Certified Population of Tennessee Incorporated Municipalities (2015). The Tennessee Dept. of Economic and Community Development provides population numbers that are used in the distribution of state shared taxes to incorporated municipalities. (More)

Disciplinary Appeals Processes in Selected Tennessee Cities. Lyndy Wibking surveyed twenty-six cities about their disciplinary appeals process and the city manager’s role in that process. (More)

Employee Benefits & Salaries in Selected Tennessee Cities. Lyndy Wibking asked thirty-seven cities questions about TCRS retirement contributions, holidays, leave, and directors’ salaries of parks and recreation and community relations. (More)

FOG Program Charges in Selected Tennessee Cities. Lyndy Wibking queried eight cities about their inspection and permit processes and charges for fat, oil, and grease abatement. (More)

Limiting the Location of Beekeeping through Zoning. Jeff Broughton was asked about a city passing regulations directly aimed at the keeping of honey bees. (More)

An Ordinance to Establish Parking Limits on Designated Streets and at Designated Times. Pat Hardy wrote this ordinance to establish parking limits on designated streets at designated times to allow city sanitation vehicles to collect solid waste. (More)

Physical Agility Testing and Holiday Time Off. Richard Stokes surveyed thirteen cities about physical agility testing for police officers and firefighters, as well as whether the city provides any form of holiday time off when an employee is required to work a holiday. (More)

Police Uniforms/Uniform Allowances in Selected Tennessee Cities. Lyndy Wibking asked twelve cities whether they supply police uniforms or uniform allowances and the amount of the allowance. (More)
Recycling Program Costs in Selected Tennessee Cities. Lyndy Wibking asked six cities and counties whether they paid to have their recyclables diverted or if they were paid for them. (More)

Summary of 2015 Public Acts of Interest to HR Professionals. Elisha Hodge and Richard Stokes compiled and extracted a listing of those 2015 Public Acts that cover all areas of HR and all sectors (municipal, county, state, and schools). (More)

You may download these items from the MTAS Library:

Cellular Tower Zoning and Siting: Federal Developments and Municipal Interests. This 2012 paper from Varnum summarizes from a municipal perspective: (1) federal matters affecting municipalities on the zoning and siting of cellular towers and broadcast towers; (2) leasing space on municipal property (buildings, water towers, parks) for cellular antennas; (3) environmental and historic preservation concerns; and (4) the need for franchises for the lines in the streets connecting cellular towers to the conventional phone network. (More)

High-Rise Building Fires (2013). This report from the National Fire Protection Association provides an overall statistical perspective on the fire experience in high-rise buildings, including analysis and discussion of risk in high-rise vs. other properties. In 2007-2011, there were an average of 15,400 reported structure fires in high-rise buildings per year and associated losses of 46 civilian deaths, 530 civilian injuries, and $219 million in direct property damage per year. (More)

You may request these items from the MTAS Library:

Adult Bullying - a Nasty Piece of Work: Translating a Decade of Research on Non-Sexual Harassment, Psychological Terror, Mobbing, and Emotional Abuse on the Job. This book from ORCM Academic Press translates a decade of scientific research about workplace bullying into an easy-to-read form for any audience. Learn about bullying—how often it happens, how people recover from abuse, how they fight back, and how organizations can build more respectful climates. (More)

AWWA Compensation Survey: Small and Medium-Sized Water and Wastewater Utilities. The 2014 AWWA Survey provides data and analysis of salaries, salary ranges, and compensation practices in the water utility industry. This edition provides data for water and wastewater utilities serving populations under 100,000. The survey profiles 63 jobs, 15 that are new this year. (More)

Bookkeepers' Boot Camp: Get a Grip on Accounting Basics. This book presents the essentials of record keeping for a small business and shows why it is necessary to track information. The 3rd edition illustrates the purpose and process of record keeping and provides a deeper understanding of the small business and how it works. (More)
Confronting Conflict: Conflict Isn’t Necessarily a Bad Thing, But Ignoring It Can Be [HR Magazine, Vol. 60, No. 6 (July/August 2015), 26-31.] Workplace conflicts happen everywhere and ignoring them can be costly. According to this article, every unaddressed conflict wastes about eight hours of company time in gossip and other unproductive activities. (More)

Effective Supervisory Practices: Better Results through Teamwork. In combination, the ICMA book and study guide (5th edition) bring together basic principles of supervision, based on behavioral studies and other research, and practical guidelines for improving your supervisory skills and applying Effective Supervisory Practices on the job. (More)

Extreme Firings and Their Lessons [HR Magazine, Vol. 60, No. 6 (July/August 2015), 52-57.] Five case studies that demonstrate, even when workers are guilty of the most outrageous behaviors, employers can't assume the company won't face and lose a wrongful termination suit. (More)

Got Weeds? Get Goats [Parks & Recreation, Vol. 50, No .7 (July 2015), 38-39.] Goats and goatscaping as an alternative to herbicides may be the next big thing in invasive weed control in parks. (More)

Greenbook: Standard Specifications for Public Works Construction. The 2015 Greenbook is designed to aid in furthering uniformity of plans and specifications accepted and used by those involved in public works construction. The Greenbook is adopted by many municipalities for providing standard construction specifications on public works construction. It is especially useful when comparing competitive bids among contractors, or for contractors in making sure their bids conform to required specs. (More)

Guidelines for the Physical Security of Water Utilities. Guidelines for the Physical Security of Wastewater/Stormwater Utilities. These new standard guidelines, based on draft guidelines prepared by ASCE and the American Water Works Association, with technical input from the Water Environment Federation, will be valuable to anyone involved with the physical security of water, wastewater, or stormwater utilities. (More)

Mental Disability Law: A Primer. This Primer (5th edition) by the American Bar Association describes the scope of mental disability law, defines key terminology, reviews major community issues, examines issues related to commitment, confinement, and institutional rights, and covers self-determination issues and guardianship. (More)

The Municipal Year Book (2014). This special edition includes articles on the legacy of local government professionalism, a 100-year retrospective of social policy issues, and a review of ICMA’s evolution as an international organization. Survey-based articles focus on the state of the local government profession today, the growing role of inter-municipal cooperation in alternative service delivery, CAO salaries and compensation, and salaries and expenditures for police and fire personnel. (More)
**Principles of Accounting.** In this 12th edition text by Cengage, the chapters are organized into a three section approach, which helps the reader more easily digest the content. The first section is Concepts; the second section is Accounting Applications; the third section three is Business Applications. The third section illustrates how the concepts and procedures are used to make business decisions. Real company examples are used throughout each chapter. (More)

**Public Works Management Practices Manual.** This updated and revised manual from APWA, which includes a new chapter on environmental management systems, is a critical tool for any size public works agency. Use this book as the basis for developing or improving your agency’s existing practices, enhancing performance, increasing productivity, and strengthening employee morale. (More)

**Stop Bullying at Work: Strategies and Tools for HR & Legal Professionals.** Written from the perspective of the human resources department, this practical guide from SHRM provides the tools to both investigate interpersonal conflict and eliminate the problem. Policy models that not only tackle harassment issues but also implement strategies that comply with legislation are also presented. HR practitioners will learn to handle harassment at all levels of employment and, as a result, create productive work environments. (More)