

## **ADMINISTRATION**

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Part 1

1.000

**OFFICIAL NEWSPAPERS**

**Ord. No. 52-5**

**Adopted: August 4, 1952**

An ordinance by the City of Oak Hill, Tennessee, to provide for the adoption of an official newspaper for the City of Oak Hill, Tennessee, in which shall be published all official notices, advertisements and other publications for the City of Oak Hill, Tennessee.

BE IT ORDAINED BY THE CITY OF OAK HILL, TENNESSEE, as follows:

1.001

**Adoption of official newspaper.**

Sec. 1. That *The Nashville Record*, a newspaper of general circulation throughout the City of Oak Hill, Tennessee, and the County of Davidson, Tennessee, be and the same is hereby officially adopted as the official newspaper of the City of Oak Hill, Tennessee.

1.002

**Notices, advertisements and other publications.**

Sec. 2. Be it ordained further by the City of Oak Hill, Tennessee, that all official notices, advertisements and other publications required by law to be made by the City of Oak Hill, Tennessee, shall be made and published in *The Nashville Record* as the official newspaper of the City of Oak Hill, Tennessee.

1.003

**Effective date; emergency declared.**

Sec. 3. Be it ordained further by the City of Oak Hill, Tennessee, that this ordinance shall take effect at and upon the date of its final passage, the Board of Commissioners of the City of Oak Hill, Tennessee, hereby declaring an emergency to exist in that it is necessary and essential for the City of Oak Hill, Tennessee, to adopt a newspaper of general circulation in the City of Oak Hill, Tennessee, as the official newspaper of the City of Oak Hill, Tennessee, in order that

any and all notices, advertisements and other official publications of the City of Oak Hill, Tennessee, may be published in said newspaper when and within the time specified they are required to be published by law.

**1.004 Notices in other publications.**

In addition to the publication of official notices, advertisements and other publications required by law to be made by the City of Oak Hill, Tennessee, in the *Nashville Record* as the official newspaper of said City, the City may, at its discretion, publish in shorter or briefer form notices relating to the holding of official elections in said municipality, in the *Nashville Banner* and/or *Nashville Tennessean*, so as to afford notice of elections in newspapers of wider or more general circulation.

(Amended: Ord. No. 68-5, 8-15-68)

Part 2

2.000

**CITY DEPOSITORIES**  
**Ord. No. 53-2**  
**Adopted: February 5, 1953**

An ordinance by the City of Oak Hill, Tennessee, for the purpose of designating depositories for all funds belonging to the City of Oak Hill, Tennessee.

BE IT ORDAINED BY THE CITY OF OAK HILL, TENNESSEE,  
AS FOLLOWS:

2.001 **Deposit of city moneys.**

Sec. 1. That the City Manager of Oak Hill, Tennessee, in either his capacity as City Manager of Oak Hill or as the Treasurer of Oak Hill, Tennessee, is hereby authorized, empowered and directed to deposit any and all funds of the City of Oak Hill, Tennessee, coming into his hands in either the First American National Bank of Nashville, Tennessee; the Third National Bank in Nashville, Tennessee; or the Commerce Union Bank of Nashville, Tennessee, in the name of the City of Oak Hill, Tennessee, by himself as City Manager or as Treasurer; provided, however, that said depositories before being given custody of any City funds shall be required to furnish adequate security to protect the interest of the City either by collateral in the form of bonds of the City or State ten per cent in excess of the deposits, or by a bond in a sum ten per cent in excess of the deposits, with surety to be approved by the Board of Commissioners of Oak Hill, Tennessee, and the City Manager shall not deposit any of such funds in said depositories or any of them until said security in the form hereinabove specified is so furnished.

2.002 **Disbursal by warrant or check.**

Sec. 2. Be it further ordained by the City of Oak Hill, Tennessee, that funds of the City of Oak Hill,

Tennessee, shall be disbursed and withdrawn by warrants or checks issued by the City Manager of Oak Hill, Tennessee, in the performance of the duties of the Recorder of the City as imposed upon him by the Board of Commissioners of the City of Oak Hill, Tennessee, and each warrant or check shall specify the particular departmental fund against which it is drawn and shall be payable out of no other fund; and each and every warrant or check issued for the purpose of withdrawing any funds of the City of Oak Hill, Tennessee, from said depositories or any other designated depositories shall be countersigned by either the Mayor of Oak Hill, Tennessee, or the Vice-mayor of Oak Hill, Tennessee, before the same shall be valid.

(Amended: Ord. No. 53-5, 3-5-53)

**2.003      Effective date; declaration of emergency.**

Sec. 3. Be it further ordained by the City of Oak Hill, Tennessee, that this Ordinance shall become effective upon the day of its final passage and the Board of Commissioners of the City of Oak Hill, Tennessee, hereby make the statement and declare that an emergency exists in that the City of Oak Hill, Tennessee, now has on hand in the form of certificates drawn upon the Treasurer of the State of Tennessee a substantial amount of funds which have been disbursed to it by the State of Tennessee as its proportionate share of Sales Tax funds and it is necessary for the proportionate and orderly transaction of the City's business that said funds should be deposited in designated depositories as soon as possible. And further it is necessary that depositories should be officially designated for the deposit of the City's funds as soon as possible in order that any State funds which may come into the hands of the City may be immediately deposited therein and the interests of the City thereby protected.

Part 3

3.000

**FISCAL YEAR**  
**Ord. No. 53-6**  
**Adopted: March 19, 1953**

An ordinance of the City of Oak Hill, Tennessee, to provide that the fiscal year of the City of Oak Hill, Tennessee, shall commence on the first day of April of each calendar year occurring hereafter, including the year 1953, and shall end on the thirty-first day of March occurring thereafter.

BE IT ORDAINED BY THE CITY OF OAK HILL, TENNESSEE,  
AS FOLLOWS:

**3.001 Fiscal year established.**

Sec. 1. That the fiscal year of the City of Oak Hill, Tennessee, shall commence on the first day of July of each calendar year occurring hereafter, commencing July 1, 1956, and shall end on the thirtieth day of June occurring thereafter, so that the fiscal year for the City shall run from July 1st to June 30th of the respective calendar years.

(Amended: Ord, No. 55-6, 12-15-55)

**3.002 Effective date; emergency declared.**

Sec. 2. Be it further ordained that this ordinance shall take effect from and after the date of its final passage, the Board of Commissioners hereby making the statement that an emergency exists in that it is necessary to establish and fix the fiscal year for the City as soon as possible in order that appropriations may be made for the administration, maintenance, and operation of the City government and its various activities for said fiscal year and an appropriation ordinance can not be made and passed until such fiscal year is fixed and adopted for the City; and that unless such fiscal year is adopted and fixed by ordinance as soon as possible so that a budget may be approved and appropriations made for the operation of the City during

the same, it will be detrimental to the health and welfare of the citizens and residents of Oak Hill, Tennessee, and the City will be impaired in the performance and carrying out of its obligations to its citizens and residents and of its various functions and activities.



amount which in the aggregate will exceed One Thousand and No/100 (\$1,000.00) Dollars the City Manager of Oak Hill shall advertise for and shall receive sealed bids for the purpose or purposes for which said expenditure is proposed to be made. A notice of the fact that bids will be received for such purposes shall be advertised in the official newspaper of the City at least one time and said advertisement shall be made at least ten (10) days prior to the date when bids are received and opened. The advertisement shall give notice to the public of the purpose or purposes for which bids will be received and shall state the time and place when sealed bids will be received and opened. Said advertisement may also state that the City Manager reserves the right to reject any and all bids.

**4.004 Award of expenditure.**

Sec. 4. Be it further ordained that at the time and place specified in the advertisement the City Manager of Oak Hill shall open all bids which have been received upon the proposed expenditure and after comparing the same shall award the proposed expenditure to the lowest responsible bidder.

**4.005 Expenditure by purchase order or contract.**

Sec. 5. Be it further ordained that after such awards shall have been made to the lowest responsible bidder in the manner herein prescribed, the City Manager of Oak Hill, Tennessee, shall thereafter be authorized to make said proposed expenditure by issuing a purchase order therefor or by entering into a contract for the supplying of materials and/or labor to be purchased thereby with the said lowest responsible bidder to whom said award is made.

**4.006 Effective date; emergency declared.**

Sec. 6. Be it further ordained that this Ordinance shall take effect from and after the date of its final

passage, the Board of Commissioners hereby declaring and making the statement that an emergency exists in that it is now necessary for the City Manager of Oak Hill in administering the functions and duties of the City to make purchases and other expenditures which have previously been authorized by appropriation of the Board of Commissioners for various City purposes and under the provisions of Section 3560 of the Code of Tennessee, 1932, it is necessary for the Board of Commissioners to prescribe by Ordinance the maximum expenditure which the City Manager may make without specific authorization of the Board and, further, to prescribe rules for competitive bidding for expenditures in excess of One Thousand and No/100 (\$1,000.00) Dollars before such expenditures may be made by the City Manager; and it is now necessary that as soon as possible expenditures by the City for the repair, maintenance, construction, and reconstruction of the streets and roads in the City be made by the City Manager and such expenditures will or may in the aggregate exceed One Thousand and No/100 (\$1,000.00) Dollars and can not be made unless the rules contained herein are prescribed; and it will be detrimental to the interests of the City of Oak Hill, Tennessee, and it will be detrimental to the welfare of the citizens thereof for the reasons hereinabove set forth unless this Ordinance is passed as an emergency Ordinance.



Part 5

5.000

**FEDERAL OLD AGE AND SURVIVORS  
INSURANCE BENEFITS**

**Ord. No. 56-2**

**Adopted: April 19, 1956**

An ordinance declaring the policy and purpose of the City of Oak Hill, Tennessee, to extend to the employees and officials of said city, not excluded by law or this ordinance, whether employed in connection with a governmental or proprietary function of said city, the benefits of the system of Federal Old Age and Survivors Insurance, as authorized by the Federal Social Security Act, and amendments thereto, upon the basis of applicable state and federal laws or regulations; authorizing and directing the mayor to execute agreements and amendments thereto with the State Executive Director of Old Age Insurance, as agent or agency, for coverage of said employees and officials of said city so covered to be made and paid over as provided by applicable state or federal laws or regulations; providing that said city shall appropriate and pay over employer's contributions as provided by applicable state or federal laws or regulations; providing that said city shall keep records and make reports as required by applicable state or federal laws or regulations; excluding from this ordinance any position, employee or official now covered or authorized to be covered by any other ordinance creating any retirement system for any employee or official of said city, or any position, employee or official not authorized to be covered under applicable state or federal laws or regulations; and declaring an emergency.

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF  
THE CITY OF OAK HILL, TENNESSEE:

5.001

**Extension of benefits.**

Sec. 1. It is hereby declared to be the policy and purpose of the City of Oak Hill, Tennessee, to extend, at the earliest date, to the employees and officials thereof, not excluded by law or this ordinance, and whether employed in connection with a governmental or proprietary function, the benefits of the System of Federal Old Age and Survivors Insurance as authorized by the Federal Social Security Act and amendments thereto, including Public Law 734-81st Congress. In pursuance of said policy, and for that purpose,

the City shall take such action as may be required by applicable State or Federal laws or regulations.

**5.002 Authority of mayor to execute agreements.**

Sec. 2. The Mayor of the City of Oak Hill, Tennessee, is hereby authorized and directed to execute all necessary agreements and amendments thereto with the State Executive Director of Old Age Insurance, as agent or agency, to secure coverage of employees and officials as provided in Section 1 hereof.

**5.003 Withholdings authorized.**

Sec. 3. Withholdings from salaries or wages of employees and officials for the purpose provided in Section 1 hereof are hereby authorized to be made in the amounts and at such times as may be required by applicable State or Federal laws or regulations, and shall be paid over to the State or Federal agency designated by said laws or regulations.

**5.004 Employer contributions.**

Sec. 4. There shall be appropriated from available funds such amounts at such times as may be required by applicable State or Federal laws or regulations for employer's contributions, which shall be paid over to the State or Federal agency designated by said laws or regulations.

**5.005 Records and reports.**

Sec. 5. The City shall keep such records and make such reports as may be required by applicable State and Federal laws or regulations.

**5.006 Authority to create other retirement systems excluded.**

Sec. 6. There is hereby excluded from this ordinance any authority to make any agreement with re-

spect to any position or any employee or official now covered or authorized to be covered by any other ordinance creating any retirement system for any employee or official of the City.

**5.007 Declaration of emergency; ordinance effective upon passage.**

Sec. 7. It being immediately necessary for the preservation of the public peace, health, and safety, an emergency is hereby declared to exist, by reason whereof this ordinance shall take effect and be in full force from and after its passage, approval and publication as required by law.

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**SURRENDER OF PROPERTY**

**Ord. No. 74-5**

**Adopted: December 5, 1974**

An ordinance to provide for the authorization by the board of commissioners of the City of Oak Hill, pursuant to the provisions of T.C.A. §§ 6-304-6-307 for the surrender to the Metropolitan Government of Nashville, Davidson County, Tennessee, of all land within the corporate limits of the City of Oak Hill, which lies east of the westerly boundary of Interstate I-65 and north of the south boundary of Woodmont Boulevard, as extended, and to call for an election of the voters of the City of Oak Hill to approve such surrender.

BE IT ORDAINED BY THE CITY OF OAK HILL, TENNESSEE,  
AS FOLLOWS:

6.001

**Surrender of land authorized.**

Sec. 1. That pursuant to the provisions of T.C.A. §§ 6-304-6-307, the Board of Commissioners of the City of Oak Hill does hereby authorize the surrender to the Metropolitan Government of Nashville, Davidson County, Tennessee, of all land within the corporate limits of the City of Oak Hill which lies east of the westerly boundary of Interstate I-65 and all land which lies north of the south boundary of Woodmont Boulevard, as extended.

6.002

**Election for approval.**

Sec. 2. That the Board of Commissioners hereby calls for an election of the qualified voters of the City of Oak Hill to approve such surrender, such approval requiring a three-fourths ( $\frac{3}{4}$ ) affirmative vote of the qualified voters voting in said election, such election to be held within sixty (60) days after the third reading of this Ordinance.

6.003

**Effective date.**

Sec. 3. That this Ordinance and the surrender mentioned herein shall take effect fifteen (15) days from

and after a three-fourths ( $\frac{3}{4}$ ) affirmative vote in the election above provided for in Section 2.

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Part 7

**7.000 MEETINGS OF BOARD OF COMMISSIONERS**  
**Ord. No. 88-2**  
**Adopted: June 16, 1988**

An ordinance enacted pursuant to T.C.A. 6-20-207 to establish the time and place of the regular meetings of the board of commissioners of the City of Oak Hill, Tennessee.

BE IT ORDAINED BY THE CITY OF OAK HILL, TENNESSEE,  
AS FOLLOWS:

**7.001 Time and place set.**

Sec. 1. That the regular meetings of the Board of Commissioners of the City of Oak Hill, Tennessee, shall be held on the third Thursday of each month at 5:00 p.m. at the City Offices located at 5548 Franklin Road, Suite 102, Davidson County, Nashville, Tennessee.

**7.002 Repealer.**

Sec. 2. That all Ordinances and/or parts of Ordinances in conflict with this Ordinance be and the same are hereby repealed.

**7.003 Effective.**

Sec. 3. This Ordinance shall take effect fifteen (15) days after the date of its final passage.

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