Cross Plains City Commission
Regular Meeting Agenda

Thursday, March 19, 2026 at 6:30 P.M.
at Cross Plains City Hall

1. Call to Order.

2. Invocation and Pledge of Allegiance.

3. Minutes of Previous Meeting.
   a. February 19, 2026 Regular Commission Meeting.

4. Financial Reports:
   a. February 2026 - General Fund checking: $239,141.75; Fire Fund checking: $84,625.25
   b. CD's: Playground $ 13,721.20
      General $ 934,970.72
      Roads $ 100,932.60

5. Reports - Mayor Graves
   a. Fire Dept:
      Feb'26 – 80 calls (33 inside city/47 outside city).
      Fuel – 118.8 gas/35.5 diesel
   b. Police Dept:
      Feb'26 – 39 calls (127 calls went through RC Dispatch/4 calls answered by RCSO).
      Fuel –229.5 gallons
   c. Building Dept Permits/Inspections – 1 permit/3 inspections
   d. Parks Dept Update

6. Public Comments (Limited to 3 minutes).

7. Public Hearings:
   a. **Ordinance 26-01**, an ordinance to increase court costs pursuant to State Law by amending Ordinance 19-01, "An ordinance to establish reasonable court costs and levy a local litigation tax." (Passed 1st Reading 1/15/26).
      1. Open Public Hearing for comments on Ordinance 26-01.
      2. Close Public Hearing on Ordinance 26-01.

   b. **Ordinance 26-02**, an ordinance to amend Ordinance 25-03, the 2025-2026 Fiscal Year Budget, to reflect grant revenue and expenses in the Fire Department Fund. (Passed 1st Reading 2/19/26).
      1. Open Public Hearing for comments on Ordinance 26-02.
      2. Close Public Hearing on Ordinance 26-02.

8. Ordinances –
   a. **Second Reading of Ordinance 26-01,** to increase court costs pursuant to State Law by amending Ordinance 19-01, 'to establish reasonable court costs and levy a local litigation tax.' (Passed 1st Reading 1/15/26).
   b. **Second Reading of Ordinance 26-02**, to amend Ordinance 25-03, the 2025-2026 Fiscal Year Budget, to reflect grant revenue and expenses in the Fire Department Fund. (Passed 1st Reading 2/19/26).

9. Old Business –
   a. ISO Update – Fire Chief.

10. New Business –
    a. **Ordinance 26-03**, rezone 7128 Dogwood Lane from Commercial 1 (as shown on City's zoning map) back to Residential 1.
    b. **Ordinance 26-04**, rezone 7139 Dogwood Lane from Commercial 1 (as shown on City's zoning map) back to Residential 1.
    c. **Ordinance 26-05**, update the City's Personnel Policy.
    d. Roadblock permit request for April 4th from Mt. Carmel Church.
    e. Music for 4th of July event.
    f. Request from Bluegrass Festival to add the event to city's insurance.

11. Adjournment.

Cross Plains City Commission
Regular Meeting Minutes

Thursday, February 19, 2026, at 6:30 P.M.

The Cross Plains City Commission met in a regular session on Thursday, February 19, 2026 at Cross Plains City Hall with the following board members present: Marlene Graves, Mayor; Ronald "Dukie" Eden, Vice Mayor; Commissioners: Sherry Johnson and Jimmie Vaughn. Also present: City Manager Jeff Woodfin. Absent: Commissioner Barry Faulkner and City Recorder Holly Murphy.

1. Call to Order.
   Mayor Graves welcomed the delegation and called the meeting to order at 6:30 p.m.

2. Invocation and Pledge of Allegiance
   Mr. Jeff Chatman gave the invocation followed by the Pledge to the Flag led by Mayor Graves.

3. Minutes of Previous Meetings.
   a. January 15, 2026 Regular Commission Meeting.
   Commissioner Vaughn made a motion to approve the minutes from the January 15th commission meeting, seconded by Commissioner Johnson. Motion passed unanimously.
   b. February 11, 2026 Special Commission Meeting.
   Vice Mayor Eden made a motion to approve the minutes from the February 11th commission meeting, seconded by Commissioner Vaughn. Motion passed unanimously.

4. Financial Report – January 2026
   Mayor Graves reported on the January bank and CD balances as follows:
   General Fund checking $121,596.19; Fire Fund checking: $122,522.19; CD's: Playground $13,721.20; General: $934,970.72; Roads: $100,932.60.
   Vice Mayor Eden made a motion to approve the January 2026 Financial Reports, seconded by Commissioner Johnson. Motion passed unanimously.

5. Reports – Mayor Graves gave the January department reports as follows:
   a. Fire Dept:
      113 calls (34 inside city/79 outside city).
      Fuel – 130.4 gas/101.7 diesel;
   b. Police Dept:
      48 calls (98 calls went through RC Dispatch/3 calls answered by RCSO).
      Fuel – 229.5 gallons;
      Chief Hilgadiack advised of a roadblock request from Randall Harp for his daughter's annual St. Jude's Hospital fundraiser on March 14th from 8 a.m. to 12 p.m. There were no objections from the board. The Chief will get the permit issued and signed.
      Commissioner Vaughn inquired about Officer Davaloz who is out of work due to an injury. Chief Hilgadiack said he had a doctor's appointment today and they scheduled an MRI and another doctor appointment so they should know something by Monday.
   c. Building Dept Permits/Inspections –1 permit/5 inspections.
   d. Parks Dept Update – Jim Ring
      Jimmy reported that Dixie Youth Baseball starts next week. There are more teams and players this year. He briefly discussed the use of Field One for travel teams. The Parks & Rec Board met last month and discussed a couple of projects including safety netting and drainage. The March 7th

tournament was cancelled so the first tournament (Logan Hall Brothers Keeper) will be in April. Basketball is ending next week. Jimmy fielded questions about LED lighting and safety netting. The estimate for the LED fixtures was $75-80,000 and the netting will be around $500 per field.

6. Public Comments. (Limited to 3 minutes)
There were no public comments.

7. Old Business -
   a. ISO Update – Fire Chief Tommy Jackson
   Chief Jackson did contact the ISO for a new rating review. He anticipates they will come sometime in April. The department has had a lot of structure fires this month and averaged 5-6 people per call. The chief's new truck was delivered and they're in the process of installing the equipment.

8. New Business –
   a. Approve the Grant Contract between the City and the State of TN State Fire Marshal's Office.
   The Fire Department was awarded a grant for $33,596 to purchase turnout gear. City Manager Jeff Woodfin advised that this is a reimbursement grant and will require a budget amendment, which is next on the agenda.
   Commissioner Johnson made a motion to approve and sign the grant contract between the City and State Fire Marshal's Office, seconded by Vice Mayor Eden. Motion passed unanimously.

   b. **Ordinance 26-02,** to amend the 2025-2026 FY Budget for a Fire Department Equipment Grant awarded by the State of Tennessee (First Reading).
   Commissioner Vaughn made a motion to approve Ordinance 26-02 on First Reading, seconded by Vice Mayor Eden. Motion passed unanimously.

   c. **Resolution 26-03,** to authorize the city's participation in TN Consolidated Retirement System.
   City Manager Woodfin advised of a couple of changes including the city's percentage from 3% to 4% to better match the current $200 per month contribution with Edward Jones, and the minimum full-time hours for eligibility from 40 to 32 in the event of future personnel changes.
   Commissioner Johnson made a motion to authorize the city's participation in the TN Consolidated Retirement System, seconded by Vice Mayor Eden. Motion passed unanimously.

   d. Discuss and consideration of purchasing Dogwood Lane property for use as Village Green access.
   Mr. Woodfin has been in communication with the owner of the property on Dogwood Lane that backs up to the city's lot in Village Green, which was purchased with intentions of creating a new entrance/exit for the subdivision due to safety reasons. The owner has had the property surveyed into five lots and plans to sell them for commercial use. Mr. Woodfin is looking into grants to help fund this project, which may involve moving utility lines such as water and gas. He asked for direction from the board on whether to continue pursuing this option or sell the city's lot in Village Green.
   Mayor Graves made a motion to allow the city manager to continue talks with the property owner regarding the land purchase and price, seconded by Commissioner Johnson. Motion passed unanimously.

9. Adjournment.

Vice Mayor Eden made a motion to adjourn, seconded by Commissioner Vaughn. Motion passed unanimously.

Meeting adjourned at 7:00 p.m.

Minutes transcribed via audio recording.

_____

Holly Murphy, City Recorder

_____

Marlene Graves, Mayor

CITY OF CROSS PLAINS, TENNESSEE

ORDINANCE 26-01

AN ORDINANCE TO INCREASE COURT COSTS PURSUANT TO STATE LAW BY AMENDING ORDINANCE 19-01, "AN ORDINANCE TO ESTABLISH REASONABLE COURT COSTS AND LEVY A LOCAL LITIGATION TAX."

WHEREAS, in 2025, the Tennessee General Assembly enacted Public Chapter 459, which amends the Municipal Court Reform Act (Tennessee Code Annotated § 16-18-304(a)) by increasing the Municipal Training Education Fee municipalities are required to remit to the Tennessee Department of Revenue from one dollar ($1.00) to two dollars ($2.00) for every court cost collected; and

WHEREAS, Public Chapter 459 took effect in July 2025; and

WHEREAS, the Municipal Training Education Fee ("MTE Fee") is collected by municipal courts whenever court costs are paid, and the City of Cross Plains is therefore required to remit two dollars ($2.00) from each court cost collected to the State Treasurer, who then allocates the funds to the Tennessee Administrative Office of the Courts for training and conferences for Tennessee Municipal Judges and Municipal Court Clerks.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF CROSS PLAINS, TENNESSEE, THAT:

Section 1 of Ordinance 19-02 is amended by replacing the sentence, "In all cases heard and determined by him or her, the city judge shall impose court costs in the amount of $70.00 (seventy dollars)" with the sentence "In all cases heard and determined by him or her, the city judge shall impose court costs in the amount of $72.00 (seventy-two dollars)" and is hereby amended by replacing the phrase "One dollar ($1.00)" with "Two dollars ($2.00)."

The local litigation tax remains unchanged at $13.75.

THIS ORDINANCE SHALL TAKE EFFECT MARCH 1, 2025, THE PUBLIC WELFARE REQUIRING IT.

Passed First Reading:_____
Public Hearing:_____
Passed Second Reading:_____

_____
Marlene Graves, Mayor

ATTEST:

_____
Holly Murphy, City Recorder

City Of Cross Plains
Year to Date Budget
For the Eight Months Ending February 28, 2026

	Year to Date Actual	Total Budget	Budget Balance
Revenues			
Intergovernmental Revenues			
Local Opt Sales Tax	421,327.17	600,000.00	178,672.83
State - TVA Allocation	12,045.32	21,700.00	9,654.68
State Sales Tax	156,991.20	230,000.00	73,008.80
State - Sportsbetting	3,098.83	4,000.00	901.17
State Beer Tax	388.74	1,200.00	811.26
State - Mixed Drink Tax	7,733.00	12,000.00	4,267.00
State City Street & Trans.	2,168.41	3,300.00	1,131.59
State Transp. Modernization	664.97	780.00	115.03
State Gas-Motor Fuel Tax	21,960.89	35,000.00	13,039.11
State Gas-1989 Tax	3,436.57	5,500.00	2,063.43
State Gas-Improve Tax	11,065.75	16,700.00	5,634.25
State Gas-3 cent tax	6,345.61	9,700.00	3,354.39
Total Intergovernmental Revenues	647,226.46	939,880.00	292,653.54
Other Revenues			
Wholesale Beer Tax-7%	52,428.56	73,000.00	20,571.44
Springfield Gas	0.00	4,500.00	4,500.00
Cable TV Franchise Fees	4,244.74	7,000.00	2,755.26
Beer Permits/Priv Tax	700.00	800.00	100.00
Building Permits	13,274.00	15,000.00	1,726.00
Driveway Permits	300.00	1,500.00	1,200.00
Pavilion Revenue	600.00	1,500.00	900.00
Accident Reports	35.00	100.00	65.00
Ballfield Rental Revenue	875.00	2,000.00	1,125.00
Fines and Tickets	114,379.50	200,000.00	85,620.50
County Court Fines Allocation	255.55	200.00	(55.55)
Billboard Sign Revenue	0.00	1,200.00	1,200.00
SBA Telecomm. Tower Inc.	14,085.78	21,000.00	6,914.22
Rent - Wheat commission	0.00	10,000.00	10,000.00
Crop Proceeds	13,697.57	7,550.00	(6,147.57)
Interest Income	25,620.04	50,000.00	24,379.96
State Supplement	0.00	1,600.00	1,600.00
THSO Grant Proceeds	166.86	10,000.00	9,833.14
Police Retention Grant	3,000.00	3,000.00	0.00
Miscellaneous Income	111.47	15,000.00	14,888.53
Donations	4,805.00	0.00	(4,805.00)
Insurance Proceeds	4,000.00	0.00	(4,000.00)
Total Other Revenues	252,579.07	424,950.00	172,370.93
Total Revenues	899,805.53	1,364,830.00	465,024.47

City Of Cross Plains
Year to Date Budget
For the Eight Months Ending February 28, 2026

	Year to Date Actual	Total Budget	Budget Balance
Expenditures			
General Government			
City Recorder - Salary	36,421.99	55,704.00	19,282.01
Mayor Salary	2,800.00	4,800.00	2,000.00
Commissioners Salary	5,250.00	12,000.00	6,750.00
Building Inspector Salary	8,137.50	13,950.00	5,812.50
City Manager - Salary	10,500.00	18,000.00	7,500.00
Maintenance Salaries	30,971.42	40,256.00	9,284.58
P/Time Clerical	0.00	5,000.00	5,000.00
Employee Health Ins.	6,634.56	10,355.00	3,720.44
PR Taxes/SS&Med-Employer	17,315.82	11,912.00	(5,403.82)
Other Medical Expenses	144.00	0.00	(144.00)
Christmas Bonus	6,172.21	7,000.00	827.79
Workers Comp. Insurance	16,593.00	25,000.00	8,407.00
Printing and Advertising	157.74	1,500.00	1,342.26
Dues and Subscriptions	2,484.68	7,000.00	4,515.32
Miscellaneous	5,335.90	10,000.00	4,664.10
Telephone&Internet	4,422.63	7,500.00	3,077.37
Cell Phones	683.62	2,400.00	1,716.38
Cell Phone-City Mgr/Maint	620.68	360.00	(260.68)
Contractual Services	4,591.90	5,000.00	408.10
Legal & Audit	1,000.00	5,100.00	4,100.00
Office Supplies	1,515.31	3,200.00	1,684.69
Postage	52.40	500.00	447.60
Education	635.60	2,000.00	1,364.40
Insurance (Auto & Liab.)	40,303.00	45,000.00	4,697.00
Insurance (Property)	17,015.00	20,000.00	2,985.00
Retirement Funding	1,200.00	2,400.00	1,200.00
Pavilion rent/dep refund	250.00	500.00	250.00
Fireworks	7,212.26	20,000.00	12,787.74
Surety Bonds	160.00	140.00	(20.00)
Bank Charges	0.00	50.00	50.00
Donations	8,500.00	8,500.00	0.00
Landscaping Expenses	203.99	500.00	296.01
Office Equipment	0.00	2,000.00	2,000.00
Gen Fund - Capital Outlay	0.00	7,500.00	7,500.00
Transfer to Fire Dept Fund	0.00	33,712.00	33,712.00
Total General Govt. Expenses	237,285.21	388,839.00	151,553.79
Parks & Recreation			
Park Salaries - p/time	6,273.20	12,000.00	5,726.80
PR Taxes/SS&Med-Employer	405.00	918.00	513.00
Park Utilities (elec&water)	13,417.97	15,000.00	1,582.03
Park Activities/Classes	0.00	1,000.00	1,000.00
Park Supplies (inc.janitorial)	1,132.62	2,500.00	1,367.38
Park Miscellaneous	319.62	1,000.00	680.38
Park Maintenance	15,084.81	10,000.00	(5,084.81)
Total Park Expenses	36,633.22	42,418.00	5,784.78
Police Department			
Police Chief Salaries	54,550.45	83,430.00	28,879.55
Police Salaries	77,893.39	125,704.00	47,810.61
Police Salaries-Crossing Guard	5,710.00	13,000.00	7,290.00
Court Clerk Salary	26,938.54	41,200.00	14,261.46
Police - Health Insurance	12,664.81	18,300.00	5,635.19
PR Taxes/SS&Med-Employer	8,476.89	20,000.00	11,523.11
PD Contractual Services	934.28	3,300.00	2,365.72

City Of Cross Plains
Year to Date Budget
For the Eight Months Ending February 28, 2026

	Year to Date Actual	Total Budget	Budget Balance
Police - Training	68.93	5,000.00	4,931.07
E911 Communication District	18,559.26	28,457.00	9,897.74
Police - Veh r&m	13,866.71	14,000.00	133.29
Police - Station & Bldg	0.00	2,000.00	2,000.00
Police - Uniforms	1,677.88	3,750.00	2,072.12
Police Supplies	1,475.56	1,000.00	(475.56)
PD Subscriptions & Dues	917.50	700.00	(217.50)
Police - Gas & Oil	7,291.20	10,000.00	2,708.80
Litigation Tax	9,169.80	19,000.00	9,830.20
City Judge Salary	6,000.00	9,000.00	3,000.00
Police - Misc Expense	2,597.56	2,000.00	(597.56)
Police Equip - Capital Outlay	15,834.70	38,000.00	22,165.30
Police - Cell phones/jetpacks	1,667.39	1,700.00	32.61
Police - Supplement pay	0.00	1,600.00	1,600.00
Police retirement	3,600.00	7,200.00	3,600.00
Total Police Dept. Expenses	269,894.85	448,341.00	178,446.15
Fire Department			
Fire Chief Salary	35,840.42	54,815.00	18,974.58
PR Taxes/SS&Med-Employer	2,184.90	5,400.00	3,215.10
Fire - Emp Insurance	7,153.36	10,354.00	3,200.64
FD Cell phone/ipad service	0.00	900.00	900.00
Volunteer Firemen	8,550.00	15,000.00	6,450.00
Total Fire Department	53,728.68	86,469.00	32,740.32
Highways and Streets			
Public Works -Street Lights	25,770.18	40,000.00	14,229.82
Public Wks - Soccer lights	877.09	1,400.00	522.91
Public Wks - Street Signs	381.43	2,000.00	1,618.57
Public Wks - Street Maint.	6,554.68	0.00	(6,554.68)
Public Wks Cap Outlay-Paving	25,000.00	75,000.00	50,000.00
Total Highways and Street	58,583.38	118,400.00	59,816.62
Building and Grounds Maintenance			
Electricity (buildings)	2,660.68	5,700.00	3,039.32
Water (bldgs)	1,902.96	4,000.00	2,097.04
Natural Gas (bldgs)	734.96	3,000.00	2,265.04
Maintenance/Bldg	9,445.86	16,826.00	7,380.14
Janitorial Supplies	680.74	1,400.00	719.26
Total Bldg and Grounds Maint.	15,425.20	30,926.00	15,500.80
Total Expenditures	671,550.54	1,115,393.00	443,842.46
Excess Revenues over Expenses	**228,254.99**	**249,437.00**	**21,182.01**
Transfers			
Total Transfers	0.00	0.00	0.00
Excess Revenues over Expenditures	**$ 228,254.99**	**$ 249,437.00**	**21,182.01**

City Of Cross Plains
Year to Date Budget
For the Eight Months Ending February 28, 2026

FIRE DEPT SPECIAL REVENUE	Year to Date Actual	Total Budget	Budget Balance
Interest Income - Fire Dept	$ 51.79	$ 50.00	(1.79)
County Fire Revenue	241,989.50	391,800.00	149,810.50
Donations to FD	2,350.00	0.00	(2,350.00)
Robt Co EMS 1/2 Utilities	2,400.00	3,600.00	1,200.00
Sale of Assets/Auction	0.00	3,000.00	3,000.00
From Fund Balance-FD	0.00	62,500.00	62,500.00
From General Fund	0.00	33,712.00	33,712.00
Total Revenues	246,791.29	494,662.00	247,870.71
Fire Dept - Equip Purchases	824.00	8,000.00	7,176.00
Fire Dept - Supplies	2,218.05	1,500.00	(718.05)
Vehicle Maintenance	6,322.89	12,000.00	5,677.11
FD Station 1 Exp & Utilities	10,091.99	12,500.00	2,408.01
Fire Dept - Telephone	812.09	0.00	(812.09)
Fire Dept - Uniforms	2,296.25	6,000.00	3,703.75
Fire Prevention Expenses	2,530.08	2,500.00	(30.08)
Owens Chapel Fire Hall	2,237.70	6,000.00	3,762.30
Volunteer Fireman	165.00	5,000.00	4,835.00
FD-Janitorial Supplies	680.64	750.00	69.36
Fire Dept - Misc Expense	617.81	5,000.00	4,382.19
Fire Dept - Training	1,601.68	7,000.00	5,398.32
Fire Dept - 911 Costs	4,855.62	8,900.00	4,044.38
Fire Dept Salaries (f/t&p/t)	121,598.02	223,000.00	101,401.98
Firemen retirement	1,200.00	9,600.00	8,400.00
Firemen Insurance cost	6,986.90	41,416.00	34,429.10
FD Gas & Diesel	5,100.29	8,000.00	2,899.71
PR Taxes-SS&Med-Employer	8,778.60	18,590.00	9,811.40
FD Overtime	17,050.08	15,000.00	(2,050.08)
FD Turnout Gear	2,200.78	15,000.00	12,799.22
Contractual Services	6,259.44	1,500.00	(4,759.44)
FD Other Medical Exp (pre-emp)	345.00	375.00	30.00
Dues & Subscriptions	3,500.64	0.00	(3,500.64)
Capital Outlay-Fire Dept	44,338.85	62,500.00	18,161.15
Debt Service-Prin (Fire Truck)	15,515.25	15,515.00	(0.25)
Debt Service-Int (Fire Truck)	9,015.77	9,016.00	0.23
Total Expenses	277,143.42	494,662.00	217,518.58
Excess Revenues over Expenses	$ (30,352.13)	$ 0.00	30,352.13

CITY OF CROSS PLAINS, TENNESSEE

ORDINANCE 26-02

AN ORDINANCE TO AMEND ORDINANCE 25-03, THE 2025-2026 FISCAL YEAR BUDGET, TO REFLECT GRANT REVENUE AND EXPENSES IN THE FIRE DEPARTMENT FUND.

WHEREAS, the City of Cross Plains adopted the 2025-2026 Fiscal Year Budget by passage of Ordinance 25-03 on June 5, 2025; and

WHEREAS, the governing body now finds it necessary to amend the budget for the Fire Department Fund to reflect the actual revenue and expenses related to grant proceeds from the State of Tennessee to purchase turnout gear, and to transfer the original appropriation of $15,000 for turnout gear to capital outlay to purchase necessary equipment; and

WHEREAS, the governing body finds it necessary to Tennessee Code Annotated Title 6, Chapter 56, Section 208 allows the governing body to amend the annual budget ordinance in the same manner as any other ordinance may be amended.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF CROSS PLAINS, TENNESSEE that Ordinance 25-03, the 2025-2026 Fiscal Year Budget, is hereby amended as follows:

Section 1. REVENUES:

Anticipated Revenue in the Fire Department Fund from Grant Revenue will increase by $33,596. and change from $0 to $33,596.

Total Revenue in the Fire Department Fund will increase by $33,596 and change from $432,162 to $465,758. Total Available Funds will change from $547,008 to $580,604.

Section 2. APPROPRIATIONS:

Appropriations in the Fire Department Fund for Uniforms & Turnout Gear will increase by $18,596 and change from $21,000 to $39,596.

Appropriations in the Fire Department Fund for Capital Outlay will increase by $15,000 and change from $62,500 to $77,500.

Total Appropriations in the Fire Department Fund will increase by $33,596 and change from $494,662 to $528,258.

Section 3. FUND BALANCE:

The estimated Fund Balance for the Fire Department Fund will remain unchanged at $52,346.

Section 4. A copy of Budget Ordinance 25-03 with the proposed amendments described above will be attached to this ordinance as Exhibit A.

THIS ORDINANCE SHALL BECOME EFFECTIVE IMMEDIATELY UPON PASSAGE, THE PUBLIC WELFARE REQUIRING IT.

Passed First Reading: _____

Public Hearing: _____

Passed Second Reading: _____

Board of Commissioners

_____

Marlene Graves, Mayor

Attest:

_____

Holly L. Murphy, City Recorder

EXHIBIT "A" ORDINANCE 26-02 BUDGET AMENDMENT#2

ORDINANCE 25-03

AN ORDINANCE OF THE CITY OF CROSS PLAINS, TENNESSEE TO ADOPT THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 THROUGH JUNE 30, 2026.

Whereas *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

Whereas the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and

Whereas the governing body has published the annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the governing body will consider final passage of the budget.

NOW THEREFORE BE IT ORDAINED BY THE CITY COMMISSION OF CROSS PLAINS, TENNESSEE AS FOLLOWS:

SECTION 1: That the governing body estimates anticipated revenues of the municipality from all sources as follows:

General Fund	FY 2023-24 Actual	FY 2024-25 Estimated	FY 2025-26 Proposed
Local Taxes	$ 687,610	$ 677,039	$ 685,300
Licenses & Permits	$ 19,692	$ 14,000	$ 16,500
Intergovernmental Revenue	$ 324,379	$ 332,880	$ 341,480
Charges for Services	$ 1,500	$ 3,500	$ 3,500
Fines and Fees	$ 169,921	$ 217,131	$ 200,200
Contibutions & Grants	$ 4,250	$ 13,250	$ 13,000
Miscellaneous Revenue	$ 146,251	$ 77,224	$ 104,850
Other Financing Sources			
Total Revenue	$ 1,353,602	$ 1,335,024	$ 1,364,830
Fund Balance	$ 1,265,285	$ 1,556,697	$ 1,469,182
Total Available Funds	$ 2,618,887	$ 2,891,721	$ 2,834,012

Fire Department Fund	FY 2023-24 Actual	FY 2024-25 Estimated	FY 2025-26 Proposed	Budget Amd#1 Ord 25-05	Budget Amd#2 Ord 26-02
Intergovernmental Revenue	$ 244,230	$ 236,914	$ 395,400	+158,486=$395,400	
Miscellaneous Revenue	$ 3,929	$ 443	$ 3,050		
Grant Revenue	$ 1,942				+33,596=$33,596
Transfer from General Fund		$ 77,925	$ 191,282	-158,486+916 = $33,712	
Other Financing Sources					
Total Revenue	$ 250,101	$ 315,282	$ 589,732	$432,162	$465,758
Fund Balance	$ 17,474	$ 138,707	$ 114,846	no change	no change
Total Available Funds	$ 267,575	$ 453,989	$ 704,578	$ 547,008	$580,604

SECTION 2: That the governing body appropriates from these anticipated revenues and unexpended and unencumbered funds as follows:

General Fund	FY 2023-24 Actual	FY 2024-25 Estimated	FY 2025-26 Proposed
General Government	$ 276,669	$ 408,875	$ 345,772
Parks & Recreation	$ 124,166	$ 51,500	$ 42,418
Police Department & City Court	$ 307,288	$ 326,317	$ 403,341
Fire Department	$ 76,379	$ 83,164	$ 92,115
Highways & Streets	$ 38,654	$ 44,200	$ 43,400
Building/Grounds Maintenance	$ 62,397	$ 52,752	$ 24,100
Capital Outlay	$ 176,637	$ 397,806	$ 110,500
Transfer to Fire Fund	$ -	$ 77,925	$ 191,282
Debt Service	$ -	$ -	$ -
Other Financing Sources	$ -	$ -	$ -
Total Appropriations	$ 1,062,190	$ 1,442,539	$ 1,252,928

Fire Department Fund	FY 2023-24 Actual	FY 2024-25 Estimated	FY 2025-26 Proposed	Budget Amd#2 Ord 26-02
Salaries & Volunteer Firemen	$ 77,369	$ 147,000	$ 243,000	
Miscellaneous&Supplies	$ 6,590	$ 13,809	$ 81,231	
Uniforms & Turnout Gear	$ 2,356	$ 3,919	$ 21,000	-15k+33,596=$39,596
Building Maint & Utilities	$ 15,480	$ 15,000	$ 18,500	
Training	$ 200	$ 2,000	$ 7,000	
911 Costs	$ 9,556	$ 8,839	$ 8,900	
Vehicle expenses	$ 10,183	$ 19,800	$ 20,000	
Equipment	$ 7,134	$ 13,776	$ 8,000	
Capital Outlay	$ -	$ 115,000	$ 62,500	+$15,000=$77,500
Debt Service	$ -		$ 24,531	
Other Financing Sources				
Total Appropriations	$ 128,868	$ 339,143	$ 494,662	+33,596 = $528,258

SECTION 3: At the end of the 2026 fiscal year, the governing body estimates fund balances as follows:

General Fund	$ 1,520,682
Fire Dept Fund	$ 52,346

SECTION 4: That the governing body recognizes that the municipality has bonded and/or other indebtedness as follows:

Bonded or Other Indebtdness	Principal (current yr)	Interest (current yr)	Principal oustanding @ 6/30/26
Capital Lease	$ 15,515	$ 9,016	$ 176,813
Loan Agreements			
Other Debt			
Total Debt	$ 15,515	$ 9,016	$ 176,813

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

SECTION 6: Money may be transferred from one appropriation to another in the same fund only by appropriate ordinance by the governing body, subject to limitations and procedures as it may describe as allowed by Section 6-56-209 of the *Tennessee Code Annotated.* Any resulting transfers shall be reported to the governing body at its next regular meeting and entered into the minutes.

SECTION 7: A detailed financial plan will be attached to this budget and become part of this budget ordinance.

SECTION 8: If for any reason a budget ordinance is not adopted prior to the beginning of the next fiscal year, the appropriations in this budget ordinance shall become the appropriations for the next fiscal year until the adoption of the new budget ordinance in accordance with Section 6-56-210 of the Tennessee Code Annotated, provided sufficient revenues are being collected to support the continuing appropriations. Approval of the Director of the Division of Local Finance for a continuation budget will be requested if any indebtedness is outstanding.

SECTION 9: All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances

SECTION 10: This ordinance shall take effect July 1, 2025, the public welfare requiring it.

Passed First Reading: 5/1/2025

Public Hearing: 6/5/2025

Passed Second Reading: 6/5/2025

BOARD OF COMMISSIONERS

Marlene Graves

Marlene Graves, Mayor

ATTESTED:

Holly L. Murphy

Holly Murphy, City Recorder

FIRE DEPT SPECIAL REVENUE FUND

Revenue	2022-23 Actual	2023-24 Actual	2024-25 Budgeted	thru 3/31 2024-25	2024-25 Estimated		2025-26 Proposed	Budget Amd#2 Ord 26-02
Interest Income	186.36	50.54	-	42.30	63.45		50.00	
Miscellaneous Income		833.33						
County Fire Revenue	116,350.00	244,230.41	233,314.00	174,985.59	233,314.00		391,800.00	
Grant Revenue-State	3,374.00	1,941.75					33,596.00	added $33,596 grant proceeds
Donations	-	3,045.00	50.00	380.00	380.00			
Robt Co EMS - 1/2 Utilities			3,600.00	2,700.00	3,600.00		3,600.00	
Sale of Assets/Auction (T-41 Fire p/up)							3,000.00	
Total Revenue- Fire Fund	**119,910.36**	**250,101.03**	**236,964.00**	**178,107.89**	**237,357.45**		**432,046.00**	
Transfer From General Fund			77,925.00	77,925.00	77,925.00		33,712.00	deducted $158,486/added $916
Total Fire Revenue			**314,889.00**	**256,032.89**	**315,282.45**		**465,758.00**	
From Fund Balance/Capital Outlay			50,000.00	50,000.00	50,000.00		62,500.00	**pull from FD FB/reduces FB from $114,846 to $52,346** (other option is to transfer from General Fund)
			364,889.00	**306,032.89**	**365,282.45**		**528,258.00**	
Expenditures								
Fire Dept Salaries - F/T & P/T Firemen	-		195,000.00	110,266.50	146,000.00		223,000.00	
Sta 1 City Hall $138,000								
Sta 2 Owens Chapel $85,000								
FD Overtime							15,000.00	
Volunteer Firemen	63,246.00	77,369.05	1,000.00	175.00	1,000.00		5,000.00	
PR Tax SS&Med - Employer (7.65%)							18,590.00	
Fire Retirement Funding			2,400.00	1,200.00	2,400.00		9,600.00	
FD Health Insurance			-	151.56	1,277.00		41,416.00	
FD-Other Medical Exp (pre-emp screening)							375.00	
FD Equipment Purchases	4,775.71	7,134.44	8,000.00	10,332.58	13,776.00		8,000.00	
24-25 Equip for new engine $6,500								
FD Supplies	2,216.16	791.49	1,000.00	224.77	1,000.00		1,500.00	
Janitorial Supplies							750.00	
Vehicle R&M	18,519.08	10,183.32	12,000.00	7,452.23	12,000.00		12,000.00	
Station 1 Building Exp & Utilities	12,736.59	14,325.96	12,500.00	7,108.12	12,000.00		12,500.00	
Fire Dept. Uniforms (inc's turnout gear)	862.13	2,356.42	2,000.00	3,918.51	3,919.00		6,000.00	
FD Turnout Gear							33,596.00	-15k +33,596 grant/turnout gear
Fire Prevention Expenses	948.29	2,573.00	2,100.00	849.00	1,132.00		2,500.00	
Owens Chapel Fire Hall (add TV&Inet)	2,059.42	1,153.53	2,250.00	1,915.19	3,000.00		6,000.00	
Contractual Services	-						1,500.00	
Misc. Expenses	4,583.84	3,225.69	5,000.00	5,582.16	8,000.00		5,000.00	
Contractual Services								
Pre--emp screening								
Equip r&m								
Publicity, Subscriptions & Dues								
ESO Software								
FD Training	2,431.64	200.00	1,800.00	1,448.39	2,000.00		7,000.00	
E911 Costs	7,994.16	9,555.72	8,839.24	6,629.40	8,839.00		8,900.00	
FD Fuel					7,800.00		8,000.00	
Captial Outlay	21,375.62	-			35,000.00		62,500.00	added $40,000 p/up truck&equip
24-25 air cylinders - $35,000								
25-26 replace T-41 p/up-$15,000- $55,000								
25-26 1/2 Generator $7500 (split w/GenFund)								
hose replacement							15,000.00	moved 15k from turnout gear for hose
Capital Outlay-Fire Truck (down pmt)			80,000.00	80,000.00	80,000.00			
Debt Service-Fire Truck							24,531.00	
Retain for New Fire Aparatus					-			
Total Expenditures- Fire Fund	**141,748.64**	**128,868.62**	**333,889.24**	**237,253.41**	**339,143.00**		**528,258.00**	
Excess Rev over Exp - Fire Fund	**(21,838.28)**	**121,232.41**	**(96,925.24)**	**(59,145.52)**	**(101,785.55)**		**(33,712.00)**	
			50,000.00	50,000.00	50,000.00		33,712.00	
			(46,925.24)	(9,145.52)	(51,785.55)		-	

GRAND TOTAL- General Fund and Fire Fund							
Total Revenue	**1,541,983.81**	**1,603,803.26**	**1,651,759.00**	**1,241,922.59**	**1,650,306.45**		**1,796,876.00**
Total Expenses	**1,054,953.63**	**1,191,057.96**	**1,871,826.71**	**1,429,425.05**	**1,781,681.92**		**1,643,650.72**
Excess Revenues over Expenses	***487,030.18***	***412,745.30***	***(220,067.71)***	***(187,502.46)***	**(131,375.47)**		***153,225.28***
Total Income over Expenses Including the Money we are Reserving for Fire Apparatus							

CITY OF CROSS PLAINS, TENNESSEE

ORDINANCE 26-03

AN ORDINANCE TO REZONE 7128 DOGWOOD LANE FROM COMMERCIAL 1 (AS SHOWN ON CITY'S ZONING MAP) BACK TO RESIDENTIAL 1.

WHEREAS, 5.01 acres located at 7128 Dogwood Lane, owned by John Russell, specifically identified as Robertson County Map 74, Parcel 058.00, is currently shown on the city's zoning map as Commercial 1; and

WHEREAS, the owner was not aware of the commercial zoning and has requested the property be zoned back to its original zoning of Residential 1 to be consistent with its use as a private residence; and

WHEREAS, the Planning Commission voted unanimously at their March 12, 2026 meeting to recommend the rezoning from Commercial 1 to Residential 1.

NOW, THEREFORE BE IT ORDAINED by the Board of Commissioners of the City of Cross Plains, Tennessee, that property consisting of 5.01 acres located at 7128 Dogwood Lane, specifically identify as Robertson County Map 74, Parcel 058.00, is hereby rezoned from Commercial 1 to Residential 1.

THIS ORDINANCE SHALL BECOME EFFECTIVE IMMEDIATELY UPON PASSAGE, THE PUBLIC WELFARE REQUIRING IT.

Passed First Reading:_____

Public Hearing:_____

Passed Second Reading:_____

_____
Marlene Graves, Mayor

ATTEST:

_____
Holly Murphy, City Recorder

CITY OF CROSS PLAINS, TENNESSEE

ORDINANCE 26-03

AN ORDINANCE TO REZONE 7128 DOGWOOD LANE FROM COMMERCIAL 1 (AS SHOWN ON CITY'S ZONING MAP) BACK TO RESIDENTIAL 1.

WHEREAS, 5.01 acres located at 7128 Dogwood Lane, owned by John Russell, specifically identified as Robertson County Map 74, Parcel 058.00, is currently shown on the city's zoning map as Commercial 1; and

WHEREAS, the owner was not aware of the commercial zoning and has requested the property be zoned back to its original zoning of Residential 1 to be consistent with its use as a private residence; and

WHEREAS, the Planning Commission voted unanimously at their March 12, 2026 meeting to recommend the rezoning from Commercial 1 to Residential 1.

NOW, THEREFORE BE IT ORDAINED by the Board of Commissioners of the City of Cross Plains, Tennessee, that property consisting of 5.01 acres located at 7128 Dogwood Lane, specifically identified as Robertson County Map 74, Parcel 058.00, is hereby rezoned from Commercial 1 to Residential 1.

THIS ORDINANCE SHALL BECOME EFFECTIVE IMMEDIATELY UPON PASSAGE, THE PUBLIC WELFARE REQUIRING IT.

Passed First Reading:_____

Public Hearing:_____

Passed Second Reading:_____

_____
Marlene Graves, Mayor

ATTEST:

_____
Holly Murphy, City Recorder

CITY OF CROSS PLAINS, TENNESSEE

ORDINANCE 26-04

AN ORDINANCE TO REZONE 7139 DOGWOOD LANE FROM COMMERCIAL 1 (AS SHOWN ON CITY'S ZONING MAP) BACK TO RESIDENTIAL 1.

WHEREAS, 16.38 acres located at 7139 Dogwood Lane, owned by Eugene Davis, specifically identified as Robertson County Map 74, Parcel 063.00, is currently shown on the city's zoning map as Commercial 1; and

WHEREAS, the owner was not aware of the commercial zoning and has requested the property be zoned back to its original zoning of Residential 1 to be consistent with its use as a private residence; and

WHEREAS, the Planning Commission voted unanimously at their March 12, 2026 meeting to recommend the rezoning from Commercial 1 to Residential 1.

NOW, THEREFORE BE IT ORDAINED by the Board of Commissioners of the City of Cross Plains, Tennessee, that property consisting of 16.38 acres located at 7139 Dogwood Lane, specifically identified as Robertson County Map 74, Parcel 063.00, is hereby rezoned from Commercial 1 to Residential 1.

THIS ORDINANCE SHALL BECOME EFFECTIVE IMMEDIATELY UPON PASSAGE, THE PUBLIC WELFARE REQUIRING IT.

Passed First Reading:_____

Public Hearing:_____

Passed Second Reading:_____

_____
Marlene Graves, Mayor

ATTEST:

_____
Holly Murphy, City Recorder

CITY OF CROSS PLAINS, TENNESSEE

ORDINANCE 26-05

AN ORDINANCE TO UPDATE THE CITY'S EMPLOYEE HANDBOOK AND OFFICIALLY ADOPT IT AS A PERSONNEL POLICY.

WHEREAS, the Cross Plains Board of Commissioners reviews its policies and procedures from time to time to ensure they are correct and up to date; and

WHEREAS, management has identified some inconsistencies in the 2012 Employee Handbook and sections that are out of date and in need of an amendment.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Cross Plains, Tennessee, that the Personnel Policy is hereby adopted and attached hereto as Exhibit 'A' and made part of this Ordinance.

THIS ORDINANCE SHALL BECOME EFFECTIVE IMMEDIATELY UPON PASSAGE, THE PUBLIC WELFARE REQUIRING IT.

Passed First Reading:_____

Public Hearing: _____

Passed Second Reading:_____

_____
Marlene Graves, Mayor

ATTEST:

_____
Holly Murphy, City Recorder