

CHARTER OF THE TOWN OF OAKLAND, TENNESSEE<sup>1</sup>

CHAPTER 167

Senate Bill No. 2340

By Mr. Speaker Wilder

Substituted for: House Bill No. 2182

By Mr. Speaker Naifeh, Walley

AN ACT Continuing the corporate existence of the Town of Oakland, Tennessee providing a new charter for said corporation and repealing Chapter 336 of the Private Acts of 1919 and all acts amendatory thereto.

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<sup>1</sup>Private Acts 1994, ch. 167, is the current basic charter act for the Town of Oakland, Tennessee. The text of the basic charter act set out herein was last amended to reflect legislation passed in the 2023 session of the Tennessee General Assembly and is current with the laws from the 2024 Regular Session of the 113<sup>th</sup> Tennessee General Assembly. Sections of the charter which have been amended contain at the end of those sections the citation to the official private act or acts constituting the amendment or amendments. No other changes have been made to the charter except the addition of a table of contents to facilitate its use. A list of all the private acts including the basic charter appears at the end of the charter.

Acts of a temporary nature with no general or continuing application, such as bond authorization and validation acts have not been included in this compilation.

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BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

Act Constitutes Town Charter

SECTION 1. That the Town of Oakland, Tennessee, shall continue as a body politic and corporate by the name and style of Oakland, Tennessee, and this act shall constitute its complete Charter. The Town of Oakland shall have perpetual succession, may sue and be sued, plead and be impleaded, in all the courts of law and equity, and in all actions whatsoever and may have and use a common seal and change it at pleasure.

Definitions

SECTION 2. Be it further enacted, that as used in this Charter the following words and terms shall have the following meanings:

1. "Alderman" means a person elected to the office of Alderman as provided in this Charter.

2. "At large" means the entire Town, as distinguished by representation by wards or other districts.

3. "Board of Mayor and Aldermen" and "Board" means the legislative body of the Town elected as provided in this Charter.

4. "Elector" means a qualified voter residing within the Town or a qualified voter who owns not less than an undivided one-half (1/2) interest in taxable real estate located within the Town.

5. "Nonpartisan" means without any designation of candidates as members or candidates of any state or national political party or organization.

6. The masculine shall include the feminine, and the singular shall include the plural and vice versa, except when the contrary intention is manifest. [As amended by Priv. Acts 2020, ch. 39, § 1]

Boundaries

SECTION 3. Be it further enacted, that the boundaries of the Town shall be those fixed by Chapter 336, Private Acts of 1919, all acts amendatory thereof and annexations made pursuant to general law. The precise boundaries shall be kept on record by the Town Recorder.

SECTION 4. Be it further enacted, that the Town shall have the power to:

1. Assess property for taxation and to levy and provide for the collection of taxes on all property subject to taxation.

2. Levy and collect privilege taxes on businesses, privileges, occupations, trades and professions, and to levy and collect any other kind of tax not prohibited to cities by the Constitution or general law.

3. Levy and collect registration fees on motor vehicles. Such registration fees may be graduated according to the tonnage capacities, weight or horsepower of motor vehicles and to regulate all matters concerning traffic within the community not specifically addressed by the Tennessee Code Annotated, including, but not limited to, speed limits, parking, stopping and yielding, turning movements and street marking and designation.

4. Appropriate and borrow money, and to authorize the expenditure of money for any municipal purpose.

5. Acquire land, including improvements thereon, easements or limited property rights thereto, by purchase, gift or condemnation, for public use, for present or future use by the Town, to reserve industrial sites, to provide open spaces, to encourage proper development of the community or for the general welfare of the community. Such acquisitions may be within or outside the Town.

6. Grant franchises or make contracts for public utilities and public services, not to exceed a period of twenty-five (25) years. Such franchises and contracts may provide for rates, fares, charges, regulations and standards and conditions of service, subject to regulation by the Tennessee Public Service Commission or other state or federal agency having jurisdiction in such matters.

7. Provide for the acquisition, construction, building, operation and maintenance of: public ways, parks, public grounds, cemeteries, markets and market houses, public buildings, libraries, sewers, drains, sewage treatment plants, airports, hospitals, water works, locks, gas works, marinas, forests, tree and shrub nurseries, heliports, terminals, parking garages and lots, industrial sites and buildings; charitable, educational, recreational, sporting, cultural, curative, corrective, detentional, penal and medical institutions, agencies and facilities; and any other public improvements; inside or outside the Town; and to regulate the use thereof; and for such purposes property may be either acquired or taken under applicable laws.

8. Require property owners to repair and maintain in a safe condition the sidewalks adjoining their lots or lands, including removal of snow, debris or other material.

9. Make regulations to secure the general health of the inhabitants and to prevent, abate and remove nuisances, including but not limited to old or dilapidated buildings which are so out of repair as to be unsafe, unsanitary or unsightly. The Town shall have the power to abate and remove nuisances at the expense of the owner or owners, and the expense, including fines, penalties and interest, shall be secured by lien upon the property for which the expenditure is made.

10. Prescribe standards of health and sanitation and to provide for the enforcement of such standards.

11. Provide for the collection and disposal of garbage, rubbish and refuse. Charges may be imposed to cover the costs of such service which, if unpaid, shall be collectible in the same manner as taxes or other debts.

12. Define, regulate and prohibit any act, practice, conduct or use of property, that would be detrimental, or likely to be detrimental, to the health, morals, safety, security, peace or general welfare of inhabitants of the Town.

13. Establish minimum standards for and to regulate building construction and repair, electrical wiring and equipment, gas installations and equipment, fixed mechanical equipment, plumbing and housing, for the health, sanitation, cleanliness, safety and comfort of the inhabitants of the Town, and to provide for the enforcement of such standards.

14. Regulate, license and prohibit the keeping or running at large of animals and fowls, and to provide for the impoundment of same in violation of any ordinance or lawful order, and to provide for their disposition by sale, gift or humane killing when not redeemed as provided by ordinance.

15. Regulate and license vehicles operated for hire in the Town, to limit the number of such vehicles, to license the operators thereof, to require public liability insurance on such vehicles and to regulate and rent parking spaces in public ways for the use of such vehicles.

16. Provide that the violation of any ordinance, rule, regulation or order shall be punishable by fine, penalty or forfeiture up to the limits prescribed by the general laws of the State of Tennessee.

17. Plan for the orderly development of the community, including economic, physical, educational and cultural aspects, and to institute programs to effectuate such plans.

18. Establish codes containing specifications of minimum standards for building, electric, fire safety, gas and plumbing of all structures, commercial or residential, within the community.

19. Establish and regulate a municipal court in accordance with the general laws of the State of Tennessee.

20. Regulate the sale of beer within the municipality in accordance with the general laws of the State of Tennessee. These powers shall include, but not be limited to, the establishment and operation of a beer board, the issuance of permits and setting of standards for applicants of said permits, location of retailers and physical standards for such locations, the establishment of classes of permits according to whether beer is sold for on or off premises consumption, limitation on the number of permits to be issued and the authority to suspend, revoke or fine permit holders for the violation of such regulating ordinances.

21. Regulate the operation of peddlers, solicitors and yard sales within the community. These powers shall include, but not be limited to, the authority to issue permits and require such for said activities, limit the hours and locations of such, including limiting the amount of time "going out of business" sales may be continued.

22. Prohibit offenses against the peace and dignity of the municipality including, but not limited to, disturbing the peace through loud and boisterous conduct, blowing of horns except as a warning or in case of emergencies, extraordinarily loud playing of radios or other apparatus for the replication of sound and limits on excessive noises near churches, schools or hospitals.

23. Prohibit interference with public operations or personnel including, but not limited to, the impersonation of government officials and employees and the turning in of false emergency alarms for either fire, police or medical aid.

24. Prohibit the discharge of air rifles or pistols, "BB" guns, slingshots, firearms and similar weapons and things that shoot pellets, balls, or other objects within the municipality, consistent with Tennessee law and state regulations.

25. Prohibit the abandoning of any refrigerator, cave, well or cistern in an unsecured manner in any location accessible to children.

26. Regulate the posting or erection of any sign, leaflet or other notice.
27. Regulate the uses of land in accordance with the general laws of the State of Tennessee.
28. Regulate the location, size, individual lot size, water and electrical supply, sewage and garbage disposal, streets and parking areas, and require permits and permit fees of mobile home parks within the municipality.
29. Regulate the disposal of refuse within the city. These powers shall include, but not be limited to, the size and location of containers for such disposal, dates and times of refuse pick up, designation of authorized sites of disposal and prohibition against disposal at unauthorized sites and the setting of fees for said disposal.
30. Regulate the use of water within the municipality. Such powers shall include, but not be limited to, the requirement of an application for service, the establishment of temporary service charges and connection fees, extension of water and sewer services, use of meters, requirements for billing and payment of bills, inspections and access to premises for inspections, penalties for unauthorized use of service and schedules of rates for services.
31. Regulate the use of sewers and the discharge of wastewater within the community pursuant to the laws of the State of Tennessee and the United States. Such powers shall include, but not be limited to, the establishment of permits, fees and billing procedures, requirement of connection to public sewers if such service is offered, regulations and specifications for private domestic wastewater disposal if public sewer service is unavailable, industrial monitoring and inspection, rules on the content and amount of discharge and enforcement and abatement of cases of violations of such provisions.
32. Regulate the use of natural gas if such service is offered by the municipality. Such powers shall include, but not be limited to, the establishment of temporary service charges and connection fees, extension of services, use of meters, requirements for billing and payment of bills, inspections and access to premises for inspections, penalties for unauthorized use of service and schedules of rates for services.
33. Provide for penalties to be assessed for violation of any ordinance promulgated as a result of this act.
34. To establish and regulate a Police Department and Fire Department.

35. To exercise and have all other powers, functions, rights, privileges and immunities granted by general laws or necessary or desirable to promote or protect the safety, health, peace, security, good order, comfort, convenience, morals and general welfare of the Town and its inhabitants, and all implied powers necessary to carry into execution all powers granted in this Charter as fully and completely as if such powers were enumerated herein. No enumeration of particular powers in this Charter shall be held to be exclusive of others nor restrictive of general words and phrases granting powers, but shall be held to be in addition to such powers unless expressly prohibited to cities by the constitution or general laws of the state.

36. Establish schools, determine the necessary boards, officers, and teachers required therefor, and fix their compensation; purchase or otherwise acquire land for or assess a fee for use of or impact upon schoolhouses, playgrounds, and other purposes connected with the schools; and purchase or erect all necessary buildings and do all other acts necessary to establish, maintain, and operate a complete educational system within the municipality. [As amended by Priv. Acts 2020, ch. 39, § 2, and Priv. Acts 2022, ch. 52, § 1]

#### Municipal Elections, Start of Term and Oath of Office

SECTION 5. Be it further enacted that beginning in 2020 a non-partisan election shall be held on the first (1st) Tuesday after the first (1st) Monday in November of every even-numbered year concurrent with the regular election to elect a Board of Mayor and Aldermen. Terms of office for the Mayor and Aldermen shall begin upon their swearing in at the next regularly scheduled meeting following certification of election results by the election commission.

On the first (1st) Tuesday after the first (1st) Monday in November 2020, there shall be elected a mayor and five (5) aldermen, the mayor and two (2) aldermen receiving the highest number of votes shall hold office for four (4) years, and the other three (3) aldermen for two (2) years. The term of the mayor and all aldermen thereafter elected shall be for four (4) years, or until their successors are elected and qualified.

If, according to the 2020 federal census or any subsequent census, the population of the Town is eighteen thousand (18,000) or more, the Board shall have the option to increase the number of aldermen to six (6) by ordinance. After the adoption of such an ordinance, in the next regular November city election, voters shall be entitled to vote for three (3) aldermen, or four (4) aldermen, as the case may be.



Nothing in this Section 5 shall be construed to remove any incumbent from office or abridge the term of any incumbent prior to the end of the term for which an elected official was selected.

Before a person takes any office in the Town government, he shall subscribe to the following oath or affirmation: "I solemnly swear (or affirm) that I will support the Constitution and will obey the laws of the United States and of the State of Tennessee, that I will, in all respects, observe the provisions of the Charter and ordinances of the Town of Oakland, and that I will faithfully discharge the duties of the office of \_\_\_\_\_.

Any qualified elector who has been a resident of the Town for at least one (1) year may be qualified as a candidate for Mayor or Alderman. [As replaced by Priv. Acts 2020, ch. 39, § 3]

#### Restrictions on Candidates

SECTION 6. Be it further enacted, that giving or promising to any person or persons any office, employment, money, benefit or anything of value, by or on behalf of any candidate, is a violation of law, and any person who so violates the law is ineligible to hold an office or position of employment in the Town government for a period of five (5) years.

#### Board of Mayor and Aldermen

SECTION 7. Be it further enacted, that:

1. The Mayor and Aldermen elected under this Charter shall comprise the Board of Mayor and Aldermen, in which is vested all corporate, legislative and other powers of the Town, except as otherwise provided in this Charter.

2. The compensation of the Mayor and Aldermen shall be set by ordinance, but the salary of the Mayor or any Alderman shall not be changed during their term of office. The Mayor, Aldermen and Town Attorney may be reimbursed for actual and necessary expenses incurred in the conduct of their official duties.

3. The Board of Mayor and Aldermen shall meet regularly at least once every month at the times and places prescribed by ordinance. The Board shall meet in special session on written notice of the Mayor or any three (3) Aldermen and served on the other members of the Board or as agreed upon by a duly adopted motion at a regular or special meeting. Only the business stated in the written call or stated at the meeting when the special meeting is called may be transacted at a special meeting.

4. A majority of the Board of Mayor and Aldermen, excluding any vacancies, shall constitute a quorum. The ayes and nays of all votes shall be recorded in the journal. The Board may by ordinance adopt rules and bylaws to govern the conduct of its business, including procedures and penalties for compelling the attendance of absent members. The Board may subpoena and examine witnesses and order the production of books and papers.

5. The Board of Mayor and Aldermen by majority vote of the full Board shall have the power and authority to appoint and remove all directors and/or department heads, including the Town Recorder. Department heads and the Town Recorder serve at the pleasure of the board and may be removed at any time. [As amended by Priv. Acts 2020, ch. 39, § 4; and Priv. Acts 2023, ch. 30, § 1]

#### Mayor

SECTION 8. Be it further enacted, that the Mayor shall:

1. Preside at meetings of the Board;
2. Have a vote only in the event of a tie, then he shall cast the vote breaking the tie;
3. Be the ceremonial head of the Town;
4. Sign ordinances and resolutions on their final passage;
5. Sign deeds, bonds and contracts when authorized by the Board to do so;
6. Be the officer to accept process against the Town;
7. Not have any regular administrative duties; and
8. Perform only such duties as shall be specifically conferred or required by law. [As replaced by Priv. Acts 2020, ch. 39, § 5]

#### Vice-Mayor

SECTION 9. Be it further enacted, that there shall be a Vice-Mayor who shall be selected at the first meeting after each election by the Board from among their number. If any additional compensation is paid to the Vice-Mayor, that compensation shall be set by the Board before the general election. The term of office for the Vice-Mayor shall be for a period of two (2) years. The Vice-Mayor shall perform the duties of the Mayor during his temporary absence or inability to act. In the case of a vacancy in the office of Mayor, the Vice-Mayor shall fill out the unexpired term. If the Vice-Mayor is filling out a term in the office of Mayor, his position as an Alderman shall become vacant and the Board shall fill the vacancy as provided in Section 10. The Board shall select another

of their number to fill out the unexpired term of the Vice-Mayor. [As replaced by Priv. Acts 2020, ch. 39, § 6]

### Vacancy on Board

SECTION 10. Be it further enacted, that the Board of Mayor and Aldermen shall declare that a vacancy exists if the Mayor or an Alderman resigns, dies, moves his residence from the Town, is convicted of malfeasance or misfeasance in office or a felony- and after an affirmative court order is entered in any ouster proceeding brought under Tennessee law. The Board of Mayor and Aldermen shall, within a period of thirty (30) days from the date on which a vacancy is declared, appoint a qualified person to fill the vacancy for the remainder of the unexpired term. [As replaced by Priv. Acts 2020, ch. 39, § 7]

SECTION 11. Deleted. [As deleted by Priv. Acts 2020, ch. 39, § 8]

### Ordinances

SECTION 12. Be it further enacted, that any action of the Board having a regulatory or penal effect, awarding franchises, or required to be done by ordinance under this Charter or the general laws of the state, shall be done only by ordinance. Other actions may be accomplished by resolutions or motions. Ordinances and resolutions shall be in written form before being introduced. The enacting clause of ordinances shall be "Be it ordained by the Board of Mayor and Aldermen of the Town of Oakland:". Every ordinance must be approved on two (2) readings and there shall be no more than one (1) reading on any one (1) day. A majority of the Board of Mayor and Aldermen shall vote in favor of an ordinance or it shall be deemed as failed. An ordinance may receive first reading upon its introduction. Ordinances shall take effect upon final reading, adoption and being signed by the Mayor unless a different effective date is designated in the ordinance.

Ordinances shall be identified with a two (2) part numeration. The first part shall consist of the two (2) digits representing the last two (2) digits of the year the ordinance was introduced. The second part shall be the number of its order of introduction that year.

All duly enacted ordinances and this Charter shall be compiled in a well-bound volume(s) to be known as the "Oakland Municipal Code."

## Organization of Town Government

SECTION 13. Be it further enacted, that the Town government shall be organized into such departments and offices as shall be provided by ordinance. The Board shall determine by ordinance the functions and duties of all departments and offices. The Board may establish, abolish, merge or consolidate offices, positions of employment and departments; may provide that the same person shall fill any number of offices and positions of employment; and may transfer or change the functions and duties of offices, positions of employment and departments.

### Town Manager

SECTION 14. Be it further enacted, that the Board of Mayor and Aldermen shall appoint and fix the salary of the Town Manager, who shall serve at the will of the Board of Mayor and Aldermen.

The Board of Mayor and Aldermen shall designate an administrative officer of the town as acting Town Manager to serve during any temporary absence or disability of the manager.

The Town Manager shall be the chief administrative officer of the Town; responsible to the Board of Mayor and Aldermen for the direction and administration of all offices, departments, and activities placed in his charge by this Charter or the Board of Mayor and Aldermen. The Board of Mayor and Aldermen and its members shall deal with the administrative services of the Town solely through the Town Manager, and neither the Board of Mayor and Aldermen nor any member thereof shall give orders to any of the subordinates of the Town Manager, either publicly or privately. The powers and duties of the Town Manager shall be:

1. To discipline all directors and/or department heads and to appoint and remove all subordinate officers and employees, in accordance with any personnel rules and regulations adopted by ordinance or resolution of the Board. He may authorize any administrative officer who is subject to his direction and supervision to exercise these powers with respect to subordinates in that officer's department or office;

2. To see that all laws and ordinances, subject to enforcement by him or by officers subject to his direction, are enforced, and upon knowledge or information of any violation thereof, to see that prosecutions are instituted;

3. To attend all Board of Mayor and Aldermen meetings and to have the right to take part in any discussions, but not to vote;

4. To prepare and submit an annual operating budget and an annual capital budget update to the Board of Mayor and Aldermen at the appropriate time;
5. To submit to the Board of Mayor and Aldermen a complete report on the financial condition of each department of the town at the end of each month;
6. To make such other reports on the activities of the Town as the Board of Mayor and Aldermen may require or as he sees the need for and to make such recommendations as in his opinion, are necessary to improve the effectiveness and efficiency of the Town's operations or as needed for the overall good of the Town;
7. To make all purchases for the Town, consistent with Section 19 of this charter; and
8. To perform other duties required by this Charter or the Board of Mayor and Aldermen. [As replaced by Priv. Acts 2020, ch. 39, § 9; and amended by Priv. Acts 2023, ch. 30, § 2]

#### Town Recorder

SECTION 15. Be it further enacted, that the Board shall appoint a Town Recorder, who also may be appointed to the position of Finance Director. The Recorder shall keep and preserve the Town seal and all official records not required by law or ordinance to be filed elsewhere; to attend all meetings of the Board and to maintain a journal showing the proceedings of all such meetings, the Aldermen present and absent, each motion considered, the title of each resolution and ordinance considered and the vote on each question; and to prepare and certify copies of official records. The Recorder shall maintain the Oakland Municipal Code in a current and usable manner and shall furnish the Mayor and each Alderman with a copy of said code upon his assuming office for his use during his term of office.

When serving in the position of Finance Director, the Recorder shall act as Tax Collector and issue receipts for taxes collected and entered on the tax books the payment of taxes on the date on which they are collected.

When serving in the position of Finance Director, the Recorder shall serve as Treasurer and as such shall receive and keep safely all funds of the Town and shall pay out same upon warrants signed by him and the Mayor. [As replaced by Priv. Acts 2020, ch. 39, § 10; and Priv. Acts 2023, ch. 30, § 3]

### Town Attorney

SECTION 16. Be it further enacted, that the Board shall appoint a Town Attorney. The Town Attorney shall be responsible for advising the board and officers and employees concerning legal aspects of their duties and responsibilities; approving as to form and legality all contracts, deeds, bonds, ordinances, resolutions, motions, and other official documents; and performing such other duties as may be prescribed by the Board. The Board may also, as deemed necessary, hire additional attorneys in order to address specific legal needs. [As replaced by Priv. Acts 2022, ch. 52, § 2]

### Town Judge

SECTION 17. Be it further enacted, that a Town Judge shall be appointed by the Board. The Judge shall not be less than thirty (30) years of age. The Judge shall be an attorney licensed by the State of Tennessee and in good standing. The jurisdiction of the Town Judge shall extend to the trial of all offenses against the ordinances of the Town, and costs in such trials shall be fixed by ordinance. The Town Judge shall have power to levy fines and costs, to issue all necessary process, to administer oaths, and to maintain order consistent with state law. The sole compensation for serving as Town Judge shall be a salary fixed by the Board, and all fees for actions or cases in his court shall belong to the Town and shall be paid into the Town treasury. Receipts of the Town court shall be deposited with the Recorder and the Town Judge shall make monthly reports thereof to the Board. The Town Judge shall keep a docket of all cases handled by him. The Town Judge shall be the exclusive judge of the law and the facts in every case before him or her, and no officer or employee of the Town shall attempt to influence his or her decision except through pertinent facts presented in open court. [As replaced by Priv. Acts 2020, ch. 39, § 11, and Priv. Acts 2022, ch. 52, § 3]

### Officers and Employees

SECTION 18. Be it further enacted, that only the offices and positions of employment provided for in the annual budget, as approved by the Board, shall be filled unless an emergency that demands the immediate filling of a position arises. In determining salaries, due consideration shall be given to duties, responsibilities, technical knowledge and skill required to satisfactorily perform the work, and availability of persons having the qualifications desired.

### Competitive Bidding and Purchasing Procedures

SECTION 19. Be it further enacted that the Town Manager shall be responsible for all Town purchasing, but he may delegate the duty to make

purchases to any subordinate appointed by him. Competitive prices for all purchases and public improvements shall be obtained whenever practical and in accordance with procedures and regulations established by ordinance. Such ordinance shall:

1. Set the public advertising and competitive bid limit not to exceed the amount set by state law;
2. Set at forty percent (40%) of the public advertising and competitive bid limit, an amount where no advertisement is required, but shall whenever possible obtain three (3) competitive bids and below which no advertisement or competitive bidding is required;
3. Set Procedures for public advertising, securing, and opening bids; and
4. Set any exemptions from competitive bidding, which must be substantially similar to those listed in Tennessee Code Annotated, Section 6-56-304, except that any dollar amounts listed must be in accordance with the Town's ordinances. [As replaced by Priv. Acts 2020, ch. 39, § 12]

#### Personnel Rules

SECTION 20. Be it further enacted, that the Board may adopt supplementary rules and regulations governing employment by the Town, not inconsistent with the provisions of this Charter.

#### Bonds

SECTION 21. Be it further enacted, that the Recorder and such other officers and employees as may be designated by the Board, shall give a fidelity bond or faithful performance bond, as determined by the Board with some surety company authorized to do business in the State of Tennessee, in such amount as shall be prescribed by the Board. All such bonds and sureties thereto shall be subject to approval by the Board and the cost of such bonds shall be paid by the Town.

#### Political Activity

SECTION 22. Be it further enacted, that no full-time employee of the Town shall continue in the employment of the Town after becoming a candidate for nomination or election to any Town office, but this provision shall not apply to the Mayor, Aldermen, members of boards or commissions, the Town Attorney or the Town Judge. No person shall directly or indirectly give, render or pay any

money, service or other valuable consideration to any person for or on account of or in connection with employment by the Town government. No person shall orally, by letter or otherwise solicit or be in any manner concerned in soliciting any assessment, subscription or contribution from any employee of the Town in connection with any Town election. Any person who by himself or with others willfully or corruptly violates any provision of this section commits a violation of law, and upon a judicial finding thereof the person shall immediately forfeit and vacate the office or position held and be ineligible to hold any office or position of employment in the Town government for a period of five (5) years thereafter.

### Prohibited Acts

SECTION 23. Be it further enacted, that no officer or employee shall accept any free or preferred service, benefits or concessions from any person, company or firm regulated by or doing business with the Town.

### Fiscal Year

SECTION 24. Be it further enacted, that the fiscal year of the Town government shall begin on the 1<sup>st</sup> day of July and shall end on the 30<sup>th</sup> day of June of the succeeding year.

### Annual Budget

SECTION 25. Be it further enacted, that prior to the beginning of each fiscal year, the Town Manager shall submit to the Board by May 15 a proposed budget for the next fiscal year, showing separately for the general fund, each utility, and each other fund the following: (a) revenue and expenditures during the preceding year, (b) estimated revenue and expenditures for the current fiscal year, (c) estimated revenue and recommended expenditures for the next fiscal year, and (d) any other information and data, such as work programs and unit costs, in justification of recommended expenditures that may be considered necessary. A copy of the budget in full shall be filed with the Recorder for public inspection and a copy shall be furnished to each Alderman. [As replaced by Priv. Acts 2022, ch. 52, § 4]

### Public Hearing on Budget

SECTION 26. Be it further enacted, that after receiving the proposed budget, the Board shall fix a time and place for a public hearing thereon. A notice of the hearing shall be published one (1) time in a newspaper having general circulation in the Town. The publication shall appear at least ten (10) days in advance of the date of the hearing.



### Adoption of Budget

SECTION 27. Be it further enacted, that after the public hearing the Board shall adopt the budget with such modifications as the Board considers necessary or desirable. If emergency conditions prevent the adoption of a budget before the beginning of the new fiscal year, the appropriations of the last fiscal year shall become the appropriations for the new fiscal year. Amendments may be made to the original budget at any time during a current fiscal year after ten (10) days notice published in the newspaper and a public hearing before the Board.

### Control of Expenditures

SECTION 28. Be it further enacted, that the Board shall be responsible for controlling expenditures of the various agencies of the Town government to accomplish maximum efficiency and economy. No expenditures shall be made in excess of appropriations.

### Unauthorized Contract or Expenditure

SECTION 29. Be it further enacted, that any contract or agreement made in violation of the provisions of this Charter or ordinances of the Town shall be void and no expenditure shall be made thereunder. Every officer and employee who shall knowingly make or participate in any such contract or agreement, or authorize or make any expenditure thereunder, and their sureties on their official bonds, and every person who shall knowingly receive such a payment, shall be jointly and severally liable to the Town for the full amount so paid or received. A violation of this section by any officer or employee shall be cause for his removal.

### City Property and Equipment

SECTION 30. Be it further enacted that the Board of Mayor and Aldermen shall have the authority to dispose of all property, real or personal. The management of all town property and equipment shall be the responsibility of the Town Manager who shall prepare for the approval of the Board regulations governing the disposal of all such surplus property and equipment. [As replaced by Priv. Acts 2020, ch. 39, § 13]

### Bonds on Contracts

SECTION 31. Be it further enacted, that each bid on a contract for any public works or improvement shall be accompanied by a cash or surety company bid bond in the amount of ten percent (10%) of the amount of the bid. Before any

contract is awarded, the contractor shall give a bond for the faithful performance of the contract, with a surety company authorized to transact business in Tennessee, in an amount equal to one hundred percent (100%) of the contract price. [As replaced by Priv. Acts 2020, ch. 39, § 14, and Priv. Acts 2022, ch. 52, § 5]

### Property Taxes

SECTION 32. Be it further enacted, that all property subject to taxation shall be subject to the property tax levied by the Town pursuant to the general law.

### Omitted Property

SECTION 33. Be it further enacted, that the Town Recorder shall add to the assessment rolls any taxable property that may have been omitted by the county assessor. Such property shall be appraised and assessed at the same ratio as other property of the same class located in the Town.

### Tax Levy

SECTION 34. Be it further enacted, that the Board shall make a tax levy, expressed as a fixed rate per one hundred dollars (\$100) of assessed valuation. Said levy shall be made in a manner pursuant to the general laws of the State of Tennessee.

### Tax Due Dates and Tax Bills

SECTION 35. Be it further enacted, that the due dates of property taxes and method of payment of such taxes shall be fixed by ordinance. The Town shall send tax bills to taxpayers, showing the assessed valuations, amount of taxes due, tax due dates and information as to delinquency dates and tax, penalty or interest thereon. Property taxes which become delinquent shall be subject to penalty and interest which shall be fixed by ordinance. On and after the date when such taxes become delinquent, the tax records of the Town shall have the force and effect of a judgment of a court of record.

### Collection of Delinquent Taxes

SECTION 36. Be it further enacted, that the Board may provide by ordinance for the collection of delinquent taxes by distress warrants issued by the Mayor for the sale of goods and chattels to be executed by any police officer of the Town under the laws governing execution of such process; or by the county trustee as provided by general law; or by the Town Attorney acting in

accordance with general laws providing for the collection of delinquent town or county taxes; by garnishment; by suits in chancery; or by any two (2) or more of the foregoing methods, or by the use of any other available legal processes and remedies.

#### County May Collect Taxes

SECTION 37. Be it further enacted, that the Town may contract with the county for the collection of taxes. The contract may provide for reasonable fees to be paid to the county for this service.

#### Taxes Not To Be Excused

SECTION 38. Be it further enacted, that no officer or employee of the Town shall have the authority to excuse taxes, penalties, interest, special assessments or other charges due the Town, but errors may be corrected when authorized by the Board.

#### Disbursement by Check

SECTION 39. Be it further enacted, that all disbursements, except for any agency of the Town administered by a board or commission, shall be made by checks signed by the Town Recorder and countersigned by the Mayor. The Board may designate other officers to sign such checks in the absence or disability of the Mayor or Town Recorder.

#### Official Depository

SECTION 40. Be it further enacted, that the Board shall designate an official depository or depositories for deposit and safekeeping of funds of the Town, with such collateral security as may be deemed necessary by the Board.

#### Cooperative Agreements and Contracts

SECTION 41. Be it further enacted, that in addition to other powers granted in this Charter, the Board shall have power to contract and cooperate with any other municipality or other political subdivision of the state, or with an elective or appointive official thereof, or with any duly authorized agency of the federal or State government, for the exercise of any power or function which the Town is authorized to undertake by this Charter.

### Other General Laws

SECTION 42. Be it further enacted, that notwithstanding any provision of this Charter, the Board may elect to operate under or adopt any general law or public act available to municipalities of the state, in lieu of or in addition to provisions of this Charter.

### Penalties

SECTION 43. Deleted. [As deleted by Priv. Acts 2020, ch. 39, § 15]

### Ordinances to Continue in Effect

SECTION 44. Be it further enacted, that all ordinances and bylaws of the Town of Oakland not inconsistent with this act shall remain in effect until modified or repealed in accordance with the provisions of this act.

### Repealer

SECTION 45. Chapter 336 of the Private Acts of 1919, and all acts amendatory thereto, is repealed.

### Severability

SECTION 46. Be it further enacted, that if any provision of this act or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the act which can be given effect without the invalid provision or application, and to that end the provisions of this act are declared to be severable.

### Ratification

SECTION 47. This act shall have no effect unless it is approved by a two-thirds (2/3) vote of the municipal governing body of the Town of Oakland. Its approval or nonapproval shall be proclaimed by the Mayor and certified to the Secretary of State.

### Effective Date

SECTION 48. For the purpose of approving or rejecting the provisions of this act, it shall take effect on becoming a law, the public welfare requiring it. For all other purposes, it shall become effective upon being approved as provided in Section 47.

**PASSED:** April 7, 1994

S/John S. Wilder  
JOHN S. WILDER  
SPEAKER OF THE SENATE

S/Jimmy Naifeh  
JIMMY NAIFEH, SPEAKER  
HOUSE OF REPRESENTATIVES

APPROVED this 15 day of April 1994

S/Ned McWherter  
NED McWHERTER, GOVERNOR

PRIVATE ACTS COMPRISING THE CHARTER OF THE TOWN  
OF OAKLAND, TENNESSEE

YEAR	CHAPTER	SUBJECT
1994	167	Basic charter act.
2020	39	Amended § 2(3); amended § 4(24); replaced § 5; amended § 7; replaced § 8; replaced § 9; replaced § 10; deleted § 11; replaced § 14; replaced § 15; replaced § 17; replaced § 19; replaced § 30; replaced § 31; and deleted § 43.
2022	52	Amended § 4(36); replaced § 16, replaced § 17; replaced § 25, and replaced § 31.
2023	30	Amended § 7(5); amended § 14(1); and replaced § 15.