

ORDINANCE NO. 1721
AN ORDINANCE AMENDING THE BUDGET ORDINANCE
FOR FISCAL YEAR 2023-24, ORDINANCE NO. 1692

Be it ordained by the Board of Mayor and Aldermen of the City of Manchester, Tennessee, that the Budget Ordinance for Fiscal Year 2023-2024, Ordinance No. 1692, be amended as follows:

SECTION 1. The appropriation(s) for the department(s) in the fund(s) is (are) changed as follows:

<u>Appropriation</u>	<u>Original</u>	<u>New</u>
<u>General Fund</u>		
General Government & Buildings	1,068,637	1,090,848
Planning and Zoning	357,366	358,366
Public Works – Streets	3,396,991	3,602,208
<u>Capital Fund</u>		
Land	1,447,000	2,581,664
<u>Water & Sewer Fund</u>		
Expenses	14,321,106	16,359,887

SECTION 2. Unless indicated in Section 1 above, to the extent required by the new appropriation, funds shall be drawn from the Fund Balance(s) of the Fund(s) as of June 30, 2024.

SECTION 3. A detailed, line-item financial plan shall be prepared in support of this amendment. The financial plan shall be used as guidance and generally followed in the implementation of this amendment.

SECTION 4. This Ordinance shall take effect from and after its publication, passage and public hearing.

1st Reading June 4, 2024.
2nd Reading June 27, 2024.

Attest:


Anthony Burrows, Finance Director


Marilyn Howard, Mayor

City of Manchester, Tennessee
General Fund 110
Statement of Proposed Operations
July 1, 2023 To June 30, 2024

2023-2024 BUDGET AMENDMENT #2

Account Number	Account Description	2023-2024 Approved Budget	Increase	Decrease	2023-2024 Amended Budget	Comments
Expenditures and Other Uses						
41510	Financial Administration					
	Personnel					
111	Regular Employee Salaries	\$ 312,100		\$ -	\$ 312,100	
113	Salaries - Overtime	1,000		-	1,000	
141	OASI Employers Share	23,952		-	23,952	
142	Employee Health Insurance	60,000		-	60,000	
143.001	Retirement - TCRS	18,348		-	18,348	
145	Employee Life Insurance	250		-	250	
147	Unemployment Insurance	200		-	200	
148	Education/Training/Travel/ Lodging	8,000		-	8,000	
	Total Personnel	\$ 423,850	\$ -	\$ -	\$ 423,850	
	Contractual Services					
211	Postage	\$ 6,000		\$ -	\$ 6,000	
221	Printing, Duplicating and Typing	8,000		-	8,000	
231	Publication Formal and Legal Notices	1,000		-	1,000	
239	Dues and Subscription	1,000		-	1,000	
245	Telephone	1,500		-	1,500	
253	Accounting/Auditing Services	138,840		(6,354)	132,486	General Government & Buildings - TDOT Widening Project
255	Data Processing Support	45,000		(15,857)	29,143	General Government & Buildings - General Liability
261	Repairs and Maint - Vehicles	-		-	-	
267	Repairs and Maint - Computer Equip	250		-	250	
	Total Contractual Services	\$ 201,590	\$ -	\$ (22,211)	\$ 179,379	
	Supplies					
311	Office Supplies	\$ 4,000		\$ -	\$ 4,000	
312	Small Items of Equipment	6,000		(1,000)	6,000	Planning & Zoning
326	Clothing and Uniforms	500		-	500	
331	Gas, Oil, Diesel Fuel and Grease	-		-	-	
340	Meeting Expense	300		-	300	
	Total Supplies	\$ 10,800	\$ -	\$ (1,000)	\$ 10,800	
	Fixed Charges					
514	Professional Liability/Surety Bond	\$ 1,500		\$ -	\$ 1,500	
	Total Fixed Charges	\$ 1,500	\$ -	\$ -	\$ 1,500	
	Capital					
947	Office Machinery & Equipment	\$ -		\$ -	\$ -	
	Total Capital	\$ -	\$ -	\$ -	\$ -	
	Total Financial Administration	\$ 637,740	\$ -	\$ (23,211)	\$ 615,529	\$ 45,422
41700	Planning and Zoning					
	Personnel					
111	Regular Employee Salaries	\$ 218,400		-	\$ 218,400	
113	Salaries - Overtime	1,000		-	1,000	

City of Manchester, Tennessee
General Fund 110
Statement of Proposed Operations
July 1, 2023 To June 30, 2024

2023-2024 BUDGET AMENDMENT #2

Account Number	Account Description	2023-2024 Approved Budget	Increase	Decrease	2023-2024 Amended Budget	Comments
141	OASI Employers Share	16,784		-	16,784	
142	Employee Health Insurance	33,000		-	33,000	
143.001	Retirement - TCRS	12,857		-	12,857	
145	Employee Life Insurance	175		-	175	
147	Unemployment Insurance	350		-	350	
148	Education/Training/Travel/ Lodging	3,500		-	3,500	
	Total Personnel	\$ 286,066	\$ -	\$ -	\$ 286,066	
	<u>Contractual Services</u>					
211	Postage	\$ 200		\$ -	\$ 200	
221	Printing, Duplicating and Typing	700		-	700	
231	Publication Formal and Legal Notices	6,000		-	6,000	
234	Manuals and Code Updates	1,000	1,000		2,000	
239	Dues and Subscription	5,000		-	5,000	
245	Telephone	3,000		-	3,000	
259	Other Professional Service	35,000		-	35,000	
261	Repairs and Maint - Vehicles	2,000		-	2,000	
262	Online SDS Management	3,000		-	3,000	
	Total Contractual Services	\$ 55,900	\$ 1,000	\$ -	\$ 56,900	
	<u>Supplies</u>					
311	Office Supplies	\$ 1,500		\$ -	\$ 1,500	
312	Small Items of Equipment	2,800		-	2,800	
326	Clothing and Uniforms	1,000		-	1,000	
329	Other Operating Supplies	200		-	200	
331	Gas, Oil, Diesel Fuel and Grease	4,500		-	4,500	
334	Tires and Tubes	1,500		-	1,500	
340	Meeting Expenses	800		-	800	
341	City Cemetery Expense	100		-	100	
	Total Supplies	\$ 12,400	\$ -	\$ -	\$ 12,400	
	<u>Fixed Charges</u>					
533	Machinery & Equipment - Copier	\$ 3,000		-	\$ 3,000	
	Total Fixed Charges	\$ 3,000	\$ -	\$ -	\$ 3,000	
	<u>Capital Outlay</u>					
	Total Planning and Zoning	\$ 357,366	\$ 1,000	\$ -	\$ 358,366	\$ -
41800	<u>General Government and Buildings</u>					
	<u>Personnel</u>					
143	Retirement Expense	\$ 2,500		\$ -	\$ 2,500	
149	Other Employee Benefits	20,000		-	20,000	
	Total Personnel	\$ 22,500	\$ -	\$ -	\$ 22,500	
	<u>Contractual Services</u>					
216	Radio and Cable Services	\$ 2,000		\$ -	\$ 2,000	
241	Electric	55,000		-	55,000	
241.001	DREMC-Electric Substation	30,000		-	30,000	
242	Water	10,000		-	10,000	

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July 1, 2023 To June 30, 2024

2023-2024 BUDGET AMENDMENT #2

Account Number	Account Description	2023-2024 Approved Budget	Increase	Decrease	2023-2024 Amended Budget	Comments
244	Gas	20,000		-	20,000	
245	Telephone	38,000		-	38,000	
251	Medical Services	20,000		-	20,000	
258	Census 2020 Expense	-		-	-	
259	Other Professional Service	35,000		-	35,000	
266	Repairs and Maint - Buildings	45,000		-	45,000	
292	Janitorial Services	25,000		-	25,000	
	Total Contractual Services	\$ 280,000	\$ -	\$ -	\$ 280,000	
	<u>Supplies</u>					
311	Office Supplies	\$ 3,000		\$ -	\$ 3,000	
324	Household and Janitorial Supplies	3,000		-	3,000	
	Total Supplies	\$ 6,000	\$ -	\$ -	\$ 6,000	
	<u>Fixed Charges</u>					
511	General Liability	\$ 175,000	\$ 15,857		\$ 190,857	
515	Workers Compensation Insurance	150,000		-	150,000	
521	Building Insurance	10,000		-	10,000	
521.001	Building Insurance-Conference Ctr	-		-	-	
533	Machinery/Equip - Copier	1,800		-	1,800	
533.001	IT Hardware Purchase-State Grant	-		-	-	
533.002	Machinery/Equip - Computer Software	-		-	-	
533.003	Machinery/Equip - Postage Machine	2,600		-	2,600	
	Total Fixed Charges	\$ 339,400	\$ 15,857	\$ -	\$ 355,257	
	<u>Capital Outlay</u>					
948	Westwood Grant Expenses	\$ -		\$ -	\$ -	
948.004	Transportation Plan-TDOT	-		-	-	
948.006	TDOT Signalization Project	179,693		-	179,693	
948.007	TDOT Widening Project	-	6,354	-	6,354	
948.01	Site Development Grant (MIP)	-		-	-	
948.011	Transportation Grant w/ Tullahoma	-		-	-	
948.012	THDA Home Grant Expense	-		-	-	
948.013	STP Grant Projects	-		-	-	
948.014	CSES Renovation Project	-		-	-	
948.015	Industrial Bd of Coffee Co Reimb	-		-	-	
948.016	Multi-Modal Sidewalk Grant	45,750		-	45,750	
948.017	ARC Downtown Grant	195,294		-	195,294	
	Total Capital Outlay	\$ 420,737	\$ 6,354	\$ -	\$ 427,091	
	Total General Government and Buildings	\$ 1,068,637	\$ 22,211	\$ -	\$ 1,090,848	\$
43100	<u>Public Works</u>					
	<u>Personnel</u>					
111	Regular Employee Salaries	\$ 1,124,063		\$ -	\$ 1,124,063	
113	Salaries - Overtime	33,000		-	33,000	
141	OASI Employers Share	88,515		-	88,515	

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Account Number	Account Description	2023-2024 Approved Budget	Increase	Decrease	2023-2024 Amended Budget	Comments
142	Employee Health Insurance	198,000		-	198,000	
143	Retirement - ING	9,450		-	9,450	
143.001	Retirement - TCRS	67,804		-	67,804	
145	Employee Life Insurance	740		-	740	
147	Unemployment Insurance	1,500		-	1,500	
148	Education/Training/Travel/ Lodging	5,000		-	5,000	
	Total Personnel	\$ 1,528,072	\$ -	\$ -	\$ 1,528,072	
	<u>Contractual Services</u>					
211	Postage	\$ 600		\$ -	\$ 600	
213	Automobile Licenses and Title	200		-	200	
216	Radio and TV Services	3,000		-	3,000	
221	Printing, Duplicating and Typing	400		-	400	
231	Publication/Formal Ads	2,000		-	2,000	
239	Dues and Subscriptions	1,000		-	1,000	
242	Water	3,500		-	3,500	
245	Telephone	4,000		-	4,000	
247	Street Lighting	250,000		-	250,000	
251	Veterinary Services	3,000		-	3,000	
255	Data Processing	-		-	-	
259	Other Professional Services	8,000		-	8,000	
261	Repairs and Maint - Vehicles	27,000		-	27,000	
262	Repairs and Maint - Other Machinery	20,000		-	20,000	
264	Repairs and Maint - Traffic Lighting	30,000		-	30,000	
266	Repairs and Maint - Buildings	20,000		-	20,000	
268	Repairs and Maint - Roads and Streets	10,000		-	10,000	
	Total Contractual Services	\$ 382,700	\$ -	\$ -	\$ 382,700	
	<u>Supplies</u>					
311	Office Supplies	\$ 5,000		\$ -	\$ 5,000	
312	Small Items of Equipment	30,000		-	30,000	
322	Chemical, Lab and Medical Supplies	13,000		-	13,000	
323.001	Trustee Expenses	13,000		-	13,000	
324	Household and Janitorial Supplies	5,000		-	5,000	
326	Clothing and Uniforms	25,000		-	25,000	
331	Gas, Oil, Diesel Fuel and Grease	85,000		-	85,000	
334	Tires and Tubes	10,000		-	10,000	
342	Sign Parts and Supplies	20,000		-	20,000	
343	Salt Purchase	15,000		-	15,000	
344	Safety Supplies	7,000		-	7,000	
	Total Supplies	\$ 228,000	\$ -	\$ -	\$ 228,000	
	<u>Building Materials</u>					
421	Guardrails	\$ 10,000		\$ -	\$ 10,000	
451	Crushed Stone	20,000		-	20,000	
455	Tile and Pipe	40,000		-	40,000	
471	Asphalt and Asphalt Filler	20,000		-	20,000	
	Total Building Materials	\$ 90,000	\$ -	\$ -	\$ 90,000	
	<u>Fixed Charges</u>					

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533	Machinery and Equip - Copier	\$ 2,000		\$ -	\$ 2,000	
	Total Fixed Charges	\$ 2,000	\$ -	\$ -	\$ 2,000	
	Capital Outlay					
931	Roads, Street, and Parking	\$ -		\$ -	\$ -	
931.001	Roads, Street, and Parking	450,000	205,217		655,217	
931.002	Street Striping	30,000			30,000	
933	Sidewalks	-			-	
933.001	State Grant-Phase 1 Sidewalks	-			-	
933.002	HillsChapel Road Phase 2 Sidewalk Proje	626,613			626,613	
933.003	Coffee Street Sidewalk Project	34,606			34,606	
933.004	Oakdale Street Sidewalk Project	-			-	
933.005	Madison Street Sidewalk Project	-			-	
933.006	Oak Drive Sidewalk Project	-			-	
938	Transition Plan Repairs	15,000			15,000	
939	Bridge Repairs	10,000			10,000	
943	Vehicles	-			-	
949	Other Machinery and Equipment	-			-	
960	Capital Repairs - Street Lights	-			-	
961.001	TDOT LED Lighting Grant	-			-	
999	Additions to Capital Assets	-			-	
	Total Capital Outlay	\$ 1,166,219	\$ 205,217	\$ -	\$ 1,371,436	
	Total Public Works	\$ 3,396,991	\$ 205,217	\$ -	\$ 3,602,208	\$
	Expenditures and Other Uses	\$ (999,320)			\$ (79,081)	
	Estimated Beginning Fund Balance July 1	10,947,063		(205,217)	10,741,846	Cash Reserves
	Non-spendable Fund Balance	98,484			98,484	
	Unassigned Fund Balance	9,849,259			10,564,281	
	Estimated Ending Fund Balance June 30	\$ 9,947,743			\$ 10,662,765	