



Photo used courtesy of Chuck Lewis

City Spotlight: Jonesborough

Jonesborough is the oldest incorporated city in Tennessee and has been designated as a “National Destination” and as a “Destination of Distinction” by the National Trust for Historic Preservation.

Date of Incorporation:

February 1, 1779

Population:

4,314

County:

Washington

Grand Division:

East

Web site:

<http://www.jonesboroughtn.org>

“City Spotlight” will be a regular feature. Cities will be featured beginning with the oldest incorporated city.

University of Tennessee
Municipal Technical Advisory Service
600 Henley Street, Suite 120
Knoxville, Tennessee 37996-4105
Phone 865-974-0411
Fax 865-974-0423
<http://www.mtas.tennessee.edu>

... from Mike Tallent, MTAS Executive Director

Welcome to the inaugural issue of MTAS’s new electronic newsletter, *Municipal E-News*. We hope you will find this newsletter informative and helpful as you work to serve the citizens of your municipality. Each issue will bring you information on items of immediate interest and will highlight the latest MTAS publications.



In addition, this first issue focuses on MTAS’s 60th anniversary and is one of the many activities we have planned to celebrate MTAS’s 60 years of service to Tennessee cities. Each newsletter will feature a Tennessee city in chronological order of oldest to youngest. The newsletter also will highlight an individual MTAS staff member and will introduce you to new employees and help us say goodbye to departing employees. Finally, each newsletter will contain a three-month rolling calendar of upcoming events and MTAS training programs.

In addition to the articles and items of interest in this newsletter, please remember to use our Web site, www.mtas.tennessee.edu, for more detailed information on a variety of issues pertinent to managing your city. Please feel free to contact us at any time with questions, concerns, or suggestions for this newsletter.

Thank you for your continued support!
Mike

Federal Stimulus Package Information on the MTAS Web Site

Be sure to check the [MTAS Web site](http://www.mtas.tennessee.edu) for current information on how your city could be affected by the American Recovery and Reinvestment Act of 2009. MTAS, CTAS and TML are working together to make sure that local governments in Tennessee have ready access to information on these funds.

MTAS Celebrates 60 Years of Service to Tennessee Cities... Past, Present, and Future



Melanie Purcell, MTAS Assistant Director

In 1949, Tennessee Municipal League (TML) Director Herb Bingham saw the need for technical assistance as municipalities were rapidly multiplying across Tennessee. Economic, industrial and cultural changes were sweeping the nation after World War II, and, anticipating continued change, Bingham proposed MTAS to the Tennessee General Assembly. The originating bill had the sponsorship of six senators, and Governor Gordon Browning signed Senate Bill 607 on April 15, 1949, to establish MTAS.

The bill set up MTAS at the University of Tennessee “for studies and research in municipal government, publications, educational conferences and attendance thereat and in furnishing technical, consultative and field services to municipalities in problems relating to fiscal administration, accounting, tax assessment and collection, law enforcement, improvements and public works, and in any and all matters relating to municipal government.”

Today, MTAS is one of four agencies of the statewide UT Institute for Public Service. In fiscal year 2008, MTAS answered more than 9,122 requests for assistance and provided 41,272 training hours to 10,818 participants. Furthermore, the agency helped municipalities reduce costs or increase revenues and bring more than \$17.5 million in favorable economic impact to Tennessee cities.

In the past 60 years, MTAS has maintained a balance between the academic and the practical as the number of municipalities has grown from 230 in 1950 to 347 today. In its first year of service, MTAS’s five-person staff assisted 67 cities. MTAS now employs more than 50 staff members, and the agency serves a state of just over 6 million people, almost double the state’s 1950 population.

(Continued on page 6)

MTAS Staff Highlight

Meet David Angerer, MTAS Management Consultant



David Angerer works as a municipal management consultant assigned to the MTAS office in Jackson.

He began working for MTAS in March of 2001 and serves a territory generally located in the northwest corner of the state.

Angerer is a graduate of Southern Illinois University at Edwardsville, located in the metropolitan St. Louis area where he was raised. At SIU, he majored in history and planned to be a school teacher. Upon graduation, however, he used his minor in government to land a job with the Illinois Department of Conservation and began a long career in public service. In 1983, while employed with the Nebraska Department of Roads, David earned a masters degree in public administration at the University of Nebraska at Omaha. It was while attending UNO that he developed an interest in city management.

For 16 years before coming to work at MTAS, Angerer held city administrator or city manager jobs in West Bend, Iowa, and Ste. Genevieve and Maryville in Missouri.

“On most days, I enjoyed this line of work,” he says. “I got to do interesting things and met interesting people. But I much prefer the consulting side of things, and that’s what I like about working for MTAS.”

In addition to his consulting duties, Angerer serves also as executive director of the Tennessee City Management Association and is the 2009 chair of the Institute for Public Service’s Employee Relations Committee.

(Continued on page 5)

Share Your MTAS Memories...



Has MTAS been of service to your city in an important or pivotal way? Is there an MTAS project that has had a significant positive impact on your community?

If you have an MTAS story that you'd like to share on the occasion of our 60th anniversary, send your story to us by e-mail.

Memories received will be posted to the MTAS Web site and published in the MTAS *Municipal E-News* newsletter throughout 2009 as part of the year-long celebration of our 60 years of serving Tennessee cities. Please include photos if you'd like.

E-mail your MTAS memory to melanie.purcell@tennessee.edu

Steve Lobertini, Codification Consultant, Retires After 17 Years of Service Ashburn Steps In as Interim



After 17 years of service to cities, MTAS Codification Consultant Steve Lobertini retired February 27, 2009. Under Steve's supervision, the Codes Department grew and

now compiles municipal codes for 217 Tennessee cities.

Legal Consultant Melissa Ashburn has taken over supervision of the MTAS Codes Department on an interim basis until the position is filled.



For more information on the codes service, please visit the MTAS Web site at <http://www.mtas.tennessee.edu/public/web.nsf/Web/Prepare+Code>

Stimulus Package Means Big Changes for COBRA

Bonnie Curran, MTAS Human Resources Consultant

Employers across the country are scrambling to implement changes that resulted from the American Recovery and Reinvestment Act of 2009 (ARRA), which went into effect March 1, 2009, as part of the economic stimulus package.

The act contains significant changes to COBRA coverage for workers who were involuntarily terminated between September 2008 and December 31, 2009, and requires employers to offer COBRA at a 35 percent reduced rate.

Here is a snapshot of the new changes:

- The federal government will subsidize 65 percent of the cost of COBRA premiums for eligible individuals.
- Eligible individuals who were terminated from employment involuntarily since September 2008 will have a second opportunity to elect COBRA at the new rates (even though the initial election period has expired).
- The subsidy program is scheduled to end December 31, 2009.
- Assistance is scheduled to be capped at nine months per individual and is available to those without another source of group health insurance

Although the government is subsidizing the cost of COBRA premiums, the employer is expected to "pay" the 65 percent portion of the premium and will be reimbursed by the federal government through a federal tax refund or credit.

Employers must send out notices by April 18, 2009. Former employees and beneficiaries will have 60 days to respond to the notice. Look for an MTAS publication on this soon. You also may contact your human resources consultants, [Bonnie Curran](mailto:bonnie.curran@tennessee.edu) at bonnie.curran@tennessee.edu and [Richard Stokes](mailto:richard.stokes@tennessee.edu) at richard.stokes@tennessee.edu.

MTAS Training Classes

MUNICIPAL ADMINISTRATION PROGRAM (MAP)

Planning and Zoning | April 2009

Planning is a process that seeks to guide the future. Decisions regarding zoning, building development, and growth issues affect landowners, neighbors, and the entire community – often with significant impact on property values, community character, and quality of life – and even the municipal budget.

This course covers:

- Legal Basis for Planning
- Comprehensive Planning Process
- Implementation of Land Use Decisions

Retail Economic Development | May 2009

In today's competitive world to attract retail development, it is important that each city know how to compete. This course focuses on the "basics" of how to attract retail business to your city. It provides numerous tips on how to maneuver in the world of retail development and to be competitive. To assist cities in preparing for economic development, it also introduces a detailed economic assessment tool and provides assistance in its completion and use. This class will provide the participants information that will have immediate and long term benefits.

For registration information, contact Elaine Morrisey at elaine.morrisey@tennessee.edu

MTAS Offers First Class of Certified Municipal Finance Officer (CMFO) Program in February

Dick Phebus, MTAS Finance and Accounting Consultant

The CMFO program has been launched, with MTAS rolling out the first in a series of classes leading to this designation in February 2009.

The Municipal Finance Officer Certification and Education Act of 2007 requires most cities to have a chief financial officer (CFO), who either is a certified municipal finance officer (CMFO), is exempt from earning the certification, or is a qualified contractor of these services according to the law. MTAS is charged with administering the educational program and testing to achieve the CMFO designation.

MTAS has developed, with assistance and review by staff of the Tennessee State Comptroller's Office, the first in this series entitled "Government Environment." It covers many of the state and federal laws, regulations and compliance issues that Tennessee municipalities must deal with daily. The eight-hour class, the first of 11 subjects required by the law, was offered in six locations across Tennessee in February. The first class was offered to 115 candidates from cities that received more than \$5 million in revenue in fiscal year 2007. The initial class resulted in 95 candidates passing the required test for a pass rate of 82.6 percent. Of the 20 candidates who did not pass, MTAS has offered review sessions with repeat testing. This resulted in an additional 10 candidates passing the exam. MTAS finance consultants will continue to work with the remaining candidates and offer assistance as necessary.

Topics to be included in the complete CMFO program include governmental accounting and reporting, internal control and auditing requirements, debt administration, strategic and capital improvement planning, payroll and benefits, and purchasing. Instructors for each of the modules will be MTAS finance consultants, all of whom are certified public accountants, certified government finance managers, or certified public finance officials. Each full-day class is followed by an hour of testing to verify that applicants understand the course material.

Applicants who are certified as CMFOs are required to maintain certification by earning at least 24 hours of continuing education units (CEUs) each calendar year.

(Continued on page 5)

(Meet David Angerer, continued from page 2)

For the past 37 years, Angerer has been happily married to Memphis native Deborah Angerer, who is a nurse employed by a clinic in Jackson. They have five children, and now that all of them are grown, they are beginning to enjoy traveling and quiet time at home. In his free time, Angerer enjoys gardening, shortwave radios, and aerobics. He owns numerous guitars and says that he has never permitted his lack of musical talent to interfere with the pleasure they give him.

Angerer serves the following cities: Alamo, Atwood, Bells, Bradford, Cottage Grove, Dresden, Dyer, Dyersburg, Friendship, Gadsden, Gibson, Gleason, Greenfield, Henry, Hornbeak, Humboldt, Kenton, Martin, Maury City, McKenzie, McLemoresville, Medina, Milan, Newbern, Obion, Paris, Puryear, Ridgely, Rives, Rutherford, Samburg, Sharon, South Fulton, Tiptonville, Trenton, Trezevant, Trimble, Troy, Union City, Woodland Mills, and Yorkville.

Angerer can be contacted at 731-425-4783 or by e-mail at david.angerer@tennessee.edu.

(CMFO, continued from page 4)

MTAS is set to offer the second class in this series, Governmental Accounting, Part I, in April. Notification of class dates and sites have been forwarded to each candidate. Additionally, study guides for each class will be posted on the MTAS Web site as they are developed.

Compliance deadlines for individual cities to have CMFO staff are based on the level of gross revenues during FY 2007, as follows:

Gross Revenues	Compliance Date
\$10 million or more	January 1, 2011
\$5 million to \$10 million	January 1, 2012
Less than \$5 million.....	January 1, 2013

For more information regarding any city's requirements for participating in the CMFO program, please contact an MTAS finance consultant in your area. Be sure to check the MTAS [Web site](#) for more details.

New Resources for Tennessee Cities

Each publication title listed below also is a hyperlink that will take you to the actual publication on the MTAS Web site.

Federal Mileage Rate Effective January 1, 2009

Dick Phebus, MTAS Finance Consultant

Municipalities Required to Adopt Code of Ethics

Dennis Huffer, MTAS Legal Consultant

Open Meetings in Tennessee: Compliance with the Public Meetings Law

Melissa Ashburn, MTAS Legal Consultant

Open Records: A Guide for Municipal Officials

Josh Jones, MTAS Legal Consultant

Purchasing Guide for Tennessee Municipalities

Rick Whitehead, MTAS Management Consultant

Tennessee Department of Agriculture 2009 Urban Forestry Funding

Warren Nevad, MTAS Management Consultant

Updated Guide to COBRA

Bonnie Curran, MTAS Human Resources Consultant

Urban Forestry Management

Warren Nevad, MTAS Management Consultant

Water and Wastewater Management

Steve Wyatt, MTAS Water Operations Consultant, and Brett Ward, MTAS Wastewater Operations Consultant

All publications are available on the MTAS Web site at <http://www.mtas.tennessee.edu>.

Emergency Management for Tennessee Municipalities

Ray Crouch, Sr., MTAS Fire Management Consultant

Many cities ask the question, “Should the City have its own emergency management director, or should we rely on the county emergency management director to take care of us in the event of an emergency?”

The answer to this question is “yes” and “yes.”

Yes, each city is advised to appoint its own emergency management director. Tennessee law says, “Legally constituted municipalities are authorized and encouraged to create municipal emergency management programs.” T.C.A. § 58-2-110 (2).

Yes, you can count on your county emergency management director (EMD) to incorporate you into all county emergency management plans and to look out for your interests during an emergency. However, keep in mind that you are competing for the EMD’s attention among other cities in your county and among county residents who live outside of cities.

For your own protection, and for a higher level of attention, each city should appoint an emergency management director. In most cases the best person to serve in this role is the fire chief of your city. Fire chiefs already are familiar with your community’s emergency management plan and can serve your city’s needs well.

Please refer to T.C.A. § 58-2-110 for more information on this topic. If you have questions, please contact either Ray Crouch at ray.crouch@tennessee.edu or Gary West at gary.west@tennessee.edu.

(MTAS Celebrates, continued from page 2)



“As Tennessee cities face increasing citizen demands and the need to provide more services to residents, we will ensure that MTAS is fully equipped to help municipal officials as they lead their communities,” said Mike Tallent, MTAS Executive Director. “If the first 60 years are any indication, I expect the next 60 will be even more dynamic and rewarding.”

As we strive to provide the best services possible to our cities, we appreciate your continued support and encouragement. We will be celebrating the accomplishments of the past 60 years, continuing our excellent services, and planning for future opportunities throughout 2009. Be sure to watch our [Web site](#) and newsletter for announcements and your chance to contribute anecdotes and memories to our celebration.

Calendar of Events

April 15-17

TPMA Annual Conference (Knoxville)

April 16– 17

Municipal Court Clerks Conference (Nashville)

April 22-24

TCMA Spring Conference (Murfreesboro)

April 29-May 1

TFCA Spring Conference (Gatlinburg)

May 4 –8

Tennessee Basic Economic Development Course (Nashville)

May 5-8

TAMCAR (Franklin)

May 17—23

National Public Works Week

June 14-15

TML Annual Conference (Chattanooga)

“Municipal E-News” is a newsletter provided by the University of Tennessee Municipal Technical Advisory Service in an effort to meet the challenge of providing timely, valuable information and assistance to Tennessee cities to build better communities.

If you have any questions or comments related to this newsletter please contact Frances Adams-O’Brien at frances.adams-obrien@tennessee.edu

... in cooperation with the Tennessee Municipal League