TN 37042 865 712 2471	1289 NORTHFIELD DRIVE STE 3 CLARKSVILLE TN 37040 270 604 6068
14. VIRGINIA DOUGLAS	278 NORTHWOOD TERRACE CLARKSVILLE TN 37040 931 647 6475	
15. RENETA ESKINDE	3419 OAK PARK DR CLARKSVILLE TN 37042 615.506.3819	3419 OAK PARK DR CLARKSVILLE TN 37042 615.506.3819
16. BRANDY N FALLIS	624 FALLBROOK LN CLARKSVILLE TN 37040 931-237-8145	350 PAGEANT LN STE 309 CLARKSVILLE TN 37040 9316485718
17. CYNTHIA R GANNAWAY	25 HUNTINGTON DR CLARKSVILLE TN 37043 931 249 2219	308 SOUTH 2ND ST CLARKSVILLE TN 37040 931 572 0700
18. LEANDA GARFIELD	537 BELLAMY LANE UNIT D3 CLARKSVILLE TN 37043 347-415-1036	441 DONELSON PIKE STE 310 NASHVILLE TN 37214 6157831300
19. KAYLEY GRIMES	540 HIETTS LN #5 CLARKSVILLE TN 37043 270 245 8232	120 SOUTH 2ND STREET STE 200 CLARKSVILLE TN 37040 931 906 0088
20. HENRIETTA Z HARRIS	365 WOODTRACE DRIVE CLARKSVILLE TN 37042 931-624-2806	1249 PARADISE HILL RD CLARKSVILLE TN 37040 931-647-6880
21. DONNA HARVEY	515 CASKEY DR CLARKSVILLE TN 37042 931-249-2956	635 FROSTY MORN DR CLARKSVILLE TN 37040 931 431 7600
22. ANITA HOOD	484 DAWSON RD CUMBERLAND FURNACE TN 37051 931 320 5849	
23. MICHELLE LEANNE HORNBACK	615 GUSTY COURT CLARKSVILLE TN 37043 931 206 3469	1336 FT CAMPBELL BLVD CLARKSVILLE TN 37042 931 919 4744
24. CHRISTIN HOWARD	3891 MACKENZIE DRIVE CLARKSVILLE TN 37042 615-618-9137	

MONTGOMERY COUNTY CLERK
TERESA COTTRELL COUNTY CLERK
350 PAGEANT LANE SUITE 502
CLARKSVILLE TN 37040
Telephone 931-648-5711
Fax 931-572-1104

Notaries to be elected November 13, 2023

NAME	HOME ADDRESS AND PHONE	BUSINESS ADDRESS AND PHONE
25. SEAN HUMPHRIES	2495 OLD TIMBER CT CLARKSVILLE TN 37042 713-702-7629	2495 OLD TIMBER CT CLARKSVILLE TN 37042 713-702-7629
26. TALITHA RADANNE JOHNSON	114 WYNWOOD DR CLARKSVILLE TN 37042 615 314 9477	1200 GALLATIN PK SOUTH MADISON TN 37115 615 868 2150
27. B JONES	342 NORTHRIDGE DR CLARKSVILLE TN 37042 931 302 9088	2050 LOWES DR CLARKSVILLE TN 37040 931 431 6800
28. EDWARD J KRASS	418 ROBIN HILL RD CLARKSVILLE TN 37043 931-624-3601	730 ECONOMY DR CLARKSVILLE TN 37043 931 368 0237
29. SHARON MANLOVE	518 LOW COUNTRY COURT CLARKSVILLE TN 37042 615 804 3335	310 25TH AVE SOUTH NASHVILLE TN 37240 615 343 3139
30. KAILY A MAYER	2110 BELMONT DR CLARKSVILLE TN 37043 931 237 2427	2070 WILMA RUDOLPH BLVD CLARKSVILLE TN 37043 931 920 1558
31. SHANNON MCCAULEY	4229 HWY 41 A SOUTH CLARKSVILLE TN 37043 931 305 1699	137 KENDER RHEA CT CLARKSVILLE TN 37043 931 645 5501
32. RHONDA W MCKINNEY	2957 HARTLEY DR CLARKSVILLE TN 37043 931 572 7021	50 FRANKLIN ST CLARKSVILLE TN 37040 931 553 2045
33. HALIMA MUSA	619 WOODHAVEN DR CLARKSVILLE TN 37042 315 395 9150	80 LAMBERTON RD WINDSOR CT 06095 800 234 0556
34. CHEYENNE PENNEY	2311 CHESTER HARRIS ROAD WOODLAWN TN 37191 931-896-6737	306 FRANKLIN ST CLARKSVILLE TN 37040 9316473111
35. AMBER PERRY	4595 SOUTHSIDE RD SOUTHSIDE TN 37171 931 241 2398	350 PAGEANT LN STE 502 CLARKSVILLE TN 37040 931 648 5711
36. CHRISTOPHER A POMEROY	3417 OCONNOR LN CLARKSVILLE TN 37040 615-686-7742	
37. K POTTS	232 GRITTON AVE OAK GROVE KY 42262 931 771 6792	PO BOX 30235 CLARKSVILLE TN 37040 931 920 3310

MONTGOMERY COUNTY CLERK
TERESA COTTRELL COUNTY CLERK
350 PAGEANT LANE SUITE 502
CLARKSVILLE TN 37040
Telephone 931-648-5711
Fax 931-572-1104

Notaries to be elected November 13, 2023

NAME	HOME ADDRESS AND PHONE	BUSINESS ADDRESS AND PHONE
38. CHANDRA PRICE	105 DENTON COURT CLARKSVILLE TN 37043 601-259-1760	402 BNA DRIVE NASHVILLE TN 37201 615 726 2737
39. STANLEY M ROSS	416 BARR DR CLARKSVILLE TN 37043 931 320 2735	308 SOUTH 2ND ST CLARKSVILLE TN 37040 931 572 0700
40. WENDY RUCKLE	1433 BUCHANON DR CLARKSVILLE TN 37042 619-921-1468	
41. ANGEL RUSHTON	7330 S BARKER CIRCLE FORT CAMPBELL KY 42223 812-345-1424	151 W DUNBAR CAVE RD STE 200 CLARKSVILLE TN 37040 9319195075
42. ANGELA SANTOS	316 DESTIN DR CLARKSVILLE TN 37040 931-980-0807	
43. J. A. VELASQUEZ	231 CREEKSIDE DR. CLARKSVILLE TN 37042 931 320 9805	231 CREEKSIDE DR CLARKSVILLE TN 37042 931 320 6325
44. ALISON VERUTO	3193 FORT CAMPBELL BLVD CLARAKSVILLE TN 37042 607-727-5993	2050 LOWES DR CLARKSVILLE TN 37040 931 431 6800
45. KENDALL WARDEN	318 HILLDALE LN CLARKSVILLE TN 37043 931 551 0154	320 FRANKLIN ST CLARKSVILLE TN 37040 931 551 0154
46. KATINA LYNN WASHINGTON	1800 RUDY CT WOODLAWN TN 37191 910-224-1609	40 BURTON HILL BLVD STE 170 NASHVILLE TN 37215 615-296-0500
47. KALEIGH MARIE WELCH	2934 DUNLOP LN APT 435 CLARKSVILLE TN 37043 931-343-8842	
48. EUGENIA YVETTE WILLIAMS	1191 COTTONWOOD DR CLARKSVILLE TN 37040 615-804-6687	
49. MISTY WILLIS	129 CHISUM CT CLARKSVILLE TN 37043 435 654 8486	1957 MADISON ST CLARKSVILLE TN 37043 931 274 7515
50. BRITTNEY L WILSON	1264 BLACK OAK CIR CLARKSVILLE TN 37042 931 436 5125	

MONTGOMERY COUNTY CLERK
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Fax 931-572-1104

Notaries to be elected November 13, 2023

NAME	HOME ADDRESS AND PHONE	BUSINESS ADDRESS AND PHONE
51. KELLI WINFREE	1521 WEST KNOLLWOOD CIR #C CLARKSVILLE TN 37043 931-980-2424	
52. SHAMEKA J YOUNG	294 RALEIGH DR APT E CLARKSVILLE TN 37043 615 573 5465	404 JAMES ROBERTSON PARKWAY NASHVILLE TN 37219 844 865 7378

COUNTY MAYOR APPOINTMENTS

November 13, 2023

PUBLIC RECORDS COMMISSION

Ellen Kanervo appointed to fill the unexpired term of Paula Peek with term to expire April 2027.

COUNTY MAYOR NOMINATIONS

VETERANS SERVICE ORGANIZATION

Commissioner Carmelle Chandler nominated to serve a four-year term with term to expire November 2027.

Commissioner Nathan Burkholder nominated to serve a four-year term with term to expire November 2027.

_____ nominated to fill the unexpired term of Doug Heimback with term to expire November 2024.



Montgomery County Government

Building and Codes Department

350 Pageant Lane Suite 309
Clarksville, TN 37040

Phone
931-648-5718

Fax
931-553-5121

Memorandum

TO: Wes Golden, County Mayor

FROM: Rod Streeter, Building Commissioner

RS

DATE: November 1, 2023

SUBJ: October 2023 ADEQUATE FACILITIES TAX REPORT

The total number of receipts issued in October 2023 is as follows: City 152 and County 54 for a total of 206.

There were 111 receipts issued on single-family dwellings, 8 receipts issued on multi-family dwellings with a total of 35 units, 2 receipts issued on condominiums with a total of 2 units, 0 receipts issued on townhouses. There were 1 exemption receipt issued.

The total taxes received for October 2023 was \$127,000.00

The total refunds issued for October 2023 was \$0.00.

Total Adequate Facilities Tax Revenue for October 2023 was \$127,000.00

FISCAL YEAR 2023/2024 TOTALS TO DATE:

TOTAL NUMBER OF Adequate Facilities Tax Receipts Issued:	City:	1104
	County:	218
	Total:	1322

TOTAL REFUNDS:	\$0.00
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TOTAL TAXES RECEIVED:	\$682,000.00
-----------------------	--------------

<u>NUMBER OF LOTS AND DWELLINGS ISSUED</u>	<u>CITY</u>	<u>COUNTY</u>	<u>TOTAL</u>
LOTS 5 ACRES OR MORE:	1	29	30
SINGLE-FAMILY DWELLINGS:	285	162	447
MULTI-FAMILY DWELLINGS (57 Receipts):	769	20	789
CONDOMINIUMS: (2 Receipts)	0	2	2
TOWNHOUSES:	0	0	0
EXEMPTIONS: (7 Receipts)	2	5	7
REFUNDS ISSUED: (0 Receipt)	(0)	(0)	(0)

RS/bf

cc: Wes Golden, County Mayor
 Jeff Taylor, Accounts and Budgets
 Teresa Cottrell, County Clerk



Montgomery County Government


Building and Codes Department

Phone
931-648-5718

350 Pageant Lane Suite 309
Clarksville, TN 37040

Fax
931-553-5121

Memorandum

TO: Wes Golden, County Mayor
FROM: Rod Streeter, Building Commissioner 
DATE: November 1, 2023
SUBJ: October 2023 PERMIT REVENUE REPORT

The number of permits issued in October 2023 is as follows: Building Permits 75, Grading Permits 2, Mechanical Permits 59, and Plumbing Permits 38 for a total of 174 permits.

The total cost of construction was \$44,852,423.00. The revenue is as follows: Building Permits \$130,896.36, Grading Permits \$598.00, Plumbing Permits \$3,800.00, Mechanical Permits: \$5,650.00 Plans Review \$1,096.00, BZA \$0.00, Re-Inspections \$800.00, Pre-Inspection \$0.00, Safety Inspection \$25.00, and Miscellaneous Fines \$0.00 the total revenue received in October 2023 was \$142,865.36.

FISCAL YEAR 2023/2024 TOTALS TO DATE:

NUMBER OF SINGLE FAMILY PERMITS:	163
COST OF CONSTRUCTION:	\$525,592,046.00
NUMBER OF BUILDING PERMITS:	380
NUMBER OF PLUMBING PERMITS:	185
NUMBER OF MECHANICAL PERMITS:	250
NUMBER OF GRADING PERMITS:	9
BUILDING PERMITS REVENUE:	\$1,125,491.58
PLUMBING PERMIT REVENUE:	\$18,500.00
MECHANICAL PERMIT REVENUE:	\$82,732.00
GRADING PERMIT REVENUE:	\$18,940.00
RENEWAL FEES:	\$350.00
PLANS REVIEW FEES:	\$418,519.40
BZA FEES:	\$2,500.00
RE-INSPECTION FEES:	\$4,450.00
PRE-INSPECTION FEES:	\$0.00
SAFETY INSPECTION FEES:	\$100.00
MISCELLANEOUS FINES:	\$0.00
MISC REFUNDS	\$0.00
SWBA	\$0.00
TOTAL REVENUE:	\$1,671,232.98

RS/bf

cc: Wes Golden, County Mayor
Jeff Taylor, Accounts and Budgets
Teresa Cottrell, County Clerk





Clarksville Regional Airport

Montgomery County, Tennessee

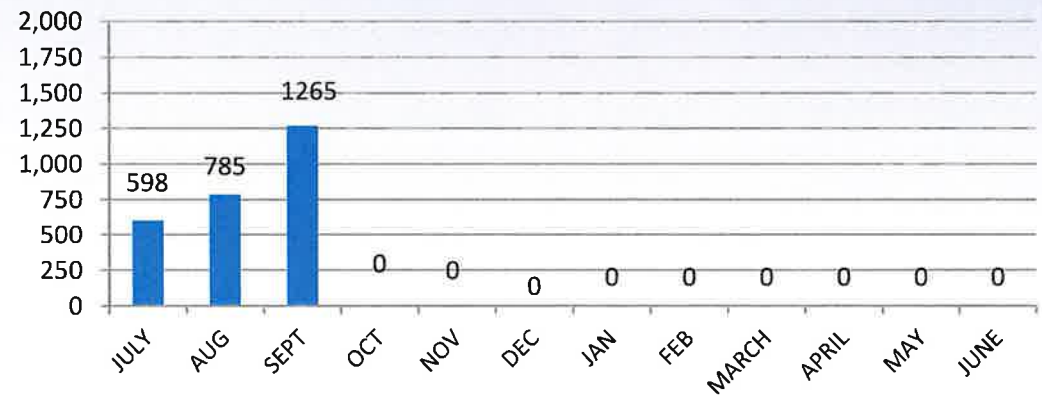
Connecting People

Airport Quarterly Report 1st Quarter FY-2024

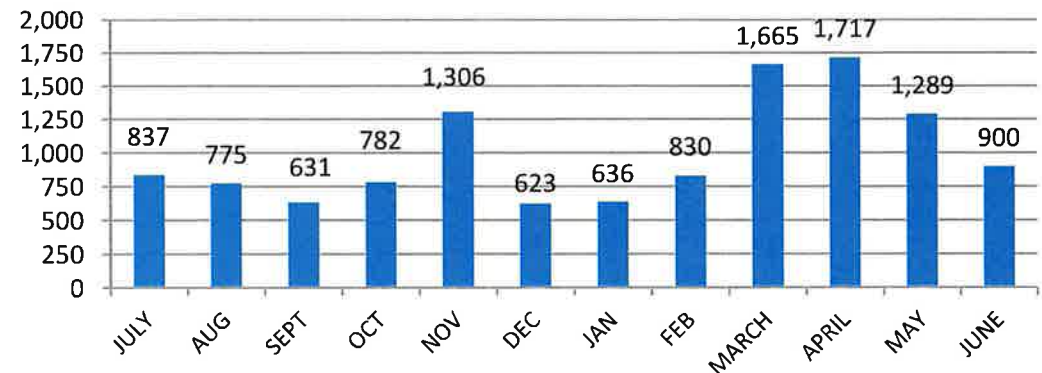
Quarter: -32 % 
 YTD: 18 % 

	Jet	Military	Piston	TOTAL
JULY	61	32	505	598
AUG	55	15	715	785
SEPT	68	7	1190	1265
OCT				
NOV				
DEC				
JAN				
FEB				
MARCH				
APRIL				
MAY				
JUNE				
Total	184	54	2,410	2,648

Total Aircraft FY-24





Total Aircraft FY-23

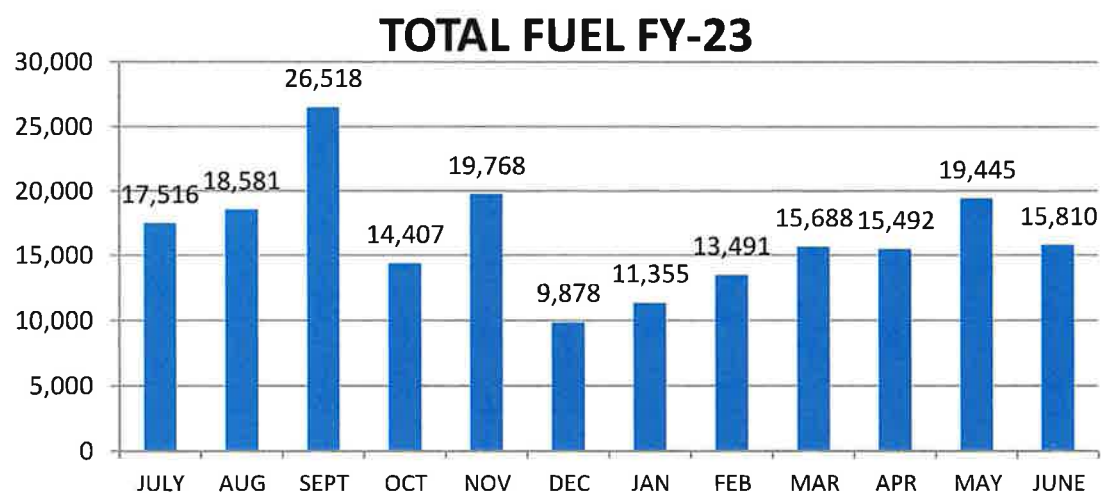
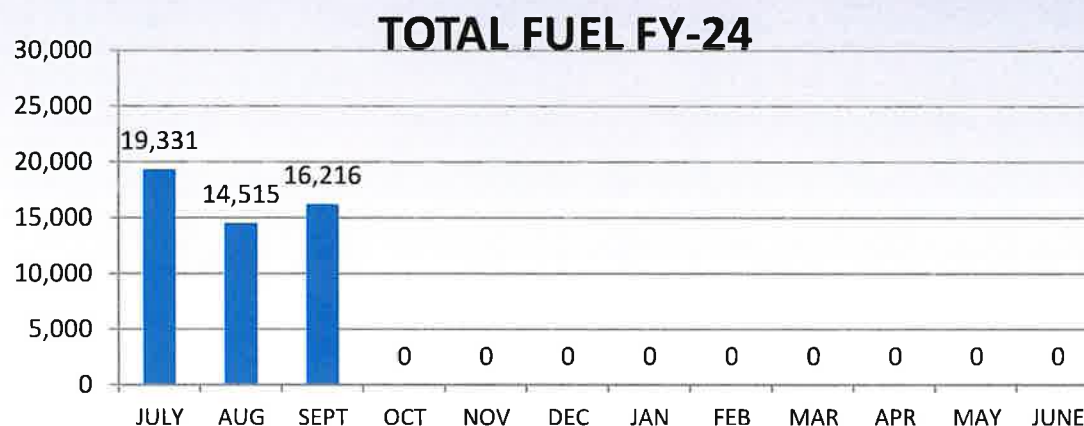




Operating Report (Fuel Sales)

Quarter: -1% 
YTD: -20% 

MONTH	JET A	AVGAS	TOTAL
JULY	12,062	7,269	19,331
AUG	6,891	7,624	14,515
SEPT	7,568	8,648	16,216
OCT			
NOV			
DEC			
JAN			
FEB			
MAR			
APR			
MAY			
JUNE			
Total	26,521	23,541	50,062



Total Gallons by Fiscal Year

- Historical Data

- Estimated Annual Fuel sales by quarterly performance average

- Forecast by Quarter FY24

- 200,248 Gallons 1st QTR

- Forecast by Quarter FY23

- 250,460 Gallons 1st QTR
 - 214,076 Gallons 2nd QTR
 - 196,269 Gallons 3rd QTR
 - 197,949 Gallons EOY Actual

F/Y 05-06	130,753
F/Y 06-07	132,757
F/Y 07-08	82,344
F/Y 08-09	97,290
F/Y 09-10	76,334
F/Y 10-11	105,527
F/Y 11-12	191,284
F/Y 12-13	135,448
F/Y 13-14	105,439
F/Y 14-15	99,298
F/Y 15-16	100,303
F/Y 16-17	105,114
F/Y 17-18	137,545
F/Y 18-19	131,291
F/Y 19-20	116,526
F/Y 20-21	177,703
F/Y 21-22	232,324
F/Y 22-23	197,949



Airport Demand

- Hangar Waiting List (Future Demand)
 - Private / 13
 - Corporate / 0
 - Total Aircraft / 13
 - 5 empty (3 pending)

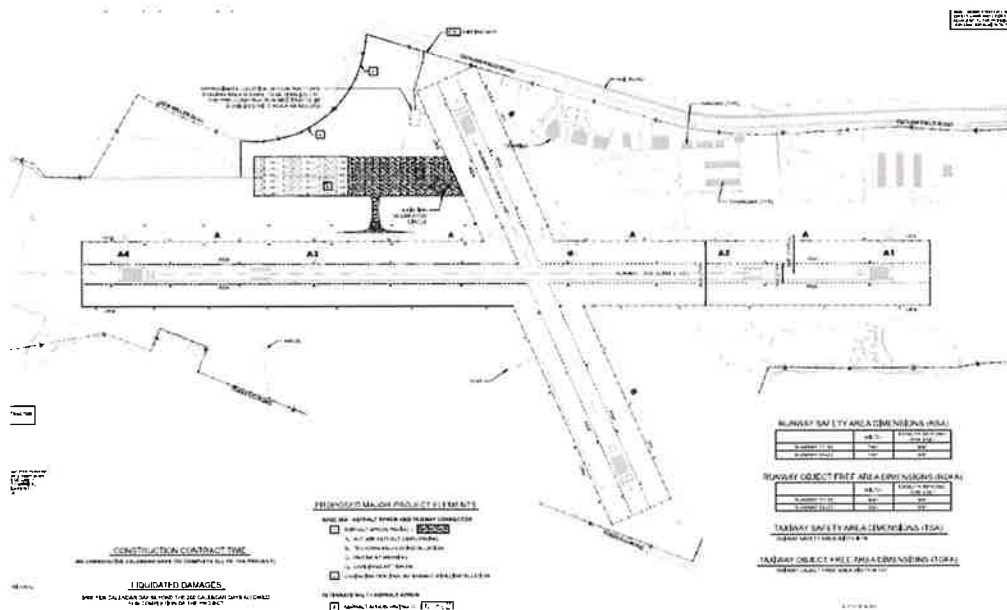
- Hangar Development Project
 - T Hangars –
 - South 2 hangars – CO August 4th 2023
 - North 1 Hangar – CO September 5th 2023



- ALP (Airport Layout Plan)
 - 75% Progress
 - On Hold TDOT-Aeronautics Request
- Surface Failure Repair RWY 35
 - Preliminary Design Phase – 100%
 - Final Design and Bid – 90% Complete
 - TDOT – Aeronautics requested bid in spring 2024.

– South Apron

- Low bid received \$4,286,176 Cleary Construction, Inc.
 - Funding available \$3,523,855
 - Project Awarded with Change Order for -\$762,321 approx.
 - » Tie Downs and Surface Mix removed.





**Clarksville
Regional Airport**
Montgomery County, Tennessee

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