Regular Agenda of the Board of Mayor and Aldermen
Monday, September 28, 2026 - 5:30 p.m.
Tullahoma Municipal Building

Regular Meeting Agenda

Call to Order by Mayor Lynn Sebourn
Invocation – Rev. Martin Nutter
Pledge of Allegiance to the Flag – Rev. Martin Nutter
Roll Call

Proclamations, Awards and Special Presentations

- Fire Prevention Week Proclamation 1
- National Arts & Humanities Month Proclamation 2

Comments from Citizens
All citizens interested will be invited to speak for up to 3 minutes about any matter within the purview of the Board. Please speak into the microphone and begin by stating your name and address.

Approval of the Agenda

Department Reports (Included in Agenda Packet for Review) 3

Reports from the Aldermen
Report from the Mayor
Report from the City Administrator

Note: All matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items, unless a Board member or citizen so requests, in which case the item will be removed from the Consent Agenda and considered separately. During the portion of the meeting reserved for comments from citizens, as shown on the agenda, citizens may request that the Board remove an item from the Consent Agenda so that discussion may be held on the item.

Consent Agenda	**Page**
1. **Item No. 26-111** – Approve Minutes of the September 14, 2026, Regular Meeting.	20
2. **Item No. 26-112 –** Accept August 2026 Financial Summary – General Fund.	26

Unfinished Business

3. Other Unfinished Business.

Monday, September 28, 2026

New Business	**Page**
4. **ORDINANCE NO. 1697 – AN ORDINANCE TO AMEND TITLE 4, CHAPTER 1 OF THE TULLAHOMA MUNICIPAL CODE REGARDING THE TABLE OF ORGANIZATION, TO ADOPT AN UPDATED TABLE OF ORGANIZATION, AND TO CLARIFY THE REPORTING RELATIONSHIPS OF THE CITY RECORDER AND CHIEF OF POLICE**, for passage on the first of two readings.	28
5. **ORDINANCE NO. 1698 - AN ORDINANCE REPEALING ORDINANCE NO. 1693 CONCERNING EQUAL GENERAL FUND APPROPRIATIONS,** for passage on the first of three readings.	34
6. **ORDINANCE NO. 1699 - AN ORDINANCE TO AMEND TITLE 13, CHAPTER 3 OF THE TULLAHOMA MUNICIPAL CODE BY REPEALING THE LOCAL BOARD OF ADJUSTMENTS AND APPEALS PROCEDURE FOR SLUM CLEARANCE AND CONFORMING REVIEW TO TENNESSEE LAW**, for passage on the first of three readings.	37
7. **Resolution No. 2052 –** A resolution authorizing appropriations for financial aid of Historic Preservation Society of Tullahoma from motel tax proceeds.	40
8. **Resolution No. 2053 –** A resolution authorizing appropriations for financial aid of Tullahoma Fine Arts Center from motel tax proceeds.	41
9. **Resolution No. 2054 –** A resolution authorizing appropriations for financial aid of Tennessee Backroads Heritage from motel tax proceeds.	42
10. **Resolution No. 2055 –** A resolution authorizing appropriations for financial aid of Tullahoma Area Chamber of Commerce from motel tax proceeds.	43
11. **Resolution No. 2056 –** A resolution authorizing appropriation for financial aid of Hands-On Science Center from motel tax proceeds.	44
12. **Resolution No. 2057 –** A resolution authorizing appropriations for financial aid of South Jackson Performing Arts Center from motel tax proceeds.	45
13. **Resolution No. 2058** – A resolution authorizing appropriations for financial aid of Coffee County Lannom Library.	46
14. **Resolution No. 2059 –** A resolution authorizing appropriations for financial aid of Coffee County Senior Citizens, Inc. - Tullahoma Center.	47
15. **Resolution No. 2060 –** A resolution authorizing appropriation for financial aid of Tullahoma Sports Council.	48

	Page
16. **Item No. 26-113 -** A request from Planning, Codes and Life Safety Department to approve a request for Special Community Event Signs in the Public Ways and Waiver of Permit Fees for the Tullahoma Arts Council Arts Crawl on Tuesday, October 20, from 5-8 p.m.	49
17. Other New Business	

Adjourn

Beer Board

Call to Order by Mayor Lynn Sebourn

Public Comments

Consent Agenda

1. **Item No. 26-BB31** – Approve Minutes of the September 14, 2026, Regular Meeting.	54

Unfinished Business

2. Other Unfinished Business.

New Business

3. **Item No. 26-BB32 -** A request to approve Beer Application Beer Application (On-Premises Permit) for M&P 888 Inc., Dba Sushi Thai, 1909 N. Jackson Street. Mr. Dura, the manager of Sushi Thai, will oversee beer sales.	55
4. Other New Business	

Adjourn

Monday, September 28, 2026

Study Session

		Page
1.	Discussion and direction regarding Impact Fees. Presented by Alderman Daniel Berry.	61
2.	Discussion of school-zone vehicle restrictions during school sessions. Requested by Alderman Busch Thoma.	65
3.	Discussion and direction of Charter language for Police Chief and City Recorder. Presented by Daniel Berry.	66
4.	Discussion about City Hall – Jeff Damron	n/a
5.	Discussion – Lodging Tax (Hotel/Motel Tax) Allocation and Grandfathered Status. Presented by Alderman Daniel Berry.	70

FIRE PREVENTION WEEK PROCLAMATION – CITY OF TULLAHOMA
"Charge into Fire Safety™: Safe Charging Is a Superpower"

WHEREAS, the Tullahoma Fire Department and City of Tullahoma are committed to ensuring the safety and security of all those living in and visiting our community; and

WHEREAS, fire remains a serious public safety concern both locally and nationally, and the presence of lithium-ion batteries in many household devices introduces fire risks; and

WHEREAS, most of the rechargeable electronics used in homes daily, including smartphones, tablets, laptops, power tools, e-bikes, e-scooters, and toys, are powered by lithium-ion batteries, which if misused, damaged, or improperly charged, can overheat, start a fire, or explode; and

WHEREAS, the National Fire Protection Association® (NFPA®) reports an increase in battery-related fires, underscoring the need for public education on the safe use of lithium-ion batteries and devices; and

WHEREAS, the way lithium-ion battery devices are charged can make a difference in helping prevent home fires; and

WHEREAS, safe charging includes using the cord and charger that came with your device or one approved by the manufacturer, charging on a hard, flat surface, watching for warning signs like devices that are very hot or start to swell, unplugging when fully charged, and charging larger devices like e-bikes outside and away from exits; and

WHEREAS, residents are encouraged to understand that safe charging means making smart choices every time they plug in; and

WHEREAS, Tullahoma first responders remain dedicated to reducing the occurrence of fires through prevention, safety education, and community outreach; and

WHEREAS, the 2026 Fire Prevention Week™ theme, **"Charge into Fire Safety™: Safe Charging Is a Superpower,"** serves to remind all residents that safe charging can help reduce the risk of fires in homes and communities;

NOW, THEREFORE, I, Lynn Sebourn, Mayor of the City of Tullahoma, do hereby proclaim October 4–10, 2026, as Fire Prevention Week throughout Tullahoma and urge all residents to learn about and practice safe charging habits.

Lynn Sebourn, Mayor
September 28, 2026

CITY OF TULLAHOMA MAYOR & ALDERMAN CORPORATION SEAL TENNESSEE

CITY OF TULLAHOMA STATE OF TENNESSEE

City of Tullahoma

Office of the Mayor

Proclamation

National Arts and Humanities Month - October 2026
'Presented to the Arts Council of Tullahoma'

WHEREAS National Arts & Humanities Month is celebrated each October throughout the United States to recognize the importance of arts and humanities in our communities and in our daily lives; and

WHEREAS the arts and humanities include music, theatre, dance, visual arts, literature, history, museums, cultural heritage, historic preservation, arts education, and other forms of creative and intellectual expression; and

WHEREAS the arts and humanities preserve the stories, traditions, history, and cultural heritage of our community while inspiring creativity and imagination for future generations; and

WHEREAS access to the arts encourages creativity, critical thinking, communication, education, and lifelong learning for people of all ages; and

WHEREAS Tullahoma is home to a vibrant community of artists, performers, educators, historians, cultural organizations, volunteers, and supporters whose work enriches the lives of our citizens; and

WHEREAS Tullahoma's performing and visual arts organizations provide opportunities for citizens of all ages to participate in, experience, create, and appreciate the arts; and

WHEREAS arts and cultural activities strengthen our local economy by attracting visitors, supporting tourism and local businesses, creating events and experiences, and contributing to Tullahoma's identity as a destination; and

WHEREAS, the arts and humanities bring people together, encourage civic engagement, build stronger communities, and help create a greater sense of belonging and pride in the place we call home; and

WHEREAS the City of Tullahoma recognizes that a thriving arts and cultural community is an important part of our city's quality of life and its continued growth;

NOW, THEREFORE, I, Lynn Sebourn, Mayor of the City of Tullahoma, Tennessee, on behalf of the Board of Mayor and Aldermen, do hereby proclaim the month of **October as National Arts and Humanities Month** in Tullahoma and encourage all citizens to celebrate, participate in, support, and experience the many arts, humanities, historical, and cultural opportunities available throughout our community.

Lynn Sebourn, Mayor
September 28, 2026

NEW BUSINESS OPENINGS FOR THE MONTH OF: August 2026 (FY27)

Back Porch Barbeque
700 S Anderson St
Tullahoma, TN 37388

Solid Ground Contractors LLC
365 Dunnwood Loop
Mt. Juliet, TN 37388

Group 1 Construction
104 Kenner Ave #202
Nashville, TN 37205

Secondhand Shed
1003 Edgewood Dr
Manchester, TN 37355

ASAP Auto Sales and Repair LLC
112 S Collins St
Tullahoma, TN 37388

Extreme Flooring LLC
114 Northside Park Dr
Shelbyville, TN 37160

Up In Smoke BBQ & Soul Food Inc
511 E Carroll St
Tullahoma, TN 37388

Number of Businesses: (5)

Strada Services LLC
3400 St Johns Pkwy
Sanford, FL 32771

Rides R Us
800 W Lincoln St
Tullahoma, TN 37388

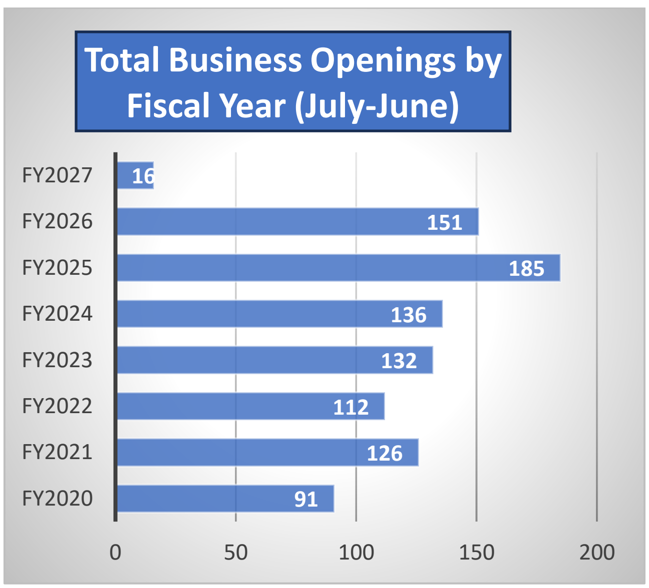
Barnett Certified Collision Center
125 Parham Blvd
Tullahoma, TN 37388

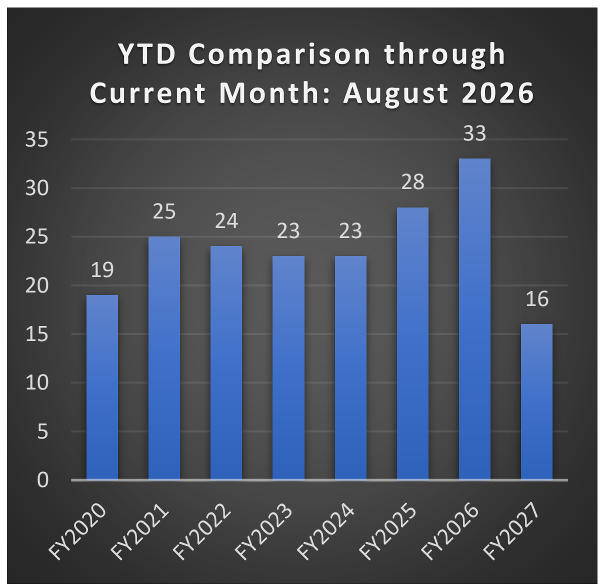
Winston's Private Reserve
107 Collinwood Dr
Tullahoma, TN 37388

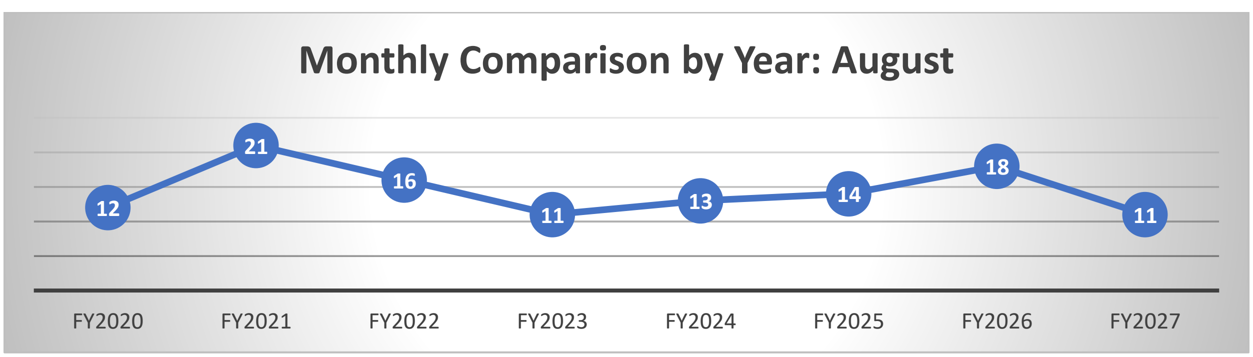
Number of Businesses: (11)

Please Note some of the business' (Construction Contractor's) will not have an actual Tullahoma presence but are required to have a license based upon the value of the work they are performing here in Tullahoma City limits.

NEW BUSINESS OPENINGS								
MONTH	**FY2020**	**FY2021**	**FY2022**	**FY2023**	**FY2024**	**FY2025**	**FY2026**	**FY2027**
JUL	7	4	8	12	10	14	15	5
AUG	12	21	16	11	13	14	18	11
SEP	7	13	8	8	8	26	13	
OCT	7	5	9	6	12	18	10	
NOV	4	12	8	11	12	16	10	
DEC	2	2	4	8	5	15	10	
JAN	11	19	14	9	15	10	6	
FEB	3	11	4	10	12	10	11	
MAR	14	11	8	15	15	15	17	
APR	10	4	13	15	4	17	18	
MAY	6	19	13	19	19	12	13	
JUN	8	5	7	8	11	18	10	
	91	**126**	**112**	**132**	**136**	**185**	**151**	**16**







Number of Businesses: (5)

TULLAHOMA
FIRE/RESCUE
OPERATION SHEET

DATE: August 2026

	2026	2025		2026	2025
STRUCTURES FIRES	1	3	**MOTOR VEHICLE ACCIDENT**	12	12
MEDICAL 1st RESPONDER	149	173	**PUBLIC ASSIST.**	4	5
TRASH OR RUBBISH	6	6	**INVESTIGATE**	1	0
FIRE ALARM	11	15	**MUTUAL AID**	1	1
LEAKS OR SPILLS	7	1	**OTHER**	13	16
TOTAL RESPONSE CALLS	205	232			
DOLLAR AMOUNT SAVED	0	323,000	**DOLLAR AMOUNT LOSS**	0	12,000

INSPECTORS ACTIVITY SHEET

	2026	2025		2026	2025
FIRE RESPONSE	1	0	**COMM. ASSIST**	0	0
FIRE INVESTIGATIONS	1	1	**STORM WATER INSPECTION**	0	0
NEW FACILITY INSPECTION	0	1	**EXISTING FACILITIES**	0	0
TRAINING HOURS	0	0			

PUBLIC EDUCATION

	2026	2025		2026	2025
TOTAL PROGRAMS	7	0	**CONTACT WITH ADULTS**	352	0
CONTACT WITH CHILDREN	455	0			

TRAINING IN-HOUSE & OUTSIDE THE DEPT.

- Daily Training 30(ffs) 960 Hours
- Air Evac CEU Class 10(ffs) 20hrs
- Fire Investigation Training 12(ffs) 24hrs
- Rope Training 12(ffs) 24hrs
- Hydrant Testing City Wide

PUBLIC RELATIONS

- 8/01-31 Smoke Alarm Program Adults 50 Kids 5
- 8/05/2026 Development Meeting
- 8/12/2026 Development Meeting
- 8/19/2026 Development Meeting
- 8/26/2026 Development Meeting

	2026	2025
TOTAL HOURS	1028	1055
BURNING PERMITS	170	75

Tullahoma Fire Department

Community Risk Monthly Report

August 2026

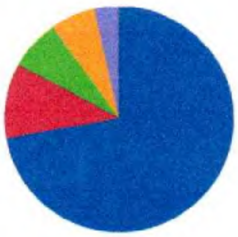
Date	Place	Itinerary	# Children	# Adults
	City of Tullahoma	***9***-Smoke Alarm Installations	6	17
08-03-26	Franklin Place	Visit Community and let kids look @ Fire Trucks	50	50
08-08-26	Industrial Blvd	Fueling Future Car Show& Supply Drive	50	100
08-14-26	Fire Hall 1	Homeschool Tour of Station	2	1
08-16-26	Fire Hall 1	Birthday Party for 4-year-old-Leia	3	1
08-25-26	US Display	CPR Class	0	25
08-27-26	US Display	CPR Class	0	25
08-28-26	THS	THS CEO Kickoff	350	150
			TOTAL-461	**TOTAL-369**

TULLAHOMA FIRE DEPARTMENT
613 S JACKSON ST, TULLAHOMA, TN, 37388
931-455-0936

MONTHLY RUN REPORT

Aug 1, 2026 - Aug 31, 2026

Call Type Breakdown



Call Type	%
Medical	**72%**
Public Service	**11%**
No Emergency	**7%**
Hazardous Situation	**6%**
Fire	**3%**

Busiest Apparatus

MED1	98
702	50
701	49
MED2	47
705	8
750	5
E702	5
740	4
700	3
707	2
AIR-1	2
TR-2	1

Calls by Weekday

Sunday	29
Monday	31
Tuesday	23
Wednesday	20
Thursday	41
Friday	30
Saturday	31

Response Time Analysis

<1 Min	**4**	1 Min	**12**	2 Min	**21**	3 Min	**31**
4 Min	**63**	5 Min	**39**	6 Min	**26**	7 Min	**20**
8 Min	**10**	9 Min	**6**	10 Min	**5**	11 Min	**2**
12 Min	**0**	13 Min	**0**	14 Min	**0**	>14 Min	**11**

Overall Average: **5.70 Min**

Events by Event Type

Community Event	13
Other	3
Training	3
Meeting	1
Total:	**20**

Fire Investigations by Case Type

No fire investigations in range

TULLAHOMA FIRE DEPARTMENT
613 S JACKSON ST, TULLAHOMA, TN, 37388
931-455-0936

MONTHLY RUN REPORT
Aug 1, 2026 - Aug 31, 2026

Training

Air Evac Class 26HRS

Drowning Scenario 136HRS

Officer 4 40HRS

TULLAHOMA FIRE DEPARTMENT
613 S JACKSON ST, TULLAHOMA, TN, 37388
931-455-0936

MONTHLY RUN REPORT

Aug 1, 2026 - Aug 31, 2026

Incident Summary

Medical:	**148**
Fall	24
Chest Pain (Non-Trauma)	23
Breathing Problems	22
Sick Case	21
Motor Vehicle Collision	9
Public Service:	**22**
Lift Assist	9
Fire / Smoke Alarm	7
Citizen Assist / Service Call	4
Person In Distress	1
Weather Response	1
No Emergency:	**15**
Accidental Alarm	11
Cancelled	1
Intentional False Alarm	1
Investigate Hazardous Release (Nothing Found)	1
Malfunctioning Alarm	1
Hazardous Situation:	**13**
Motor Vehicle Collision	4
Smoke Investigation	3
Carbon Monoxide Release	2
Gas Leak / Gas Odor	2
Electrical Hazard / Short Circuit	1
Fire:	**7**
Vehicle Fire - Passenger	2
Other Outside Fire	1
Structural Involvement	1
Trash / Rubbish Fire	1
UNAUTHORIZED BURNING	1
TOTAL RUNS:	**205**

Community Risk - Fire Safety

Jack Daniels Health and Safety Event- Talk about Fire Safety & Fire Extinguisher Class 150ppl

Fun @ Frazier McEwin Park - Talk About Fire Safety 250ppl

Bel-Aire Elementary Summer Camp - Spray Kids 65ppl

150th Anniversary @ First Christian Church- Music on the Dock-History of TFD 200ppl

Robert E Lee Summer School- Spray kids 30ppl

East Lincoln Elementary Summer School- Spray the kids 114ppl

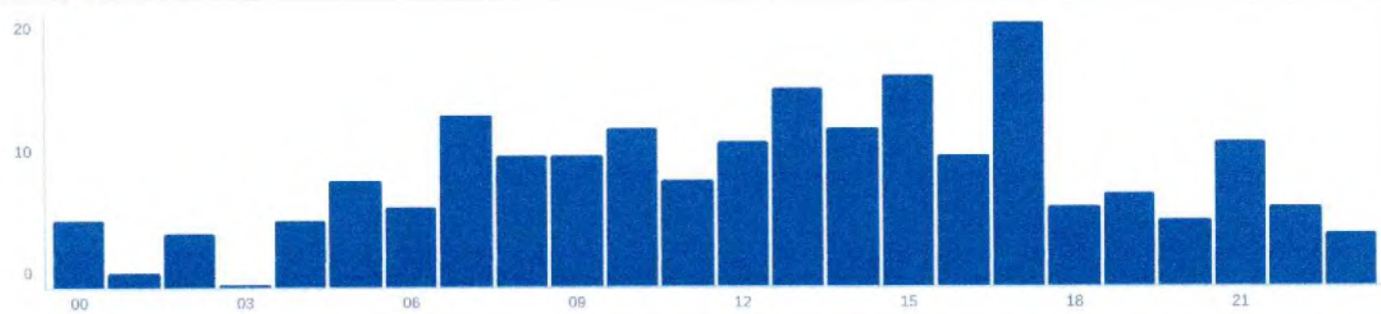
Brookdale Fire Extinguisher Class 12ppl

First Responder Ballgame- 175ppl

Summer Reading Finale @ Lannom Library 75ppl

Purple Olympics- Walk A Thon 175ppl

Calls by Hour



City of Tullahoma Grant Status Report - September 2026							Aug-26
City Department	**Grant Program**	**Funding Source**	**Project**	**Award**	**Match**	**End Date**	**Status**
Applied for / Not Awarded Yet							
Parks & Recreation	2026 TAEP Tree Planting Grant	TN Div of Forestry	2026/27 Planting Projects	$7,000	$7,000	5/1/2027	Applied
Fire	Assistance to Firefighters Grant	AFG	Brush Truck / Circul-Air Washer	$241,020	$24,320	n/a	Applied
Police	COPS Hiring Grant	Dept of Justice	x2 new officer hires	$250,000	$0	3 years	Applied
Awarded / Not Started Yet							
Fire	Assistance to Firefighters Grant	AFG	Turnout Gear x10	$45,000	$7,460	n/a	Awarded
Ongoing / In Progress							
Administration	TN250 Program Grant	State of TN	TN250 programs	$10,000	$0	12/31/2026	Ongoing
Airport	TN Aeronautics Div.	TDOT	Obstruction Mitigation Phase 1	$56,600	$2,830	n/a	Ongoing
Airport	TN Aeronautics Div.	TDOT	Land Acquisition	$101,600	$5,080	n/a	Ongoing
Airport	Replacement Grant	TDOT	Electrical vault and rotating beacon replacement	$237,500	$12,500	9/1/2026	Ongoing
Airport	TN Aeronautics Div.	TDOT	Airport Layout Plan Update	$300,000	$0	n/a	Ongoing
Finance	Urban Development Action Grant	UDAG	Commercial Revolving Loan Fund	$850,000	$0	n/a	Ongoing
Finance	Rural Development	USDA	Small Business Revolving Loan Fund	$199,000	$10,000	n/a	Ongoing
Finance	American Rescue Plan Act	Federal	Multiple	$5,802,232	$0	12/31/2026	Ongoing
Police	VCIF Grant	TN Criminal Justice	Police Equipment- Radio's LPR's, Body Cams	$214,000	$0	1/1/2026	Ongoing
Police	SRO Grant Program	TN Dept Homeland Sec	School Resource Officers	$525,000	$0	n/a	Ongoing
Police	TN Highway Safety Grant	THSO	DUI Enforcement, supplies	$28,240	$0	9/30/2026	renewed
Police	TLETA Cost Sharing Grant	TDCI	Training reimbursement	$40,000	$0	annual	Ongoing
Police	Training & Recruitment Program	TDCI	Recruitment Incentives	$40,000	$0	annual	Ongoing
Police	Patrick Leahy BPV Grant	US DOJ	Bullet proof vests	$5,100	$2,550	annual	Ongoing
Public Works	Surface Transportation Block Grant	TDOT	State RT 2/Jackson St/Cedar Ln Sidewalks	$927,000	$92,980	n/a	Ongoing
Public Works	Surface Transportation Block Grant	TDOT	Ledford Mill Road Widening	$682,910	$170,727	n/a	Ongoing
Public Works	Stormwater Noncollaborative Grant	TDEC	Stormwater Projects	$2,370,558	$592,640	n/a	Ongoing
Executed / Completed							
Administration	2021 CDBG-IT	TN Dept. ECD	Waggoner Street Repairs	$225,000	$90,000	n/a	Executed
Administration	TAEP Grant	TN Dept. Ag	Farmers Market Tullahoma 2024	$1,500.00	$0	n/a	Executed
Administration	2022 CDBG Childcare Grant	SCTDD	Little Angels Daycare	$250,000	$0	n/a	Executed
Administration	Tennessee Whiskey Mural	SCTTA	Whiskey Mural	$15,000	$7,500	n/a	Executed
Admin / Parks	Eddie Program	SCTDD	Renovations to Baltz Historical Building	$5,000	$0	n/a	Executed
Airport	TN Aeronautics Div.	TDOT	FY23 Airport Maintenance	$15,000	$0	n/a	Executed
Airport	TN Aeronautics Div.	TDOT	Operations Data Tracker	$6,000	$0	9/11/2024	Executed
Finance	THDA	2022 HOME	Residential Home Repairs and Rehab	$750,000	$0	12/31/2024	Executed
Fire	Gary Sinise Foundation	Donation	RamAir Gear Dryer and Washers	$23,927	$0	n/a	Received
HR / Parks	Property Conservation	Public Entity Partners	New Signage at Ball Fields	$528	$0	n/a	Executed
Human Resources	Safety Partners	Public Entity Partners	Turnout Gear	$3,000	$3,000	4/1/2024	Executed
Human Resources	Property Conservation Grant	Public Entity Partners	Security Cameras for Community Centers	$4,000	$0	n/a	Executed
Parks & Recreation	TN Agricultural Enhancement Progam	TAEP	Tree Plantings	$5,000	$5,000	n/a	Executed
Planning	Community Planning Grant	TDOT	Study of the Cedar Lane/ Westside Drive Corridor	$60,000	$5,831	n/a	Executed
TAEDC	Placemakers Pivot and Recover	TN Dep.ECD	Local Business Training	$75,000	$0	n/a	Executed
Discharged / Not Completed / Not Awarded / Declined to Apply							
Finance	THDA	2025 HOME	Residential Home Repairs and Rehab	$750,000	$0	n/a	Not awarded
Parks & Recreation	2025 BCBS Healthy Places Grant	BCBS of TN	Playground at Waggoner Park	$1,500,000	$0	n/a	Not awarded
Parks & Recreation	TRPF State Grants	State of TN	Johnson Lane Improvements/4th field	$400,000	$400,000	n/a	Not awarded

CITY OF TULLAHOMA
Human Resources Department
August 2026

Recruitment

FULL-TIME		PART-TIME	
Filled Positions	***Open Positions***	***Filled Positions***	***Open Positions***
Firefighter Driver I Deputy Airport Manager Service Specialist Police Officer Customer Service Specialist Purchasing Officer Property Maintenance Inspector Recreation Coordinator	Police Officer Building Inspector Senior Planner	Recreation Leader I - 4	Lifeguard Fitness Instructor Recreation Leader I Grounds Coordinator

	FY26/27 to date	***FY26***	***FY25***	***FY24***
FT Employee Turnover	5.14%	19.96%	20.47%	23.78%
# Full-time Hired	10	32	25	38
# Part-time Hired	13	75	70	54
# FT Promotions	3	15	28	18

Workers' Compensation

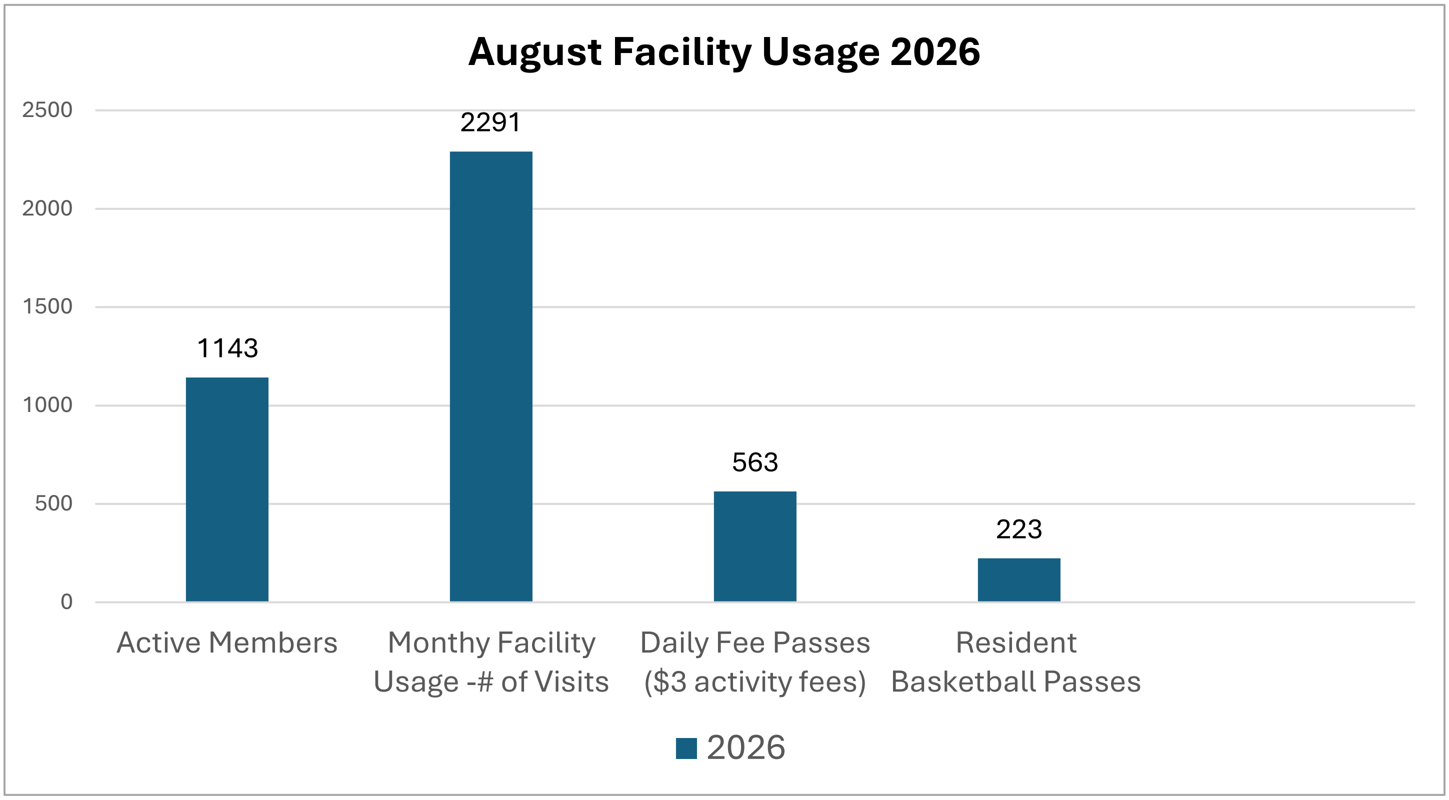
Employees who are injured on the job and require medical attention are reported to OSHA on a calendar year basis. Employees report injuries that do not require a doctor's appointment in the event they have a future need for medical attention.

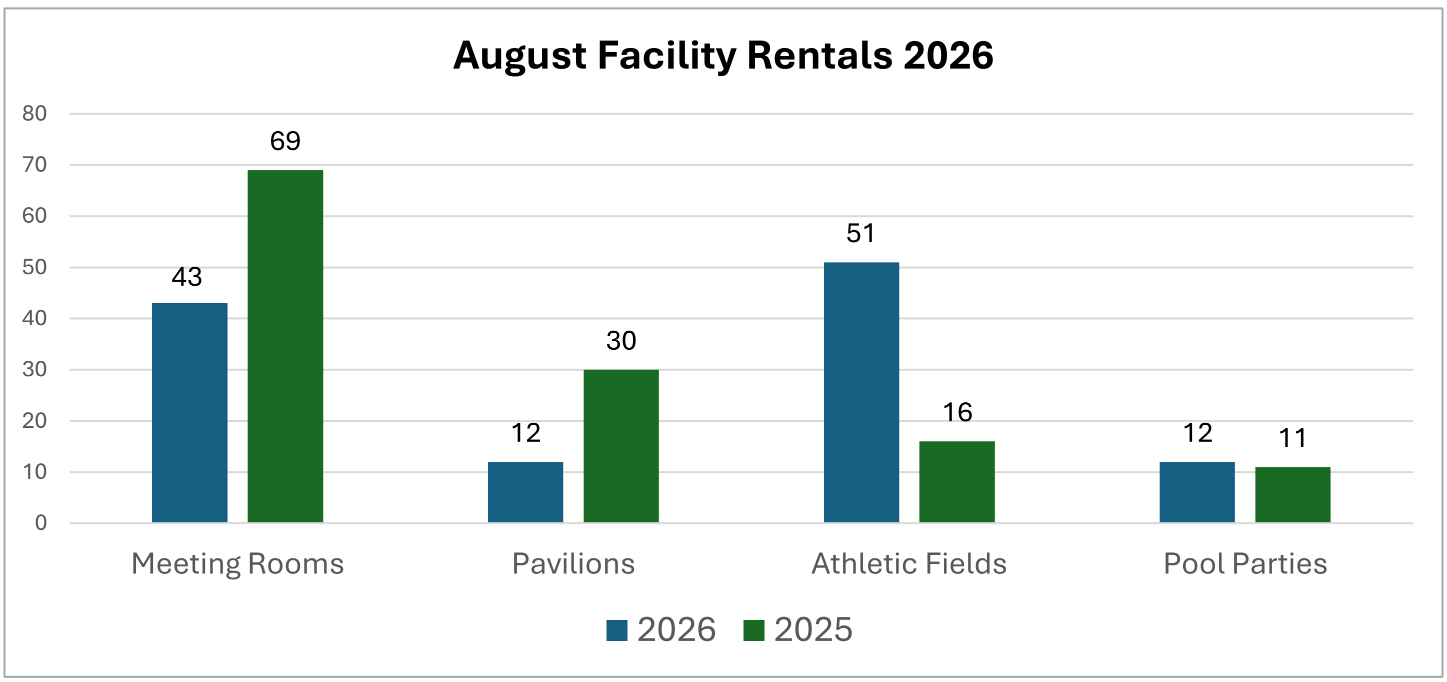
	FY27 – to date	***CY26***	***CY25***	***CY24***
Medical Attention Required	1	14	11	25
No Medical Attention	1	15	1	14

Request Summary Report

	Current Month August 2026	Month Last Year August 2025	Current Yr-To-Date 1/1/2026 - 8/31/2026	Last Yr-To-Date 1/1/2025 - 8/31/2025
Administration				
Count	2	1	28	49
Airport				
Count	1	0	3	2
Finance Department				
Count	0	0	12	9
Fire Department				
Count	0	0	4	3
Parks & Rec				
Count	34	42	303	511
Planning & Codes				
Count	1	1	8	17
Police Department				
Count	3	3	22	23
Public Works				
Count	2	2	29	33
Total Count	43	49	409	647

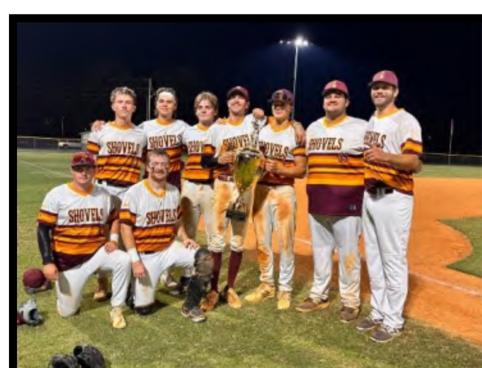
Department Report





JULY 2026 PROGRAMMING & EVENTS

8/8/2026	National Pickleball Day	20 Participants
8/12/2026	Wild Wednesday Back-to-School	12 Participants
8/19/2026	Wild Wednesday Mad Science Lab	15 Participants
8/26/2026	Wild Wednesday P.E	11 Participants
8/31/2026	Adult Baseball Championship	50 Participants
8/15/2026	Play Local Tournament	300 Participants
8/22/2026	Play Local Tournament	500 Participants

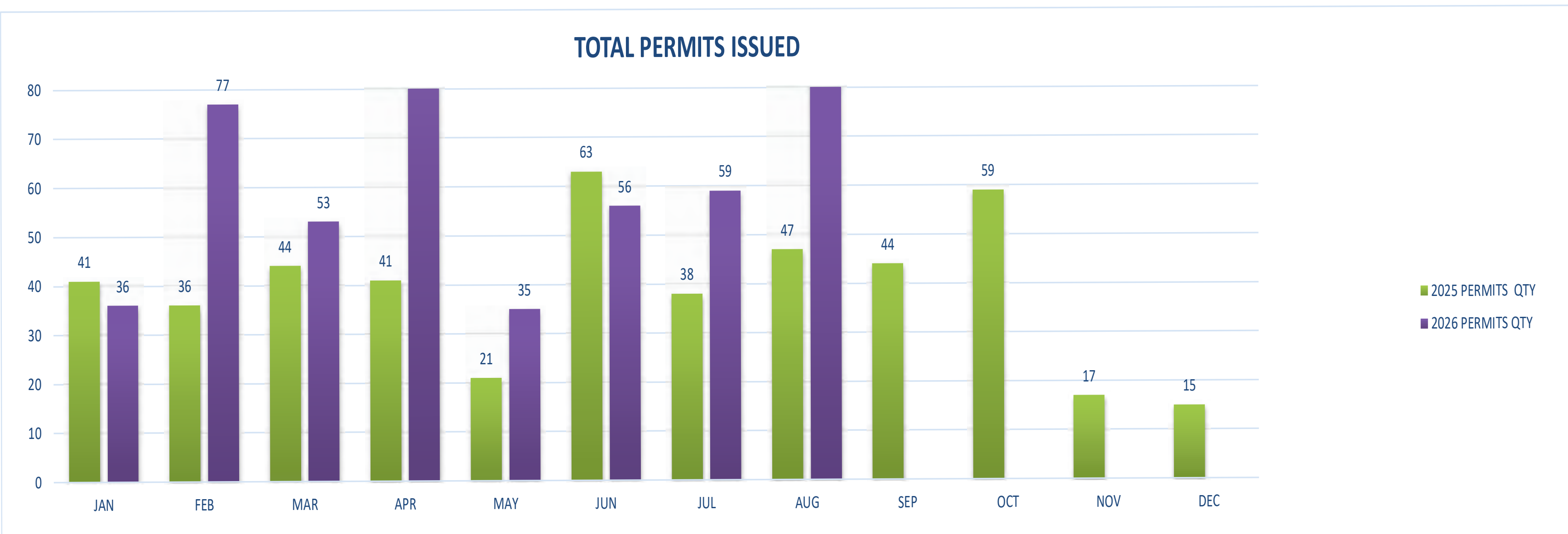


PERMIT ISSUED REPORT

TULLAHOMA PLANNING, CODES & LIFE SAFETY AND PUBLIC WORKS DEPARTMENTS

AUGUST 2026

DATE	RES NEW SFD QTY	RES NEW SFD VAL	RES NEW MFD QTY	RES NEW MFD VAL	RES OTHER QTY	RES OTHER VAL	COMM NEW QTY	COMM NEW VAL	COMM OTHER QTY	COMM OTHER VAL	TOTAL QTY	TOTAL VAL
JUL	9	$3,584,607.83	0	$0.00	43	$1,120,404.14	1	$1,327,700.00	6	$7,303.00	59	$6,040,014.97
AUG	16	$6,113,833.17	0	$0.00	47	$955,606.09	0	$0.00	19	$357,275.00	82	$7,426,714.26
YTD	97	$31,949,079.84	10	$3,275,419.44	284	$4,961,395.43	8	$18,127,854.04	105	$6,578,029.93	504	$64,891,778.68



Residential and Commercial **NEW** includes ONLY new construction.

Residential and Commercial **OTHER** includes remodels, additions, accessory buildings, demolitions, signage, fireworks tents, stormwater, and bonds.

As of November 2025, Zoning Cases are not included.

SFD: SINGLE-FAMILY DWELLING

MFD: MULTI-FAMILY DWELLING

Tullahoma Police Department Monthly Statistics for August 2026

TOTAL POLICE CALLS ANSWERED THIS MONTH	1711
TOTAL POLICE CALLS ANSWERED SAME TIME LAST YEAR	1914
TOTAL TRAFFIC ACCIDENTS THIS MONTH	48
TOTAL TRAFFIC ACCIDENTS SAME TIME LAST YEAR	49
TOTAL PROPERTY DAMAGE ACCIDENTS THIS MONTH	40
TOTAL PROPERTY DAMAGE ACCIDENTS SAME TIME LAST YEAR	40
TOTAL TRAFFIC ACCIDENTS WITH INJURY THIS MONTH	7
TOTAL TRAFFIC ACCIDENTS WITH INJURY SAME TIME LAST YEAR	9
TOTAL FATAL TRAFFIC ACCIDENTS THIS MONTH	1
TOTAL FATAL TRAFFIC ACCIDENTS SAME TIME LAST YEAR	0
TOTAL CITATIONS ISSUED THIS MONTH	172
TOTAL CITATIONS ISSUED SAME TIME LAST YEAR	250
TOTAL ARRESTS MADE FOR THIS MONTH	106
TOTAL ARRESTS MADE SAME TIME LAST YEAR	127

TULLAHOMA POLICE DEPARTMENT

AUGUST 2026 TRAINING

SPECIALIZED TRAINING

BLANTON, MICHAEL	SGT	FTO SCHOOL
REAGAN, RILEY	PTL	UTLEIC STOP DV
KAISER, TAYLOR	PTL	UTLEIC STOP DV
FLEMING, BENJAMIN	PTL	UTLEIC STOP DV
TPD, IN-SERVICE TRG	ALL	2026 TPD DE-ESCALATION TRAINING
SONS, CHASE	CHIEF	2026 TN KY GA FBI NAA CONFERENCE
KENNEDY, JASON	D.CHF	2026 TN KY GA FBI NAA CONFERENCE

City of Tullahoma

Public Works Department
Monthly Report
August 2026

Department Staffing:	August 2025	August 2026
Streets/Stormwater Management	25 full time	24 full time
Sanitation	13 full time, 1 part time	14 full time, 1 part time
Public Works Administration	4 full time	4 full time
Mechanics	4 full time	4 full time

Monthly Man Hours Worked:	August 2025	August 2026
Hours Worked in August	6441 hours	6455 hours
Full Time Equivalent Employees:	38 fill time equivalent	39 full time equivalent
Call Out Overtime Hours:	0 hours	4 hours
City Cemetery Maintenance Hours:	620 hours	640 hours
Mowing/Leaf Collection Hours:	120 hours	120 hours
Litter Pickup Hours:	40 hours	16 hours

Budget Appropriation:	$7,251,310	$8,080,713

Monthly Activity Summary:

Sanitation:	August 2025	August 2026
Residential Garbage Collection:	610.09 tons	570.76 tons
Commercial Garbage Collection:	444.97 tons	393.16 tons
Repaired/Replaced Residential Carts:	18 carts	23 carts
New Construction Residential Carts:	6 carts	10 carts
New/Replacement Dumpsters:	4 dumpsters	3 dumpsters
Bio Bags Collected:	824 bags	776 bags
Bags of Litter Collected:	60 bags	88 bags
Brush Collected (Flatbed Truck Loads):	80 loads	115 loads
Brush Collected (Swa-Car Loads):	93 loads	105 loads
Number of Phone Calls:	460 calls	336 calls
Number of Work Orders:	212 work orders	163 work orders
Cardboard Sold/Value	82.87 tons/$7,458	82.75 tons/$10,757
Newsprint Sold/Value	No totals available	No totals available
Metal Sold/Value	6.93 tons/$990	No totals available
Plastic Sold/Value	No totals available	No totals available

Streets/Stormwater Management:	August 2025	August 2026
Number of Signs Installed/Repaired	71 signs	35 signs
Asphalt Placed in Tons	21 tons	3.5 tons
Asphalt Monitored in Tons (Placed by Others)	0	0
Stone/Rock Spread in Tons	48 tons	24 tons
Road Salt Spread	0	0
Sidewalks and Curbs Repaired	65 LF sidewalk	29 LF sidewalk/24 LF curb
Ditches/Tiles Cleaned During Storms (Man Hours)	24 hours	0
Ditch Work/Tile Installed (LF)	12 LF tile/88 LF ditching	40 LF ditching
Tree Removal or Trimming (Man Hours)	40 hours	80 hours
Number of Drainage Issues Received	7 calls	2 calls
Street Striping/Painting (Man Hours)	60 hours	0
ADA Transition Plan Fieldwork (Man Hours)	0	0
ADA Sidewalk Work (LF)	65 LF sidewalk	29 LF sidewalk
ADA HC Ramp Upgrades	0	0

Monthly Activities	Status
TDOT Ledford Mill Road Widening Project	R.O.W.
TDOT Cedar Lane Sidewalk Project	R.O.W. Plans
Phase II South Jackson Civic Center Parking, Lighting	Complete
MS4 Stormwater Permits and Iinspections	In Progress
Litter Collection Effort - City Wide	In Progress
Permanent Pavement - State and City Routes	In Progress
Recruiting Additions to Cardboard Recycling	In Progress
City Cemetery Record Maintrnance and Lot Sales	In Progress
Grading City Alleys	In Progress
ROW Mowing	In Progress
Clean up, mow and trim City Cemeteries	In Progress
Routine Weekly Appliance Pick-up	In Progress
Routine Patching Potholes	In Progress
Routine Dozer Work at Leaf Pit	In Progress
Tree Limb Trimming on City ROW	In Progress
Routine Stormdrain Cleanouts	In Progress
Routine Tire Removal - Manchester Tire Center	In Progress
City Wide Curb Cleaning	In Progress
Dumpster and Cart Repairs	In Progress
Daily Bio Bag Pickup	In Progress
Tree Trimming on City Streets	In Progress
Work on Hwy 130 future leaf pit	In Progress
Benchmark chipped 7,500 tons X $9.75 = $73,125.00	In Progress

*Previous Completed items have been removed

BOARD OF MAYOR AND ALDERMEN (BMA)
MINUTES FOR
September 14, 2026

The Board of Mayor and Aldermen of the City of Tullahoma, Coffee and Franklin Counties, Tennessee assembled at the Municipal Building, in Tullahoma, for a meeting on Monday, September 14, 2026, at 5:30 p.m. with Mayor Lynn Sebourn presiding and the following named members of the Board of Mayor and Aldermen: Daniel Berry, Matthew Bird, Donna Bradford, Mike Dent, Sernobia McGee, and Busch Thoma.

Prior to the meeting a moment of silence was observed in honor of Colton Thomas.

Jeff Damron, City Administrator, Steve Worsham & Brittany Hoskins, City Attorneys; Sue Wilson, Finance Director; and Lori Ashley City Recorder, were present at the meeting.

Mayor Sebourn called the meeting to order.

Prior to the meeting, a moment of silence was observed in memory of Colton Thomas.

The Invocation was said by Jim Norman, and he led the Pledge of Allegiance.

COMMENTS FROM CITIZENS:

Taylor Winton, 211 Crest Drive – Spoke to the board regarding safety in school zones and cross walks.

Betty Thurman, 100 Kings Lane – Spoke to the board regarding school traffic and cross walks.

JT Northcott, 129 Cumberland Trace – Spoke to the board regarding Item No. 26-103, concerning Jefferson Street Park.

Destiny Holmes – Spoke to the board about the Jefferson Street Park.

THE AGENDA WAS PRESENTED FOR APPROVAL

A motion was made by Alderman Bird and seconded by Alderman Thoma to approve the agenda.

On roll call all members present voted to approve the agenda as amended.

REPORTS FROM THE MEMBERS OF THE BOARD OF MAYOR AND ALDERMEN

ALDERMAN BERRY expressed his condolences to the Thomas family. He attended the Aldermen Orientation organized by City Administrator Damron and the Department Heads. He also attended the Ice Cream Social held at South Jackson.

ALDERMAN BRADFORD expressed her condolences to the Thomas family and Kelly North on the passing of her father. She attended the Aldermen Orientation, the 9/11 stair climb, Patriot Day and Movie Night at Jefferson Street Park.

ALDERMAN THOMA expressed his condolences to the Thomas and North families. He attended the Aldermen Orientation for the second time and stated that he always learns something new from the experience. He also attended a cheer camp for young girls, which included approximately 100 participants, including his granddaughter. The camp was held as a fundraiser for high school cheerleaders, a great community event.

ALDERMAN McGEE attended the Kids Day event at Jefferson Street Park and Movie Night sponsored by TUA. She also stated that she has been attending numerous sporting events throughout the school system. She expressed her condolences to the Thomas, North, and Ledsinger families.

ALDERMAN DENT attended the Patriot Day event, where Sgt. Justin Blackburn was recognized as the Police Department's Patriot of the Year and Captain Jeff Smith was recognized as the Fire Department's Patriot of the Year. He also attended an event hosted by the Hands-On Science Center that provided an excellent opportunity to inspire young people who may be interested in engineering. He attended the Air Force Ball in celebration of the Air Force's birthday.

ALDERMAN BIRD expressed his condolences to the Thomas family, their friends, and loved ones. He thanked the first responders, School staff, City staff, and everyone who has supported the family during this tragic time. He encouraged anyone who may be struggling or in need of support to reach out for help. He attended the Patriot Day event and the event at the Hands-On Science Center. He also clarified a statement made during the previous meeting regarding the Tree Board Ordinance. He stated that the ordinance provides for seven members to serve two-year terms but does not specify alternating election years.

MAYOR SEBOURN participated in the 9/11 Stair Climb and the Patriot Day event. He stated that, over the past several weeks, there has been a continued focus on the safety of children throughout the community. He noted that ongoing conversations are taking place among the Police Department, Fire Department, and members of the School Board regarding school safety. He assured the community that improvements will be made. While all of the specific improvements have not yet been determined, he stated that the City is committed to working together to make things better and improve the safety of children in the community.

CITY ADMINISTRATOR highlighted several upcoming community events. He reminded residents that the Household Hazardous Waste Collection will be held this weekend at Public Works. He also noted that the Kiwanis Dig Day will be held Saturday and encouraged the community to participate in what he described as a great event. He mentioned the Animal Shelter adoption event at Tractor Supply. Looking ahead to next weekend, he encouraged residents to attend Fall at Frazier, which will feature food trucks and vendors. He also expressed his condolences to the Thomas family, and everyone affected by the tragic incident.

CONSENT AGENDA:

Item No. 26-99– Approve Minutes of the August 24, 2026, Regular Meeting and Public Hearing.

Item No. 26-100 – Grant permission to the Mayor and City Recorder to execute and record Quit Claim Deed to clear the title of portion of alleyway to Mr. Steve Bruhn, owner of adjacent property.

Item No. 26-101 – Approval of request from the Police Department for the purchase of four (4) 2026 Ford Interceptor SUV's and upfit all four (4) vehicles with emergency equipment through Lonnie Cobb Ford for $235,300.00, funding provided in equipment reserve account.

Item No. 26-102 – Approval of request from the Finance Department to Declare Surplus Items on list included in agenda packet.

A motion was made by Alderman McGee and seconded by Alderman Bird to approve the consent agenda.

On roll call all members present voted aye and it was so ordered.

UNFINISHED BUSINESS: N/A

NEW BUSINESS:

ORDINANCE NO. 1697 – AN ORDINANCE TO AMEND TITLE 4, CHAPTER 1 OF THE TULLAHOMA MUNICIPAL CODE REGARDING THE TABLE OF ORGANIZATION, TO ADOPT AN UPDATED TABLE OF ORGANIZATION, AND TO CLARIFY THE REPORTING RELATIONSHIPS OF THE CITY RECORDER AND CHIEF OF POLICE, for passage on the first of two readings.

A motion was made by Alderman Berry and seconded by Alderman Bird to approve Ordinance No. 1697.

A discussion ensued.

A motion to amend was made by Alderman Berry and seconded by Alderman McGee to add changes proposed to the Ordinance to include Day to Day operations and change the word report.

A motion to amend was made by Alderman Thoma and seconded by Alderman Dent to postpone Ordinance No. 1697 to the next board meeting to be held on September 28, 2026.

On roll call all members present voted aye and it was so ordered.

Item No. 26-103 – A request from the Parks & Recreation Department to approve the maintenance agreement (for dehumidifiers) in the amount of $8,470.12 for one year, $8,978.33 for year two, and $9,486.53 for year three from Daikin Applied, and authorize Mayor to execute the same.

A motion was made by Alderman Bird and seconded by Alderman Thoma to approve Item No. 26-103.

On roll call all members present voted aye and it was so ordered.

Item No. 26-104 – A request from the Parks and Recreation Department to approve the purchase of the playground package from Miracle Playgrounds of KY and TN, to include installation, new wood mulch surfacing, and mulch curbing for $71,495.00, and authorize Mayor to sign extension letter on behalf of the City. (Sourcewell Cooperative)

A motion was made by Alderman Berry and seconded by Alderman Bird to approve Item No. 26-104.

On roll call all members present voted aye and it was so ordered.

Item No. 26-105 – Approval of request from the Public Works Department to approve the one-year extension of the contract with Benchmark for brush grinding and authorize the Mayor to sign extension letter on behalf of the City.

A motion was made by Alderman Berry and seconded by Alderman Bird to approve Item No. 26-105.

On roll call all members present voted aye and it was so ordered.

Item No. 26-106 – A request from the Public Works Department to approve the FY27 list of city streets for milling, paving, and striping. (List in agenda packet).

A motion was made by Alderman Bird and seconded by Alderman Berry to approve Item No. 26-106.

On roll call all members present voted aye and it was so ordered.

Item No. 26-107 – A request from the Public Works Department to approve the purchase of two snowplows and one salt spreader in the amount of $28,290.26 from Manning Equipment (Sourcewell Contracts), funding from ARPA Grant portion committed to stormwater budget.

A motion was made by Alderman Berry and seconded by Alderman Bird to approve Item No. 26-107.

On roll call all members present voted aye and it was so ordered.

Item No. 26-108 – A request from the Planning, Codes and Life Safety Department to approve a request for Special Community Event Signs in the Public Ways and Waiver of Permit Fees for the Highland Rim Kiwanis Club", organizers of the "Dig Day on 41-A on Saturday, September 19, 2026.

A motion was made by Alderman Berry and seconded by Alderman Bird to approve Item No. 26-108.

On roll call all members present voted aye and it was so ordered.

Item No. 26-109 – A request from the Planning, Codes and Life Safety Department to approve a request for Special Community Sign Event Signs in the Public Ways and Waiver of Permit Fees for the South Jackson Performing Arts Center for Oktoberfest on Saturday, October 10.

A motion was made by Alderman Bird and seconded by Alderman Berry to approve Item No. 26-109.

On roll call all members present voted aye and it was so ordered.

Item No. 26-110 – A request from the Planning, Codes and Life Safety Department to approve the RFP for Griggs & Maloney.

A motion was made by Alderman Bird and seconded by Alderman Berry to approve Item No. 26-110.

On roll call all members present voted aye and it was so ordered.

The Mayor announced assignments to Committees, Boards & Agencies as follows;

- Airport Authority – Alderman Bird
- Board of Education – Alderman McGee
- Coffee County Consolidated Communications Commission – Alderman Berry
- Coffee County Industrial Development Board – Alderman Bradford
- Housing Authority – Alderman McGee
- Planning Commission / BZA – Mayor's Representative – Mayor Sebourn
- Tree Board – Alderman Bird
- Tullahoma Area Economic Development Corporation – Alderman Dent
- Tullahoma Industrial Board – Alderman Dent
- Tullahoma Utilities Authority – Alderman Thoma
- Arts Council – Alderman Bird
- Sports Council – Alderman Bradford
- Downtown Council – Alderman Berry

The Mayor opened the floor for nominations for the Aldermanic Representative to the Planning Commission.

Alderman Bird nominated Alderman Thoma.

As there were no other nominations, all members voted aye and Alderman Thoma was unanimously elected as the Aldermanic Representative to the Planning Commission.

The Mayor opened the floor for nominations for Mayor Pro Tem.

Alderman Berry nominated Alderman McGee.

As there were no other nominations, all members voted aye and Alderman McGee was unanimously elected as the Mayor Pro Tem.

There being no further business to come before the Board of Mayor and Alderman at this time, the Board Meeting adjourned at 6:32 p.m.

____________________________ _________________________

CITY RECORDER MAYOR

AGENDA ITEM NO. 26-112

DATE: September 28, 2026

TO: Board of Mayor and Aldermen

FROM: Susan Wilson, Finance Director

SUBJECT: August, 2026 Financial Summary - General Fund

BACKGROUND:
A summary of financial results through August 31, 2026, for general operations is attached. Highlights for the revenues and expense categories are provided below.

***Revenue Highlights*:**

- Property taxes ended FY26 with $567k uncollected, as well as $272k prior year delinquent taxes for a total of $839k outstanding. This is up from $686k at the end of FY25. Property taxes for FY27 will not be billed until October,
- Sales tax collections through August is down 5.7% from last year at this time. Since we are only two months into the year, this is not enough to be a trend and may be a continuation of the levelling out that we saw in FY26.
- Building permits remain strong going into FY27 and running ahead of budget through August. Updating our fee structure for FY27 has also helped bring the revenues better in line with costs.
- Additionally, Splash Island attendance and concessions revenue resulted in the fees and fines area showing as 28.9% of budget collected.
- Reserve use for the year was budgeted at $764,351. Since property tax collections do not begin until fall, the City uses additional reserves for interim cash flow. By the end of December, sufficient taxes are usually collected to cover operations, with reserves then showing at a surplus for January-March due to the cyclical nature of the collection.

Expense Highlights:

- Although operating insurances are running higher than anticipated, we were able to negotiate close to $100k in vendor savings on our health insurance policies with only minor plan restructuring.
- Some areas such as Splash Island, Concessions, and Parks reflect seasonal charges for part-time labor, utilities, mowing and other expenses related to operations. Public Works paving is usually accomplished in the fall and spring based on weather.
- Sales tax allocations to Tullahoma City Schools are remitted after amounts are received from Coffee County, with appropriation payments commencing in the winter after property tax collections begin.
- Most of our debt service payments are due biannually in September and March, with the attached schedule reflecting the payments made in August to meet the September 1 requirements.

The overall take away is that the continued increases in inflation are impacting many areas of our budget including payroll, supplies, repairs, fuel, insurances and equipment and vehicle replacement.

ATTACHMENT
Financial Summary – August 2026 - General Fund.

CITY OF TULLAHOMA - GENERAL FUND
FINANCIAL SUMMARY
August 31, 2026

REVENUES	FY26-27 Budgeted Revenues	FY26-27 Amended Revenues	FY26-27 YTD Revenues	%YTD August=16.7%
LOCAL TAXES	33,761,299	33,761,299	3,409,041	10.10%
LICENSES & PERMITS	334,900	334,900	76,051	22.71%
INTERGOVERNMENTAL	4,897,201	4,897,201	340,613	6.96%
FEES, COMMISSIONS & FINES	716,369	716,369	207,295	28.94%
OTHER REVENUE	834,000	834,000	85,102	10.20%
TOTAL OPERATING REVENUES:	**40,543,769**	**40,543,769**	**4,118,102**	**10.16%**
USE OF RESERVES	764,351	764,351	2,006,940	*Note
TOTAL REVENUES & RESERVES:	**41,308,120**	**41,308,120**	**6,125,042**	**14.83%**

OPERATING EXPENDITURES	FY26-27 Budgeted Expense	FY26-27 Amended Expense	FY26-27 YTD Expense	%YTD August=16.7%
GENERAL GOVERNMENT	3,584,827	3,554,791	447,802	12.60%
POLICE	5,895,586	5,916,105	814,469	13.77%
FIRE	4,112,525	4,128,476	588,956	14.27%
PUBLIC WORKS	4,662,600	4,666,840	417,093	8.94%
PARKS & RECREATION	3,455,137	3,469,889	566,714	16.33%
TOTAL OPERATING EXPENDITURES	**21,710,675**	**21,736,101**	**2,835,034**	**13.04%**
OTHER EXPENDITURES-CITY				
DEBT SERVICE	1,831,575	1,831,575	759,661	41.48%
CONTINGENCY	141,817	116,391	0	0.00%
TRANSFER TO SOLID WASTE	2,418,102	2,418,102	448,017	18.53%
TRANSFER TO CAPITAL PROJECTS	0	0	0	0.00%
TRANSFER TO TUB - HYDRANT RENTAL	155,000	155,000	26,224	16.92%
TRANSFER TO TIDB- SUBSTATION PYMT	60,000	60,000	60,000	100.00%
	4,606,494	**4,581,068**	**1,293,902**	**28.24%**
TULLAHOMA CITY SCHOOLS				
EDUCATION-APPROPRIATION	4,085,489	4,111,944	0	0.00%
EDUCATION-SALES TAX-1st HALF	6,839,479	6,813,024	1,358,296	19.94%
EDUCATION-SINKING FUND	3,062,467	3,062,467	553,706	18.08%
STATE LIQUOR TAX ALLOCATION	79,000	79,000	0	0.00%
EDUCATION-SOLID WASTE SERVICES	110,000	110,000	17,863	16.24%
TOTAL OTHER EXPENDITURES	**14,176,435**	**14,176,435**	**1,929,865**	**13.61%**
BOARDS, AGENCIES & COMMUNITY				
AIRPORT AUTHORITY	264,000	264,000	29,333	11.11%
TAEDC	270,000	270,000	30,833	11.42%
TN BACKROADS HERITAGE	7,824	7,824	0	0.00%
CHAMBER OF COMMERCE	47,045	47,045	0	0.00%
CITY BEAUTIFICATION	29,893	29,893	1,040	3.48%
CITY TOURISM	10,000	10,000	900	9.00%
CITY DOWNTOWN	10,000	10,000	0	0.00%
CITY-AMERICA's 250th	10,000	10,000	0	0.00%
LANNOM LIBRARY	15,000	15,000	0	0.00%
SENIOR CITIZENS CTR	35,421	35,421	3,963	11.19%
HANDS ON SCIENCE CTR	10,000	10,000	0	0.00%
BALTZ HISTORIC BLDG & NW ATLANTIC	4,238	4,238	172	4.06%
HISTORIC PRESERVATION	2,956	2,956	0	0.00%
TULLAHOMA FINE ARTS CENTER	23,432	23,432	0	0.00%
SO. JACKSON PERFORMING ARTS CTR	39,707	39,707	0	0.00%
TULLAHOMA SPORTS COUNCIL	35,000	35,000	0	0.00%
TOTAL BOARDS AND AGENCIES	**814,516**	**814,516**	**66,241**	**8.13%**
TOTAL EXPENDITURES	**41,308,120**	**41,308,120**	**6,125,042**	**14.83%**
TOTAL OPERATING REVENUES	**40,543,769**	**40,543,769**	**4,118,102**	
RESERVES UTILIZED	**764,351**	**764,351**	**2,006,940**	

*Note: reserves used for interim cash flow pending cyclical tax collections and state per capita receipts

ORDINANCE NO. 1697

DATE: September 28, 2026

TO: Board of Mayor and Alderman

FROM: Jeff Damron, City Administrator
Brittany Hoskins, City Attorney

SUBJECT: Consideration of Proposed Organizational Chart

BACKGROUND

The proposed Organizational Chart is intended to provide clearer reporting relationships, strengthen accountability, and better reflect the City's organizational structure, departmental functions, and reporting relationships. The proposed structure groups departments and functions under the City Administrator into Support Functions and Service Functions. These designations are organizational categories only and do not create additional levels of management.

The proposal establishes Employee Relations as the City's human resources function, reporting directly to the City Administrator. Human resources responsibilities are currently assigned within the City Recorder's Office. This change would provide a dedicated focus on employees, personnel matters, and workforce needs while allowing the City Recorder to focus on the responsibilities of that office.

The proposed Organizational Chart also recognizes the unique roles of the City Recorder and Chief of Police, consistent with the City Charter and the proposed ordinance. While maintaining the reporting relationships established by the City Charter and Municipal Code, the City Recorder and Chief of Police work with and receive day-to-day administrative direction from the City Administrator in carrying out City operations.

The TAEDC Executive Director and Airport Manager are City of Tullahoma employees. They work with and receive day-to-day administrative direction from the City Administrator in carrying out City operations, while continuing to work with and respect the authority and oversight responsibilities of their respective boards. Their placement on the Organizational Chart is intended to reflect both relationships.

The proposed structure is intended to provide a clearer and more functional organization, establish defined reporting relationships, and improve accountability and coordination across City operations.

RECOMMENDATION

The Board is recommended to approve Ordinance 1697 amending Title 4, Chapter 1 of the Tullahoma Municipal Code and adopting the Proposed Organizational Chart as presented.

ATTACHMENTS

Ordinance No. 1697
Exhibit "A" Proposed Organizational Chart
Current Organizational Chart

ORDINANCE NO. 1697

AN ORDINANCE TO AMEND TITLE 4, CHAPTER 1 OF THE TULLAHOMA MUNICIPAL CODE REGARDING THE TABLE OF ORGANIZATION, TO ADOPT AN UPDATED TABLE OF ORGANIZATION, AND TO CLARIFY THE REPORTING RELATIONSHIPS OF THE CITY RECORDER AND CHIEF OF POLICE

WHEREAS, Section 4-101 of the Tullahoma Municipal Code currently provides that the Board of Mayor and Aldermen may establish, amend, or repeal a table of organization by resolution and shall keep a current table on file in the office of the recorder at all times; and

WHEREAS, Tennessee Code Annotated § 6-54-512 provides that municipal governing body action that is permanent in nature shall be taken by ordinance unless otherwise allowed by general law to be done by resolution; and

WHEREAS, on December 8, 2025, the Board of Mayor and Aldermen approved the City of Tullahoma Table of Organization under Agenda Item No. 25-136; and

WHEREAS, the Board of Mayor and Aldermen desires to update the City's Table of Organization to accurately reflect the City's current organizational structure, departmental titles, and reporting relationships; and

WHEREAS, Sections 15 and 16 of the Charter of the City of Tullahoma provide that the City Recorder and Chief of Police are elected by the Board of Mayor and Aldermen, hold office at the will and pleasure of the Board, are considered permanent employees, and may be suspended or dismissed only for cause; and

WHEREAS, the Board of Mayor and Aldermen desires to confirm that the City Recorder and Chief of Police are directly accountable to the Board of Mayor and Aldermen, while day-to-day administrative coordination is conducted through the City Administrator, and to provide for the application of the City's Personnel Regulations to those offices except where such provisions conflict with the City's Charter, the Tullahoma Municipal Code, or authority vested in the Board of Mayor and Aldermen.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA, TENNESSEE, AS FOLLOWS:

SECTION 1. Section 4-101 of Title 4, Chapter 1 of the Tullahoma Municipal Code is hereby deleted in its entirety and replaced with the following:

4-101. Table of organization.

The Board of Mayor and Aldermen may establish, amend, or repeal a table of organization by ordinance and shall keep a current table on file in the office of the recorder at all times.

SECTION 2. Title 4, Chapter 1 of the Tullahoma Municipal Code is hereby amended by adding the following new Section 4-110:

4-110. City recorder and chief of police: reporting relationship; personnel regulations applicable.

The city recorder and chief of police shall each be directly accountable to the Board of Mayor and Aldermen, while day-to-day administrative coordination shall be conducted through the city administrator. The city recorder and chief of police shall be subject to the City's personnel policies adopted by the Board of Mayor and Aldermen, except where such policies are inconsistent with the City Charter, this Code, or the authority vested in the Board of Mayor and Aldermen by the City Charter with respect to those offices. Except where otherwise provided by the City Charter or this Code, the city recorder and chief of police shall be entitled to the rights and benefits and shall be subject to the duties, standards, and requirements established by the City's Personnel Regulations.

SECTION 3. The City of Tullahoma Table of Organization attached hereto as Exhibit A and incorporated herein by reference is hereby approved and adopted as the official Table of Organization of the City of Tullahoma pursuant to Section 4-101 of the Tullahoma Municipal Code, as amended herein. A current copy shall be maintained in the office of the City Recorder.

SECTION 4. The City of Tullahoma Table of Organization approved by the Board of Mayor and Aldermen on December 8, 2025, under Agenda Item No. 25-136, and any other prior table of organization inconsistent with Exhibit A, are hereby superseded upon the effective date of this ordinance.

SECTION 5. All ordinances, or parts of ordinances, in conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 6. If any section, subsection, paragraph, sentence, clause, phrase, or portion of this ordinance is for any reason held to be invalid, unconstitutional, or unenforceable by a court of competent jurisdiction, such determination shall not affect the validity of the remaining portions of this ordinance.

SECTION 7. This ordinance shall take effect upon final passage, the public welfare requiring it.

CITY OF TULLAHOMA, TENNESSEE

____
Charles Lynn Sebourn, Mayor

ATTEST:

____
Lori Ashley, City Recorder

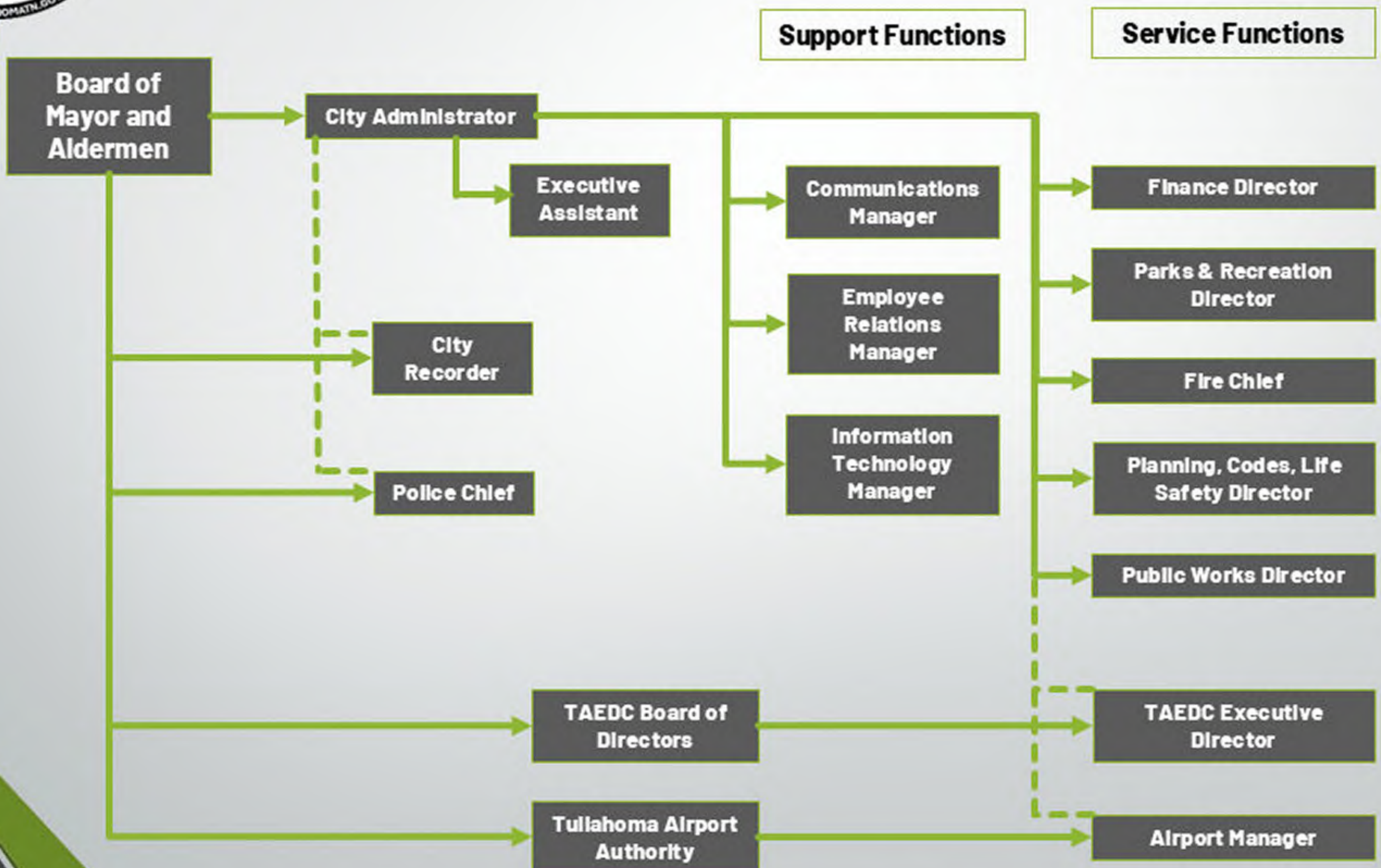
APPROVED AS TO FORM:

____
Stephen M. Worsham, City Attorney

PASSED ON FIRST READING: ____

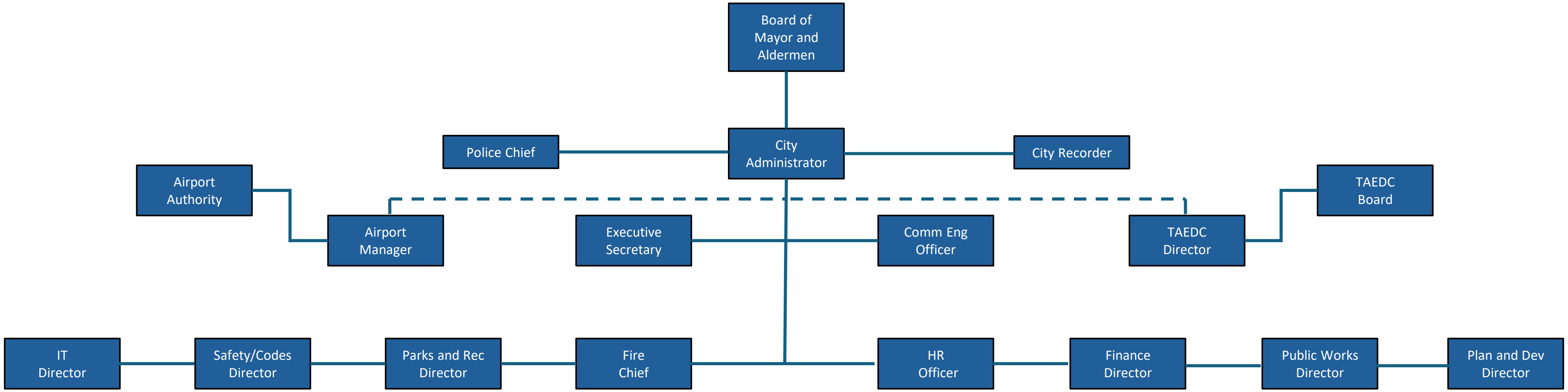
PASSED ON SECOND AND FINAL READING: ______________________________________

Exhibit A to the Ordinance No. 1697



Legend: Solid Line = Direct Report — Dotted Line = Day-to-Day Operational Report

City of Tullahoma
Table of Organization



Per Tullahoma Municipal Code 4-101
Revised 10/23/25

ORDINANCE NO. 1698

DATE: September 28, 2026

TO: Board of Mayor and Aldermen

FROM: Alderman Mike Dent
Alderman Busch Thoma
Brittany Hoskins, City Attorney

SUBJECT: Repeal of Ordinance No. 1693 - Equal Funding Requirement

BACKGROUND

Alderman Mike Dent requested the repeal of Ordinance No. 1693 stating that it's current language is unclear and inconsistent, making proper enactment and administration impractical. He recommends the Board of Mayor and Alderman repeal Ordinance No. 1693 and reconsider the intent of the ordinance at the appropriate time.

Alderman Busch Thoma requested the repeal of Ordinance No. 1693 be placed on the September 28, 2026, agenda for the Board of Mayor and Aldermen. He further explained following discussion at the study session, he felt there was an interest in repealing Ordinance No. 1693.

In response to two separate Aldermen requesting the repeal of Ordinance No. 1693, City Attorney, Brittay Hoskins, prepared an ordinance to repeal Ordinance No. 1693.

Ordinance No. 1693 requires the City to appropriate General Fund amounts to the Tullahoma Sports Council and the South Jackson Civic Center equal to the hotel/motel tax appropriation to the Tullahoma Area Chamber of Commerce. It also requires those General Fund appropriations to be adjusted automatically if the Chamber's allocation changes. Repealing this mandatory equal-funding requirement would allow future funding requests to be considered through the annual budget process. The proposed ordinance repeals Ordinance No. 1693 in its entirety. It does not repeal the hotel/motel tax or amend any separate ordinance governing hotel/motel tax revenue.

RECOMMENDATION

The Board is recommended to approve attached Ordinance No. 1698 repealing Ordinance No. 1693 on first reading.

ATTACHMENTS

Ordinance No. 1698 repealing Ordinance No. 1693.

ORDINANCE NO. 1698

**AN ORDINANCE REPEALING ORDINANCE NO. 1693
CONCERNING EQUAL GENERAL FUND APPROPRIATIONS**

WHEREAS, Ordinance No. 1693 requires General Fund appropriations to the Tullahoma Sports Council and the South Jackson Civic Center to equal the hotel/motel tax appropriation to the Tullahoma Area Chamber of Commerce; and

WHEREAS, the Board of Mayor and Aldermen desires to repeal that mandatory funding requirement and consider future funding requests through the City's annual budget process;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA, TENNESSEE, AS FOLLOWS:

SECTION 1. Ordinance No. 1693 is hereby repealed in its entirety. The mandatory General Fund appropriations, parity requirement, and automatic budget adjustments established by Ordinance No. 1693 shall have no force or effect after this Ordinance takes effect.

SECTION 2. This Ordinance does not repeal or amend the City's hotel/motel occupancy tax or any separate ordinance governing the use or allocation of the hotel/motel tax revenue.

SECTION 3. If any section, subsection, paragraph, sentence, clause, phrase, or portion of this Ordinance is for any reason held to be invalid, unconstitutional, or unenforceable by a court of competent jurisdiction, such determination shall not affect the validity of the remaining portions of this ordinance.

SECTION 4. This Ordinance shall take effect upon final passage and after its caption has been published once in a newspaper of general circulation in Coffee County, Tennessee, the public welfare requiring it.

CITY OF TULLAHOMA, TENNESSEE

____
Charles Lynn Sebourn, Mayor

ATTEST:

____
Lori Ashley, City Recorder

APPROVED AS TO FORM:

____
Stephen M. Worsham, City Attorney

PASSED ON FIRST READING: ____

PASSED ON SECOND READING: ____

PASSED ON THIRD AND FINAL READING: __________________________________

AGENDA ITEM NO. 1699

DATE:	September 28, 2026
TO:	Board of Mayor and Aldermen
FROM:	Brittany Hoskins, City Attorney Jeff Damron, City Administrator
SUBJECT:	Amendment to Title 13, Chapter 3 - Board of Appeals Procedure

BACKGROUND

Title 13, Chapter 3 of the Tullahoma Municipal Code governs the City's procedures for structures that are unfit for human occupation or use. Tennessee law requires notice and an opportunity for a hearing before the public officer or the public officer's designated agent before an order may be issued concerning an unfit structure. Tennessee law also provides for judicial review of an order in Chancery Court. The City's current Code provides an additional local administrative appeal to a Board of Adjustments and Appeals before judicial review. This additional appeal is not required by Tennessee law. The proposed Ordinance removes the additional local administrative appeal to the Board of Adjustments and Appeals, while preserving the notice and hearing process and the right to judicial review in Chancery Court. The Ordinance applies prospectively and does not affect any appeal rights that arise before its effective date.

RECOMMENDATION

The Board is recommended to approve the attached Ordinance amending Title 13, Chapter 3 of the Tullahoma Municipal Code on first reading.

ATTACHMENTS

Ordinance No. 1699 amending Title 13, Chapter 3 of the Tullahoma Municipal Code

ORDINANCE NO. 1699

AN ORDINANCE TO AMEND TITLE 13, CHAPTER 3 OF THE TULLAHOMA MUNICIPAL CODE BY REPEALING THE LOCAL BOARD OF ADJUSTMENTS AND APPEALS PROCEDURE FOR SLUM CLEARANCE AND CONFORMING REVIEW TO TENNESSEE LAW

WHEREAS, Title 13, Chapter 3 of the Tullahoma Municipal Code establishes procedures concerning structures that are unfit for human occupation or use pursuant to Tennessee Code Annotated § 13-21-101, et seq.; and

WHEREAS, Tennessee Code Annotated § 13-21-103 requires notice and an opportunity for a hearing before the public officer or the public officer's designated agent before an order is issued concerning an unfit structure; and

WHEREAS, Tennessee Code Annotated § 13-21-106 provides a judicial remedy in Chancery Court for a person affected by an order issued by the public officer and provides that the remedy stated therein is exclusive; and

WHEREAS, Tullahoma Municipal Code § 13-315 presently provides the Chancery Court remedy authorized by Tennessee law, while Tullahoma Municipal Code § 13-314 separately provides an additional local administrative appeal; and

WHEREAS, the Board of Mayor and Aldermen desires to remove the additional local administrative appeal procedure presently contained in Tullahoma Municipal Code § 13-314 while preserving all notice, hearing, and judicial-review rights required by Tennessee law.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA, TENNESSEE, AS FOLLOWS:

SECTION 1. Tullahoma Municipal Code § 13-302(1), defining "Board of appeals," is hereby repealed in its entirety and shall be designated as "Reserved." Subsections (2) through (11) shall remain unchanged.

SECTION 2. Tullahoma Municipal Code § 13-314, entitled "Means of appeal," is hereby repealed in its entirety and shall be designated as "Reserved."

SECTION 3. Tullahoma Municipal Code § 13-315 shall remain unchanged and in full force and effect. Judicial review of orders issued under Title 13, Chapter 3 shall be available as provided by § 13-315 and applicable Tennessee law.

SECTION 4. Nothing in this Ordinance shall alter or limit the notice and hearing rights provided by Tullahoma Municipal Code § 13-304, including the right to a hearing before the public officer or the public officer's designated agent.

SECTION 5. This Ordinance shall apply prospectively. Any right of appeal arising from a decision, notice, complaint, or order served before the effective date of this Ordinance shall be governed by the provisions in effect on the date of service. Any decision, notice, complaint, or order served on or after the effective date of this Ordinance shall be governed by Title 13, Chapter 3, as amended herein.

SECTION 6. All ordinances, or parts of ordinances, in conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 7. If any section, subsection, paragraph, sentence, clause, phrase, or portion of this Ordinance is for any reason held to be invalid, unconstitutional, or unenforceable by a court of competent jurisdiction, such determination shall not affect the validity of the remaining portions of this ordinance.

SECTION 8. This Ordinance shall take effect upon final passage, the public welfare requiring it.

CITY OF TULLAHOMA, TENNESSEE

____
Charles Lynn Sebourn, Mayor

ATTEST:

____
Lori Ashley, City Recorder

APPROVED AS TO FORM:

____
Stephen M. Worsham, City Attorney

PASSED ON FIRST READING: ____

PASSED ON SECOND AND FINAL READING: __________________________________

RESOLUTION NO. 2052

A RESOLUTION AUTHORIZING APPROPRIATIONS FOR FINANCIAL AID OF HISTORIC PRESERVATION SOCIETY OF TULLAHOMA FROM MOTEL TAX PROCEEDS

A RESOLUTION pursuant to authority granted by section 6-54-111 and section 67-4-1403(c) of the *Tennessee Code Annotated* and in accordance with the *Internal Control and Compliance Manual for Tennessee Municipalities*, authorizing appropriations for financial aid of Historic Preservation Society of Tullahoma, a nonprofit civic organization whose services benefit the general welfare of the residents of this municipality, and meet motel tax funding criteria.

WHEREAS, Historic Preservation Society of Tullahoma is a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality, and

WHEREAS, section 6-54-111 of the *Tennessee Code Annotated* authorizes appropriation of funds for financial aid of such nonprofit charitable or nonprofit civic organizations, and section 67-4-1403(c) defines motel tax funding criteria, and

WHEREAS, the *Internal Control and Compliance Manual for Tennessee Municipalities*, Title 4, Chapter 3, Section 1, requires that a special resolution be adopted for each such nonprofit charitable or nonprofit civic organization which is to receive such funds,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA AS FOLLOWS:

Section 1. The BOARD OF MAYOR AND ALDERMEN may appropriate funds from time to time, in such amounts as it deems proper, for the financial aid of Historic Preservation Society of Tullahoma, a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality.

Section 2. Such funds appropriated by the municipality for use by Historic Preservation Society of Tullahoma are from authorized motel tax proceeds and shall be spent for the following purpose(s) only:

For tourism promotion and tourism development in the City of Tullahoma as prescribed by the State of Tennessee

All such funds shall be used to promote the general welfare of residents of this municipality.

Section 3. Historic Preservation Society of Tullahoma shall comply with the requirements of section 6-54-111 of the *Tennessee Code Annotated* and Title 4, Chapter 3, Section 1 of the *Internal Control and Compliance Manual for Tennessee Municipalities*, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of the municipal assistance, and any other reporting required for funding compliance.

Section 4. This resolution shall take effect upon its passage, the public welfare requiring it, this 28th day of September, 2026.

CITY OF TULLAHOMA, TENNESSEE

____
Charles Lynn Sebourn, Mayor

ATTEST:

____
Lori Ashley, City Recorder

APPROVED AS TO FORM:

____
Steve Worsham, City Attorney

RESOLUTION NO. 2053

A RESOLUTION AUTHORIZING APPROPRIATIONS FOR FINANCIAL AID OF TULLAHOMA FINE ARTS CENTER FROM MOTEL TAX PROCEEDS

A RESOLUTION pursuant to authority granted by section 6-54-111 and section 67-4-1403(c) of the *Tennessee Code Annotated* and in accordance with the *Internal Control and Compliance Manual for Tennessee Municipalities*, authorizing appropriations for financial aid of Tullahoma Fine Arts Center, a nonprofit civic organization whose services benefit the general welfare of the residents of this municipality, and meet motel tax funding criteria.

WHEREAS, Tullahoma Finer Arts Center is a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality, and

WHEREAS, section 6-54-111 of the *Tennessee Code Annotated* authorizes appropriation of funds for financial aid of such nonprofit charitable or nonprofit civic organizations, and section 67-4-1403(c) defines motel tax funding criteria, and

WHEREAS, the *Internal Control and Compliance Manual for Tennessee Municipalities*, Title 4, Chapter 3, Section 1, requires that a special resolution be adopted for each such nonprofit charitable or nonprofit civic organization which is to receive such funds,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA AS FOLLOWS:

Section 1. The BOARD OF MAYOR AND ALDERMEN may appropriate funds from time to time, in such amounts as it deems proper, for the financial aid of Tullahoma Fine Arts Center, a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality.

Section 2. Such funds appropriated by the municipality for use by Tullahoma Fine Arts Center are from authorized motel tax proceeds and shall be spent for the following purpose(s) only:

For tourism promotion and tourism development in the City of Tullahoma as prescribed by the State of Tennessee.

All such funds shall be used to promote the general welfare of residents of this municipality.

Section 3. Tullahoma Fine Arts Center shall comply with the requirements of section 6-54-111 of the *Tennessee Code Annotated* and Title 4, Chapter 3, Section 1 of the *Internal Control and Compliance Manual for Tennessee Municipalities*, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of the municipal assistance, and any other reporting required for funding compliance.

Section 4. This resolution shall take effect upon its passage, the public welfare requiring it this 28th day of September 2026.

CITY OF TULLAHOMA, TENNESSEE

____
Charles Lynn Sebourn, Mayor

ATTEST:

____
Lori Ashley, City Recorder

APPROVED AS TO FORM:

____
Steve Worsham, City Attorney

RESOLUTION NO. 2054

A RESOLUTION AUTHORIZING APPROPRIATIONS FOR FINANCIAL AID OF TENNESSEE BACKROADS HERITAGE FROM MOTEL TAX PROCEEDS

A RESOLUTION pursuant to authority granted by section 6-54-111 and section 67-4-1403(c) of the *Tennessee Code Annotated* and in accordance with the *Internal Control and Compliance Manual for Tennessee Municipalities*, authorizing appropriations for financial aid of Tennessee Backroads Heritage, a nonprofit civic organization whose services benefit the general welfare of the residents of this municipality, and meet motel tax funding criteria.

WHEREAS, Tennessee Backroads Heritage is a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality, and

WHEREAS, section 6-54-111 of the *Tennessee Code Annotated* authorizes appropriation of funds for financial aid of such nonprofit charitable or nonprofit civic organizations, and section 67-4-1403(c) defines motel tax funding criteria, and

WHEREAS, the *Internal Control and Compliance Manual for Tennessee Municipalities*, Title 4, Chapter 3, Section 1, requires that a special resolution be adopted for each such nonprofit charitable or nonprofit civic organization which is to receive such funds,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA AS FOLLOWS:

Section 1. The BOARD OF MAYOR AND ALDERMEN may appropriate funds from time to time, in such amounts as it deems proper, for the financial aid of Tennessee Backroads Heritage, a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality.

Section 2. Such funds appropriated by the municipality for use by Tennessee Backroads Heritage are from authorized motel tax proceeds and shall be spent for the following purpose(s) only:

For tourism promotion and tourism development in the City of Tullahoma as prescribed by the State of Tennessee.

All such funds shall be used to promote the general welfare of residents of this municipality.

Section 3. Tennessee Backroads Heritage shall comply with the requirements of section 6-54-111 of the *Tennessee Code Annotated* and Title 4, Chapter 3, Section 1 of the *Internal Control and Compliance Manual for Tennessee Municipalities*, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of the municipal assistance, and any other reporting required for funding compliance.

Section 4. This resolution shall take effect upon its passage, the public welfare requiring it this 28th day of September 2026.

CITY OF TULLAHOMA, TENNESSEE

____
Charles Lynn Sebourn, Mayor

ATTEST:

____
Lori Ashley, City Recorder

APPROVED AS TO FORM:

____
Steve Worsham, City Attorney

RESOLUTION NO. 2055

A RESOLUTION AUTHORIZING APPROPRIATIONS FOR FINANCIAL AID OF TULLAHOMA AREA CHAMBER OF COMMERCE FROM MOTEL TAX PROCEEDS

A RESOLUTION pursuant to authority granted by section 6-54-111 and section 67-4-1403(c) of the *Tennessee Code Annotated* and in accordance with the *Internal Control and Compliance Manual for Tennessee Municipalities*, authorizing appropriations for financial aid of Tullahoma Area Chamber of Commerce, a nonprofit civic organization whose services benefit the general welfare of the residents of this municipality, and meet motel tax funding criteria.

WHEREAS, Tullahoma Area Chamber of Commerce, is a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality, and

WHEREAS, section 6-54-111 of the *Tennessee Code Annotated* authorizes appropriation of funds for financial aid of such nonprofit charitable or nonprofit civic organizations, and section 67-4-1403(c) defines motel tax funding criteria, and

WHEREAS, the *Internal Control and Compliance Manual for Tennessee Municipalities*, Title 4, Chapter 3, Section 1, requires that a special resolution be adopted for each such nonprofit charitable or nonprofit civic organization which is to receive such funds,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA AS FOLLOWS:

Section 1. The BOARD OF MAYOR AND ALDERMEN may appropriate funds from time to time, in such amounts as it deems proper, for the financial aid of Tullahoma Area Chamber of Commerce, a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality.

Section 2. Such funds appropriated by the municipality for use by Tullahoma Area Chamber of Commerce are from authorized motel tax proceeds and shall be spent for the following purpose(s) only:

For tourism promotion and tourism development in the City of Tullahoma as prescribed by the State of Tennessee

All such funds shall be used to promote the general welfare of residents of this municipality.

Section 3. Tullahoma Area Chamber of Commerce shall comply with the requirements of section 6-54-111 of the *Tennessee Code Annotated* and Title 4, Chapter 3, Section 1 of the *Internal Control and Compliance Manual for Tennessee Municipalities*, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of the municipal assistance, and any other reporting required for funding compliance.

Section 4. This resolution shall take effect upon its passage, the public welfare requiring it this 28th day of September 2026.

CITY OF TULLAHOMA, TENNESSEE

____
Charles Lynn Sebourn, Mayor

ATTEST:

____
Lori Ashley, City Recorder

APPROVED AS TO FORM:

____
Steve Worsham, City Attorney

RESOLUTION NO. 2056

A RESOLUTION AUTHORIZING APPROPRIATIONS FOR FINANCIAL AID OF HANDS-ON SCIENCE CENTER FROM MOTEL TAX PROCEEDS

A RESOLUTION pursuant to authority granted by section 6-54-111 and section 67-4-1403(c) of the *Tennessee Code Annotated* and in accordance with the *Internal Control and Compliance Manual for Tennessee Municipalities*, authorizing appropriations for financial aid of Hands-On Science Center, a nonprofit civic organization whose services benefit the general welfare of the residents of this municipality, and meet motel tax funding criteria.

WHEREAS, Hands-On Science Center is a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality, and

WHEREAS, section 6-54-111 of the *Tennessee Code Annotated* authorizes appropriation of funds for financial aid of such nonprofit charitable or nonprofit civic organizations, and section 67-4-1403(c) defines motel tax funding criteria, and

WHEREAS, the *Internal Control and Compliance Manual for Tennessee Municipalities*, Title 4, Chapter 3, Section 1, requires that a special resolution be adopted for each such nonprofit charitable or nonprofit civic organization which is to receive such funds,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA AS FOLLOWS:

Section 1. The BOARD OF MAYOR AND ALDERMEN may appropriate funds from time to time, in such amounts as it deems proper, for the financial aid of Hands-On Science Center, a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality.

Section 2. Such funds appropriated by the municipality for use by Hands-On Science Center are from authorized motel tax proceeds and shall be spent for the following purpose(s) only:

For tourism promotion and tourism development in the City of Tullahoma as prescribed by the State of Tennessee

All such funds shall be used to promote the general welfare of residents of this municipality.

Section 3. Hands-On Science Center shall comply with the requirements of section 6-54-111 of the *Tennessee Code Annotated* and Title 4, Chapter 3, Section 1 of the *Internal Control and Compliance Manual for Tennessee Municipalities*, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of the municipal assistance, and any other reporting required for funding compliance.

Section 4. This resolution shall take effect upon its passage, the public welfare requiring it this 28th day of September 2026.

CITY OF TULLAHOMA, TENNESSEE

____
Charles Lynn Sebourn, Mayor

ATTEST:

____
Lori Ashley, City Recorder

APPROVED AS TO FORM:

____
Steve Worsham, City Attorney

RESOLUTION NO. 2057

A RESOLUTION AUTHORIZING APPROPRIATIONS FOR FINANCIAL AID OF SOUTH JACKSON PERFORMING ARTS CENTER FROM MOTEL TAX PROCEEDS

A RESOLUTION pursuant to authority granted by section 6-54-111 and section 67-4-1403(c) of the *Tennessee Code Annotated* and in accordance with the *Internal Control and Compliance Manual for Tennessee Municipalities*, authorizing appropriations for financial aid of South Jackson Performing Arts Center, a nonprofit civic organization whose services benefit the general welfare of the residents of this municipality, and meet motel tax funding criteria.

WHEREAS, South Jackson Performing Arts Center is a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality, and

WHEREAS, section 6-54-111 of the *Tennessee Code Annotated* authorizes appropriation of funds for financial aid of such nonprofit charitable or nonprofit civic organizations, and section 67-4-1403(c) defines motel tax funding criteria, and

WHEREAS, the *Internal Control and Compliance Manual for Tennessee Municipalities*, Title 4, Chapter 3, Section 1, requires that a special resolution be adopted for each such nonprofit charitable or nonprofit civic organization which is to receive such funds,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA AS FOLLOWS:

Section 1. The BOARD OF MAYOR AND ALDERMEN may appropriate funds from time to time, in such amounts as it deems proper, for the financial aid of South Jackson Performing Arts Center, a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality.

Section 2. Such funds appropriated by the municipality for use by South Jackson Performing Arts Center are from authorized motel tax proceeds and shall be spent for the following purpose(s) only:

For tourism promotion and tourism development in the City of Tullahoma as prescribed by the State of Tennessee, including property insurance and certain repairs and utilities

All such funds shall be used to promote the general welfare of residents of this municipality.

Section 3. South Jackson Performing Arts Center shall comply with the requirements of section 6-54-111 of the *Tennessee Code Annotated* and Title 4, Chapter 3, Section 1 of the *Internal Control and Compliance Manual for Tennessee Municipalities*, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of the municipal assistance, and any other reporting required for funding compliance.

Section 4. This resolution shall take effect upon its passage, the public welfare requiring it this 28th day of September 2026.

CITY OF TULLAHOMA, TENNESSEE

____
Charles Lynn Sebourn, Mayor

ATTEST:

____
Lori Ashley, City Recorder

APPROVED AS TO FORM:

____
Steve Worsham, City Attorney

RESOLUTION NO. 2058

A RESOLUTION AUTHORIZING APPROPRIATIONS FOR FINANCIAL AID OF COFFEE COUNTY LANNOM LIBRARY

A RESOLUTION pursuant to authority granted by section 6-54-111 of the *Tennessee Code Annotated* and in accordance with the *Internal Control and Compliance Manual for Tennessee Municipalities*, authorizing appropriations for financial aid of Coffee County Lannom Library, a nonprofit civic organization whose services benefit the general welfare of the residents of this municipality, and

WHEREAS, Coffee County Lannom Library, is a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality, and

WHEREAS, section 6-54-111 of the *Tennessee Code Annotated* authorizes appropriation of funds for financial aid of such nonprofit charitable or nonprofit civic organizations, and

WHEREAS, the *Internal Control and Compliance Manual for Tennessee Municipalities*, Title 4, Chapter 3, Section 1, requires that a special resolution be adopted for each such nonprofit charitable or nonprofit civic organization which is to receive such funds,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA AS FOLLOWS:

Section 1. The BOARD OF MAYOR AND ALDERMEN may appropriate funds from time to time, in such amounts as it deems proper, for the financial aid of Coffee County Lannom Library, a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality.

Section 2. Such funds appropriated by the municipality for use by Coffee County Lannom Library shall be spent for the following purpose(s):

1. General Operations

All such funds shall be used to promote the general welfare of residents of this municipality.

Section 3. Coffee County Lannom Library shall comply with the requirements of section 6-54-111 of the *Tennessee Code Annotated* and Title 4, Chapter 3, Section 1 of the *Internal Control and Compliance Manual for Tennessee Municipalities*, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of the municipal assistance.

Section 4. This resolution shall take effect upon its passage, the public welfare requiring it this 28th day of September 2026.

CITY OF TULLAHOMA, TENNESSEE

____
Charles Lynn Sebourn, Mayor

ATTEST:

____
Lori Ashley, City Recorder

APPROVED AS TO FORM:

____
Steve Worsham, City Attorney

RESOLUTION NO. 2059

A RESOLUTION AUTHORIZING APPROPRIATIONS FOR FINANCIAL AID OF COFFEE COUNTY SENIOR CITIZENS, INC. - TULLAHOMA CENTER

A RESOLUTION pursuant to authority granted by section 6-54-111 of the *Tennessee Code Annotated* and in accordance with the *Internal Control and Compliance Manual for Tennessee Municipalities*, authorizing appropriations for financial aid of Coffee County Senior Citizens, Inc., a nonprofit civic organization whose services benefit the general welfare of the residents of this municipality, and

WHEREAS, Coffee County Senior Citizens, Inc. is a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality, and

WHEREAS, section 6-54-111 of the *Tennessee Code Annotated* authorizes appropriation of funds for financial aid of such nonprofit charitable or nonprofit civic organizations, and

WHEREAS, the *Internal Control and Compliance Manual for Tennessee Municipalities*, Title 4, Chapter 3, Section 1, requires that a special resolution be adopted for each such nonprofit charitable or nonprofit civic organization which is to receive such funds,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA AS FOLLOWS:

Section 1. The BOARD OF MAYOR AND ALDERMEN may appropriate funds from time to time, in such amounts as it deems proper, for the financial aid of Coffee County Senior Citizens, Inc., a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality.

Section 2. Such funds appropriated by the municipality for use by Coffee County Senior Citizens, Inc. shall be spent for the following purpose(s):

1. General Operations, utilities and insurance

All such funds shall be used to promote the general welfare of residents of this municipality.

Section 3. Coffee County Senior Citizens, Inc. shall comply with the requirements of section 6-54-111 of the *Tennessee Code Annotated* and Title 4, Chapter 3, Section 1 of the *Internal Control and Compliance Manual for Tennessee Municipalities*, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of the municipal assistance.

Section 4. This resolution shall take effect upon its passage, the public welfare requiring it this 28th day of September 2026.

CITY OF TULLAHOMA, TENNESSEE

____
Charles Lynn Sebourn, Mayor

ATTEST:

____
Lori Ashley, City Recorder

APPROVED AS TO FORM:

____
Steve Worsham, City Attorney

RESOLUTION NO. 2060

A RESOLUTION AUTHORIZING APPROPRIATIONS FOR FINANCIAL AID OF TULLAHOMA SPORTS COUNCIL

A RESOLUTION pursuant to authority granted by section 6-54-111 of the *Tennessee Code Annotated* and in accordance with the *Internal Control and Compliance Manual for Tennessee Municipalities*, authorizing appropriations for financial aid of Tullahoma Sports Council, a nonprofit civic organization whose services benefit the general welfare of the residents of this municipality, and

WHEREAS, Tullahoma Sports Council is a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality, and

WHEREAS, section 6-54-111 of the *Tennessee Code Annotated* authorizes appropriation of funds for financial aid of such nonprofit charitable or nonprofit civic organizations, and

WHEREAS, the *Internal Control and Compliance Manual for Tennessee Municipalities*, Title 4, Chapter 3, Section 1, requires that a special resolution be adopted for each such nonprofit charitable or nonprofit civic organization which is to receive such funds,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA AS FOLLOWS:

Section 1. The BOARD OF MAYOR AND ALDERMEN may appropriate funds from time to time, in such amounts as it deems proper, for the financial aid of Tullahoma Sports Council, a nonprofit charitable or nonprofit civic organization whose year-round services benefit the general welfare of the residents of this municipality.

Section 2. Such funds appropriated by the municipality for use by Tullahoma Sports Council shall be spent for the following purpose(s):

General Operations and sports tourism

All such funds shall be used to promote the general welfare of residents of this municipality.

Section 3. Tullahoma Sports Council. shall comply with the requirements of section 6-54-111 of the *Tennessee Code Annotated* and Title 4, Chapter 3, Section 1 of the *Internal Control and Compliance Manual for Tennessee Municipalities*, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of the municipal assistance.

Section 4. This resolution shall take effect upon its passage, the public welfare requiring it this 28th day of September 2026.

CITY OF TULLAHOMA, TENNESSEE

____
Charles Lynn Sebourn, Mayor

ATTEST:

____
Lori Ashley, City Recorder

APPROVED AS TO FORM:

____
Steve Worsham, City Attorney

CITY OF TULLAHOMA

Planning, Codes & Life Safety
PO Box 807, 321 N. Collins Street
Tullahoma, TN 37388

Phone 931-455-2282
www.tullahomatn.gov

September 28, 2026

AGENDA NO. 26-113

TO: The Honorable Board of Mayor and Aldermen

FROM: Nick Kimbro, Director of Planning, Codes & Life Safety

RE: Request for Special Community Events Signs in the Public Ways and Waiver of Permit Fees

BACKGROUND:
Per the Tullahoma Zoning Ordinance Section 704.5 Signs for Special Community Events in the public way require approval from the Board of Mayor and Aldermen. The waiver of permit fees also requires approval from the Board of Mayor and Aldermen.

The request is to allow twenty-nine (29) temporary signs to be erected in the listed locations in the Tullahoma City rights-of-way and for the permit fee to be waived. The signs will not be located in any required traffic sight triangle.

Most of the signs will be approximately 2x2' in area.

APPLICANT:
The applicant is the Tullahoma Arts Council. This is a Tullahoma based organization authorized to do business in the City of Tullahoma. The event is the "Downtown Tullahoma Arts Crawl" and is meant to showcase local artists in Downtown businesses. This is not a fundraiser event nor will any admission fees be charged. The purpose of the signs is to make the citizens of Tullahoma aware of the event, and that they are welcome to attend.

The applicants are also requesting that the $30/per sign permit fee be waived as this organization has limited funds.

ATTACHMENTS:
1. Sign permit application
2. Example of the proposed signs
3. Sign Locations (29 proposed)

ALTERNATIVES:
1. Vote to approve the request
2. Vote to deny the request
3. Take no action

RECOMMENDATIONS:
Staff recommends alternative number 1.

REV 12/2024

CITY OF TULLAHOMA

PLANNING AND CODES DEPARTMENT

PO Box 807, 321 North Collins Street, Tullahoma, TN 37388

P: 931-455-2282 F: 931-454-1765 www.tullahomatn.gov

Sign Permit Application

Submit a separate application for each elevation and sign type

FACE-CHANGE ONLY SIGNS DO NOT REQUIRE A PERMIT

TYPE OF SIGN

☐ Permanent Sign ☐ Temporary Sign ☒ Special Event Sign *(Requires a separate Special Event permit)*

LOCATION OF SIGN

Street Address: MULTIPLE LOCATIONS (SEE ATTACHED

Name of Business:

PROPERTY OWNER INFORMATION **Required*

Name: City of Tullahoma

Address: 201 W Grundy St City/ST/Zip: Tullahoma, TN 37388

Phone: 931-455-2648 Email: jtdamron@tullahomatn.gov

APPLICANT INFORMATION **Required*

Name: TULLAHOMA ARTS COUNCIL

Address: 404 S. JACKSON ST. City/ST/Zip: TULLAHOMA

Phone: 931 455 5321 Email: CHAIRMAN @ SOUTHJACKSON.ORG

INSTALLER INFORMATION **Required*

Name: SAME AS ABOVE

Address: City/ST/Zip:

Phone: Email:

PERMANENT SIGN INFORMATION *A copy of the Final state electrical inspection must be submitted for illuminated signs*

**Required* ☐ Building/Wall ☐ Freestanding/Pole ☐ Billboard ☐ Monument ☐ Canopy/Awning

☐ Illuminated ☐ Non-Illuminated ☐ LED or EMC Reader Board ☐ Demolition ☐ *Relocate

Sign Dimensions _____ x _____ Location on Building __ Front __ Side __Rear Height From Ground ____ Ft. ____ In

Building or Tenant Space Dimensions Building Length_____ x Building Height_____

Submitted drawings must show dimensions of sign and building or tenant space.

Total Square Feet of proposed signs : ________ Number of Faces:_____

Total Square Feet of existing signs that will remain on building / space: ______

Estimated Cost of Proposed Sign $__________ *(State Contractor License and Insurance Required for Projects $25,000 and Over)*

REV 12/2024

TEMPORARY SIGN INFORMATION

- *Signs temporarily displayed to advertise special promotions, events and grand openings shall be permitted for nonresidential uses in a residential district, and for all commercial and industrial districts subject to the following limitations:*

a. Such signs shall be limited to one sign per street front.

b. Such signs may be displayed for not more than 30 consecutive days in any 3-month period, and not more than 60 days in any calendar year. The signs shall be erected no more than 10 days prior to the event or grand opening, and shall be removed not more than 3 days after the event or grand opening.

c. The total area of all such signs shall not exceed 50 square feet in any single-family residential district, 50 square feet in any multiple-family residential district and 100 square feet in any commercial or industrial district.

*****Special Event signage in the public rights-of-way requires approval by the Tullahoma Board of Mayor an Aldermen prior to the erection of any signs.***

Sign Type ☐ Special Promotion ☐ Grand Opening ☒ **Special Community Event *(*A separate Special Events Permit is required)*

☐ Banner ☐ Flag/Feather ☐ Portable Sign ☐ Development / Construction

Display Dates: From Now Through: 20 Oct 26 *(Not to exceed 30 days)*

Sign Dimensions 2 x 2 Total Square Feet of Sign: 4 Estimated Cost of Sign $________

REQUIRED DOCUMENTS

Detailed drawing showing dimensions, total square feet, proposed location on building or property, side, end, and top views, construction materials, stamped footing details (if over 15' in height), mounting details, colors, and illumination.
State electrical permits required for all illuminated signs.

FACE-CHANGE ONLY SIGNS DO NOT REQUIRE A PERMIT

All requests for a waiver of Sign Permit fees requires submittal in writing and approved by the Tullahoma Board of Mayor and Aldermen.

SIGN PERMIT FEES

Signs not exempt from a permit: $20.00 plus $1.00 per square foot of sign display area

Temporary sign: $30.00 Flat Fee

Relocated sign: $30.00 Flat Fee *(current location must be in the Tullahoma City Limits).*

Failure to Obtain a Permit Before Installation: Sign Permit Fee is Doubled

AUTHORIZATION

Any information that the applicant has set forth in this application that is false or misleading may result in the rejection of this application. A condition for the issuance of this permit is that the proposed construction will comply at all times with the plans as approved by the City of Tullahoma. I hereby declare and affirm, under the penalty of perjury, that all matters and facts set forth in the sign permit application are true and correct to the best of my knowledge, information and belief.

______________________________ ________ ______________________________
Signature of **PROPERTY OWNER** ****Required*** Date Printed Name of **PROPERTY OWNER** ****Required***

[signature] For Greg Gressel 16Sep26 ______________________________
Signature of **APPLICANT** ****Required*** Date Printed Name of **APPLICANT** ****Required***

OFFICE USE ONLY--

Permit # __________

Total Square Feet of Sign________

Total Sign Permit Fee ______________

1. Sign Permit Fee *$1 per square foot of sign display*	________
2. Permit Review Fee	20.00
3. Sign Relocation Fee	30.00
4. Sign Demolition Fee	30.00
5. Temporary Sign Fee	30.00
6. Failure to Obtain Permit Fee *Double sign permit fee in Line 1.*	________

DOWNTOWN TULLAHOMA ARTS CRAWL

SPONSORED BY THE ARTS COUNCIL OF TULLAHOMA

Tuesday
October 20, 2026
5 - 8PM

A showcase of Local Artists in Downtown Businesses

ARTS CRAWL

SPECIAL EVENT SIGN LOCATIONS

1. 41A and Carroll
2. 41A and Cedar
3. 41A and Christopher Equipment
4. 41A and Decherd
5. 41A and Hogan
6. 41A and Golf Club
7. 41A and Lauderdale
8. 41A and Lincoln
9. 41A and McNabb
10. 41A and Northgate Mall
11. 41A and Weichert Realtors
12. 41A and Wilson
13. 41A and Washington
14. 41A and U.S. Bank
15. Grundy and NW Atlantic St
16. Grundy and Cedar
17. Grundy and Washington
18. Grundy and W Lauderdale
19. Kings Way and Country Club Drive
20. East Lincoln and North Anderson St
21. West Lincoln and North Wall St
22. West Lincoln and NW Atlantic St
23. West Lincoln and 130
24. West Lincoln and N Eddie ST
25. West Lincoln and Cedar/Westside Dr
26. Ovoca and Riley Creek
27. Ovoca and Kings Way
28. Cedar and William Northern
29. Franklin and Carroll

* ORG. WILL BE REQUESTING AN AGENDA ITEM TO WAIVE FEES FOR SIGNAGE @ THE 9/28 BOMA MEETING

BEER BOARD MEETING
MINUTES FOR
September 14, 2026

The Beer Board of Mayor and Aldermen of the City of Tullahoma, Coffee and Franklin Counties, Tennessee assembled at the Municipal Building, in Tullahoma, for a meeting on Monday, September 14, 2026, at 5:30 p.m. with Mayor Lynn Sebourn presiding and the following named members of the Board of Mayor and Aldermen: Daniel Berry, Matthew Bird, Donna Bradford, Mike Dent, Mayor Pro Tem Sernobia McGee, and Busch Thoma.

Jeff Damron, City Administrator, Steve Worsham & Brittany Hoskins, City Attorneys; Susan Wilson, Finance Director, and Lori Ashley, City Recorder, were present at the meeting.

Mayor Sebourn called the meeting to order.

NEW BUSINESS:

Item No. 26-BB29– A request to approve Beer Application (Special Event Permit / Non-Profit) and waive permit fees for the Beechcraft Heritage Museum, Beech Party – International Fly-In, on October 7-10, 2026.

A motion was made by Alderman Bird and seconded by Alderman Berry to approve Item No. 26-BB29.

On roll call all members present voted aye and it was so ordered.

Item No. 26-BB30 – A request to approve Beer Application (Special Event Permit / Non-Profit) and waive permit fees for Community Care Ministries, Inc., DBA The Attic Outlet. Event to be held on October 10, 2026, at the South Jackson Civic Center – Outdoor Theatre. Lisa Cardwell will oversee the beer sales for the event.

A motion was made by Alderman Bird and seconded by Alderman Berry to approve Item No. 26-BB30.

On roll call all members present voted aye and it was so ordered.

There being no further business to come before the Board of Mayor and Alderman at this time, the Board Meeting adjourned at 6:36 p.m.

____________________________ ____________________________

CITY RECORDER MAYOR

AGENDA ITEM NO. 26-BB32

DATE: September 28, 2026

TO: Board of Mayor and Aldermen

FROM: Lori Ashley, Beer Board Secretary

PURPOSE: Beer Application (On-Premises Permit)
M&P 888 Inc.
Dba Sushi Thai
1909 N. Jackson Street

BACKGROUND:

Attached please find a copy of a beer application for Sushi Thai. This application was completed by Mr. Dura, the manager of Sushi Thai, and he will oversee the beer sales. All appropriate paperwork has been filed with the City Recorder.

RECOMMENDATION:

Approve the Beer Permit, subject to passing of final fire inspection.

ATTACHMENTS:

Completed application is attached.

$250
Application
$50 per background check

APPLICATION FOR BEER PERMIT
STATE OF TENNESSEE
CITY OF TULLAHOMA, TENNESSEE

Application for (check one):

✓ **On-Premises Permit**

_____ **Off-Premises Permit**

_____ **On and Off Premises Permit**

_____ **Manufacturer's or Distributor's Permit**

_____ **Special Events Permit**

I hereby make application for a permit to sell, store, manufacture, or distribute beer or other beverages authorized to be sold, stored, manufactured or distributed under the provisions of the *Tennessee Code Annotated* 57-5-101 ET SEQ. and the *Municipal Code of the City of Tullahoma, Tennessee,* Title 8, Chapter 3, and base my application upon the answers to the following questions:

1. Full name of Applicant (Owner): M & P 888 INC

Person ___ Firm ✓ Corporation ✓ Joint-stock Co. ___ Syndicate ___ Association ___
Other ___________

2. List all persons, firms, corporations, joint-stock companies, syndicates, or associations having at least a (5%) ownership interest in the business (attach additional sheet, if needed).

Prakash Dura - 50 %

Mingde Liu - 50 %

3. What is your present home address?

Prakash Dura :-

Mingde Liu :-

APPLICATION FOR BEER PERMIT CITY OF TULLAHOMA, TENNESSEE

4. Previous address (es) within the last ten (10) years:

Prakash Dura

TX 77385,

Mingde Liu:-

5. Date of birth: Prakash:- 1990 ~~Mingde:-~~ 1967 Home telephone: Prakash # ~~Mingde #~~

Sex: M/M Race: Asian

6. Driver's License No.: Prakash #, Mingde # Work Phone #: 931-

7. Under what name will this business operate?

Sushi Thai Tullahoma

8. Location of business by street address or other geographical description and phone number of the business:

1905 N Jackson st #450, Tullahoma, TN 37388

9. Will this establishment's primary business be the sale of prepared on-premises food that will be consumed on-premises, with not more that 30% of the Applicant's income being derived from the sale of beer?

Yes

10. Specify the identity and address of the person to receive annual privilege tax notices and any other communication from the City:

M & P888 INC (Prakash Dura and Mingde Liu).

- 1905 N Jackson #450, Tullahoma TN 37388.

11. Give name and address of property owner, if other than business owner:

Name: WHLR - FORREST GALLERY, LLC

Address: C/O Wheeler Real Estate Investment Trust, 2529 Virginia Beach Blvd, Virginia Beach, VA 23452.

S:\Accounting Clerks\Beer\Blank Beer Permit Application Forms.doc S:\Accounting Clerks\Beer\Blank Beer Permit Application Forms.doc

Page 2

APPLICATION FOR BEER PERMIT CITY OF TULLAHOMA, TENNESSEE

12. Will the permit be used to operate one or more restaurants or other businesses under the same permit as permitted by Section 57-5-103(a)(4) within the same building? Yes___; No ✓. If Yes, please specify number _____. List the names of the restaurants or other businesses and describe their location (attach additional sheet, if needed): (Please note that if operator has separate locations, a permit will be required for each location.)

____

____

13. Give name, date of birth, and address of any manager other than applicant: (Please note, **if you change managers, City Hall must be notified and a new background check must be completed.**)

None - Managed by owners.

____

14. Has any person having at least a 5% ownership interest, any of the managers listed in question 13, or any other employee of the business, been convicted of any violation of the beer or alcoholic beverage laws or any crime (other than minor traffic violations) within the last ten (10) years? _____ If Yes, then give particulars of each charge, court and date convicted.

No

____

15. Has this owner or the owner's organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes _____ No ✓ If Yes, then please specify where, when and why:

____

____

____

16. Give the name, relationship to applicant (if applicable) and address of the former beer permittee at this location: Sushi Thai Tullahoma.

APPLICATION FOR BEER PERMIT CITY OF TULLAHOMA, TENNESSEE

I am knowledgeable of the laws prohibiting the sale of beer to minors. I hereby certify that no person having at least a 5% ownership interest or any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past five (5) years. I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other places of public gathering, or otherwise interferes with public health, safety and morals.

Signature of Applicant/Owner
(or Authorized Corporate Officer)

Sworn to and subscribed before me this 14 *day of* September, 2026.

Notary Public

My Commission Expires: 07/22/2030

HENRE D ROSHELL
STATE OF TENNESSEE NOTARY PUBLIC
COFFEE COUNTY

Bill Lee
Governor

TENNESSEE BUREAU OF INVESTIGATION
ATTN: TORIS
901 R.S. Gass Boulevard
Nashville, Tennessee 37216-2639
(615) 744-4057
Facsimile (615) 744-4289

David B. Rausch
Director

09/14/2026

ORI A ASHLEY
01 W GRUNDY ST
JLLAHOMA TN 37388

ennessee Criminal History Records Request

O TENNESSEE CRIMINAL HISTORY RECORD HAS BEEN FOUND FOR THE PERSON LISTED BELOW. NOTE: All aliases submitted ave been searched.

PRAKASH DURA

lease be aware that, unless a fingerprint comparison is performed, it is impossible for the Tennessee Bureau of ıvestigation to be sure the record belongs to the individual you requested . A fingerprint comparison will only be performed ı the event of a written appeal of criminal history results. The information you receive will be based on only those arrests /hich occurred within the state of Tennessee.

he Tennessee Bureau of Investigation found no Tennessee criminal history based on the information provided. No criminal ecord check was conducted for other states or for the Federal Bureau of Investigation.

ennessee Open Records Information Services
ennessee Bureau of Investigation
01 R.S. Gass Blvd.
lashville, TN 37216

INTERNATIONALLY ACCREDITED SINCE 1994

Impact Fees

Presented by: Alderman Daniel Berry
Date: September 28, 2026
Item type: Discussion and direction requested (no vote)
Requested of the Board: Consensus to direct the City Administrator to research the open questions below and return to a future study session with answers.

1 Problem statement

Tullahoma is growing, and the cost of the infrastructure that new development requires is currently carried almost entirely by existing residents. When a new subdivision or commercial project adds trips to our roads, load to our water and sewer capacity, runoff to our stormwater system, and demand on parks and public safety, the capital cost of expanding that capacity shows up in property taxes and utility rates paid by people who were already here.

Put plainly: growth is not paying its proportionate share of the capital it creates. I want to look at whether an impact fee, or a comparable instrument, can shift the cost of new capacity onto the new development that drives it, in a way that is legally defensible and does not choke off the development we want.

2 What we need this to do

- Make new development contribute proportionately to the capital infrastructure its growth requires.
- Stay legally defensible under Tennessee law and survive a challenge from the building community.
- Avoid double-charging where the county already taxes the same activity.
- Avoid discouraging desirable development, and ideally reward developers who build public infrastructure themselves.
- Be administrable by our staff without a burden that eats the revenue it raises.

3 What I know right now

- **Authority is the first gate, not the fee schedule.** Tennessee cities have no inherent power to charge impact fees. The power comes from the charter. General-law charter cities get it automatically by statute (T.C.A. § 6-2-201(15) for mayor-aldermanic, § 6-33-101(a) for city manager-council). Tullahoma runs on a **private act charter** (Private Acts 1903, ch. 553), so we do **not** get that automatic grant.
- Our charter does not explicitly grant this authority. That points to a **charter amendment**, which for a private act city means a private act passed by the General Assembly and then approved locally. That has real timeline and process implications (state delegation sponsorship, legislative session calendar, local ratification) that staff and the attorney need to confirm.

- The **County Powers Relief Act of 2006** (§ 67-4-2913) froze new county development taxes, but that freeze did **not** extend to cities. So the county's constraints are not our barrier. Our charter is.
- An impact fee is not free to stand up. It requires a **capital improvements plan**, a **nexus / fee study** by a qualified consultant, **segregated accounts** by fee category with a spend-or-refund window, and a **developer credit program**. I want us to say that cost out loud at the front, not discover it later.
- The **adequate facilities tax** is a related but legally distinct instrument that deserves a side-by-side look before we commit (see section 5).
- **Open question on the county:** whether Coffee County levies any development, adequate facilities, or school facilities tax that would overlap or trigger the privilege-tax preemption in § 67-4-503. Staff should confirm.

4 Scope of this request (the sandbox)

I am deliberately keeping this small so it does not balloon.

In scope for this study session:

- Direction to the City Administrator to work with the City Attorney, MTAS, and planning/finance staff to answer the questions in section 7.
- A recommendation back to us on instrument choice (impact fee vs. adequate facilities tax) with the legal path and rough cost for each.

Out of scope right now (explicitly not deciding today):

- Setting any fee amount or rate.
- Adopting an ordinance or committing to a specific instrument.
- Commissioning the fee study (that is a later, funded decision once we know the authority path).
- Targeting any specific development or project.

5 The instrument decision: impact fee vs. adequate facilities tax

My preference is the impact fee, because the whole argument is that development should help pay for the infrastructure it creates, and an impact fee is tied directly to that capital cost. But I want the administrator and attorney to pressure-test it against the adequate facilities tax and bring back a recommendation. A starting decision matrix:

Factor	Impact fee	Adequate facilities tax	Status quo
Legal nature	Regulatory fee	Privilege tax on the act of developing (often per sq ft or per unit)	N/A
Authority path for Tullahoma	Charter amendment / private act enabling	Enabling authority; § 67-4-2913 makes it the exclusive vehicle for *new* adequate facilities taxes; watch §	None needed

Factor	Impact fee	Adequate facilities tax	Status quo
		67-4-503 preemption if county taxes the same privilege	
What it can fund	Capital infrastructure attributable to new growth only (roads, water/sewer capacity, parks, sometimes public safety facilities). Not operations, not fixing existing deficiencies	Broader; commonly schools and general facilities; less tightly tethered to a cost study	Nothing new
Legal tests	Rational nexus + rough proportionality	As a tax, generally not held to the same nexus study rigor on amount; main risk is the authority/preemption question	N/A
Required before adoption	Capital improvements plan + formal nexus/fee study	Enabling act; far less study-dependent	Nothing
Accounting burden	Segregated accounts by category, spend-or-refund window, credit tracking	Typically earmarked; lighter tracking	None
Developer credits	Standard and expected for developer-built infrastructure	Possible but less standardized	N/A
Challenge risk	Moderate; defensible with a proper study, vulnerable without one	Lower on the amount question if properly authorized	None
Revenue predictability	Varies with development pace	Flat rate per unit, more predictable	Existing taxpayers absorb the cost
Political optics	"Growth pays for growth," ties to visible infrastructure; builders will push back	Functionally similar but carries the word "tax"	The current default

> **One caution for the attorney:** Tennessee case law has at times treated so-called impact fees as taxes. The characterization matters, so I want the city attorney and MTAS to confirm which instrument actually fits what we want to fund.

6 Known costs and requirements, stated up front

If we go the impact fee route, here is what it takes. I would rather we all see this now.

- **Capital improvements plan.** The fee has to be tied to identified capital projects. We need a current, impact-fee-ready CIP.
- **Nexus / fee study.** A qualified consultant (firms like TischlerBise or Duncan Associates do this) establishes the nexus and proportionality. This is a real expense, typically in the tens of thousands of dollars depending on how many fee categories we study. Staff should get quotes; I do not want to guess the number for the record.

- **Segregated accounts.** Fees held by category, spent on the identified capital within a statutory window, or refunded. That is an ongoing accounting and finance responsibility.
- **Developer credit program.** Developers who build qualifying public infrastructure themselves get a credit against the fee. I see this as a feature, not a cost: it gives builders a direct incentive to put in infrastructure they might not otherwise build, and the city gets the infrastructure without cutting a check.
- **Periodic updates.** The study and CIP have to be refreshed so the fee stays defensible over time.

7 What I am asking the administrator and staff to bring back

1. **Authority:** Does our private act charter grant any usable authority, or do we need a charter amendment / private act? What is the exact mechanism, who sponsors it (our state delegation), and what is the realistic timeline against the legislative calendar and local ratification?
2. **Instrument recommendation:** Impact fee or adequate facilities tax for our situation, and why?
3. **County overlap:** Does Coffee County levy any development, adequate facilities, or school facilities tax that overlaps or triggers § 67-4-503?
4. **Fee study:** Estimated cost and timeline, and one or two recommended consultants.
5. **Fundable categories:** Which capital categories are legally fundable here (roads, water/sewer, stormwater, parks, public safety)?
6. **CIP status:** Where does our current capital improvements plan stand, and what would make it impact-fee ready?
7. **Administrative load:** What does the segregated-fund accounting and credit tracking actually require of finance and planning staff?

8 Next step in the process

This is the study session step. If the Board is comfortable with the direction, I am asking for informal consensus to send these questions to the administrator, and I will line up a co-sponsoring alderman before this returns as a potential agenda item.

To: Board of Mayor and Aldermen

From: Alderman Busch Thoma

Date: September 17, 2026

Subject: Request for Study Session Item – School Zone Vehicle Restrictions

Discussion on Restricting Certain Large or Heavy Vehicles in School Zones During Active School Hours

Following recent conversations and safety concerns raised by a resident, Alderman Thoma recommends that the Board discuss the possibility of restricting specific vehicle sizes or weights in designated school zones during times when students are present. Implementing such restrictions may enhance safety and demonstrate a proactive effort to minimize potential risks. Alderman Thoma further recommends gathering input from Eric (Public Works) as well as legal counsel to evaluate feasible options, signage requirements, and potential impacts on traffic patterns. Similar vehicle and weight restrictions are commonly used on various roadways, and exploring this option may provide helpful guidance to the City.

Please include this item on the study session agenda for September 28.

Thank you,

Alderman Busch Thoma

Study Session Item: Charter Language for Police Chief and City Recorder

Presented by: Alderman Daniel Berry **Date:** 9/28/26 **Item type:** Discussion and direction requested (no vote)
Requested of the Board: Consensus to direct the City Administrator and City Attorney to draft the charter change and the resolution to send to our state delegation, and to return it to a future study session.

---

1. The problem (in one line)

Our charter and our actual practice do not match on who the Police Chief and City Recorder answer to, and no ordinance can fix that. Only a charter change can.

- Charter language: both offices are elected by the Board and hold office at the will and pleasure of the Board, with salary and duties set by the Board.
- Actual practice for years: both operate under the City Administrator, on the understanding that the Board has one employee, the Administrator.
- An ordinance cannot override the charter. So the two are out of sync, and the gap sits on two positions we cannot afford ambiguity around.

2. Background

- Surfaced by City Attorney Stephen Worsham while researching who can call special-called meetings. He found the report-to-BOMA language and the lapsed practice of the Board re-electing these officers each year.
- Alderman Kurt Glick flagged the same confusion most of us have carried: the long-held assumption that BOMA has one employee, the City Administrator.
- The Board reconfirmed both officials in October 2025 (Recorder unanimous, Chief 6-1) as a stopgap while this gets sorted.
- Ordinance No. 1697 is on the 9/28/26 agenda. It is a short-term clarifying ordinance, re-drafted after the Board postponed the 9/14/26 version to fix the Chief and Recorder language. It amends Title 4 to say both are "directly accountable to" the Board while "day-to-day administrative coordination shall be conducted through the city administrator." It works inside the charter and clarifies practice. It does not, and cannot, change Sections 15 or 16.
- Tullahoma is a private act charter city (Private Acts 1903, ch. 553). We do not amend our charter by ordinance.

3. The amendment process (how a charter change actually happens)

1. The Board drafts the charter change and adopts it as a resolution.
2. That resolution goes to our state delegation to carry.
3. The General Assembly passes the amendment and the Governor signs it.

4. It returns to the Board, where a two-thirds supermajority adopts it to take effect.

No referendum is required. The two gates that matter for us are securing delegation sponsorship and holding a two-thirds Board vote on the back end.

4. What I think I know (confirmed vs. needs verifying)

Confirmed:

- **Section 15 (Recorder):** "The recorder shall be elected by the Board of Mayor and Aldermen of the city and shall hold office at the will and pleasure of the Board." Permanent employee, dismissed only for cause. Duties defined by ordinance; salary fixed by the Board; bond as prescribed.
- **Section 16 (Chief of Police):** creates "the office of city constable and/or chief of police; he shall be elected by the Board of Mayor and Aldermen." Holds office at the will and pleasure of the Board. Permanent employee, suspended or dismissed only for cause. Salary and fees fixed by the Board; duties fixed by the Board; bond as prescribed.
- Charter, not ordinance, is the governing document here, and an ordinance cannot supersede it.
- The amendment path is settled: Board resolution to the delegation, General Assembly passage and Governor's signature, then local adoption by a two-thirds Board supermajority.
- Ordinance 1697 is a code-level clarification only. Its new Section 4-110 keeps both offices "directly accountable to" BOMA with day-to-day coordination through the Administrator. It stays consistent with Sections 15 and 16; it does not move these offices under the Administrator.

Needs verifying (for staff/attorney):

- Whether the archaic "city constable and/or chief of police" wording in Section 16 should be cleaned up in the same private act.
- Whether other charter or code provisions cross-reference Sections 15 and 16 and would need conforming edits.
- Realistic timing against the legislative calendar from Board resolution to final local adoption.

5. The direction I am proposing

Align the charter to how the city actually runs:

- Amend Sections 15 and 16 so both the Police Chief and City Recorder are appointed by and report to the City Administrator, supervised like every other department head.
- Remove the "elected by the Board" language and the annual re-election practice it produced; move both to standard appointed-employee status under the Administrator.
- Preserve appropriate Board oversight where it belongs (budget, policy, and any confirmation role we decide to keep), without day-to-day reporting or election running through the Board.
- Clean up the outdated "city constable" language in Section 16 while we are in there.

6. Scope of this request (the sandbox)

In scope for this study session:

- Direction to have the Administrator and Attorney draft the charter change and the resolution to our state delegation.
- A return to study session with the draft private act language amending Sections 15 and 16 and a realistic timeline.

Out of scope right now (not deciding today):

- Final charter wording (we review that when it comes back).
- Any personnel decision about the current Chief or Recorder. This is about structure, not people.
- Changing the Administrator's authority beyond these two reporting lines.
- Any other charter provision not tied to these two offices.
- Ordinance 1697 itself. That is its own agenda item; this study session is about the permanent charter fix.

7. Options / analysis

Factor	A. Charter change to report under Administrator (my lean)	B. Short-term clarifying ordinance (Ord. 1697)	C. Keep charter as written, actually follow it	D. Do nothing
Fixes the charter/ practice mismatch	Yes, permanently	No, only clarifies practice inside the charter	Yes, but by reverting practice	No
Matches how the city runs today	Yes	Partially, keeps BOMA accountability with day-to-day through Administrator	No, forces Board election and direct BOMA reporting	No
Legal durability	High once adopted	Holds as a clarification, but cannot move the offices	High, but undoes years of practice	Exposed
Timeline	Slow, tied to legislative calendar + 2/3 Board adoption	Immediate (on 9/28/26 agenda)	Immediate	N/A
Best use	The permanent fix	Near-term clarity while the private act moves	Fallback if we cannot get a private act	Not acceptable

My lean: A as the destination. Ord. 1697 (B) gives near-term clarity, but it is not the fix and does not change Sections 15 or 16. C only if the private act stalls.

8. Known costs and requirements, stated up front

- Attorney and staff time to draft the charter change, the resolution, and the private act language.
- State delegation sponsorship and the legislative session calendar. This is not a fast process.

- A two-thirds Board supermajority to adopt it on the back end after the state passes it.
- A conforming amendment to Section 4-110 (from Ord. 1697) once the charter change takes effect, plus any other charter or code sections that reference these offices.
- Low direct dollar cost. The real cost is process and time, not consultants.

9. What I am asking the Administrator and Attorney to bring back

1. Draft charter change and private act language amending Sections 15 and 16 to (a) place both under the City Administrator, (b) remove the "elected by the Board" and annual re-election structure, and (c) clean up the "city constable" wording.
2. Delegation sponsorship and a realistic timeline against the legislative calendar, from Board resolution to final two-thirds adoption.
3. How Section 4-110 (from Ord. 1697) would need to be conformed once the charter change takes effect, so the code and charter do not contradict each other.
4. Any other charter or code provisions that reference Sections 15 and 16 and would need conforming changes.

10. Next step in the process

This is the study session step. If the Board is comfortable with the direction, I am asking for informal consensus to send these drafting tasks to the Administrator and Attorney. I will line up a co-sponsoring alderman before this returns as a potential agenda item.

Study Session Item: Lodging Tax (Hotel/Motel Tax) Allocation and Grandfathered Status

Presented by: Alderman Daniel Berry
Date: September 28, 2026
Item type: Discussion and direction requested (no vote)
Requested of the Board: Consensus to direct the City Administrator, Finance, and City Attorney to (a) produce a full accounting of current hotel/motel tax allocations and (b) research what it would take to repeal and rebuild our ordinance under the current general law framework, and to return both to a future study session.

---

1. The problem (in one line)
We hand out roughly a third of our hotel/motel tax revenue to specific organizations by fixed percentage, written into an ordinance that predates the current state framework, and nobody on the board has had to justify that split against results in years.

- The percentages haven't moved since the ordinance was adopted. No competitive process, no performance requirement, no sunset.
- We've avoided touching the ordinance because touching it risks losing grandfathered status under state law, which would force us onto the general law's rules.
- That avoidance has become its own problem. The board is already litigating adjacent pieces of this (the Ord. 16-93 parity ordinance tying Sports Council and South Jackson Civic Center general-fund appropriations to the Chamber's hotel-motel cut) without addressing the allocation mechanism itself.

2. Background

- Tennessee's 2021 hotel occupancy tax act (Tenn. Code Ann. § 67-4-1401 et seq.) requires new hotel/motel tax revenue to be "designated and used for the promotion of tourism and tourism development" (§ 67-4-1403(a)), and caps new levies at 4% (§ 67-4-1402), with an 8% cumulative cap per incorporated area effective May 1, 2025 (need to confirm whether Coffee County levies its own hotel tax on the same base, which would count against that cap).
- A city with a tax authorized before July 1, 2021 is grandfathered: it "may continue to use the revenue in the manner prescribed in the private act, resolution, or ordinance levying the tax" (§ 67-4-1403(b)), subject to § 67-4-1414. Tullahoma currently charges 5%, above the 4% general-law cap, which is itself evidence we are operating under grandfathered authority.
- Section 1414(a)(1) is the trip wire: a grandfathered municipality "shall not change the use of the revenue except in accordance with this part." An exception at 1414(a)(2) lets cities over 600,000 population adjust allocations without losing grandfathered status. We are nowhere near that population threshold, so that exception doesn't apply to us.

- This isn't hypothetical for us. On the record at a recent board meeting on the parity ordinance (Ord. 16-93), the city attorney told the board that modifying the hotel-motel ordinance risks the grandfathered status, in these terms: since the tax was in place when the state started regulating it, we can keep doing what we were already doing, but changing it is the exposure. One alderman's response on the record: "I think we just need to repeal our tourism ordinance, period."
- Ord. 16-93 (Sports Council / South Jackson Civic Center / Chamber parity) advanced 6-0 on second reading with implementation details unresolved. That ordinance addresses parity between organizations' general-fund appropriations. It does not address whether the underlying hotel-motel percentage grants should exist in their current form at all. This item is meant to run alongside that one, not duplicate it.
- Separately, the board has already debated shifting hotel-motel percentages toward the Sports Council (a public commenter proposed 15%, against an existing 1.5% sports tourism line item) during a budget second reading, without resolving it permanently.

3. What I think I know
Confirmed:

- State law: Tenn. Code Ann. §§ 67-4-1401, 1402, 1403, 1414 as summarized above.
- An AG opinion (Op. No. 25-021) confirms that a pre-July-1-2021 private act's authorized rate is not subject to the general law's 4% cap, even if the board's vote to implement the full rate happened after that date. That opinion addressed the rate cap specifically, not the use restriction.
- Tullahoma's hotel/motel tax rate is 5% (per the city's own Finance Department page).
- Current named allocations documented in public meeting coverage: Chamber of Commerce receives 12% of hotel-motel tax revenue, funding three tourism staff positions; a sports tourism line item is capped at 1.5%. Total budgeted occupancy tax revenue was discussed at approximately $478,357 during the June 2026 budget cycle.
- The city attorney has already gone on record that changing the ordinance's allocations risks the grandfathered use protection.

Needs verifying (for staff/attorney):

- The full current allocation table. My "roughly 32%" figure is a guess. I can only document about 13.5% (12% Chamber + 1.5% sports) from public sources. If there are other named recipients or percentages, I want the actual ordinance language and the actual dollar figures for the last three fiscal years.
- Whether the rate-cap grandfather (§ 1402(b), confirmed independent by AG Op. 25-021) and the use grandfather (§ 1403(b)/§ 1414) are treated as severable, or whether

losing one triggers losing the other. If we can lose the use protection while keeping the 5% rate, that changes the cost-benefit of every option below.

- Whether Coffee County levies its own hotel/motel tax on the same room nights, which would matter for the 8% cumulative cap under § 67-4-1402(a)(2).
- Whether a full repeal-and-readopt under the general law framework requires anything from the state (comptroller notice, delegation action) beyond a board ordinance, given we're a private-act charter city.
- What "change the use" means as applied here. Does adjusting a percentage among the same named recipients count? Does adding a competitive/performance requirement to the same dollars count, if the money still goes to promoting tourism? Or does only a change in who's authorized to receive money at all trigger it? The attorney's comments on Ord. 16-93 suggest staff already believes this line is closer than we'd like, but I want that in writing with citations, not paraphrased from a meeting.

4. The direction I am proposing

My lean is to stop protecting a structure I don't think we should be running in the first place, and move deliberately onto the general law framework:

- Direct the Attorney to draft a repeal of the current hotel-motel tax ordinance's allocation provisions and a re-adoption under Tenn. Code Ann. § 67-4-1401 et seq.
- Accept the rate consequence if unavoidable (5% down to the 4% cap) as the cost of getting out from under fixed percentage grants to named organizations.
- Replace fixed percentages with a competitive or performance-tied process: organizations apply, show a marketing/tourism-development plan, and get funded against results, not against a line item nobody has revisited in years. This is required anyway under general law, which limits use to tourism promotion and development, so it isn't just a change I want, it's the compliance floor once we ungrandfather.
- Keep whatever total dollar amount currently flows to tourism promotion roughly intact where possible; this is about how it's allocated and justified, not necessarily about starving the Chamber or the Sports Council.

5. Scope of this request (the sandbox)
In scope for this study session:

- Direction to Finance to produce the complete current allocation table with dollar figures, ordinance citations, and the last three fiscal years of actual disbursement.
- Direction to the Attorney to answer the "needs verifying" legal questions above, in writing, before any ordinance drafting starts.
- Direction to the Attorney to sketch what a repeal-and-readopt under the general law framework would actually require procedurally.
- Board discussion of whether a competitive/performance-based model is the right replacement structure, at a conceptual level.

Out of scope right now:

- Any specific new percentage, dollar figure, or organization-by-organization decision. Not deciding funding levels today.
- Ord. 16-93 (the parity ordinance). That is a separate, already-moving item; this item does not seek to amend or halt it.
- Any decision to actually repeal the current ordinance. That comes back as its own item once we have the legal answers above.
- Renegotiating or terminating any current-year appropriation already approved in the budget.

6. Options / analysis

Factor	A. Repeal and rebuild under general law (my lean)	B. Stay grandfathered, test what can change	C. Leave it alone	D. Repeal with no replacement structure
Fixes the "automatic money to organizations" problem	Yes, competitive/performance model becomes close to mandatory	Maybe, depends on how narrow "change the use" turns out to be	No	Yes, but leaves tourism promotion unfunded and non-compliant with state reporting in the interim
Revenue impact	Rate likely drops 5% to 4% (~20% cut to gross collections, exact number needs Finance) unless rate and use grandfathers are severable	None, if changes stay inside whatever boundary the attorney identifies	None	Same rate risk as A, with no funding plan to show for it
Legal exposure	Low once repealed and readopted correctly; clean break	The attorney has already signaled skepticism on much smaller changes (Ord. 16-93)	Low, but leaves the underlying problem in place indefinitely	High; repealing without a replacement invites a compliance and funding gap
Speed	Slower; ordinance drafting, two readings, transition period for current recipients	Faster if the answer is favorable, but we don't know the answer yet	Immediate (no action)	Fast to repeal, slow to fix the aftermath

Best use	If we actually want to change who gets funded and how	If legal research shows real room to maneuver without losing the rate	Only defensible if we accept the current allocations are fine as-is	Not recommended without a rebuild plan ready to go same-day

My lean: A. I don't want to spend attorney time mapping the narrowest possible edit that preserves a structure I think is wrong on the merits. If we're going to touch it, touch it all the way and build the replacement right.

7. Known costs and requirements, stated up front

- Attorney and Finance staff time to produce the allocation history, answer the legal questions, and draft repeal/readoption language.
- Likely revenue reduction if the rate cap applies (5% to 4%), pending confirmation on severability of the rate and use grandfathers.
- Transition risk for the Chamber's three tourism-funded positions and any other current recipients; the board should expect those organizations to show up and object, and should have a transition plan (phase-out period, grandfather current-year funding) ready before this becomes public.
- Possible interaction with the pending Ord. 16-93 parity ordinance; the two items should be reconciled before either is finalized so the board isn't building two allocation frameworks in parallel.
- Low consultant cost. Real cost is legal research time and the political cost of changing funding organizations have relied on for years.

8. What I am asking staff to bring back

1. Finance: the complete current hotel/motel tax allocation table, by organization and percentage, with the governing ordinance section for each line, and actual disbursements for the last three fiscal years.
2. Attorney: written analysis (with citations) of whether the § 1402(b) rate grandfather and the § 1403(b)/§ 1414 use grandfather are severable, i.e., can we lose one without losing the other.
3. Attorney: written analysis of what specifically constitutes "changing the use" under § 67-4-1414(a)(1) as applied to our ordinance, and how that intersects with what's already been raised on Ord. 16-93.
4. Attorney: confirmation of whether Coffee County levies its own hotel/motel tax on the same room nights, and how that affects our position under the § 67-4-1402(a)(2) cumulative cap.
5. Attorney and Administrator: a procedural outline for repealing the current ordinance and readopting under Tenn. Code Ann. § 67-4-1401 et seq., including any state-level notice or filing requirements given our private-act charter status.

6. Administrator: a rough revenue model showing collections at 5% versus 4%, using actual trailing collections, so the board can see the real dollar cost before deciding anything.

9. Next step in the process

This is the study session step. If the board is comfortable with the direction, I am asking for informal consensus to send these six items to staff and the attorney. I will line up a co-sponsoring alderman before this returns as a potential agenda item, and I want the Ord. 16-93 status reconciled with this one before either moves further.