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**Anderson County Board of Commissioners**  
**Meeting will be electronically pursuant to Resolution 20-04-812**

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**Regular Agenda**  
**Monday August 17, 2020 @ 6:30 p.m.**

- 1. Call to Order / Roll Call**
- 2. Prayer / Pledge of Allegiance**
- 3. Appearance of Citizens**
- 4. Approval and Correction of Agendas**
  - Consent Agenda
  - Regular Agenda
- 5. Committee Reports**
  - Purchasing Report - by Katherine Ajmeri, Deputy Purchasing Agent
  - Budget Report by Robby Holbrook, Interim Finance Director
- 6. Departments**
  - Thrive Health and Wellness Center Annual Report – by Kim Jeffers-Whitaker, HR Director
- 7. Director of Schools –** Written report including BOE Minutes (7/9/20)
- 8. County Mayor**
  - Any Questions from Commissioners
- 9. Law Director**
  - A. Contract Approvals
  - B. New Lawsuit
    1. Charles Edward Kennedy v. Anderson County and Southern Health Partners (Detention Facility)
  - C. Lawsuit Updates
    1. Marlon Diggs v. Sheriff's Deputy Thompson (Dismissed)
    2. Joey Douglas Seiber v. Amber Allen (Dismissed)
    3. Pamela Cotham v. Anderson County, Nicholas Jay Yeager (Dismissal Upheld by Court of Appeals, Permission to Appeal Denied by Supreme Court)
  - D. Charter Commission Appointments for Vacancies in District 1 and 2
    - Applications: V L Stonecipher  
Commissioner Chuck Fritts
- 10. Committees/Boards Reports**
  - Operations Committee Report – by Chairman Isbel
    1. General Sessions Court II MOU Sub-Committee/one (1) Commissioner
    2. Approval to plant a yellow rose bush on Courthouse grounds
    3. Approve the Anderson County Care & Control Vehicle Policy
    4. Approve Industrial Development Board Resolution #20-08-820

**11. Old Business**

**12. New Business**

- Purchasing Agreement - Amplify (Terms and Conditions) - Schools

**13. Adjourn**

**Respectfully Submitted,  
Tracy Wandell, Chairman**

**Anderson County Purchasing Committee Meeting Meetings**

**August 10, 2020**

**4:15 p.m.**

**Room 312 of the Courthouse**

**Members Present:** Tim Isbel (Committee Chair), Steve Mead, Phil Yager and Catherine Denenberg

**Member Absent:** Joshua Anderson

Meeting Venue was at the Courthouse and via a GoToMeeting pursuant to Resolution 20-04-812.

**A. Contracts Approved by Law Director**

1. Tennessee Orthopedic Clinics, BOE, Contract #21-0015 – Three-year contract for a Certified Athletic Trainer. Cost is \$10000 per year.

Commissioner Yager made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Mead seconded the motion. Motion passed unanimously by roll call vote.

**B. Contracts Pending Law Director Approval**

1. Canon, County Clerk, Contract #21-0013 – Five (5) year lease of copier for County Clerk Office in Oak Ridge. Pricing from State Wide Contract at \$16.07 per month plus copy charges.
2. Canon, County Clerk, Contract #21-0013 – Five (5) year lease of copier for County Clerk Office in Oak Ridge. Pricing from State Wide Contract at \$16.07 per month plus copy charges.

The Deputy Purchasing Agent let the Committee know that these contracts now have the Law Director's approval.

Commissioner Mead made a motion to approve as a group and to forward to County Commission with a recommendation for approval. Commissioner Denenberg seconded the motion. Motion passed unanimously by roll call vote.

**C. Other Business**

**D. New Business**

**E. Old Business**

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**Anderson County Board of Commissioners  
Purchasing Committee Meeting Agenda**

**August 10, 2020**

**4:15 p.m.**

**Room 312 of the Courthouse**

**Members:** Tim Isbel (Committee Chair), Steve Mead, Phil Yager, Catherine Denenberg and Joshua Anderson.

GoToMeeting Instructions are included for those who wish to attend virtually.

**A. Contracts Approved by Law Director**

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**C. Other Business**

**D. New Business**

**E. Old Business**

**Please join my meeting from your computer, tablet or smartphone.**

<https://global.gotomeeting.com/join/897449885>

**You can also dial in using your phone.**

United States (Toll Free): 1 866 899 4679

United States: +1 (571) 317-3116

**Access Code: 897-449-885**



## TENNESSEE ORTHOPAEDIC CLINICS

### Tennessee Orthopaedic Clinics, PC Professional Services Agreement

This Agreement, made and entered on August 1, 2020 documents the agreement between, Anderson County for Anderson County High School and Clinton High School (hereinafter, "School") and Tennessee Orthopaedic Clinics (hereinafter, "Contractor") as follows:

**Contractor Services.** Contractor agrees to provide services to facility in the form of professional services as follows: Certified Athletic Trainer (ATC), for duties listed on Attachment A for each high school listed above.

Contractor agrees to perform the services in a manner consistent with the standard in the industry, following NATA guidelines and Tennessee State License regulations.

It is agreed that during the term of this agreement, the Contractor will maintain professional malpractice insurance for the errors and omission of the ATC.

**Term.** The term of this agreement shall begin on the 1st day of August, 2020 and end on the 31<sup>st</sup> day of July, 2023. This agreement may be renewed under the same terms and conditions, subject to the approval of both parties. The term of the renewed contract may not be longer than the term of the original contract. Either party may terminate the Agreement in the event of breaches, defaults, failure to perform, or any other reason by providing 30 days written notice to the other party.

**Contractor Compensation.** The School will compensate the Contractor \$5,000 per contract year for each high school listed above for a total of \$10,000. Compensation will be paid no later than 31<sup>st</sup> day of August.

**Insurance.** School shall keep in force at its own expense for so long as this agreement remains in effect public liability insurance with companies and in form reasonably acceptable to Contractor for the benefit of Contractor and Facility with the minimum limits of \$1,000,000 on account of bodily injuries to or death of one (1) person and \$2,000,000 on account of bodily injuries to or death of more than one (1) person as the result of any one accident or disaster, and property damage insurance with minimum limits of \$500,000. The policy or policies shall contain a clause providing that the insurer will not cancel or change the insurance without first giving Contractor thirty (30) days prior written notice and shall name Contractor as an additional insured.

**Indemnification.** Facility shall, and hereby agrees to, indemnify and hold Contractor harmless from any and all claims, actions, damages, expenses (including without limitation reasonable attorney's fees) and all liability whatsoever arising out of or in any way connected with injury (including death) or property damages to any person or entity, arising from the services provided by Contractor hereunder, other than those which may arise from (a) willful misconduct or negligence of Contractor or its agents, (b) any breach by Contractor of any of its representations, covenants or obligations contained herein, or (c) any

**Modifications.** This contract may be modified only by a written amendment which has been executed and approved by the appropriate parties as indicated on the signature page of this contract.

It is understood that: 1) by entering into this Agreement no employer/employee relationship is established between either the Contractor or the ATC and the School 2) at all times during the term of this Agreement, the ATC and SMC will be the agents and employees of the Contractor, and 3) the relationship between the Contractor and the School shall be that of an independent contractor.

Contractor:  
Tennessee Orthopaedic Clinics, PC

By: [Signature]  
(Signature)

Earl Anderson  
(Name-Printed)

CEO  
(Title)

9129 Cross Park Dr Ste 101  
(Address)

Knoxville TN 37923  
(City, State and Zip)

(865) 694-0064  
(Telephone Number)

62-0947662  
(SSN or FEIN)

7-27-2020  
Date

School:  
Anderson Co. for Anderson County HS

[Signature]  
Administrative/Athletic Director Signature

Dr. Tim Parrott  
(Name-Printed)

Director of Schools  
(Title)

101 S. Main St, Suite 501  
(Address)

Clinton, TN 37716  
(City, State and Zip)

(865) 463-2800  
(Telephone Number)

62-600474  
(SSN or FEIN)

7-27-2020  
Date

APPROVED AS TO LEGAL FORM

[Signature]  
N. Jay Yeager  
Anderson County Law Director

**Attachment A**

- **Contractor will provide the following:**
  - A Certified Athletic Trainer, Licensed by the State of Tennessee. (Contractor will pay all salary, benefits, and malpractice coverage costs for the ATC).
  - Timely access for referrals to Specialist within TOC.
  - The ATC will be immediately supervised by the contractor's Sports Medicine Coordinator (SMC), and have regular communication with the appropriate members of the Schools' athletic administration.
- **The ATCs responsibilities will include, but are not limited to:**
  - Prevention, recognition, evaluation and care, rehabilitation and reconditioning of athletic injuries.
  - Communicates with athletes, parents, coaches, high school administration and physicians regarding athlete's status and ability to return to competition. (All communication must be conducted within the bounds of HIPAA and Tennessee Orthopaedic Clinics Policies and Procedures.)
  - Coverage of home-scheduled High School events and in season practices. This could include weekend or evening coverage and possibly away-scheduled events per the decision of the ATC and school Athletic Director. In the event of multiple home events, the ATC will be located at the event associated with higher injury risk.
  - Pre-game preparation with student athletes.
  - Maintains proper and relevant documentation as it relates to patient care, including all outgoing referrals and injury reports.
  - Refer athletes for appropriate diagnostic and follow-up procedures and subsequent injury tracking.
  - Communicate with physical therapists and physicians regarding patients' conditions, treatments, protocols and progress.
  - Generating and implementing Home Exercise Programs.
  - Assist school in planning and coordinating annual Pre-Participation Physical Exams.
  - Performing injury screenings for athletes, staff and students.
  - Adherence to all Tennessee Orthopaedic Clinics policies and procedures is mandatory as is the strict adherence to federal and state mandates such as HJPPA and OSHA, as well as, the TN State Concussion Law.
  - Perform other duties related to the qualifications and requirements of the job.
- **The School will provide the following:**
  - Recognition of Tennessee Orthopaedic Clinics as the official provider of Orthopedic and Athletic Training Services for Schools/Anderson County Schools
  - Exclusive sideline/practice access to Contractor and its agents, no other medical personnel are permitted without direct approval of Contractor, except for EMS.
  - An area in the School dedicated to the Athletic Training Service
  - Sports schedules as soon as they become available in order to assure medical coverage. Changes in the schedule will be communicated at the earliest possible time.
  - Medical supplies for the onsite care of injuries
  - A computer for documentation, record keeping and communication if possible
  - A land-based phone for communication if possible.

Representative Representative  
Tennessee Orthopaedic Clinics, PC

Anderson County

Date

7/29/2020

Date

21-0015

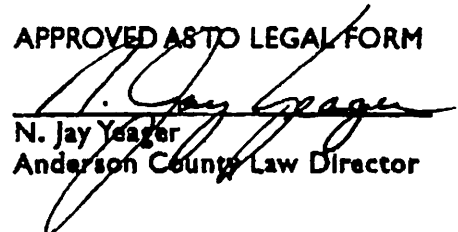
Tennessee Orthopaedic Clinics, PC

Anderson County High School

Date

Date

APPROVED AS TO LEGAL FORM

  
N. Jay Yeager  
Anderson County Law Director



CANON SOLUTIONS AMERICA

## State of Tennessee Contract Quote Sheet

Issued Under:

SWC 400 Multifunction Devices

Contract #: 62117

## QUOTE AND PURCHASE ORDER DOCUMENT

Quote #: 763

Date: 8/4/2020

**BILL TO:** ("Customer")**Customer Name:** Anderson County**Dept.:** County Clerk's Office**Address:** 728C Emory Valley Rd**City, State, Zip:** Oak Ridge, TN 37830**Phone:** 865-483-0541**Email:** afoust@acs.ac**Fax:** 865-483-7391**Name and Title:** Angie Dotson, Office Manager**SHIP TO:** (if different)**Customer Name:****Dept:****Address:****City/State/Zip:****Phone:****Email:****Fax:**

CSA to Pick Up Current Copier if Completed:

**Make:****Model:****Serial #:****ImageClass MF449DW**

Qty	Model Description - Base Configuration	Monthly Rental Price	Vendor Item ID
1	ImageClass MF449DW MONTHLY RENTAL Cost Per Copy Charges apply		3514C002
Equipment Maintenance cost per copy/print includes toner and staples: B/W CPC: \$ 0.0205			
<b>ACCESSORIES (INCLUDED WHEN QUANTITY NOTED):</b>			
1	Cassette Unit - AH1		0732A033
1	Install PAK		3537V015
1	Printer connectivity		2368V991
	HID Card Scanner/Follow me print		3575B678
	Tracking Software		3575B436
<b>THE BELOW ITEMS ARE NOT AVAILABLE ON STATE CONTRACT #62117. CUSTOMER HEREBY ACKNOWLEDGES THE REQUISITE PURCHASING AUTHORITY IS CHAPTER 0690-3-1 OF THE DGS RULES, OR LOCAL PURCHASING REGS, AS APPLICABLE, NOTWITHSTANDING, THESE ITEMS ARE SUBJECT TO THE TERMS OF 62117, WHICH IS CONTROLLING.</b>			

**TOTAL:** \$16.07☒ Auto Toner Fulfillment \*\*(Requires use of imageWare Remote)

Send Signed Purchase Canon Solutions America, Inc.

Order or Email Attn. Mark Choate

Acknowledgement to: 402 BNA Drive, Ste. 360

Nashville, TN. 37217

-- OR --

Fax: 615.360.5088 - Attn. Mark Choate

Email: jchoate@csa.canon.com

**Send Payments To:** Canon Financial Services, Inc.

14904 Collections Center Drive

Chicago, IL 60693



**State of Tennessee Contract Quote Sheet**  
**Issued Under:**  
**SWC 400 Multifunction Devices**  
**Contract #: 62117**

**QUOTE AND PURCHASE ORDER DOCUMENT**

Quote #: 763

Date: 8/4/2020

**BILL TO:** ("Customer")

**Customer Name:** Anderson County  
**Dept.:** County Clerk's Office  
**Address:** 728C Emory Valley Rd  
**City, State, Zip:** Oak Ridge, TN 37830  
**Phone:** 865-483-0541  
**Email:** afoust@acs.ac  
**Fax:** 865-483-7391  
**Name and Title:** Angie Dotson, Office Manager

**SHIP TO:** (if different)

**Customer Name:** \_\_\_\_\_  
**Dept:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City/State/Zip:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**Email:** \_\_\_\_\_  
**Fax:** \_\_\_\_\_

CSA to Pick Up Current Copier if Completed:

**Make:** \_\_\_\_\_ **Model:** \_\_\_\_\_ **Serial #:** \_\_\_\_\_

**ImageClass MF449DW**

Qty	Model Description - Base Configuration	Monthly Rental Price	Vendor Item ID
1	ImageClass MF449DW MONTHLY RENTAL Cost Per Copy Charges apply		3514C002
Equipment Maintenance cost per copy/print includes toner and staples: B/W CPC: \$ 0.0205			
<b>ACCESSORIES (INCLUDED WHEN QUANTITY NOTED):</b>			
1	Cassette Unit - AH1		0732A033
1	Install PAK		3537V015
1	Printer connectivity		2368V991
	HID Card Scanner/Follow me print		3575B678
	Tracking Software		3575B436

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**TOTAL: \$16.07**

☒ Auto Toner Fulfillment \*\*(Requires use of imageWare Remote)

Send Signed Purchase Order or Email  
 Acknowledgement to: Canon Solutions America, Inc.  
 Attn. Mark Choate  
 402 BNA Drive, Ste. 360  
 Nashville, TN. 37217  
 -- OR --  
 Fax: 615.360.5088 - Attn. Mark Choate  
 Email: jchoate@csa.canon.com

**Send Payments To:** Canon Financial Services, Inc.  
 14904 Collections Center Drive  
 Chicago, IL 60693

# ANDERSON COUNTY GOVERNMENT SUMMARY OF BUDGET AMENDMENTS

August 6, 2020

<u>PAGE NO.</u>	<u>ITEM NO.</u>	<u>FUND - DEPARTMENT</u>	<u>AMOUNT</u>
<b>Group 1 Consent Agenda - Transfers (No Commission Action Necessary)</b>			
1	0	Fund 116 - Solid Waste	\$ 5,000.00
1	1	General Fund 101 - Conservation	\$ 1,500.00
2	2	Fund 122 - Drug Fund	\$ 10,000.00
<b>Group 2 - Appropriations - School (Commission Approval by Board Vote)</b>			
2	3	Fund 141 - Business Office	\$ 150,000.00
3	4	Fund 141 - Business Office	\$ 11,500.00
<b>Group 3 - Transfer - School (Commission Approval by Board Vote)</b>			
3	5	Fund 141 - Special Education (payroll)	\$ 379,946.36
4	6	Fund 141 - Business Office (major line item)	\$ 15,000.00
4	7	Fund 141 - Business Office (major line item)	\$ 10,000.00
<b>Group 4 - Appropriations - NonSchool (Commission Approval by Board Vote)</b>			
5	8	General Fund 101 - Finance	\$ 25,000.00
5	9	General Fund 101 - Finance	\$ 132,500.00
6	10	Fund 115 - Library	\$ 58,500.00
6	11	General Fund 101 - Election	\$ 25,000.00
7	12	General Fund 101 - Election	\$ 64,995.00
8	14	General Fund 101 - Mayor	\$ 2,500.00
13	25	General Fund 101 - Mayor/Finance	\$ 1,135,850.00
14	26	Fund 118 - EMS	\$ 405,850.00
14	27	Fund 128 - Tourism	\$ 30,000.00
<b>Group 5 - Transfers - NonSchool (Commission Approval by Board Vote)</b>			
7	13	General Fund 101 - EMA (payroll)	\$ 5,000.00
<b>Group 6 - Appropriations - General Fund Unassigned Fund Balance (Commission Approval by Board Vote)</b>			
8	15	General Fund 101 - Mayor	\$ 4,200.00
8	16	General Fund 101 - Mayor	\$ 8,258.00
8	17	General Fund 101 - Mayor (motion failed)	
9	18	General Fund 101 - Mayor	\$ 30,000.00
10	19	General Fund 101 - Mayor	\$ 430.00
10	20	General Fund 101 - Mayor	\$ 750.00
11	21	General Fund 101 - Mayor	\$ 30,681.00
11	22	General Fund 101 - Mayor	\$ 8,827.00
12	23	General Fund 101 - Finance (motion failed)	
12	24A	General Fund 101 - Finance	\$ 300,000.00
13	24B	Fund 151 - Debt Service	\$ 300,000.00
15	28	Fund 101 Conservation/Tourism	\$ 150,000.00
<b>Group 7 - Miscellaneous</b>			
15	A	Compensation Plan Guidelines	Passed
18	B	Additional Covid 19 Funding	Information
18	C	Capital Improvement	Passed
18	D	New Business/Tourism Enhancement Grant	Passed

**Group 8 - Additional Items not discussed during budget committee (requires 3/4 majority vote)**

**ANDERSON COUNTY GOVERNMENT  
CASH AND FUND BALANCE REPORT  
July 30, 2020**

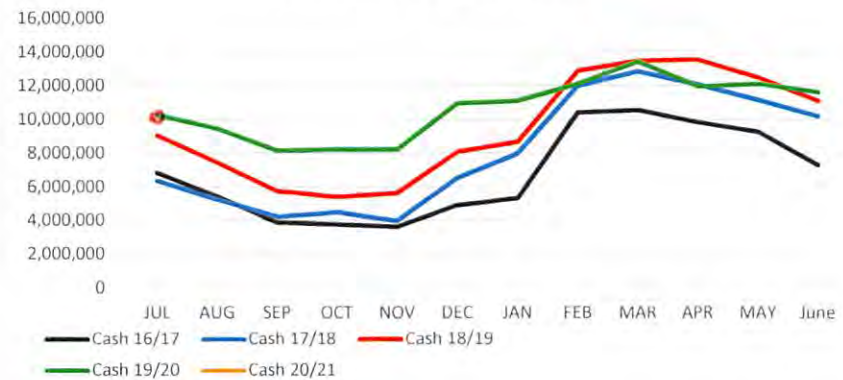
FUND	DESCRIPTION	NON-SPENDABLE	RESTRICTED FUNDS	COMMITTED FUNDS	ASSIGNED FUNDS	UNASSIGNED FUND BALANCE	TOTAL FUND BALANCE	CASH
101	General Fund	\$ -	\$ 908,981	\$ 2,223,502	\$ 520,917	\$ 4,388,391 *	\$ 8,041,791	\$ 10,101,594
115	Library Fund	\$ -	\$ 223,810		\$ -	\$ -	\$ 223,810	\$ 273,268
116	Solid Waste/Sanitation Fund	\$ -	\$ 70,893	\$ -	\$ -	\$ -	\$ 70,893	\$ 328,066
118	Ambulance Fund	\$ -	\$ 250	\$ -	\$ -	\$ 459,217	\$ 459,467	\$ 583,732
122	Drug Control Fund	\$ -	\$ 187,360	\$ 6,249	\$ -	\$ -	\$ 193,609	\$ 196,813
127	Channel 95 Fund	\$ -	\$ -	\$ -	\$ 5,698	\$ -	\$ 5,698	\$ 60,320
128	Tourism Fund	\$ -	\$ 297,853	\$ -	\$ -	\$ -	\$ 297,853	\$ 377,085
131	Highway Fund	\$ 35,560	\$ 269,737	\$ 3,180,817	\$ -	\$ -	\$ 3,486,114	\$ 3,694,063
141	General Purpose School Fund	\$ -	\$ -	\$ 5,431,890	\$ -	\$ -	\$ 5,431,890	\$ 8,526,615
143	Central Cafeteria	\$ 81,580	\$ 1,072,478	\$ -	\$ -	\$ -	\$ 1,154,058	\$ 1,390,174
151	General Debt Service Fund	\$ -	\$ 1,682,020	\$ 306,894	\$ -	\$ -	\$ 1,988,914	\$ 2,146,165
152	Rural Debt Service Fund	\$ -	\$ 277,703	\$ -	\$ -	\$ -	\$ 277,703	\$ 403,962
156	Education Debt Service Fund	\$ -	\$ 35,728	\$ 118,995	\$ -	\$ -	\$ 154,723	\$ 353,820
171	Capital Projects Fund	\$ -	\$ 101,339	\$ -	\$ -	\$ -	\$ 101,339	\$ 5,109,435
177	Education Capital Projects Fund		\$ 28,846	\$ 5,996	\$ -	\$ -	\$ 34,842	\$ 577,083
263	Employee Benefit Fund	\$ 41,031	\$ -	\$ -	\$ 1,115,478	\$ -	\$ 1,156,509	\$ 1,385,786

\* General Unassigned Fund Balance limit of \$4.5MM requiring 2/3 (11) votes for budget amendments.

**Cash Trends**  
July

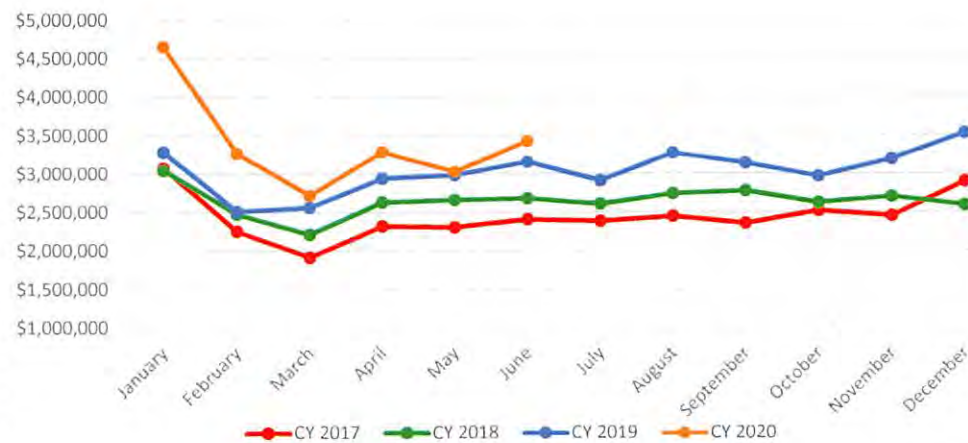
Cash 16/17	6,844,102
Cash 17/18	6,355,049
Cash 18/19	9,055,262
Cash 19/20	10,272,483
Cash 20/21	10,101,594

**General Fund Cash Trends**



	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Total	+/-
<b>2019</b>								
January	\$262,394.18	\$794,904.04	\$68,231.26	\$25,023.95	\$2,049,448.99	\$94,145.30	\$3,294,147.72	8%
February	\$198,705.33	\$565,750.82	\$56,778.41	\$17,002.09	\$1,596,959.08	\$81,196.98	\$2,516,392.71	1%
March	\$243,438.83	\$588,926.17	\$58,050.57	\$17,984.40	\$1,549,661.81	\$105,266.45	\$2,563,328.23	16%
April	\$289,531.59	\$659,344.90	\$75,479.83	\$25,112.88	\$1,771,163.16	\$120,236.58	\$2,940,868.94	12%
May	\$233,123.71	\$617,648.11	\$63,856.62	\$21,106.78	\$1,975,073.95	\$75,961.05	\$2,986,770.22	12%
June	\$277,858.48	\$689,704.80	\$68,482.77	\$25,116.23	\$2,010,843.70	\$86,403.53	\$3,158,409.51	18%
July	\$257,767.29	\$644,478.72	\$74,586.55	\$28,313.31	\$1,826,736.78	\$79,546.35	\$2,911,429.00	12%
August	\$350,270.73	\$673,246.39	\$82,380.45	\$27,270.76	\$2,053,312.40	\$87,663.95	\$3,274,144.68	19%
September	\$257,844.81	\$641,347.37	\$73,011.62	\$24,271.62	\$2,072,170.32	\$75,540.99	\$3,144,186.73	13%
October	\$246,816.97	\$628,342.37	\$74,380.93	\$24,661.51	\$1,913,786.32	\$80,268.79	\$2,968,256.89	13%
November	\$293,945.41	\$641,815.82	\$75,938.96	\$25,441.19	\$2,077,688.60	\$75,313.23	\$3,190,143.21	18%
December	\$538,855.81	\$619,814.44	\$70,019.01	\$42,238.35	\$2,176,975.36	\$88,178.66	\$3,536,081.63	36%
Totals:	\$3,450,553.14	\$7,765,323.95	\$841,196.98	\$303,543.07	\$23,073,820.47	\$1,049,721.86	\$36,484,159.47	
<b>2020</b>								
January	\$1,025,233.42	\$741,449.75	\$80,091.55	\$37,186.31	\$2,649,211.65	\$124,906.57	\$4,658,079.25	41%
February	\$320,847.16	\$571,428.74	\$64,011.97	\$24,721.03	\$2,216,955.53	\$79,765.86	\$3,277,730.29	30%
March	\$323,620.51	\$567,300.13	\$65,721.42	\$22,322.77	\$1,660,162.09	\$83,113.87	\$2,722,240.79	6%
April	\$361,720.82	\$657,617.38	\$92,047.62	\$30,073.46	\$2,045,496.33	\$106,392.24	\$3,293,347.85	12%
May	\$348,469.84	\$625,189.25	\$65,584.81	\$26,437.47	\$1,866,460.89	\$98,923.46	\$3,031,065.72	1%
June	\$390,186.68	\$722,700.70	\$82,338.60	\$30,362.69	\$2,089,054.73	\$115,875.68	\$3,430,519.08	9%
July							\$0.00	-100%
August							\$0.00	-100%
September							\$0.00	-100%
October							\$0.00	-100%
November							\$0.00	-100%
December							\$0.00	-100%

Local Option Sales Tax - Total Net Collections



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## BUDGET COMMITTEE MINUTES

### AUGUST 6, 2020

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#### Members Present:

Jerry White, Commissioner – Chairman  
Bob Smallridge, Commissioner  
Denver Waddell, Commissioner  
Shain Vowell, Commissioner  
Chuck Fritts, Commissioner  
Catherine Denenberg, Commissioner  
Robby Holbrook, Interim Finance Director

#### Members Absent:

Theresa Scott, Commissioner  
Rick Meredith, Commissioner

## TRANSFERS (Approved through Consent Agenda)

**ITEM 0**, to be presented to the Anderson County Budget Committee, was a written request from Geoff Trabalka, Solid Waste, that the following **TRANSFER** in Solid Waste Fund 116 be approved.

#### Decrease Expenditure Codes:

116-55732-408	Concrete	\$3,000.00
116-55732-409	Crushed Stone	<u>2,000.00</u>
	Total Decreased Expenditures	\$5,000.00

#### Increase Expenditure Code:

116-55732-467	Fencing	\$5,000.00
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Justification: 116-55732-467- Transfer is to pay for fence replacement at the New River Green Box Location that has been damaged by vandalism associated with the fires set at that location, and scavengers, as well as fence posts that have been damaged by people backing into them with vehicles, in addition fence is rusting and in poor condition, new fence will be installed (\$6,000). Additionally, several sections of the fence at the Briceville Center will need to be replaced due to a tree falling on it (\$1000). Budgeted funds will cover the remainder of the cost above the transferred amount.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Bob Smallridge, and passed to approve the transfer request.

**THE 1<sup>st</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Ben Taylor, Parks Department, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-51240-307	Communication	\$1,500.00
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Decrease Expenditure Code:

101-51240-499-1200	Other Supplies & Materials Storage	\$1,500.00
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Justification: To cover the cost of a landline, internet, and cable for the rental property on Anderson County Park.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Bob Smallridge, and passed to approve the transfer request.

**THE 2<sup>nd</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Sheriff Barker/ Tyler Mayes, Sheriff's Department, that the following **TRANSFER** in Drug Fund 122 be approved.

Increase Expenditure Code:

122-54150-599	Other Charges	\$10,000.00
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Decrease Expenditure Code:

122-54150-319	Drug Control Payments	\$10,000.00
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Justification: This transfer will allow the purchase of two K-9 service dogs. We recently retired a K-9 due to health problems and one of our night shifts do not have a K-9 on shift. This transfer will replace the retired dog and add a new one to our night shift.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Bob Smallridge, and passed to approve the transfer request.

## **APPROPRIATIONS REQUIRING FULL COMMISSION APPROVAL**

**THE 3<sup>rd</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Business Office, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$150,000.00
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(amendment will be from 141-34660 Committed Instruction and a JE will replenish the reserve for 39000)

Increase Expenditure Code:

141-72250-599	Technology- Other Charges	\$150,000.00
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Justification: To appropriate funds for the Chromebook program: device insurance for elementary, middle and high schools. The 20-21 school year will be the first year elementary students will have the opportunity to take Chromebook home in the event for virtual learning. Insurance costs have increased due to elementary student participation in allowing Chromebook to go home with these students.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 4<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Business Office, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$11,500.00
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(amendment will be from 141-34615 Committed for Finance and a JE will replenish the reserve for 39000)

Increase Expenditure Code:

141-72110-499	Attendance Other Supplies & Materials	\$11,500.00
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Justification: To appropriate funds for Student Service Software, Tab Fusion, and related supplies. This purchase will allow for increased digital organization of student records, which will create easier access and stronger management.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 5<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Kim Towe, Special Education, that the following **TRANSFER (payroll)** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

141-71200-171	Speech Pathologists	\$270,545.00
141-71200-201	Social Security	16,773.79
141-71200-204	State Retirement	27,784.97
141-71200-206	Life Insurance	588.00
141-71200-207	Medical Insurance	60,331.70
141-71200-212	Employer Medicare	<u>3,922.90</u>
	Total Increased Expenditures	\$379,946.36

Decrease Expenditure Codes:

141-72220-171	Speech Pathologists	\$270,545.00
141-72220-201	Social Security	16,773.79
141-72220-204	State Retirement	27,784.97

141-72220-206	Life Insurance	588.00
141-72220-207	Medical Insurance	60,331.70
141-72220-212	Employer Medicare	<u>3,922.90</u>
	Total Decreased Expenditures	\$379,946.36

Justification: To transfer costs for speech pathologists from the support category to the classroom category as per the advice from the State Department of Education. The Special Education Consultant at the State Department of Education has the ultimate responsibility to ensure that all special education expenditures are coded correctly to meet the state and federal requirements, which do change from year to year.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 6<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Business Office, Julie Minton, that the following **TRANSFER (major line item)** in General Purpose School Fund 141 be approved.

Increase Expenditure Code:

141-72610-307	Operations Communication	\$15,000.00
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Decrease Expenditure Code:

141-72410-307	Office of Principal Communication	\$15,000.00
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Justification: To transfer funds to reflect budget for system wide communication costs. This transfer will allow efficient fiscal management of communication costs at the Central Office level. This service changeover from AT&T to ENA, our internet provider, is expected to produce sufficient savings to enable us to update our communication equipment at individual schools.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 7<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Business Office, Julie Minton, that the following **TRANSFER (major line item)** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

141-72110-355	Attendance Travel	\$2,500.00
141-72110-499	Attendance Other Supplies & Materials	<u>7,500.00</u>
	Total Increased Expenditures	\$10,000.00

Decrease Expenditure Codes:

141-72130-355	Other Student Support Travel	\$2,500.00
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141-72130-499	Other Student Support-	<u>7,500.00</u>
	Other Supplies & Materials	
	Total Decreased Expenditures	\$10,000.00

Justification: To transfer funds to reflect budget for Student Services in one major category for easier fiscal management. The Director will have all budgeted funds available in one place to better coordinate spending.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 8<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$25,000.00
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(amendment will be from 101-34625-MEVFD Committed for Public Safety-Medford Volunteer Fire Department and a JE will replenish the reserve for 39000)

Increase Expenditure Code:

101-51900-316-MEVFD	Other General Administration-	\$25,000.00
	Medford Volunteer Fire Department	

Justification: Money approved in September 2019 for Medford Fire Department to purchase new airpaks. Money was reserved and this will move it back into an expenditure code.

Motion by Commissioner Shain Vowell, seconded by Commissioner Chuck Fritts, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 9<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$132,500.00
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(amendment will be from 101-34625-5000 Committed- Fire Truck Contribution and a JE will replenish the reserve for 39000)

Increase Expenditure Code:

101-54410-316	Civil Defense- Contributions	\$132,500.00
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Justification: This amendment will move \$132,500 budgeted for ½ a fire truck last fiscal year and combine with this years' budget of \$132,500 for \$265,000, which will be awarded to Anderson County Rescue Squad.

Motion by Commissioner Shain Vowell, seconded by Commissioner Chuck Fritts, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 10<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in Library Fund 115 be approved.

Increase Reserve Code:

115-34535	Budget Restricted- Library Board Reserves	\$58,500.00
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Decrease Expenditure Code:

115-56500-452-3000	Libraries- Utilities- Rocky Top	\$58,500.00
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Justification: Correction of mistake on the 20-21 Original Budget. I added one too many zeroes to the end, which made the code for utilities \$65,000 instead of \$6,500. This will correct the budget and reduce the 115 budget deficit to (\$14,970).

Motion by Commissioner Shain Vowell, seconded by Commissioner Chuck Fritts, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 11<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Election Commission, Mark Stephens, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-47590-ELECT	Other Federal thru State- Election Security Grant	\$25,000.00
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Increase Expenditure Codes:

101-51500-435-ELECT	Office Supplies	\$2,000.00
101-51500-709-ELECT	Data Processing Equipment	18,500.00
101-51500-790-ELECT	Other Equipment	<u>4,500.00</u>
	Total Increased Expenditures	\$25,000.00

Justification: This grant was given to the County Election office to update, and purchase software and equipment to enhance security process and procedures. These items include a security server pack, NAS backup drive, updated network switch, battery backups, and other software.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Shain Vowell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 12<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Election Commission, Mark Stephens, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-47301-ELECT	COVID-19 Grant- Election Commission	\$64,995.00
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Increase Expenditure Codes:

101-51500-169-ELECT	Election Commission- Part Time Help	\$22,000.00
101-51500-193-ELECT	Election Commission- Election Workers	25,000.00
101-51500-435-ELECT	Election Commission- Office Supplies	6,000.00
101-51500-499-ELECT	Election Commission- Other Supplies & Materials	8,000.00
101-51500-349-ELECT	Election Commission- Printing Stationery Ballots	<u>3,995.00</u>
	Total Increased Expenditures	\$64,995.00

Justification: These funds have been designated by the Federal/ State Government to assist County Election Officers with additional expenditures because of COVID-19. The funds will be used for additional poll officials, support staff, election supplies, PPE, ballots, plexiglass shields, cleaning supplies, etc.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Shain Vowell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 13<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Steven Payne, Emergency Management Agency, that the following **TRANSFER (payroll)** in General Fund 101 be approved.

Increase Expenditure Code:

101-54410-187	Civil Defense- Overtime Pay	\$5,000.00
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Decrease Expenditure Code:

101-54410-599-ORRCA	Emergency MGT- Other Charges	\$5,000.00
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Justification: Overtime pay for fiscal year.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Shain Vowell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 14<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from County Mayor Terry Frank, Animal Care & Control, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-43194-ANML	Service Charges	\$2,500.00
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Increase Expenditure Code:

101-55120-307-0100	Communications	\$2,500.00
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***Justification:*** Planning & development had paid a portion of costs; this amendment would allow for proper coding of expenses.

Motion by Commissioner Shain Vowell, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 15<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from County Mayor Terry Frank, Planning & Development, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51720-399-LOST	Other Contracted Services	\$4,200.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$4,200.00
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**(amendment will be from 101-34535-LOST Restricted for Social, Cultural, and Recreational Services and a JE will replenish the reserve for 39000)**

***Justification:*** Pulling out funds that were allocated last year for this project to engage the services of Lose Design for draft and final conceptual site plan for Lost Bottom Park to: conduct public meetings, boat ramp, program boat/trailer parking, day- use parking, signage enhancements, create a day-use area with picnic facilities, explore ADA complaint fishing pier, explore alternative opportunities such as kayak & paddleboard launch. Deliverable will be presented to Conservation Board. Reaming reserves for this project: \$28,669.14.

Motion by Commissioner Shain Vowell, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 16<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from County Mayor Terry Frank, County Mayor's Office, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51900-399                      Other General Admin- Other Contracted Services    \$8,258.00

Decrease Reserve Code:

101-39000                      Unassigned Fund Balance                      \$8,258.00  
(amendment will be from 101-34520-CSCOM Restricted for Administration of Justice and a JE will replenish the reserve for 39000)

Justification: Architectural fees for single secure entrance and renovation/ expansion of meeting room 118A. Project originally was approved by County Commission in FY2020. These funds were reserved from appropriations that were not spent. Pulling out funds from reserves for this project.

**THE 17<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Judge Brian Hunt & Mayor Terry Frank, General Administration that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51900-316-ISAIH    Other General Administration- Contributions                      \$10,000.00

Decrease Reserve Code:

101-39000                      Unassigned Fund Balance                      \$10,000.00

Justification: These funds would go toward \$150,000 capital needed to construct a house in Anderson County for children placed in foster care. Currently, children go to DCS to await foster parents, sometimes even spending the night. This program works with DCS and provides a space for children to receive comfort and care while DCS staff does the necessary paperwork and identifies placement.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Bob Smallridge, and failed to refer to the Anderson County Board of County Commissioners with a recommendation for approval. Voting No: Chuck Fritts, Denver Waddell.

**THE 18<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Briceville Volunteer Fire Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51900-316-BRVFD Other General Administration- Contributions                      \$30,000.00

Decrease Reserve Code:

101-39000                      Unassigned Fund Balance                      \$30,000.00

Justification: Briceville VFD won a USDA grant to construct a new fire station. County Commission approved match in 2019.

Motion by Commissioner Shain Vowell, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 19<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Preservation of Records, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51910-709	Data Processing Equipment	\$430.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$430.00
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*Justification:* To allow for rental of Canon copier for the Archives Department. This will help to properly reflect expenses within the department for copying of records. This amendment covers the monthly fees, plus potential copy overages for FY 2021. The department's proposed budget had already gone through, and I did not want to complicate the budget process by attempting to change final budget.

Motion by Commissioner Shain Vowell, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 20<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, County Mayor's Office, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51300-709	Data Processing Equipment	\$750.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$750.00
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*Justification:* To allow for rental of a more cost effective Canon Copier for the Mayor's Office. This replaces a unit that uses multiple ink cartridges and is expensive to maintain. This amendment covers the \$47.67 monthly fee, and potential copy overage costs. Mayor's proposed budget had already gone through, and I did not want to complicate the budget process by attempting to change final budget.

Motion by Commissioner Shain Vowell, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 21<sup>st</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Animal Control, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-55120-189	Animal Control Officer	\$27,240.00
101-55120-201	Social Security	1,637.00
101-55120-204	Retirement	1,200.00
101-55120-209	S/T Disability Insurance	179.00
101-55120-210	Unemployment	42.00
101-55120-212	Medicare	<u>383.00</u>
	Total Increased Expenditures	\$30,681.00

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$30,681.00
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Justification: Animal Care & Control is on call 24/7, but with limited staffing, cannot always respond. Two separate individuals experiencing medical leave revealed further staffing weaknesses where only one person was available to answer calls creating a burden on the Sheriff's Department, but also creating employment challenges with one officer always on call with no break. Working with the Sheriff's Department on demand needs, this proposal is for a staggered schedule with one officer working early and one officer working into evenings.

Motion by Commissioner Shain Vowell, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 22<sup>nd</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, I.T. Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-52600-121	IT- Data Processing Personnel	\$8,200.00
101-52600-201	Social Security	508.00
101-52600-212	Medicare	<u>119.00</u>
	Total Increased Expenditures	\$8,827.00

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$8,827.00
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Justification: Due to COVID-19, there are increases in virtual meetings, online services, and work from home needs that require additional IT services. This amendment is to continue funding additional personnel through November. As these were not budgeted expenses, they should be reimbursable as post of the Governor's most recent round of COVID-19 funding.

Motion by Commissioner Shain Vowell, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 23<sup>rd</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance/ HR Advisory Committee, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-51310-105	Personnel Office- Director	\$10,000.00
101-51310-201	Social Security	620.00
101-51310-204	Retirement	520.00
101-51310-209	S/T Disability Insurance	68.00
101-51310-212	Medicare	<u>145.00</u>
	Total Increased Expenditures	\$11,353.00

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$11,353.00
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Justification: The HR Advisory Committee passed a motion to make all Level 12 employees pay equal. This amendment will create a parity among staff in this level. See attached minutes.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Bob Smallridge, and failed to refer to the Anderson County Board of County Commissioners with a recommendation for approval. Voting No: Chuck Fritts, Shain Vowell, Denver Waddell, Jerry White

**THE 24<sup>th</sup> ITEM A**, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-99100-590	Transfers Out- Transfer to Other Funds	\$300,000.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$300,000.00
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Justification: Proceeds from the sale of 205 Main Street rolled in fund balance at the end of June 2020. This amendment will move the \$300,000 to the 151 Debt Service to pay on the current bond for 205 Main.

Motion by Commissioner Shain Vowell, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 24<sup>th</sup> ITEM B**, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in General Debt Service Fund 151 be approved.

Increase Revenue Code:

151-49800	Transfers in	\$300,000.00
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Increase Expenditure Code:

151-82110-601-CON17	General Government Debt Service- Principal on Bond- Capital Outlay Note Series 2017	\$300,000.00
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Justification: Proceeds from the sale of 205 Main Street rolled in fund balance at the end of June 2020. This amendment will move the \$300,000 to the 151 Debt Service to pay on the current bond for 205 Main.

Motion by Commissioner Shain Vowell, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 25<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank/ Robby Holbrook, Finance Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46190-SDAG	Other General Government Grants- State Direct Appropriation Grant	\$1,113,850.00
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Increase Expenditure Codes:

101-54110-716-SDAG	Sheriff Department- Law Enforcement Equipment	\$229,150.00
101-54110-718-SDAG	Sheriff Department- Motor Vehicle	320,850.00
101-51900-706-SDAG	Other G & A- Building Improvements	150,000.00
101-99100-590-SDAG	Transfers Out-Transfers to Other Funds	<u>435,850.00</u>
	Total Increased Expenditures	\$1,135,850.00

Justification: The State Direct Appropriation Grant that Commission designated for capital outlay arrived August 4th in the amount of \$1,370,764. Going through the five-year capital outlay worksheets, these itemized appropriations are recommended so that the lengthy bid and build process can get started to ensure we meet the deadlines for expending these funds. Approving these funds would allocate \$1,135,850 leaving a balance of \$234,914 that we can address in September. We are filtering other capital requests, such as IT upgrades, through the newest grant announcement to see what can be funded from there and what needs to come back through this Direct Appropriation Grant.

Motion by Commissioner Denver Waddell, seconded by Commissioner Shain Vowell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 26<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank/ Robby Holbrook, Finance Department, that the following **APPROPRIATION** in Ambulance Fund 101 be approved.

Increase Revenue Code:

118-49800-SDAG	Operating Transfers-	\$405,850.00
	State Direct Appropriation Grant	

Increase Expenditure Code:

118-55130-718-SDAG	Emergency Medical Service- Motor Vehicle-	\$405,850.00
	State Direct Appropriation Grant	

*Justification:* The State Direct Appropriation Grant that Commission designated for capital outlay arrived August 4th in the amount of \$1,370,764. Going through the five-year capital outlay worksheets, these itemized appropriations are recommended so that the lengthy bid and build process can get started to ensure we meet the deadlines for expending these funds. Approving these funds would allocate \$1,135,850 leaving a balance of \$234,914 that we can address in September. We are filtering other capital requests, such as IT upgrades, through the newest grant announcement to see what can be funded from there and what needs to come back through this Direct Appropriation Grant.

Motion by Commissioner Denver Waddell, seconded by Commissioner Shain Vowell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 27<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank/ Robby Holbrook, Finance Department, that the following **APPROPRIATION** in Tourism Fund 128 be approved.

Increase Revenue Code:

128-49800-SDAG	Operating Transfers-	\$30,000.00
	State Direct Appropriation Grant	

Increase Expenditure Code:

128-58110-799-SDAG	Tourism- Other Capital Outlay-	\$30,000.00
	State Direct Appropriation Grant	

*Justification:* The State Direct Appropriation Grant that Commission designated for capital outlay arrived August 4th in the amount of \$1,370,764. Going through the five-year capital outlay worksheets, these itemized appropriations are recommended so that the lengthy bid and build process can get started to ensure we meet the deadlines for expending these funds. Approving these funds would allocate \$1,135,850 leaving a balance of \$234,914 that we can address in September. We are filtering other capital requests, such as IT upgrades, through the newest grant announcement to see what can be funded from there and what needs to come back through this Direct Appropriation Grant.

Motion by Commissioner Denver Waddell, seconded by Commissioner Shain Vowell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 28<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Stephanie Wells, Tourism, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51240-791-TRGR Other Construction Park Improvements \$150,000.00

Increase Revenue Code:

101-49980-TRGR TDTD Tourism Enhancement Grant \$75,000.00

Decrease Reserve Code:

101-39000 Unassigned Fund Balance \$75,000.00

Justification: Tourism Enhancement Grant for expansion of Anderson County Park. See Attached.

Motion by Commissioner Shain Vowell, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**SECTION A**, Kim Jeffers-Whitaker/Comp Guidelines

Director of Human Resources and Risk Management, Kim Jeffers-Whitaker, presented the most recent updates to the Compensation Plan Guidelines.

Motion made by Commissioner Chuck Fritts, seconded by Commissioner Bob Smallridge, and passed to approve all changes to the plan as presented. Motion passed unanimously by roll call vote.

**SECTION B**, Mayor Terry Frank/Additional COVID-19 Funding

Mayor Frank presented information on Anderson County's allocation through the State Direct Appropriation Grant (\$1,370,764) and the most recent allocation of funds from the Corona Virus Relief Fund (\$1,147,230). No action taken.

**SECTION C**, Robby Holbrook/Capital Improvement

Interim Finance Director Robby Holbrook presented plan for capital improvement spending utilizing \$1,135,850.00 from the State Direct Appropriation Grant; and requested approval for three budget amendments, as presented, that support funding allocation of the capital improvement spending plan as presented.

Motion made by Commissioner Denver Waddell, seconded by Commissioner Shain Vowell, and passed to refer to the Anderson County Board of Commissions with a recommendation for approval. Motion passed unanimously by roll call vote.

**SECTION D, NEW BUSINESS**

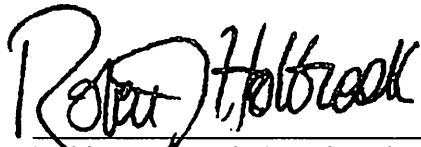
Director of Tourism Stephanie Wells presented a request, on behalf of the Tourism Council and the Conservation Board, for creation and approval of a budget amendment that enables timely implementation of the activities supported by the recently awarded Tourism Enhancement Grant. The amendment will allocate expenses of \$150,000.00 (101-51240-791-TRGR) and revenues of \$75,000.00 from grant funds (101-49980-TRGR) and matching funds of \$75,000.00 from the General Fund Unassigned Fund Balance (101-39000).

Motion made by Commissioner Shain Vowell, seconded by Commissioner Denver Waddell, and passed to refer to the Anderson County Board of Commissions with a recommendation for approval. Motion passed unanimously by roll call vote.

**SECTION E, OLD BUSINESS**

NONE.

Meeting Adjourned.

A handwritten signature in black ink, appearing to read "Robby Holbrook". The signature is stylized with a large, looped "R" and a cursive "Holbrook".

---

Robby Holbrook, Interim Finance Director

**BUDGET COMMITTEE AGENDA**  
**August 06, 2020 AT 4:00 PM, Room 312**



1. Cash and Fund Balance Report, etc.....Robby Holbrook
2. Consent Agenda ..... Transfers, not requiring Commission approval (0-2)
3. AC Schools/Julie Minton .....Transfers/Appropriations (3-7)
4. Robby Holbrook/Finance .....Appropriations (8-10)
5. Election Commission/Mark Stephens .....Appropriations (11-12)
6. EMA/Steve Payne ..... Transfer (13)
7. Mayor/Terry Frank .....Appropriations (14-22)
8. Robby Holbrook/Finance .....Appropriations (23-24)

**SECTIONS:**

- Kim Jeffers-Whitaker/Comp Guidelines ..... (A)
- Terry Frank/Additional COVID-19 Funding ..... (B)
- Robby Holbrook/Capital Improvement ..... (C)
- New Business..... (D)
- Old Business..... (E)

## **Robby Holbrook**

---

**From:** IT Director Brian Young  
**Sent:** Monday, August 3, 2020 4:15 PM  
**To:** Robby Holbrook  
**Cc:** Tammy Catron  
**Subject:** Budget Committee GoToMeeting for August

Budget Meeting/ Room 312  
Thu, Aug 6, 2020 4:00 PM - 5:00 PM (EDT)

**Please join my meeting from your computer, tablet or smartphone.**

<https://global.gotomeeting.com/join/283051597>

**You can also dial in using your phone.**

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3119](tel:+13127573119)

**Access Code:** 283-051-597

**New to GoToMeeting? Get the app now and be ready when your first meeting starts:**

<https://global.gotomeeting.com/install/283051597>

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.**

**TYPE OF AMENDMENT**

TRANSFER: ☒

APPROPRIATION: ☐

DEPARTMENT:

FROM:

Solid Waste

Geoff Trabalka

DATE August 2020 Meeting

INCREASE / <u>DECREASE</u> (circle one)	CODE DESCRIPTION	AMOUNT
116-55732-408	Concrete	\$ 3,000.00
116-55732-409	Crushed Stone	\$ 2,000.00
		\$ 5,000.00

<u>INCREASE</u> / DECREASE (circle one)	CODE DESCRIPTION	
116-55732-467	Fencing	\$ 5,000.00
Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded _____		
Motion		\$ 5,000.00

Detailed Justification / Explanation :

116-55732-467 – Transfer is to pay for fence replacement at the New River Green Box location, that has been damaged by vandalism associated with the fires set at that location and scavengers, as well as fence posts that have been damaged by people backing into them with vehicles, in addition fence is rusting and in poor condition, new fence will be installed (\$6000); additionally several sections of fence at the Briceville Center will need to be replaced due to a tree falling on it (\$1000). Budgeted funds will cover the remainder of cost above the transferred amount.

What Impact does this amendment/appropriation have on next year's budget? (One time amendment or permanent increase)

One time amendment.

Please attach additional sheet if more information is needed



**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.**

**TYPE OF AMENDMENT**

**6081522**

TRANSFER: ☒

APPROPRIATION: ☐

DEPARTMENT:

FROM:

PARKS DEPARTMENT

BEN TAYLOR, DIRECTOR

INCREASE	CODE DESCRIPTION	AMOUNT
101-51240-307	COMMUNICATION	\$ 1,500.00
		\$ -
		\$ -
		\$ -
	TOTAL	\$ 1,500.00

DECREASE	CODE DESCRIPTION	
101-51240-499-1200	OTHER SUPPLIES & MATERIALS STORAGE	\$ 1,500.00
	TOTAL	\$ 1,500.00

Motion

☐

To Approve

☐

To Refer

☐

With

☐

W/O

Seconded

Motion

Detailed Justification / Explanation :

TO COVER THE COST OF A LANDLINE, INTERNET AND CABLE FOR THE RENTAL PROPERTY

ON ANDERSON COUNTY PARK.

Impact on 20/21 budget-NONE

①

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

0081523

TRANSFER: ☒APPROPRIATION: ☐

DEPARTMENT:

FROM:

Sheriff's Department

Sheriff Barker/Tyler Mayes

INCREASE	CODE DESCRIPTION	AMOUNT
122-54150-599	OTHER CHARGES	\$ 10,000.00
TOTAL		\$ 10,000.00

DECREASE	CODE DESCRIPTION	AMOUNT
122-54150-319	DRUG CONTROL PAYMENTS	\$ 10,000.00
TOTAL		\$ 10,000.00

Motion

☐

To Approve

☐

To Refer

☐

With

☐

W/O

Seconded

Motion

Detailed Justification / Explanation :

THIS TRANSFER WILL ALLOW THE PURCHASE OF TWO K-9 SERVICE DOGS. WE RECENTLY RETIRED A K-9 DUE TO HEALTH PROBLEMS AND ONE OF OUR NIGHT SHIFTS DO NOT HAVE A K-9 ON SHIFT. THIS TRANSFER WILL REPLACE THE RETIRED DOG AND ADD A NEW ONE TO OUR NIGHT SHIFT.

Impact on 20/21 budget -

No impact.

Please attach additional sheet if more information is needed

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**IMPORTANT NOTE:** This form is due to the Budget Director's Office by 2:00 P.M. on the Monday before the Budget Committee meeting.

## TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

0081524

DEPARTMENT: Business Office

FROM: Julie Minton

DATE:

INCREASE <input type="checkbox"/>	DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-34660		Committed for Instruction	\$ 150,000.00
Total			\$ 150,000.00

585,105

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72250-599		Technology Other Charges	\$ 150,000.00
Total			\$ 150,000.00

Motion \_\_\_\_\_

☐ To Approve

☐ To Refer

☐ With

☐ W/O

Seconded  
Motion \_\_\_\_\_

**Detailed Justification / Explanation :** To appropriate funds for the chromebook program: device insurance for elementary, middle and high schools. The 20-21 school year will be the first year elementary students will have the opportunity to take chromebooks home in the event needed for virtual learning. Insurance costs have increased due to elementary student participation in allowing chromebooks to go home with these students.

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**IMPORTANT NOTE:** This form is due to the Budget Director's Office by 2:00 P.M. on the Monday before the Budget Committee meeting.

**TYPE OF AMENDMENT**

**0081525**

TRANSFER: ☐

APPROPRIATION: ☒

DEPARTMENT: Business Office

FROM: Julie Minton

DATE:

INCREASE <input type="checkbox"/>	DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-34615		Committed for Finance	\$ 11,500.00
Total			\$ 11,500.00

2.3

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72110-499		Attendance Other Materials and Supplies	\$ 11,500.00
Total			\$ 11,500.00

Motion: \_\_\_\_\_

☐ To Approve

☐ To Refer

☐ With

☐ W/O

Seconded

Motion \_\_\_\_\_

**Detailed Justification / Explanation :** To appropriate funds for Student Services software, Tab Fusion and related supplies. This purchase will allow for increased digital organization of student records which will create easier access and stronger management.

4

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**IMPORTANT NOTE:** This form is due to the Budget Director's Office by 2:00 P.M. on the Monday before the Budget Committee meeting.

## TYPE OF AMENDMENT

0081526

TRANSFER: ☒ payroll

APPROPRIATION: ☐

DEPARTMENT: Special Education

FROM: Kim Towe/LMH

DATE:

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-71200-171		Speech Pathologists	\$ 270,545.00
141-71200-201		Social Security	\$ 16,773.79
141-71200-204		State Retirement	\$ 27,784.97
141-71200-206		Life Insurance	\$ 588.00
141-71200-207		Medical Insurance	\$ 60,331.70
141-71200-212		Employer Medicare	\$ 3,922.90
<b>Total</b>			<b>\$ 379,946.36</b>

INCREASE <input type="checkbox"/>	DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72220-171		Speech Pathologists	\$ 270,545.00
141-72220-201		Social Security	\$ 16,773.79
141-72220-204		State Retirement	\$ 27,784.97
141-72220-206		Life Insurance	\$ 588.00
141-72220-207		Medical Insurance	\$ 60,331.70
141-72220-212		Employer Medicare	\$ 3,922.90
<b>Total</b>			<b>\$ 379,946.36</b>

270,545  
64,397  
82,901  
1750  
147,155  
15,060

Motion \_\_\_\_\_

☐ To Approve

☐ To Refer

☐ With

☐ W/O

Seconded  
Motion \_\_\_\_\_

**Detailed Justification / Explanation :** To transfer costs for speech pathologists from the support category to the classroom category as per advice from the State Department of Education. The Special Education Consultant at the State Department of Education has the ultimate responsibility to ensure that all special education expenditures are coded correctly so as to meet the state and federal requirements, which do change from year to year.

(5)

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**IMPORTANT NOTE:** This form is due to the Budget Director's Office by 2:00 P.M. on the Monday before the Budget Committee meeting.

**TYPE OF AMENDMENT**

0081527

TRANSFER: ☒ Major line item

APPROPRIATION: ☐

DEPARTMENT: Business Office

FROM: Julie Minton

DATE:

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72610-307		Operations Communication	\$ 15,000.00
<b>Total</b>			<b>\$ 15,000.00</b>

INCREASE <input type="checkbox"/>	DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72410-307		Office of Principal Communication	\$ 15,000.00
<b>Total</b>			<b>\$ 15,000.00</b>

44705

Motion \_\_\_\_\_

☐ To Approve

☐ To Refer

☐ With

☐ W/O

Seconded  
Motion \_\_\_\_\_

**Detailed Justification / Explanation :** To transfer funds to reflect budget for systemwide communication costs.

This transfer will allow efficient fiscal management of communication costs at the Central Office level.

The service changeover from AT&T to ENA, our internet provider, is expected to produce sufficient savings to enable us to update our communication equipment at individual schools.

(6)

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**IMPORTANT NOTE:** This form is due to the Budget Director's Office by 2:00 P.M. on the Monday before the Budget Committee meeting.

## TYPE OF AMENDMENT

TRANSFER: ☒ Major line item

APPROPRIATION: ☐

0081528

DEPARTMENT: Business Office

FROM: Julie Minton

DATE:

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72110-355		Attendance Travel	\$ 2,500.00
141-72110-499		Attendance Other Materials and Supplies	\$ 7,500.00
Total			\$ 10,000.00

INCREASE <input type="checkbox"/>	DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72130-355		Other Student Support Travel	\$ 2,500.00
141-72130-499		Other Student Support Other Materials and Supplies	\$ 7,500.00
Total			\$ 10,000.00

2500  
7500

Motion \_\_\_\_\_

☐ To Approve

☐ To Refer

☐ With

☐ W/O

Seconded  
Motion \_\_\_\_\_

**Detailed Justification / Explanation :** To transfer funds to reflect budget for Student Services in one major category for easier fiscal management. The Director will have all budgeted funds available in one place to better coordinate spending.

(7)

## ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

0081529

TRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-51900-316-MEVFD	Other General Administration	\$ 25,000.00
	Medford Volunteer Fire Department	
	TOTAL	\$ 25,000.00
Decrease	CODE DESCRIPTION	
101-34625-MEVFD	Committed for Public Safety	\$ 25,000.00
	Medford Volunteer Fire Department	
	TOTAL	\$ 25,000.00
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

25,000

Detailed Justification / Explanation :

Money approved in September 2019 for Medford Fire Dept to purchase new airparks.

Money was reserved and this will move it back to an expenditure code.

Impact on 20/21 Budget - No

81

Please attach additional sheet if more information is needed



United States Department of Agriculture

Rural Development

August 8, 2019

State Director

Michael Cable  
Anderson County VFD Medford Unit  
3250 Lake City Hwy  
Rocky Top, TN 37769

3322 West End Ave  
Suite 300  
Nashville, TN  
37203

615-783-1300  
800-342-3149 x1300  
Fax 855-776-7057

Dear Mr. Cable:

We are pleased to inform you that a Community Facilities Loan of \$25,700 and Grant of \$31,300 has been approved and obligated to fund the purchase of New Air Packs. Enclosed is a copy of Form USDA-RD 1940-1 for your records.

Our Area Office staff will work with you regularly to help expedite Loan and grant processing and closing at the earliest possible date.

Congratulations to you on this project.

Sincerely,

James D. Tracy  
State Director

Enclosure

cc: Joe Woody, Area Director, Knoxville, TN

USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [com.intake@usda.gov](mailto:com.intake@usda.gov).



## **Robby Holbrook**

---

**From:** Timothy Isbel <isbelt@ymail.com>  
**Sent:** Sunday, March 1, 2020 9:34 AM  
**To:** Robby Holbrook  
**Subject:** Fw: AC match funding for USDA grant.

Robby FYI

Sent from Yahoo Mail on Android

----- Forwarded Message -----

**From:** "Stephen Teague" <smteeg@gmail.com>  
**To:** "isbelt@ymail.com" <isbelt@ymail.com>  
**Sent:** Sun, Mar 1, 2020 at 9:01 AM  
**Subject:** AC match funding for USDA grant.  
Thanks Tim,

I have the letter from the USDA awarding the grant, but the closing documents have not been delivered yet. I am sending queries on weekly basis to USDA. If we need to lock the AC funding in to keep from losing it, please do so. Otherwise we wait on the USDA closing documents. I will help any way I can.

Steve Teague MD MSEE

Credit 101-51900-B16  
Debit 101-34625-MEIRAC

34625-5000  
34630  
34635  
34675  
34690

(B)

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

0081530

TRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-54410-316	Civil Defense - Contributions	\$ 132,500.00
	1/2 of Fire Truck	\$ -
		\$ -
		\$ -
		\$ -
	TOTAL	\$ 132,500.00
Decrease	CODE DESCRIPTION	
101-34625-5000	Committed - Fire Truck Contribution	\$ 132,500.00
	TOTAL	\$ 132,500.00

Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O	
Seconded _____	
Motion	

Detailed Justification / Explanation :

This amendment will move the \$132,500 budgeted for 1/2 a firetruck last fiscal year and combine with this years' budget of \$132,500 for \$265,000 which will be awarded to the Anderson County Rescue Squad

Impact on 20/21 Budget - No


*Please attach additional sheet if more information is needed*

## ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

0081531

## TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

Finance

Robby Holbrook/

INCREASE	CODE DESCRIPTION	AMOUNT
115-34535	Budget Restricted- Library Boards Reserve	\$ 58,500.00
		\$ -
		\$ -
		\$ -
		\$ -
	TOTAL	\$ 58,500.00
DECREASE	CODE DESCRIPTION	
115-56500-452-3000	Libraries - Utilities - Rocky Top	\$ 58,500.00
		\$ -
	TOTAL	\$ 58,500.00

Motion ☐ To Approve

☐ To Refer

☐ With ☐ W/O

Seconded \_\_\_\_\_

Motion \_\_\_\_\_

Detailed Justification / Explanation :

Correction of mistake on the 20.21 Original Budget. I added one to many zeros to the end which made the code for utilities \$65,000 instead of \$6,500. This will correct the budget and reduce the 115 budget deficit to (\$14,970).

Impact on 20/21 Budget - No

Please attach additional sheet if more information is needed

Template Name: Anderson Account Analysis  
Created By: LGC

Anderson County  
Account Analysis  
July 2020

User:  
Date/Time:

rholbrook  
7/29/2020 9:34 AM  
Page 4 of 5

Account Number : 115. -56500-355- 3000

Libraries - Travel - Rocky Top

Date	Trans #	Reference #	Type	Transaction Description	Budget	Ledger Amt	Encumbrance	Balance
07/01/2020				Beginning Balance	(766.00)			(766.00)
Account Total: 115. -56500-355- 3000					(766.00)			(766.00)

Fund: 115 Public Library

Account Number : 115. -56500-432- 3000

Libraries - Library Books - Rocky Top

Date	Trans #	Reference #	Type	Transaction Description	Budget	Ledger Amt	Encumbrance	Balance
07/01/2020				Beginning Balance	(7,000.00)			(7,000.00)
07/06/2020	145984	Purchase Order: 66761	EC	Baker & Taylor Books-510486			3,000.00	(4,000.00)
07/06/2020	145986	Purchase Order: 66762	EC	Ingram Library Services			2,000.00	(2,000.00)
Account Total: 115. -56500-432- 3000					(7,000.00)		5,000.00	(2,000.00)

Fund: 115 Public Library

Account Number : 115. -56500-435- 3000

Libraries - Office Supplies - Rocky Top

Date	Trans #	Reference #	Type	Transaction Description	Budget	Ledger Amt	Encumbrance	Balance
07/01/2020				Beginning Balance	(1,000.00)			(1,000.00)
07/06/2020	146005	Purchase Order: 66768	EC	Library Store			400.00	(600.00)
07/08/2020	146239	Purchase Order: 67010	EC	Suntrust Bankcard, N.A.			400.00	(200.00)
Account Total: 115. -56500-435- 3000					(1,000.00)		800.00	(200.00)

Fund: 115 Public Library

Account Number : 115. -56500-437- 3000

Libraries - Periodicals - Rocky Top

Date	Trans #	Reference #	Type	Transaction Description	Budget	Ledger Amt	Encumbrance	Balance
07/01/2020				Beginning Balance	(300.00)			(300.00)
07/17/2020	134337	134337	CK	PIONEER WOMAN		15.37		(284.63)
Account Total: 115. -56500-437- 3000					(300.00)	15.37		(284.63)

Fund: 115 Public Library

Account Number : 115. -56500-452- 3000

Libraries - Utilities - Rocky Top

Date	Trans #	Reference #	Type	Transaction Description	Budget	Ledger Amt	Encumbrance	Balance
07/01/2020				Beginning Balance	(65,000.00)			(65,000.00)
07/14/2020	134275	134275	CK	Clinton Utility Board		405.27		(64,594.73)
Account Total: 115. -56500-452- 3000					(65,000.00)	405.27		(64,594.73)

Fund: 115 Public Library

EO

Fund : 115 Public Library

Account Number	Account Description	Balance
<b>Assets</b>		
115-11130- -	Cash In Bank/Payroll Account	0.00
115-11140- -	Cash With Trustee	(36,233.20)
115-11410- -	Accounts Receivable	0.00
115-14100- -	Estimated Revenues	633,136.00
115-14200- -	Unliquidated Encumbrance Contr	31,503.24
	<b>Total Assets</b>	<b>628,406.04</b>
	<b>Total Assets and Deferred Outflows of Resources</b>	<b>628,406.04</b>
<b>Liabilities</b>		
115-21100- -	Accounts Payable	9,786.15
115-21200- -	Accrued Payroll	9,496.29
115-21310- -	Income Tax Withheld & Unpaid	(904.39)
115-21320- -	Social Security Tax	(1,707.60)
115-21325- -	Employee Medicare Deduction	(399.36)
115-21330- -	Retirement Contributions	(980.82)
115-21343- -LIFES	Life Insurance - Life Supplement	(83.64)
115-21345- -	Benefit Plan	(1,226.66)
115-21345- - VIS	Benefit Plan - Vision	(67.36)
115-21346- -	Dental Insurance	(143.14)
115-21348- - 2000	Company #8---Cafeteria Plan	(146.14)
115-21349- -ACCIP	Company #9--Employee Insurance - Accident Pre Tax	(49.56)
115-21349- -AFLTD	Company #9--Employee Insurance - Texas Life	31.26
115-21349- -CANCP	Company #9--Employee Insurance - Cancer Pre Tax	(37.18)
115-21349- -HOSPI	Company #9--Employee Insurance - Hospital Plan	(12.62)
115-21349- -LONGT	Company #9--Employee Insurance - Long Term Disability	(26.66)
115-21392- -CRITI	Other Payroll Deductions - - Critical Illness	(7.70)
115-21392- -SSTDI	Other Payroll Deductions - - Short Term Disability	(19.79)
115-21500- -	Due To Other Funds	3.20
115-28100- -	Appropriation (Control)	(706,606.00)
	<b>Total Liabilities</b>	<b>(693,101.72)</b>
115-34110- -	Reserve For Encumbrance Curren	(31,503.24)
115-34535- -	Budget Restricted-LIBRARY BOARD'S RESERVE	73,470.00
	<b>Total Equity</b>	<b>41,966.76</b>
	<b>Total Liabilities, Deferred Inflows of Resources, and Fund Bala</b>	<b>(651,134.96)</b>
<b>Net Revenue\Expenditures</b>		
		22,728.92
	<b>Total Net Revenue\Expenditures</b>	<b>22,728.92</b>
	<b>Total</b>	<b>22,728.92</b>
<b>Fund Totals:</b>	<b>115</b>	<b>0.00</b>

102

## ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒ x

0081532

DEPARTMENT:

FROM:

Election CommissionM. Stephens

Anderson County 2020 Election Security Grant (101-47590-Elect)  
\$25,000 total

INCREASE	CODE DESCRIPTION	AMOUNT
101-47590-ELECT	Other Federal thru State	15,500
101-47590-ELECT		9,500
	TOTAL	25,000
Decrease <del>INCREASE</del>	CODE DESCRIPTION	
101-51500-435-ELECT	Office Supplies	2,000
101-51500-709-ELECT	Data Processing Equipment	18,500
101-51500-790-ELECT	Other Equipment	4,500
	TOTAL	25,000
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

Detailed Justification / Explanation :

This grant was given to County Election offices to update, and purchase software and equipment to enhance security processes and procedures. These items include security servers rack, NAS backup drive, workstations, updated network switch, backup software, and other software.

Impact on 20/21 Budget - NO

11

Please attach additional sheet if more information is needed

Anderson County Election Commission Grants 2020-21

Security Grant- 101-47590-ELECT

Disbursement codes-

- 435 Office Supplies – \$2,000
- 709 Data Processing Equipment- \$ 18,500
- 790 Other Equipment- \$4,500

Total- \$25,000

CARES Act Grant- 101-47301-ELECT

Disbursement codes-

- 169 Part Time Help- \$22,000
- 193 Election Workers- \$25,000
- 349 Printing Stationary/Ballots- \$3,995
- 435 Office Supplies- \$6,000
- 499 Other Supplies/Materials- \$8,000

Total- \$ 64,995

- Direct Funds purchase to date- \$6061.25 (attached Invoice)

11

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒

0081533

DEPARTMENT:

FROM:

Election Commission

Mark Stephens

INCREASE	CODE DESCRIPTION	AMOUNT
101-47301-ELECT	COVID-19 Grant - Election Commission	\$ 64,995.00
		\$ -
		\$ -
		\$ -
		\$ -
	TOTAL	\$ 64,995.00
INCREASE	CODE DESCRIPTION	
101-51500-169-ELECT	Election Commission - Part-Time Help	\$ 22,000.00
101-51500-193-ELECT	Election Commission - Election Workers	\$ 25,000.00
101-51500-435-ELECT	Election Commission - Office Supplies	\$ 6,000.00
101-51500-499-ELECT	Election Commission - Other Supplies & Materials	\$ 8,000.00
101-51500-349-ELECT	Election Commission - Printing Stationery Ballots	\$ 3,995.00
	TOTAL	\$ 64,995.00
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

Detailed Justification / Explanation :

These funds have been designated by the Federal/State Government to assist County Election Offices with additional expenditures because of COVID-19. The funds will be used for additional poll officials, support staff, election supplies, PPE, ballots, plexiglass shields, cleaning supplies, etc.

Impact on 20/21 Budget - No

12

## ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.**

0081534

## TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

Election CommissionM. Stephens

Anderson County 2020 COVID-19 (CARES ACT) Grant (101-47301-Elect)

INCREASE	CODE DESCRIPTION	AMOUNT
101-47301-Elect-169	Part-Time Help	22,000
101-47301-Elect-193	Election Workers	25,000
101-47301-Elect-435	Office Supplies	6,000
101-47301-Elect-499	Other Supplies & Materials	8,000
101-47301-Elect-349	Printing Stationery/Ballots	3,995
	TOTAL	64,995
Decrease	CODE DESCRIPTION	
	TOTAL	

Motion	
<input type="checkbox"/> To Approve	
<input type="checkbox"/> To Refer	
<input type="checkbox"/> With <input type="checkbox"/> W/O	
Seconded	
Motion	

Detailed Justification / Explanation :

These funds have been designated by the Federal/State Government  
to assist County Election officers with the additional expenditure because of COVID-19.  
The funds will be used for additional poll officials, support staff, election supplies,  
PPE, ballots, plexiglass shields, cleaning supplies, etc.

Impact on 20/21 Budget - NO

(12)

Please attach additional sheet if more information is needed

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page \_\_\_\_ of \_\_\_\_

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

0081535

TRANSFER: ☒ Payroll

APPROPRIATION:

DEPARTMENT:

FROM:

EMA

Steven Payne

7/22/2020

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
101.54410-187	Civil Defense - Overtime Pay	\$ 5,000.00
TOTAL		\$ 5,000.00

INCREASE / DECREASE	CODE DESCRIPTION	
101.54410-599-ORRCA	Emergency MGT - Other Charges	\$ 5,000.00
TOTAL		\$ 5,000.00

Motion

☐ To Approve

☐ To Refer

☐ With

☐ W/O

Seconded

Motion

Detailed Justification / Explanation :

Overtime pay for fiscal year

13







0081539

**APPROPRIATION:**

**FROM:**

Judge Brian Hunt & Mayor Terry Frank

DATE 8.3.2020

<b>(INCREASE)</b> DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
	101-51900-316-ISAIH Other General Administration-Contributions	\$10,000.00
		<b>\$10,000.00</b>

INCREASE / DECREASE (circle one)		CODE DESCRIPTION	
101-39000		Unassigned Fund Balance	\$10,000.00
Motion	<input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded Motion	_____		\$ 10,000.00

**Detailed Justification / Explanation :**

**These funds would go toward \$150,000 capital needed to construct a house in Anderson County for children placed in foster care.**

Currently, children go to the DCS to await foster parents, sometimes even spending the night. This programs works with DCS and provides a space for children to receive comfort and care while DCS staff does necessary paperwork and identifies foster placement. See attached.

What Impact does this amendment/appropriation have on next year's budget? (One time amendment or permanent increase) one-time increase

*Please attach additional sheet if more information is needed*

17

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAY 08 2018**

ISAIAH 117 HOUSE  
C/O KENNETH R KELLY CPA  
PO BOX 967  
MILLIGAN COLLEGE, TN 37682

Employer Identification Number:  
82-0631497  
DLN:  
17053251303007  
Contact Person:  
THOMAS E GERITY ID# 31664  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
June 17, 2017  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

(7)

ISAIAH 117 HOUSE

We sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

*Stephen a. martin*

Director, Exempt Organizations  
Rulings and Agreements

Letter 947

(17)

# Isaiah117

Caring for children awaiting foster placement

Isaiah 117 will be a place always ready to take in the children of this region in their time of need and help what is inevitably a traumatic transition.

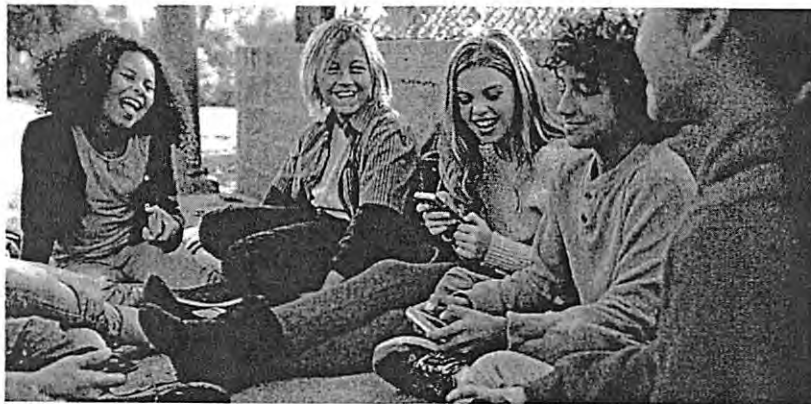
**WE ARE EXPANDING!** To see the upcoming locations of Isaiah 117, please visit [isaiah117house.com](http://isaiah117house.com).

## **SUPPORT THE CAUSE**

Isaiah 1:17 says: "Defend the cause of the fatherless."

We believe this is God's call for this ministry.

Please support the Isaiah 117 House.



**For more information:**  
[www.isaiah117house.com](http://www.isaiah117house.com)

**Anderson County**  
Expansion Coordinators  
Cassie DeJarnette & Dana Hollifield

423-518-3760 ext. 607  
[cassie.dejarnette@isaiah117house.com](mailto:cassie.dejarnette@isaiah117house.com)  
[dana.hollifield@isaiah117house.com](mailto:dana.hollifield@isaiah117house.com)

17

# Our Purpose

When children are removed from their homes out of concern for their welfare, they are usually brought to the Department of Children's Services Offices to await placement with a foster family. This wait can be several hours to nearly a full day. These children often have nothing with them and are scared, lonely, hungry, and in dirty clothing.

Isaiah 117 provides a comforting home where these children instead can be brought to wait – a place that is safe with friendly and loving volunteers who provide clean clothes, smiles, toys, and snuggly blankets. This space allows children to receive the comfort and care they need while DCS staff can do the necessary paperwork and identify a good foster placement.

Isaiah 117 House is continuing to expand every day to serve the children in our communities. It is amazing to watch God's plan unfold in each of the counties we serve through the communities walking along beside us and believing that these kids deserve better and they are not alone.

**TENNESSEE HOMES**

**INDIANA HOMES**

(17)

# Tennessee Homes

**Isaiah117**  
Caring for children leaving foster placement



Current homes in Tennessee: Carter, Greene, Washington. Blount county is under construction.

## Carter County TN- Flagship House



### Program Coordinators:

Jody Hayes |  
[jody@isaiah117house.com](mailto:jody@isaiah117house.com) |  
423-518-3770  
Corey Payne |  
[corey.payne@isaiah117house.com](mailto:corey.payne@isaiah117house.com) | 423-518-3800

## Greene County TN



### Program Coordinator:

Gwyn Southerland  
[gwyn@isaiah117house.com](mailto:gwyn@isaiah117house.com)  
| 423-812-0808

**Status:** Open

[www.facebook.com/isaiah117housegreenvilleTN](https://www.facebook.com/isaiah117housegreenvilleTN)

## Washington County TN



### Program Coordinators:

Rachel Denny |  
[rachel@isaiah117house.com](mailto:rachel@isaiah117house.com)  
| 423-806-0966  
Kristin Trivett |  
[kristin@isaiah117house.com](mailto:kristin@isaiah117house.com) |  
423-806-0866

17

**Status:** Open

[www.facebook.com/isaiah117housecartercounty](http://www.facebook.com/isaiah117housecartercounty)

7housecartercounty

ABOUT THE  
CARTER  
COUNTY  
HOUSE

ABOUT THE  
GREENE  
COUNTY  
HOUSE

**Status:** Open

[www.facebook.com/isaiah117WashCoTN](http://www.facebook.com/isaiah117WashCoTN)

7WashCoTN

ABOUT THE  
WASHINGTON  
COUNTY  
HOUSE

## Anderson County TN



### Expansion Coordinators:

Cassie DeJarnette |  
[cassie.dejarnette@isaiah117house.com](mailto:cassie.dejarnette@isaiah117house.com)

Dana Hollifield |  
[dana.hollifield@isaiah117house.com](mailto:dana.hollifield@isaiah117house.com)

423-518-3760 ext 607

**Status:** Raising Awareness

[www.facebook.com/isaiah117houseandersoncountytn](http://www.facebook.com/isaiah117houseandersoncountytn)

## Blount County TN



### Program Coordinator:

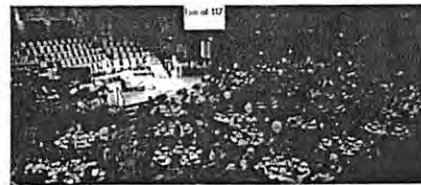
Cindy Chandler |  
[cindy.chandler@isaiah117house.com](mailto:cindy.chandler@isaiah117house.com)

865-724-0117

**Status:** Under Construction

[www.facebook.com/isaiah117blountcoTN](http://www.facebook.com/isaiah117blountcoTN)

## Bradley County TN



### Program Coordinator:

Renee Curry |  
[renee@isaiah117house.com](mailto:renee@isaiah117house.com) |  
423-813-3113

**Status:** Raising Awareness

[www.facebook.com/isaiah117housebradleytn](http://www.facebook.com/isaiah117housebradleytn)

17

$$1. \text{ 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100.}$$

0081540

0081540

APPROPRIATION: ☒

**FROM:**

County Mayor Terry Frank

DATE 8.3.2020

[illegible]

INCREASE / <u>DECREASE</u> (circle one)	CODE DESCRIPTION	
101-39000	Unassigned Fund Balance	\$30,000.00

Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		\$ 30,000.00

**Detailed Justification / Explanation :**

Briceville VFD won a USDA grant to construct a new fire station. County Commission approved match in 2019. See attached.

What Impact does this amendment/appropriation have on next year's budget? (One time amendment or permanent increase) one-time increase

*Please attach additional sheet if more information is needed*

# **ANDERSON COUNTY COMMISSION MINUTES JUNE 17, 2019**

Anderson County, Tennessee  
Board of Commissioners

RESOLUTION NO. 19-06-757

**A RESOLUTION SUPPORTING BRICEVILLE VOLUNTEER FIRE DEPARTMENT'S  
APPLICATION FOR A USDA GRANT AND LOAN TO CONSTRUCT A NEW FIRE  
STATION IN BRICEVILLE, TENNESSEE**

*WHEREAS*, the USDA's Community Facilities Direct Loan & Grant Program provides affordable funding to develop essential community facilities in rural areas; and

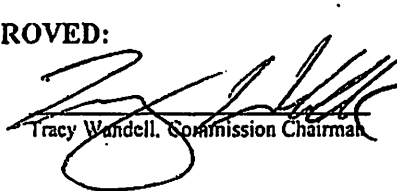
*WHEREAS*, Anderson County, acting by and through its Mayor and County Commission, supports Briceville Volunteer Fire Department's USDA grant and funding application that will benefit all residents and visitors of the fire district and surrounding communities for mutual aid; and

*WHEREAS*, Anderson County will provide local financial support in conjunction with USDA funds to complete the construction of a new Briceville Volunteer Fire Department fire station; and

*NOW, THEREFORE, BE IT RESOLVED*, that Anderson County will commit to provide matching funds in the amount of up to but not to exceed \$30,000 of the total eligible project costs.

*DULY PASSED AND APPROVED* this 17<sup>th</sup> day of June, 2019.

APPROVED:

  
Tracy Wendell, Commission Chairman

  
Terry Frank, Anderson County Mayor

ATTEST:

  
Jeff Cole, Anderson County Clerk



*Please attach additional sheet if more information is needed*

**Budget Committee meeting.**

81542

APPROPRIATION: ☒

**FROM:**

County Mayor Terry Frank

**8.3.2020**

**\$750.00**

\$	750.00
----	--------

To allow for rental of a more cost-effective Canon copier for the Mayor's office. This replaces a unit that uses multiple ink cartridges and is expensive to maintain. This amendment covers the \$47.67 monthly fee, plus potential copy overage costs. Mayor's proposed budget had already gone through and I didn't want to complicate the budget process by attempting to change final budget.

20

*Please attach additional sheet if more information is needed*

## ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

0081543

## TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

Animal Control

Terry Frank

INCREASE	CODE DESCRIPTION	AMOUNT
101-55120-189	Rabies And Animal Control - Animal Control Officer	\$ 27,240.00
101-55120-201	Social Security	\$ 1,637.00
101-55120-204	Retirement	\$ 1,200.00
101-55120-209	S/T Disability Insurance	\$ 179.00
101-55120-210	Unemployment	\$ 42.00
101-55120-212	Medicare	\$ 383.00
	TOTAL	\$ 30,681.00
Decrease	CODE DESCRIPTION	
101-39000	Unassigned	\$ 30,681.00
	TOTAL	\$ 30,681.00

Motion ☐ To Approve  
☐ To Refer  
☐ With ☐ W/O

Seconded \_\_\_\_\_  
 Motion \_\_\_\_\_

AUG 8 '20 PM 3:18 FINANCE

## Detailed Justification / Explanation :

Animal Care & Control is on-call 24/7 but, with limited staffing, cannot always respond. Two separate individuals experiencing medical leave revealed further staffing weaknesses where only one person was available to answer calls creating burden on the Sheriff's Department, but also creating employment challenges with one officer always on-call with no break. Working with the Sheriff's Department on demand needs, this proposal is for a staggered schedule with one officer working early and one officer working into evenings.

Impact on 20/21 Budget - Yes

21



# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

0081544

DEPARTMENT:

FROM:

IT

Terry Frank

Decrease	CODE DESCRIPTION	AMOUNT
101-39000	Unassigned	\$ 8,827.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
	TOTAL	\$ 8,827.00
INCREASE	CODE DESCRIPTION	
101-52600-121	IT - Data Processing Personnel	\$ 8,200.00
101-52600-201	Social Security	\$ 508.00
101-52600-212	Medicare	\$ 119.00
		\$ -
	TOTAL	\$ 8,827.00
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

Detailed Justification / Explanation :

Due to COVID-19, there are increases in virtual meetings, online services, and work-from-home needs that require additional IT services. This amendment is to continue funding additional personnel through November. As these were not budgeted expenses, they should be reimbursable as part of the Governor's most recent round of COVID-19 funding.

Impact on 20/21 Budget - No

22

Please attach additional sheet if more information is needed

## ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

0081545

TRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

Finance

Robby Holbrook/HR Advisory Committee

INCREASE	CODE DESCRIPTION	AMOUNT
101-51310-105	Personnel Office-Director	\$ 10,000.00
101-51310-201	Social Security	\$ 620.00
101-51310-204	Retirement	\$ 520.00
101-51310-209	S/T Disability Insurance	\$ 68.00
101-51310-212	Medicare	\$ 145.00
	TOTAL	\$ 11,353.00
Decrease	CODE DESCRIPTION	
101-39000	Unassigned	\$ 11,353.00
		\$ -
	TOTAL	\$ 11,353.00
Motion <u>CO</u>		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded <u>BS</u>		
Motion		

Detailed Justification / Explanation :

The HR Advisory Committee passed a motion to make all Level 12 employees pay equal.

This amendment will create pay parity among staff in this level

See attached minutes

Impact on 20/21 Budget - YES

23

Please attach additional sheet if more information is needed

**Anderson County  
Human Resource Advisory Board Minutes  
July 22, 2020  
10:00 a.m. in Room 118A, Courthouse & GoToMeeting**

**Members Present:** Chairman Phil Yager, Jeff Cole, Gary Long, Robby Holbrook, Regina Copeland, Jay Yeager, and Johnny Alley.

**Members Absent:** Russell Barker, Rex Lynch, Terry Frank, Tim Shelton and Hal Cousins.

**Others Present:** Kim Jeffers-Whitaker, Stephanie Strickland, and Andrew Stone

**Call to Order**

HR Advisory Chairman Phil Yager called meeting to order.

**Approval of Prior Minutes**

Minutes of the May 28<sup>th</sup>, 2020 meeting were approved, as presented, on a motion made by Robby Holbrook, and seconded by Gary Long. Motion carried by voice vote.

**Approval and Correction of Agenda**

Gary Long made a motion to approve agenda, seconded by Robby Holbrook. Motion carried by voice vote.

**HR Director Report**

HR Director Kim Jeffers-Whitaker presented to the committee the annual review for the Thrive Health & Wellness Center along with the Trend Savings Report. CareHere's new TeleHealth program was discussed to include Full and Part-Time employees. The HR Advisory Subcommittee plans to meet virtually only at next meeting on August 4<sup>th</sup>, 2020.

**Salary Review**

Chairman Phil Yager began discussion on the salary of HR Director Kim Jeffers-Whitaker. Jay Yeager made a motion to raise the salary of the HR Director to match that of the other Level 12 employees. Motion seconded by Robby Holbrook. Motion carried by unanimous voice vote (7-0)

**Old Business**

Kim Jeffers-Whitaker began discussion on the Anderson County Government Handbook and updates to its policies. Robby Holbrook made a motion to strike language: "~~for a reason other than the following: 1) the continuation, recurrence or onset of a serious health condition that entitled the employee to leave under this policy, or 2) other circumstance beyond the control of the employee~~" in Section 7.7 Family/Medical Leaves of Absence, seconded by Gary Long. Motion carried by unanimous vote.

**Anderson County**  
**Human Resource Advisory Board Minutes**  
**July 22, 2020**  
**10:00 a.m. in Room 118A, Courthouse & GoToMeeting**

Robby Holbrook made a motion to approve all changes presented to the Handbook, seconded by Gary Long. Motion carried by voice vote.

The Compensation Plan language was discussed along with its updates. Robby Holbrook made the motion to approve changes to the Compensation Plan, seconded by Gary Long. Motion carried by voice vote.

Discussion on Title VI was tabled until next meeting.

**New Business**

COVID-19 Safety Procedures and Policy discussion was tabled until next meeting.

**Upcoming Meeting**

October 14<sup>th</sup>, 2020 @ 10am

**Adjourned**

## ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒

0081546

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-99100-590	Transfers Out - Transfers To Other Funds	\$ 300,000.00
		\$ -
		\$ -
		\$ -
		\$ -
	TOTAL	\$ 300,000.00
Decrease	CODE DESCRIPTION	
101-39000	Unassigned	\$ 300,000.00
	TOTAL	\$ 300,000.00
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

Detailed Justification / Explanation :

Proceeds from the sale of 205 Main Street rolled into fund balance at the end of June 2020.

This amendment will move the \$300,000 to 151 Debt Service to pay on the current bond for 205 Main.

Impact on 20/21 Budget - No

24

Please attach additional sheet if more information is needed

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
151-49800	Transfers In	\$ 300,000.00
		\$ -
		\$ -
		\$ -
		\$ -
	TOTAL	\$ 300,000.00

Decrease <del>INCREASE</del>	CODE DESCRIPTION	
151-82110-601-CON17	General Government Debt Service	\$ 300,000.00
	Principal on Bonds - Capital Outlay Note Series 2017	
	TOTAL	\$ 300,000.00

Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded _____		
Motion _____		

Detailed Justification / Explanation :

Proceeds from the sale of 205 Main Street rolled into fund balance at the end of June 2020.

This amendment will move the \$300,000 to 151 Debt Service to pay on the current bond for 205 Main.

Impact on 20/21 Budget - No

24

Please attach additional sheet if more information is needed

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐

DEPARTMENT:

Mayor/Finance

APPROPRIATION:

☒

**0081555**

FROM:

Terry Frank/Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-46190-SDAG	Other General Government Grants -	\$ 1,135,850.00
	State Direct Appropriation Grant	\$ -
		\$ -
		\$ -
		\$ -
		\$ -
	TOTAL	\$ 1,135,850.00

INCREASE	CODE DESCRIPTION	
101-54110-716-SDAG	Sheriff Department - Law Enforcement Equipment	\$ 229,150.00
101-54110-718-SDAG	Sheriff's Department - Motor Vehicle	\$ 320,850.00
101-51900-706-SDAG	Other General Admin-Building Improvements (Single Entrance)	\$ 150,000.00
101-99100-590-SDAG	Transfers Out (EMS Vehicle & Equipment, Trail Project/Tourism)	\$ 435,850.00
	State Direct Appropriation Grant	
	TOTAL	\$ 1,135,850.00

<p>Motion</p> <p><input type="checkbox"/> To Approve</p> <p><input type="checkbox"/> To Refer</p> <p><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded Motion</p>	
--	--

Detailed Justification / Explanation :

The State Direct Appropriation Grant that Commission designated for capital outlay arrived August 4th in the amount of \$1,370,764. Going through the five-year capital outlay worksheets, these itemized appropriations are recommended so that the lengthy bid and build process can get started to ensure we meet the deadlines for expending these funds. Approving these funds would allocate \$1,135,850 leaving a balance of \$234,914 that we can address in September. We are filtering other capital requests, such as IT upgrades, through the newest grant announcement to see what can be funded from there and what needs to come back through this Direct Appropriation Grant.

Impact on 20/21 Budget - No

(25)



OFFICE OF THE SHERIFF  
**RUSSELL BARKER, SHERIFF**  
ANDERSON COUNTY, TN

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**GRANT MONIES REQUEST**

**TO:** MAYOR TERRY FRANK  
**FROM:** TYLER MAYES  
**SUBJECT:** CAPITAL NEEDS FOR ACSO  
**DATE:** JULY 28, 2020

(33) 1080P HD In-Car Video Camera (360 Coverage)	125,895.00
(27) 1080P HD In-Car Video Camera Two Base Kit	79,110.00
(10) Full Riot Gear Uniforms and Equipment	9,295.00
(33) Active Shooter Rifle Plate Kits	14,850.00
(8) Vehicles including equipment	320,850.00
<b>Total</b>	<b>\$550,000.00</b>

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒

0081556

DEPARTMENT:

FROM:

Mayor/Finance

Terry Frank/Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
118-49800-SDAG	Operating Transfers	\$ 405,850.00
	State Direct Appropriation Grant	\$ -
		\$ -
		\$ -
		\$ -
	TOTAL	\$ 405,850.00
INCREASE	CODE DESCRIPTION	
118-55130-718-SDAG	Ambulance/Emergency Medical Services - Motor Vehicle	\$ 405,850.00
	EMS Vehicles & Equipment	
	State Direct Appropriation Grant	
	TOTAL	\$ 405,850.00
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

### Detailed Justification / Explanation :

The State Direct Appropriation Grant that Commission designated for capital outlay arrived August 4th in the amount of \$1,370,764. Going through the five-year capital outlay worksheets, these itemized appropriations are recommended

so that the lengthy bid and build process can get started to ensure we meet the deadlines for expending these funds.

Approving these funds would allocate \$1,135,850 leaving a balance of \$234,914 that we can address in September.

We are filtering other capital requests, such as IT upgrades, through the newest grant announcement

to see what can be funded from there and what needs to come back through this Direct Appropriation Grant.

Impact on 20/21 Budget - No

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Please attach additional sheet if more information is needed

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ESTIMATED COSTS BY FISCAL YEAR 20/21				
ASSET DESCRIPTION	2020-2021	PRIORITY	JUSTIFICATION	DEPARTMENT
VOTING MACHINES	\$350,000	IMPERATIVE	New voting machines. Grant for \$300K; county will need to fund the additional costs of the system.	51500 Election
BOOK RESTORATION	\$30,000	IMPERATIVE	Currently on a 3 year contract utilizing designated revenues	51600 Register of Deeds
PATROL CARS AND EQUIPMENT	\$450,000	IMPERATIVE	Replace worn down/damaged vehicles and equipment	54110 Sheriff
GENERAL SESSIONS II FILING SYSTEM	\$37,000	IMPERATIVE	(Location 2) files are currently stored in the floor and subject to damage.	53100 - Circuit Court Clerk
EMAIL SERVERS	\$14,000	IMPERATIVE	Current equipment is becoming obsolete and unrepairable by maintenance providers.	54110 Sheriff
Metal File Shelves	\$1,500	IMPERATIVE	To allow Storage of document files as required by State	53400 Clerk & Master
GUTTERS	\$15,000	IMPERATIVE	Replace gutters within the next 3 years.	55110 - Health
TRUCK	\$35,000	IMPERATIVE	3/4 Ton 4x4 (due to mileage and age of present truck)	51800 - Building & Grounds
HVAC SYSTEMS	\$10,000	IMPERATIVE	Units are 15 years old. A lot of down time, repairs, and maintenance.	54900 - Fleet Services
Office Computers	\$3,500	IMPERATIVE	Old and obsolete parts	54900 - Fleet Services
Ambulance	\$325,850	IMPERATIVE	Purchase cycle of two ambulances and necessary equipment per year	55130 EMS
Shift Supervisor Vehicle	\$80,000	IMPERATIVE	Replace current supervisor vehicle (2006 Expedition that was surplus by ACSI)	55130 EMS
Radio Equipment	\$65,000	IMPERATIVE	Radio equipment grossly outdated, some radios no longer have parts available for repairs. Current radios are not compatible with new frequency system	55130 EMS
Cradlepoint Mobile Routers	\$6,500	IMPERATIVE	Move to better solution for essential internet connectivity for emergency vehicles	55130 EMS
Generator	\$65,000	IMPERATIVE	No EMS facility has emergency power to maintain 24 hour operation if power goes out. Will result in delayed responses and possible loss of supplies	55130 EMS
Body Armor	\$50,000	IMPERATIVE	For safety of staff when on 911 calls. Threat and increased risk to staff from violent encounters	55130 EMS

\$592,350

★ Requesting 405,050

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

**Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐

DEPARTMENT:

Mayor/Finance

APPROPRIATION:

☒

FROM:

Terry Frank/Robby Holbrook

0081557

INCREASE	CODE DESCRIPTION	AMOUNT
128-49800-SDAG	Operating Transfers	\$ 30,000.00
	State Direct Appropriation Grant	\$ -
		\$ -
		\$ -
		\$ -
	TOTAL	\$ 30,000.00
INCREASE	CODE DESCRIPTION	
128-58110-799-SDAG	Tourism - Other Capital Outlay	\$ 30,000.00
	Trail Project	
	TOTAL	\$ 30,000.00
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

### Detailed Justification / Explanation :

The State Direct Appropriation Grant that Commission designated for capital outlay arrived August 4th in the amount of \$1,370,764. Going through the five-year capital outlay worksheets, these itemized appropriations are recommended so that the lengthy bid and build process can get started to ensure we meet the deadlines for expending these funds. Approving these funds would allocate \$1,135,850 leaving a balance of \$234,914 that we can address in September. We are filtering other capital requests, such as IT upgrades, through the newest grant announcement to see what can be funded from there and what needs to come back through this Direct Appropriation Grant.

Impact on 20/21 Budget - No

(27)



# ANDERSON COUNTY ACTION PLAN

The Norris Lake Area Trail Sustainability and Connectivity Study, from which this action plan is an excerpt, is a resource for local parks and communities as they explore the benefits associated with developing a sustainable and connected regional trail system.

As a regional destination nestled in the Appalachian Mountains of Eastern Tennessee, the Norris Lake Area benefits from natural and man-made features that provide recreational opportunities for a broad variety of users. With a rich history that is intertwined with the emergence of the Tennessee Valley Authority (TVA) and the development of Norris Dam along the Clinch River, the area offers residents and visitors much to learn, discover, and explore.

The area's multiple recreational areas combined with local destinations are assets for community members and anchors for tourism. Activities such as bicycling (mountain and on-street), hiking, camping, horseback riding, boating, and many more can currently be enjoyed throughout the area by users of varying ages and abilities.

Existing recreational assets lay the foundation to make the Norris Lake Area a regional recreation destination. The streets and trails

throughout the area provide access to natural features, such as Norris Reservoir, along with cultural and historical resources that are part of its legacy. Central to this Study is establishing a vision for comprehensive connectivity within and between recreational destinations. Increased connectivity provides choices for mobility between locations and allows the family camping to leave the car at the campsite and explore nearby restaurants or marinas on bicycles, the hiker to experience a variety of loops in a State Park, or a mountain biker to safely link multiple trail systems with a stop in a nearby community for a lunch break. The vision of the Norris Lake Area Trail Sustainability and Connectivity Study is to elevate the Norris Lake Area with additional recreational attractions that benefit public health and local economies.

Collectively, the regional and County-specific action plans detailed over the following pages will continue to build the Norris Lake Area as a regional outdoor recreation destination by leveraging the area's rich character and heritage. Strategies are provided for the region as a whole and for Anderson County specifically. Lastly, decision-making criteria for catalyst and ongoing funding priorities are outlined.

# ANDERSON COUNTY ACTION PLAN

## STRATEGIC ACTION ITEMS

- **Allocate catalyst funding** for new sidewalk connections to trailheads in the Watershed area and the implementation of bicycle parking at county parks and trailhead locations. **Commit annual funding to trail connectivity and amenities such as small grant program for businesses installing trail user amenities** (i.e., bicycle parking, water filling stations, bicycle repair stations). Annual funding could also be used to acquire easements for off-street trail connections within the County. It could also assist trail-oriented entrepreneurial businesses such as bike rentals, water taxis services between parks, or outdoor recreation retail/service shops.
- **Decide which departments should be represented on the regional steering committee** that will guide recommendations in this study to implementation.
- **Establish which department will be responsible for the operations and maintenance of bicycle facilities within the County.** This may be dependent on which entity owns the roadway. Collaboration with TDOT and municipalities within the County will be key to a well-maintained regional bikeway network.
- **Build the framework to make data-driven decisions** about mobility for people walking and bicycling. Use state tools to annually monitor and assess pedestrian- and bicycle-related crashes. Invest in the use of GIS, or other geospatial analysis systems, and train the appropriate staff on their use. Incorporate survey questions about trail use, bicycling, and walking into local planning efforts around transportation, recreation, tourism, or economic development.
- **Continue existing or develop new events and festivals that showcase the County's history and heritage.** Use events to further leverage the fall visitor season with events featuring fall foliage and Appalachian music and arts. Encourage athletic races/competitions (in applicable areas).
- **Continue strengthening regional partnerships** to collaborate on inter-jurisdictional trails, bikeways, and outdoor recreational programming efforts. Consider establishing partnerships with non-profits and community groups in the County, including but not limited to the key stakeholders highlighted on this page.
- **Explore the formation of tourism development fund** for projects in the County.
- Work with municipalities, small business administrations, and economic development departments to **develop tourism business assistance programs** (such as incubators) to support and assist tourism businesses.
- Have the Anderson County Planning Commission **formally adopt the bikeway routes recommended in this study.**
- **Add an exemption to Article III.A.14.E of the Subdivision Requirements** that allows land dedications for greenways or bikeways adopted by the Anderson County Planning Commission to exceed 10% of land area.
- **Consider requiring dedication or reservation of adopted bikeway alignments in new developments and along major roadways.** Consider providing a **fee-in-lieu option** for developers; this funding can go towards future bikeway development and maintenance. Also, consider providing **incentives** for developers to dedicate land.
- **Develop and adopt a County policy that encourages owners of property adjacent to parks to become a partner in trail development and maintenance.** Landowners who provide easements to trail-developing organizations could be given liability protection in the case that trail users are injured on their land. This ensures protection for individuals or organizations that are willing to provide multimodal connections and close gaps in systems.
- **Encourage municipalities in the County to adopt bicycle-friendly policies,** such as bicycle parking requirements and standards in local zoning codes.
- **Commit to celebrating strategic first wins with a public event.**
- **Develop action items businesses in the County can take to advance the region's position as a premier outdoor recreation destination.**  
Example action items include:
  - Posting menus outside the building or on windows so that bicyclists or hikers can easily see them from the sidewalk.
  - Making sealable take-out containers available for easier takeout orders not being transported in a vehicle.
  - Selling basic biking and hiking gear, such as spare tubes, basic bike parts and tools, rain gear, packs and other wearables, and first aid kits.
  - Establishing paid shuttle services for trail users.
  - Providing stations where people can wash off their bikes after a day of muddy riding.
  - Provide boot cleaning stations outside restaurants and stores to encourage hikers to explore the community.
- **Explore a boat shuttle** from Sequoyah Marina and Norris Dam to Cove Creek Wildlife Management Area.

# KEY STAKEHOLDERS

## REGIONAL

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- Campbell County
- Union County
- Tennessee Valley Authority
- Big Ridge State Park
- Norris Dam State Park
- The City of Norris
- The City of Clinton
- The City of Maynardville
- The City of Rocky Top
- Tennessee River Valley Geotourism
- Middle East Tennessee Tourism Council
- Clinch Valley Trail Alliance
- Appalachian Mountain Bike Club
- Friends of Norris Dam State Park
- Norris Lake Project Team
- TDOT

## WITHIN ANDERSON COUNTY

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- Norris Lake Community Foundation
- Anderson County Highway Department
- Anderson County Office of Planning and Development
- Anderson County Parks and Recreation Department
- Adventure Anderson County
- City of Norris
- City of Clinton
- City of Oak Ridge
- City of Rocky Top
- Town of Oliver Springs
- Norris Dam State Park
- Manhattan Project National Historical Park
- North Cumberland Wildlife Management Area
- Keep Anderson County Beautiful
- Keep Norris Beautiful
- Boy and Girl Scout Troops
- The Norris Lake Project
- Tennessee Citizens for Wilderness Planning
- Friends of Norris Dam State Park
- Tennessee Valley Authority
- TDOT
- Sequoyah Marina
- Stardust Marina
- Trout Unlimited - Norris Chapter

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# REGIONAL ACTION PLAN

## STRATEGIC ACTION ITEMS

Establish a steering committee comprised of key regional partners to carry this study's recommendations into reality is central to success. This committee should formalize the roles and responsibilities of each partnering organization, as well as monitor regional progress toward plan recommendations and celebrate achievements.

The steering committee should work together to accomplish the following regional actions:

- **Conduct a market assessment and routine surveys** of park users and regional tourists. Use this information to prioritize regional and community-specific investments. Data from these analyses can also be used to strengthen future grant applications.
- **Establish cohesive branding** for the Norris Lake Area Trail System and **create a plan for disseminating branding to outdoor recreational partners** in the region who create promotional materials for their services (e.g., marinas, private campgrounds, tour guides, hotels).
- **Develop "Why Norris Lake?" promotional documents** targeted to specific user groups that highlight the opportunities and amenities the area has to offer—existing trails and opportunities for various skill levels, lake adventures, great dining venues, and places to stay—all conveniently located near other major trail systems and outdoor attractions. This package should include printed flyers and brochures that can be made available at outfitters, bike shops, races, and other recreational events around the region—particularly those within close proximity to the Norris Lake Area. The region (inside and outside of Eastern Tennessee) already has a flourishing selection of bike shops and outfitters. Reaching out to these retailers will spur interest in individuals and groups already rooted in the industry and with heightened motivation to explore new trails.
- **Establish a strong online presence by centralizing information and tourism resources on a single website** that contains information about all of the trails, and other recreational opportunities, in the area, as well as links to each park system's website. **A point-person should be dedicated** to maintaining webpages, highlighting events in the area, posting regularly, and answering any questions received through these platforms.
- **Partner with media sources** to advertise the Norris Lake Area to outdoor enthusiasts.
- Brainstorm creative partnerships and/or apply for grants to **create a brief and exciting promotional video** focused on outdoor recreation opportunities in the Norris Lake Area.
- **Incorporate branding into uniform wayfinding design and standards** to be adopted by local municipalities.
- Include **promotion and marketing of entrepreneurial businesses** related to trails in marketing materials.
- **Decide on the most appropriate location for a regional visitor center** or tourism hub. If multiple visitor centers will be established, the group should decide how they will supplement one another.
- **Collaborate on grant applications.** For each application, decide which partner(s) will be responsible for submitting. In addition, establish roles for other partner organizations to support grant application development.
- Utilizing existing trail and recommended on-street connections, **identify a route that links Norris Dam State Park to Loyston Point** and connects all three counties with a signed bicycle route.
- **Prioritize funding a multimodal trail** that connects communities throughout the region and can leverage TDOT support.
- **Commit to celebrating new trails** throughout the region regardless of geographic location or jurisdiction..

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# DECISION-MAKING CRITERIA FOR PRIORITIZING PROJECTS & PROGRAMS

When prioritizing projects for funding catalyst or ongoing projects, the following criteria should be considered. These criteria can be quantified based on what criteria each decision-making entity—whether at the municipal, County, or regional level—finds appropriate. Scores can be weighted to reflect criteria that are more important than others. Criteria selected for the prioritization of one-time funding for catalyst projects vs. ongoing funding for strategic regional investments may differ.

**Catalyst funding** is one-time support for projects or programs. This funding source often supports large-scale infrastructure projects that have a high return on investment (e.g., building bikeways, re-routing trails, creating a visitor center).

**Ongoing funding** is continued support for projects or programs. This funding source often contributes to the ongoing operations and maintenance of infrastructure (trails, bikeways, visitor centers, etc.) or continuing programming (e.g., website, marketing efforts).

## POTENTIAL PRIORITIZATION CRITERIA

For each of the following categories, ask “will the project or program...?”

### MARKETING

- Increase tourism visits and length of stays
- Leverage existing assets
- Reach potential visitors to the region
- Enhance the visitor/trail user experience

### ECONOMIC DEVELOPMENT

- Increase jobs
- Strengthen the local economy
- Attract and retain business

### COMMUNITY HEALTH & QUALITY OF LIFE

- Provide more opportunities for active living for people of all ages and abilities
- Increase the education, knowledge, and/or skills of residents
- Provide environmental benefits
- Increase safety

### NETWORK COMPLETENESS (TRAIL OR ON-ROAD SYSTEMS)

- Provide an essential link in the proposed network (i.e., without this link the system could not be completed)
- Be important as a ‘standalone’ project
- Be a long-term element and potential future link in the system
- Sustain the system in the long-term

### CONNECTIVITY & ACCESSIBILITY

- Increase mobility options between key regional destinations
- Increase access to key community destinations (e.g., schools, employment, retail or commercial areas, parks or recreational areas, residential neighborhoods)

### REACH

- Benefit the entire region
- Benefit a target area within the region
- Contribute to regional goals

### EASE OF IMPLEMENTATION

- Feasible
- Be ready for implementation or have the potential for advancement
- Have full agency and public support
- Require additional staff and resources

### COST

- Contribute to lowered maintenance costs
- Reach the widest range of people per unit cost required for policy/program development (for non-capital projects)
- Realize multiple benefits
- Leverage public resources
- Be a good fit with goals of high priority funding opportunities
- Have a high return on investment

# ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page \_\_\_\_ of \_\_\_\_

## TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

0081558

DEPARTMENT: Tourism

FROM: Stephanie Wells

DATE: 8/6/2020

INCREASE	CODE DESCRIPTION	AMOUNT
101-51240-791-TRGR	Other Construction Park Improvements	\$150,000.00
TOTAL		\$150,000.00

DECREASE	CODE DESCRIPTION	AMOUNT
101-39000	General Fund Undesignated Fund Balance	\$75,000.00
Increase		
101-49980-TRGR	TDTD Tourism Enhancement Grant	\$75,000.00
TOTAL		\$150,000.00

Motion \_\_\_\_\_

☐ To Approve

☐ To Refer

☐ With ☐ w/o

Seconded \_\_\_\_\_

Motion \_\_\_\_\_

**Detailed Justification / Explanation :**

Tourism Enhancement Grant for expansion of Anderson County Park. See attached.

Impact on next year's budget : None

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<b>ANDERSON County Government Grant Pre-Application Notification Form</b>	
<b>Department or Organization Applying for Grant :</b> Tourism Council and Conservation Board	
<b>Grant/Program Title:</b> Tourism Enhancement Grant	
<b>Grant Beginning Period :</b> August 5, 2020	
<b>Grant Ending Period :</b> Unknown at this time	
<b>Grant Amount:</b> \$75,000	
<b>Funding Agency (i.e. State, Federal , Private):</b> State	
<b>Funding Agency Contact Information</b>	
<b>Name</b>	Andi Grindley
<b>Address</b>	312 Rosa L. Parks Avenue, Tennessee Tower, 13 <sup>th</sup> Floor, Nashville, TN 37243-1102
<b>Phone</b>	615-741-7994
<b>Fax</b>	
<b>Email</b>	Andi.Grindley@tn.gov
<b>Funding Percentage or Match (i.e. 100% or 75%/ 25%):</b> 50%	
<b>Funding Type (Revenue Advanced or Reimbursed) :</b> Reimbursed	
<b>Ongoing Funding Requirements(Yes/No &amp; Length Required):</b> No	
<b>Indirect Cost Availability (Yes/No) :</b> No	
<b>Grant Beneficiary:</b> Conservation Board	
<b>Purpose of Grant:</b> To enhance an existing tourism asset that will result in increased tourist visitation resulting in increased economic impact. The Tourism Council will work in conjunction with the Conservation Board to apply for funds to construct additional RV spots and add electrical to existing spots at Anderson County Park.	
<b>Person/Dept. Responsible for Grant Program Management :</b> Stephanie Wells, Tourism Director	
<b>Person/ Dept. Responsible for Reporting Expenditures:</b> Stephanie Wells, Tourism Director	
<b>Person/ Dept. Responsible for Requesting Revenue Claims:</b> Stephanie Wells, Tourism Director	
<b>Grant Requirements for Continuation of Program or Cooperative Agreements:</b>	
May include ownership verification for five years.	
<b>Grant Requirements for Equipment, Ownership &amp; Insurance :</b> n/a	
<b>Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.:</b>	
<b>Grant Requirements for Employment or Contracted Services:</b> Tennessee Prevailing Wage Rates apply	
<b>Will this grant add Value to Anderson County Fixed Assets? (Yes/ No):</b> Yes	
<b>Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No):</b> Unknown	
<b>Approving Official Signature:</b>	<i>Stephanie Wells</i>
	<b>Date:</b> 6-2-2020

Group #

Anderson County Government  
100 N. Main Street • Room 105  
Clinton, TN 37716  
Phone 865.264.6300 • Fax 865.264.6259

## Compensation Plan Guidelines

ANDERSON COUNTY GOVERNMENT

# Table of Contents

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## Anderson County Compensation Plan Manual

~~Anderson County's Compensation Plan is designed to establish and maintain pay levels that will attract, retain, and motivate the high-caliber workforce necessary for the continued success of the County. We believe that establishing pay structures that are based on both internal job values and average market pay rates and establishing a pay-for-performance based plan will motivate employees to operate at productivity levels that will allow us to achieve our objectives.~~

The Compensation Guide is designed to establish a basic compensation framework for all Anderson County employees that will attract, retain, and motivate the high-caliber workforce necessary for the continued success of the County; however, nothing contained within this guide should be interpreted as setting mandatory salaries for all positions. Officials and department heads will continue to have flexibility in freely establishing salaries within the parameters of the compensation guide based on a variety of factors including, but not limited to: education; specialized training; required certifications; supervisory experience; organizational value; length of service; time-in-grade, previous experience in governmental employment; prior performance, degree of skill, intricacy and complexity of work assignment(s), provided that the approved departmental budget contains available funding and, in the case of elected officials, the established rate of pay remains commensurate with contractual terms contained in the salary agreement letter duly executed in

conjunction with the County Mayor pursuant to Tenn. Code Ann. §8-20-101(c).

Anderson County Government is committed to the management of the compensation plan consistently for all employees without regard to race, sex, religion, disability, age or national origin.

### The Plan is Objective and Equitable

We foster fairness and equitable treatment by:

- Maintaining internal equity through objective employee evaluation. This ensures that a position's responsibilities are valued fairly relative to others within the County.
- Ensuring external competitiveness by developing and maintaining compensation levels that reflect market pay rates.
- Promoting a pay-for-performance perspective based on a salary-increase matrix that effectively distinguishes between different levels of job performance and provides promotional opportunities. Ensuring that compensation actions are administered in a manner that complies with legal requirements.

### Pay-For-Performance

*Note that essential criteria is documented performance, not longevity.*

- For employees who achieve an average Performance Appraisal score, may be considered for an annual, merit salary increase at the discretion of the supervisor and department availability of funds, providing it does not greater

Maximum amount.

## General Increase of Salaries

General Increases are approved increases by Anderson County Government's Legislative body including but not limited to COLA, bonuses, holidays, etc.

## New-Hire Salaries

- A newly hired employee who meets minimum qualifications and training for his/her position will be placed at the Minimum rate of the pay scale. After six months, the supervisor may recommend that the employee receive an increase providing that he/she achieves an acceptable Performance Appraisal, has no documented adverse discipline issues and department availability of funds.
- A newly hired employee who exceeds the minimum qualifications and training for his/her position may be placed between the Minimum – Midpoint range of the compensation plan at the discretion of the supervisor and availability of funds.
- A newly hired employee with superior qualifications and training for his/her position may be considered for a starting rate at the Midpoint range at the discretion of the supervisor, availability of funds, and consultation with the Human Resources Director.

*All compensation actions require the availability of adequate funding.*

### “New” Employee Increases

- An employee who is hired between January 1 – June 30 of the current year is not eligible for an annual increase as described in the “Pay-for-Performance Plan” section.
- An employee who was hired between January 1 – June 30 of the current year will be eligible for the General Increase as described in the “General Increase” section.

### Educational and Training Bonus

- County employees should be rewarded for on-going education and training programs that are related to the responsibilities of his/her job. Employees that complete levels above and beyond requirements for his/her position shall receive a one-time bonus or **an annual pay increase at the supervisor’s discretion** within the salary scale and **based upon departmental budget availability**.
- **If funding is available, County paid or reimbursement may be considered at the supervisor’s discretion.**

### Periodic Evaluation

- The compensation scale will be monitored and adjusted as determined every 3-5 years to maintain current wage values.
- The compensation was approved by the Human Resources Committee, passed by full Commission in 2008 and revised FY 2019/2020. However, if an Elected Official feels there is an inaccuracy with the placement of a particular *position* within the Compensation Plan Levels, he/she may present the information to the Human Resources Director to take before the Human Resources Committee.
- In order for a position to move from one level to another, there must be a *significant* change in job responsibilities. A the current job description on file will

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be compared to the new job description and evaluated by the Human Resources Director and presented to the Human Resources Committee for recommendation. Moving position levels will NOT be used as a way to provide individual performance raises!



## ANDERSON COUNTY GOVERNMENT

TERRY FRANK  
COUNTY MAYOR

August 3, 2020

Commissioner Jerry White  
Chairman, Anderson County Budget Committee

Dear Chairman White and Honorable Members of Budget Committee,

I have attached documentation related to another round of COVID-19 related funding.

Last week I attended the mandatory training and designated Randy Walters as another point of contact (with Director Holbrook's permission). Mr. Walters also attended the mandatory training.

Anderson County's allocation is \$1,147,230 for this new round of funding in accordance with a \$15 per capita basis.

If the committee would like to discuss this further, I am happy to do so. I wanted to make sure you were made aware. I have attached a few related documents.

Best regards,

A handwritten signature in black ink, appearing to read "Terry Frank", written over a horizontal line.

Terry

A handwritten signature in black ink, appearing to read "Crap B", written in a stylized, cursive font.

# Local Government Allocations

[Home \(/programs\)](#)

[Local Government \(/local-government\)](#)

[Allocations \(/allocations\)](#)

[FAQ \(/local-government-faq\)](#)

[Town Halls \(/townhalls\)](#)

[Non-Profit \(/dhs\)](#)

[Webinars \(https://tncaresact.tn.gov/webinars\)](https://tncaresact.tn.gov/webinars)

[FAQs \(/non-profit-faq\)](#)

[NFP Application \(/nfp-application\)](#)

The State of Tennessee has reserved \$115 million of their allocation from the CRF to be further allocated to eligible local governments on a \$15 per capita basis. These amounts represent the allocations to be made to all local governments in the state with populations below 500,000, excluding portions of municipalities within local governments that received direct allocations from the US Treasury (City of Memphis, Shelby County, and Nashville-Davidson Metropolitan Government). Local governments will initially be eligible to request a 30% advance of their allocated amount and the remaining 70% balance may be accessed on a reimbursement basis after the advance has been substantiated by required documentation.

RECIPIENT	POPULATION	TOTAL ALLOCATION - \$15 PER CAPITA	ADVANCED AMOUNT - 30%	REMAIN BALAN 70%
Adams	668	\$10,020	\$3,006	\$7,014
Adamsville	2,172	\$32,580	\$9,774	\$22,806
Alamo	2,302	\$34,530	\$10,359	\$24,171
Alcoa	10,499	\$157,485	\$47,246	\$110,239
Alexandria	1,001	\$15,015	\$4,505	\$10,510
Algood	4,419	\$66,285	\$19,886	\$46,399
Allardt	622	\$9,330	\$2,799	\$6,531
Altamont	1,028	\$15,420	\$4,626	\$10,794
Anderson County	76,482	\$1,147,230	\$344,169	\$803,061
Ardmore	1,228	\$18,420	\$5,526	\$12,894
Ashland City	4,695	\$70,425	\$21,128	\$49,297
Athens	13,857	\$207,855	\$62,357	\$145,498
Atoka	9,397	\$140,955	\$42,287	\$98,668
Atwood	923	\$13,845	\$4,154	\$9,691



JUSTIN P. WILSON  
*Comptroller*

JASON E. MUMPOWER  
*Deputy Comptroller*

## Memorandum

Date: August 3, 2020

To: Tennessee Local Government Officials and Finance Directors

From: Office of the Tennessee Comptroller of the Treasury

Subject: \$115 Million in Coronavirus Relief Funds to Local Governments

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The federally approved CARES Act included payments to state and local governments through the Coronavirus Relief Fund (CRF) to assist with the financial impact of COVID-19. Through the CRF, Tennessee was allocated more than \$2.6 billion. Of that amount, based on population, Metropolitan Nashville and Davidson County and Memphis and Shelby County each received direct allocations of over \$284 million. Tennessee is allocating some of the remaining \$2.36 billion balance of the CRF funding to other local governments, schools, and non-profits. \$115 million of the state's allocation is being directed to local governments based on a \$15 per capita basis.

This memorandum is intended to address issues related to the \$115 million allocated to local governments:

1. The Department of Finance and Administration (F&A) has established a website that provides information related to the allocation of CRF funding:

<https://tncaresact.tn.gov/>

This website provides information on how much CRF funding your local government will receive, and it includes a page of frequently asked questions such as how to request CRF funding and what are eligible expenses.

2. Local governments should consider these general rules for spending CRF funding:
  - a. Expenditures should be limited to those incurred due to COVID-19;
  - b. Expenditures should not have been accounted for in your budget most recently approved as of March 27, 2020;
  - c. Eligible expenditures must be incurred during the period March 1, 2020 to December 30, 2020;

- d. As of the date of this memo, CRF funding cannot be used to cover revenue shortfalls; and
  - e. Unused CRF funding, or CRF funding used for ineligible expenses, must be returned to the U.S. Department of Treasury.
3. Local governments wishing to apply for CRF funding must use the Tennessee Cares Act Management System (TN CAMS) web portal. Local governments will be required to upload all necessary documentation for each claimed expense. A designated user from each local government will receive an email enabling them to set up an account and begin requesting funds. Local governments must register through F&A for a TN CAMS account.
  4. Local governments will be given an option to receive an immediate 30% advance of funds that have been allocated for their jurisdiction. The remaining 70% can be accessed on a reimbursement basis after the advance has been substantiated.
  5. Local governments are not required to take the 30% advance. They may opt to request all funds on a reimbursement basis. **It should be noted, if a local government receives an advance, the local government should not spend any of those funds until the proposed uses are deemed eligible by F&A. Funds used for ineligible expenses will have to be returned to F&A.**
  6. Here are the deadlines related to the distribution of CRF funding established by F&A:
    - August 15, 2020:** Deadline for all local governments to request a TN CAMS account (or CRF funding could be forfeited).
    - September 1, 2020: Deadline for requesting a 30% advance.
    - September 30, 2020: Deadline to spend the 30% advance. Any unused funds must be returned to F&A.
    - November 1, 2020: Deadline to submit reimbursement requests for the remaining 70% of CRF funding. These requests can include anticipated December expenditures.
  7. CRF money should be maintained separately from other funds received by your government. Expenditures for mitigation or response to the COVID-19 virus should likewise be separated from other expenditures. This may require that money already received or expended will need to be reclassified from one expenditure account to another. Detailed documentation for all transactions should be maintained.
  8. CRF funding will be subject to audit under the Single Audit Act and OMB's *Uniform Guidance*.
  9. The Division of Local Government Audit has added new accounts to the Uniform Chart of Accounts to allow counties to track CRF funding separately. This new Chart of Accounts

can be located at <https://comptroller.tn.gov/office-functions/la/resources/chart-of-accounts.html>.

10. While COVID-19 expenditures may be considered reimbursable expenses under multiple programs, **duplication of benefits is strictly prohibited**. All expenses submitted through TN CAMS will be subject to review by the Tennessee Emergency Management Agency (TEMA) for eligibility under the Stafford Act Public Assistance program. If eligible for Stafford Act Public Assistance, claims will be processed through TEMA, not F&A and CRF funds. The State of Tennessee will cover all local cost-share provisions for Stafford Act claims, which is otherwise ½ of the non-federal cost-share or 12.5% of the total claim.
11. Local governments must be careful to maintain adequate internal controls over spending of CRF funding. This is required by state statutes and OMB's *Uniform Guidance*.

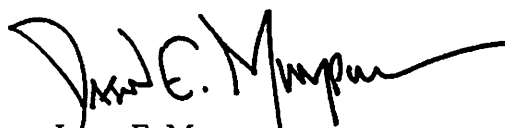
As noted, this guidance is general in nature. F&A should be your direct contact for questions related to eligible expenses and submitting information into TN CAMS. Do not hesitate to contact the Comptroller's Office as well. We are working closely with the County Technical Assistance Service (CTAS), the Municipal Technical Assistance Service (MTAS), and other local government official support organizations to stay informed as new developments arise.

If you have questions or comments, you may address those to Bryan Burklin at [Bryan.Burklin@cot.tn.gov](mailto:Bryan.Burklin@cot.tn.gov) or 615.253.3909.

Thank you for your attention to this important matter.



Justin P. Wilson  
Comptroller of the Treasury



Jason E. Mumpower  
Deputy Comptroller

# Gov. Lee Announces Additional \$115 Million for Local Governments to Support COVID-19 Response

Monday, July 20, 2020 | 02:15pm

*Financial Stimulus Accountability Group provides ongoing support to local governments*

**NASHVILLE, Tenn.** – Today Tennessee Governor Bill Lee and the Financial Stimulus Accountability Group announced an additional \$115 million in Coronavirus Relief Funds will be made available to local governments to offset costs incurred from responding to the COVID-19 pandemic.

"This pandemic has required a high level of coordination and support across all levels of government to ensure local needs are met and the health and wellbeing of Tennesseans are protected," said Gov. Lee. "The Financial Stimulus Accountability Group has provided another round of funding as we work to reduce any financial barriers in COVID-19 response."

"The COVID-19 pandemic has presented our local governments with unique challenges specific to the needs of their people. Giving local governments control over how to spend these dollars maximizes efficiency and ensures this money is deployed in the most effective way possible," said Lieutenant Gov. Randy McNally (R-Oak Ridge). "As we adjust to the new normal of living and working with COVID-19, it is important that local governments have the resources they need to attack the virus and address the issues it creates."

"Directing additional funds to local governments will ensure they can continue to effectively meet the needs of their residents," said House Speaker Cameron Sexton (R-Crossville). "Covid-19 related decisions and expenses whether in healthcare, education, or in other areas will be with us for the foreseeable future. I appreciate Gov. Lee, Lt. Gov. McNally, and our members for their partnership and commitment as we continue identifying solutions and working with all Tennesseans to address both our emerging needs, and those that will still remain after the pandemic."

The Tennessee Local Government Reimbursement Program comes in addition to the \$210 million in grants for county and municipal governments approved by the General Assembly in the State's FY 2021 budget

The Financial Stimulus Accountability Group is a bi-partisan group including Lt. Gov. Randy McNally, House Speaker Cameron Sexton, Sen. Raumesh Akbari, Sen. Bo Watson, Rep. Harold Love, Rep. Pat Marsh, Comptroller Justin Wilson and Finance and Administration Commissioner Butch Eley.

Tennessee's Financial Stimulus Accountability Group has overseen the distribution of hundreds of millions of federal and state dollars to local governments. Resources provided to-date are found below:

## **Coronavirus Relief Fund**

### **Tennessee Local Government Reimbursement Program**

The State of Tennessee has reserved \$115 million of their allocation from the Coronavirus Relief Fund (CRF) to be further allocated to eligible local governments on a per capita basis.

Expenses should fall within one of the following categories:

- Medical Expenses
- Public Health Expenses
- Payroll Expenses Related to COVID-19
- Public Health Compliance Expenses
- Other Reasonably Necessary Expenses Incurred in Response to the COVID-19 public
- Health emergency.

Funds from the CRF may not be used to replace lost government revenue. Funds also may not be used for expenses that have been or will be reimbursed under any other federal programs.

These funds will be reserved for local governments that did not receive a direct Coronavirus Relief Fund appropriation. Memphis, Shelby County, and Nashville have already received a combined \$284 million that was subtracted from the State of Tennessee's allocation.

For local governments that did receive a direct Coronavirus Relief Fund appropriation, the State

of Tennessee will facilitate a planning process in coordination with the Financial Stimulus

Accountability Group to identify and plan for any necessary costs that may be uncovered by the

direct appropriation.

### **Local Cost-Share for FEMA Public Assistance**

government entities. This is inclusive of the state covering local government's 12.5% share. If fully utilized, this would result in an additional cost-savings to local governments seeking public assistance of \$37.5 million.

## **Health**

The Tennessee Department of Health continues additional support to non-state health departments in a variety of ways during the COVID-19 pandemic, listed below. These efforts augment the \$160 million and \$120 million allocated directly to Shelby County and Davidson County, respectively, through the CARES Act.

### **Epidemiology & Laboratory Capacity Detection Grants**

- Knox County – \$7.1 million
- Hamilton County – \$5.6 million
- Sullivan County – \$3.3 million
- Madison County – \$2.8 million
- Total – \$18.8 million

### **Contract staff support**

Metro health departments have utilized contract staffing supported by the state in the amount of \$1.2M.

### **Laboratory Testing Support**

Below is a rounded summary of lab costs supported by the state for metro health department and special event testing:

- Davidson - \$357,500 (Health Department, Special Event)
- Hamilton - \$318,100 (Health Department, County Jail, Special Event)
- Knox - \$183,800 – (Health Department, Special Event)
- Sullivan – \$166,400 (Health Department)
- Shelby - \$63,100 (Special Event)
- Total: \$1,088,900

The department is awaiting invoices for work performed during the month of June that could increase these amounts.

The State has provided \$11 million for grants to local education agencies (LEA) to support reopening efforts from the Coronavirus Relief Fund Grants. An additional \$50 million will be made available to support technology grants that can be used on wi-fi devices, laptops, or any other devices needed to support reopening.

**LEA Reopening and Programmatic Supports - \$11 million**

Reopening grants are noncompetitive grants to support cohorts of districts with continuous learning plan implementation throughout the year in amounts ranging from \$25,000 - \$150,000 each.

**District Technology Grants - \$50M**

These grants support district device strategies as necessary components to implement distance learning. The Tennessee Department of Education will launch a noncompetitive grant program managed through TDOE ePlan that allows for a match program.

More information regarding K-12 grants, including how to apply for the funding, will be provided directly by the Tennessee Department of Education to districts through their ePlan login.

###





STATE OF TENNESSEE  
**DEPARTMENT OF FINANCE AND ADMINISTRATION**  
DIVISION OF ADMINISTRATION  
OFFICE OF BUSINESS AND FINANCE  
312 ROSA L. PARKS AVENUE  
WILLIAM R. SNODGRASS TENNESSEE TOWER  
NASHVILLE, TENNESSEE 37243-0294  
(615) 741-4100  
[OBF.Grants@tn.gov](mailto:OBF.Grants@tn.gov)

**LETTER OF AGREEMENT:  
DIRECT APPROPRIATION GRANT  
FOR GOVERNMENTAL ENTITIES**

To: City and County Executives

From: Commissioner Howard H. Eley

A handwritten signature in black ink, appearing to read "Howard H. Eley".

Date: July 7, 2020

The State's budget for the fiscal year beginning July 1, 2020, includes a direct appropriation grant payable to your organization.

This appropriation is in addition to any other funding or appropriation provided to you by the State of Tennessee. Public Chapter 760 Section 11, of the 2020 Appropriations Act reads as follows:

*SECTION 11. In addition to funds previously appropriated in Title 111-22, Item 10.33 - Grants to Cities and Title 111-22, Item 10.34 - Grants to Counties, in Section 1 of Chapter 651, Public Acts of 2020, there is appropriated the sum of \$10,500,000 to counties and municipalities to be distributed as grants and used for the same purposes provided in such previous appropriation and for the additional purpose and in the manner provided in this section. Notwithstanding any provisions of Title 111-22, Section 1, of Chapter 651, Public Acts of 2020 to the contrary, the grants made from the funds appropriated in this section and Title 111-22, Item 10.33 - Grants to Cities and Title 111-22, Item 10.34 - Grants to Counties, in Section 1 of Chapter 651, Public Acts of 2020, may be used for the purpose of offsetting the loss of local revenue or supplementing local revenue. Additionally, municipalities and counties shall not be required to file a plan of the use of the grant funds or resolution from the local governing body requesting use of the grant funds for any of the purposes provided in Title 111-22, Section 1, of Chapter 651, Public Acts of 2020, or in this section. Such grants are limited to a maximum payment of \$10,000,000 per municipality or county, with excess grant funds to municipalities and counties pooled separately and distributed to counties. Grants shall be distributed to municipalities and counties no later than July 31, 2020, and according to the following schedules:*

Group C

County Appropriation  
 1 Anderson \$ 1,370,764  
 2 Bedford \$ 1,103,883  
 3 Benton \$ 784,390  
 4 Bledsoe \$ 1,191,517  
 5 Blount \$ 1,904,325  
 6 Bradley \$ 1,664,886  
 7 Campbell \$ 1,011,936  
 8 Cannon \$ 767,644  
 9 Carroll \$ 899,491  
 10 Carter \$ 1,174,998  
 11 Cheatham \$ 1,020,260  
 12 Chester \$ 795,009  
 13 Claiborne \$ 935,823  
 14 Clay \$ 1,123,076  
 15 Cocke \$ 1,395,919  
 16 Coffee \$ 1,168,668  
 17 Crockett \$ 766,340  
 18 Cumberland \$ 1,207,304  
 19 Davidson \$ 0  
 20 Decatur \$ 740,843  
 21 DeKalb \$ 822,841  
 22 Dickson \$ 1,146,748  
 23 Dyer \$ 989,928  
 24 Fayette \$ 1,020,922  
 25 Fentress \$ 1,225,183  
 26 Franklin \$ 1,034,370  
 27 Gibson \$ 1,103,951  
 28 Giles \$ 913,912  
 29 Grainger \$ 852,082  
 30 Greene \$ 1,298,852  
 31 Grundy \$ 1,177,816  
 32 Hamblen \$ 1,254,914  
 33 Hamilton \$ 4,169,547  
 34 Hancock \$ 1,111,717  
 35 Hardeman \$ 1,293,286  
 36 Hardin \$ 877,669  
 37 Hawkins \$ 1,176,739  
 38 Haywood \$ 795,584  
 39 Henderson \$ 897,808  
 40 Henry \$ 941,676  
 41 Hickman \$ 870,734  
 42 Houston \$ 707,361  
 43 Humphreys \$ 806,777  
 44 Jackson \$ 1,162,372  
 45 Jefferson \$ 1,152,253  
 46 Johnson \$ 799,890  
 47 Knox \$ 5,151,760  
 48 Lake \$ 1,120,099

49 Lauderdale \$ 1,299,169  
 50 Lawrence \$ 1,052,303  
 51 Lewis \$ 744,538  
 52 Lincoln \$ 958,781  
 53 Loudon \$ 1,142,935  
 54 McMinn \$ 1,145,183  
 55 McNairy \$ 1,299,237  
 56 Macon \$ 862,974  
 57 Madison \$ 1,576,177  
 58 Marion \$ 904,889  
 59 Marshall \$ 954,560  
 60 Maury \$ 1,544,425  
 61 Meigs \$ 746,677  
 62 Monroe \$ 1,077,809  
 63 Montgomery \$ 2,629,789  
 64 Moore \$ 689,351  
 65 Morgan \$ 1,257,877  
 66 Obion \$ 921,341  
 67 Overton \$ 841,608  
 68 Perry \$ 1,126,449  
 69 Pickett \$ 676,427  
 70 Polk \$ 791,333  
 71 Putnam \$ 1,393,723  
 72 Rhea \$ 948,348  
 73 Roane \$ 1,143,773  
 74 Robertson \$ 1,317,572  
 75 Rutherford \$ 3,786,436  
 76 Scott \$ 1,262,352  
 77 Sequatchie \$ 771,670  
 78 Sevier \$ 1,578,968  
 79 Shelby \$ 5,000,000  
 80 Smith \$ 820,935  
 81 Steward \$ 758,881  
 82 Sullivan \$ 2,160,266  
 83 Sumner \$ 2,446,959  
 84 Tipton \$ 1,225,858  
 85 Trousdale \$ 734,094  
 86 Unicoi \$ 799,724  
 87 Union \$ 818,464  
 88 Van Buren \$ 683,069  
 89 Warren \$ 1,024,529  
 90 Washington \$ 1,877,659  
 91 Wayne \$ 1,209,051  
 92 Weakley \$ 951,954  
 93 White \$ 890,613  
 94 Williamson \$ 2,880,481  
 95 Wilson \$ 1,994,531  
  
 Total (Counties) \$ 119,627,610.00



OFFICE OF THE SHERIFF  
**RUSSELL BARKER, SHERIFF**  
ANDERSON COUNTY, TN

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**GRANT MONIES REQUEST**

**TO:** MAYOR TERRY FRANK  
**FROM:** TYLER MAYES  
**SUBJECT:** CAPITAL NEEDS FOR ACSO  
**DATE:** JULY 28, 2020

(33) 1080P HD In-Car Video Camera (360 Coverage)	125,895.00
(27) 1080P HD In-Car Video Camera Two Base Kit	79,110.00
(10) Full Riot Gear Uniforms and Equipment	9,295.00
(33) Active Shooter Rifle Plate Kits	14,850.00
(8) Vehicles including equipment	320,850.00
<b>Total</b>	<b>\$550,000.00</b>

**ESTIMATED COSTS BY FISCAL YEAR 20/21**

ASSET DESCRIPTION	2020-2021	PRIORITY	JUSTIFICATION	DEPARTMENT
VOTING MACHINES	\$350,000	IMPERATIVE	New voting machines. Grant for \$300K; county will need to fund the additional costs of the system.	51500 Election
BOOK RESTORATION	\$30,000	IMPERATIVE	Currently on a 3 year contract utilizing designated revenues	51600 Register of Deeds
PATROL CARS AND EQUIPMENT	\$450,000	IMPERATIVE	Replace worn down/damaged vehicles and equipment	54110 Sheriff
GENERAL SESSIONS II FILING SYSTEM	<del>\$37,000</del>	IMPERATIVE	(Location 2) files are currently stored in the floor and subject to damage.	53100 - Circuit Court Clerk
EMAIL SERVERS	<del>\$14,000</del>	IMPERATIVE	Current equipment is becoming obsolete and unrepairable by maintenance providers.	54110 Sheriff
Metal File Shelves	\$1,500	IMPERATIVE	To allow Storage of document files as required by State	53400 Clerk & Master
GUTTERS	\$15,000	IMPERATIVE	Replace gutters within the next 3 years.	55110 - Health
TRUCK	\$35,000	IMPERATIVE	3/4 Ton 4x4 (due to mileage and age of present truck)	51800 - Building & Grounds
HVAC SYSTEMS	\$10,000	IMPERATIVE	Units are 15 years old. A lot of down time, repairs, and maintenance.	54900 - Fleet Services
Office Computers	\$3,500	IMPERATIVE	Old and obsolete parts	54900 - Fleet Services
Ambulance	\$325,850	IMPERATIVE	Purchase cycle of two ambulances and necessary equipment per year	55130 EMS
Shift Supervisor Vehicle	\$80,000	IMPERATIVE	Replace current supervisor vehicle (2006 Expedition that was surplus by ACSO)	55130 EMS
Radio Equipment	\$65,000	IMPERATIVE	Radio equipment grossly outdated, some radios no longer have parts available for repairs. Current radios are not compatible with new frequency system	55130 EMS
Cradlepoint Mobile Routers	\$6,500	IMPERATIVE	Move to better solution for essential internet connectivity for emergency vehicles	55130 EMS
Generator	<del>\$65,000</del>	IMPERATIVE	No EMS facility has emergency power to maintain 24 hour operation if power goes out. Will result in delayed responses and possible loss of supplies	55130 EMS
Body Armor	\$50,000	IMPERATIVE	For safety of staff when on 911 calls. Threat and increased risk to staff from violent encounters	55130 EMS

\$592,350

Requesting \$405,850

<b>ANDERSON County Government Grant Pre-Application Notification Form</b>	
Department or Organization Applying for Grant : Tourism Council and Conservation Board	
Grant/Program Title: Tourism Enhancement Grant	
Grant Beginning Period : August 5, 2020	
Grant Ending Period : Unknown at this time	
Grant Amount: \$75,000	
Funding Agency (i.e. State, Federal , Private): State	
<b>Funding Agency Contact Information</b>	
Name	Andi Grindley
Address	312 Rosa L. Parks Avenue, Tennessee Tower, 13 <sup>th</sup> Floor, Nashville, TN 37243-1102
Phone	615-741-7994
Fax	
Email	Andi.Grindley@tn.gov
Funding Percentage or Match (i.e. 100% or 75%/ 25%): 50%	
Funding Type (Revenue Advanced or Reimbursed) : Reimbursed	
Ongoing Funding Requirements(Yes/No & Length Required): No	
Indirect Cost Availability (Yes/No) : No	
Grant Beneficiary: Conservation Board	
Purpose of Grant: To enhance an existing tourism asset that will result in increased tourist visitation resulting in increased economic impact. The Tourism Council will work in conjunction with the Conservation Board to apply for funds to construct additional RV spots and add electrical to existing spots at Anderson County Park.	
Person/Dept. Responsible for Grant Program Management : Stephanie Wells, Tourism Director	
Person/ Dept. Responsible for Reporting Expenditures: Stephanie Wells, Tourism Director	
Person/ Dept. Responsible for Requesting Revenue Claims: Stephanie Wells, Tourism Director	
Grant Requirements for Continuation of Program or Cooperative Agreements:	
May include ownership verification for five years.	
Grant Requirements for Equipment, Ownership & Insurance : n/a	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.:	
Grant Requirements for Employment or Contracted Services: Tennessee Prevailing Wage Rates apply	
Will this grant add Value to Anderson County Fixed Assets? (Yes/ No): Yes	
Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No): Unknown	
Approving Official Signature:	<i>Stephanie Wells</i>
Date: 6-2-2020	

New Business  
Section D



# Anderson County Schools

Every Student, Every Day

Office of the Director of Schools  
101 South Main Street, Suite 501  
Clinton, Tennessee 37716  
Office: (865) 463-2800  
Fax: (865) 457-9157

Dr. Tim Parrott, Director

## MEMORANDUM

TO: County Commission Members  
Terry Frank, County Mayor  
Robbie Holbrook, Finance Director

FROM: Dr. Tim Parrott, Director of Schools *Dr. T. Parrott*

DATE: August 2020

RE: Report to County Commission

Anderson County Schools are off to a great start. As of today, our total enrollment is 6050 students which is about where we ended last year. We have a total of 1229 students enrolled online for this semester. We have 48 new teachers in the district this year which is less than most years. We were on a staggered start for the first three days of school. All classrooms are setup to maximize space for social distancing. The staff at ACCTC has been hard at work for the last two weeks manufacturing over 2000 table shields for classrooms that will help with social distancing.

Our staff members are second to none. THEY ARE AMAZING!! They have worked countless hours this summer on the reopening plan to ensure we have both a safe and successful school year. Even as the information keeps changing from the state, our number one goal has been the safety and health of our students and staff.

Clay McKamey, Director of Maintenance, has ordered hand sanitizer for all schools and sanitizing wipes for all classrooms. His staff has worked this summer to make sure all schools are clean and ready for the start of school. All schools have the cleaning supplies needed to address any situation. We thank county commission for approving our ESG projects that upgraded all of the classroom's HVAC systems with an air purification ionization system built into them. This system effectively neutralizes 99.4 percent of COVID-19 within 30 minutes. The virus is 92.6 percent inactivated at 15 minutes. This process is continuous 24/7.

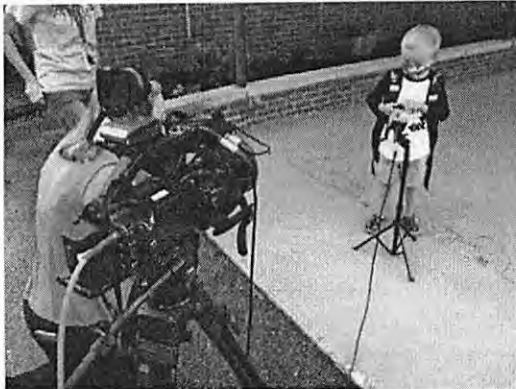
Nursing Director Kathryn Price has been instrumental in making sure we have all of the PPE we need for staff and students. We now have a fulltime nurse in every school and sub nurses if needed.

We will be spending a lot more funds this year because of the COVID-19 pandemic; however, we do have both the CARES Act funds as well as our fund balance to cover any need.

All directors rode bus routes the first three days of school to ensure the new safety precautions were in place and followed. They were also on board to help students with their masks. Our bus contractors and drivers have done an amazing job in keeping our students safe during their ride to school.

We welcomed the news media on August 10 into our schools to see exactly what we are doing to ensure the safety of our staff and students. The day of coverage started at Grand Oaks Elementary School where WBIR reporters Yvonne Thomas and Leslie Ackerson went live on air. They were also in the district office where they were interested in

between student desks, our new air purification units in each class, how there is now a nurse dedicated to every school, and how our hallways, classrooms, and cafeterias look a little different this year due to COVID-19. Following the live coverage at Grand Oaks Elementary, WVLT was Live at Norwood Elementary School from 6:45am - 8am covering student arrivals and the procedures that followed. WVLT reporter Ashley Bohle covered the arrival as well as created to stories that would air on the 4pm, 5pm, and 6pm news



broadcasts. The story topics were "Anderson County Schools: Principal talked first day precautions" and "Anderson County teacher shares thoughts on son's first day of kindergarten." The television news coverage continued back at Grand Oaks Elementary at 9am with WATE. Principal Jessica Conatser discussed with a reporter all the changes that students would see in the building on the first day of classes. Knox News also asked if they could visit our buildings to document in photographs what school during the pandemic would

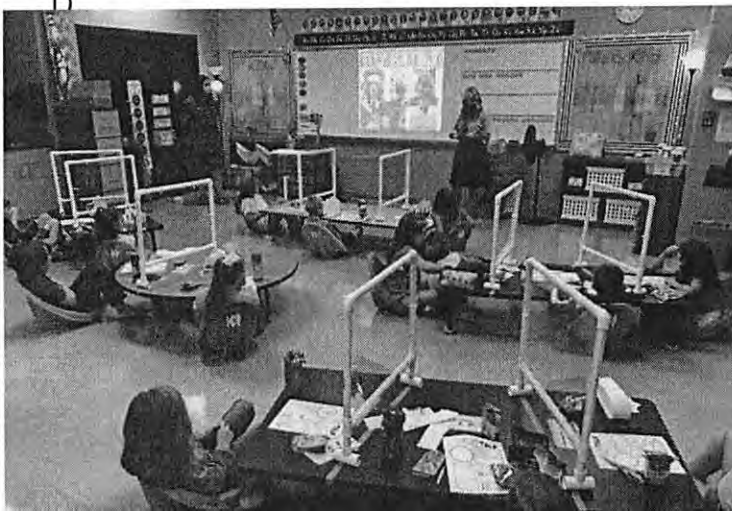
look like. They covered the story and pictures of the students first day would appear in the Tuesday issue of the paper as well as the Tuesday issue of the Oak Ridger. Tony Cox of The Courier visited both Clinton High School and Clinton Middle School in the afternoon on Monday to document how classrooms and other areas of the school look different this year. Tony visited multiple classrooms, computer labs, and even a virtual class while in our buildings. His pictures will appear in this week's issue of The Courier. Links to all of the stories can be found at [www.ACS.ac](http://www.ACS.ac).



While investigating ways for our students to come back to physical class, the obstacle of social distancing was as a challenge we had to overcome. Administrators in ACS began looking at barriers to go between students when social distancing is not possible. Manufactured shield barriers cost around \$30-\$50 each.



Dr. Parrott and other ACS leaders devised a plan to create the shields internally and distribute them for a fraction of the cost. The final design cost \$8 to produce. Career and Technical teachers, along with ACS administrators, and even the Anderson County High School football team had a

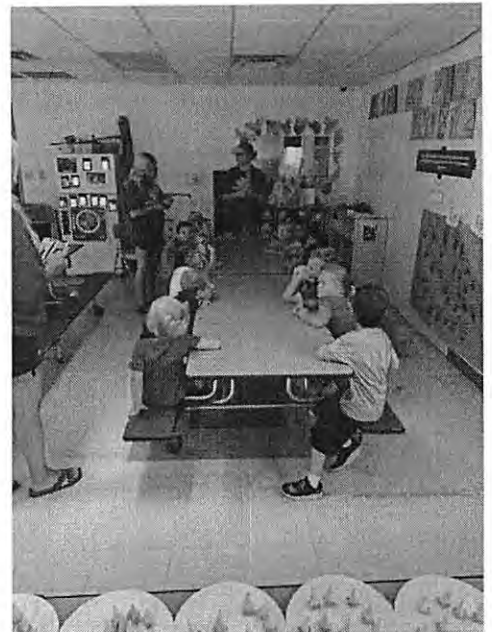


Maverick's volunteer work also cut down costs, saving taxpayers money. The project has truly been a community effort and without vendors and the help from multiple departments in the district, this project would have never gotten off the ground.

From Mike Swisher of the Boys & Girls Club:

*Thought you may appreciate how Norris Elementary teacher Nikki Swisher has been helping us run a VBS at BGC. Foundation of Christ is the theme. She leads 40-50 kids in a Bible story, then we break out in staff led activities in arts, recreation, snack, classes, etc.*

*We were tired of our kids only hearing about hatred and negativity and wanting them to see love and hope!*



## MIDDLE SCHOOLS

### Clinton Middle School

A new phrase you'll hear this year in the hallways of Clinton Middle School: Walk

Around the Hawk! In an effort to keep traffic moving and maintain social distancing, we have made our halls into two-

way streets complete with dashes down the middle and arrows pointing us in the right direction at all times. We also have some brand new Hawk graphics on the floor meant to serve as roundabouts. Hence, the phrase... Walk Around the Hawk!





### **Lake City Middle School**

We are excited to welcome our new 6th grade Math teacher, Lyndsay Case, to Lake City Middle School. Mrs. Case attended University of Tennessee, and is in her 5th year of teaching. Mrs. Case enjoys spending time with her three children, and doing anything outdoors, especially in the fall.

Lake City Middle School would also like to welcome Lauren Snyder, the new Art teacher. Ms. Snyder attended college at East Tennessee State University. She was selected this summer to attend a conference on teaching Art online!! She is excited to bring the knowledge that she learned into the classroom this year. Ms. Snyder enjoys yoga, hiking, and her two cats.



### **Norwood Middle School**

Norwood Middle School's new principal, Shawna Woodruff, has worked diligently over the summer to make sure that the first days of school are fun, engaging, and most importantly, safe for all! Some changes to the school include fresh new paint, directional arrows with paw prints in the hallways to ensure safe transitions, paw prints under chairs to guarantee 6ft social distancing, clear expectations posted around the building, and a principal's greeting for every student as they arrive in the morning. Although the start to the year has been different, Ms. Woodruff has made a culture of care and kindness a

top priority.

Over the summer, each incoming 6th grader was paired with a 7th or 8th grade peer buddy to help make the transition to middle school less stressful and more enjoyable. This program allowed 6th graders to make a connection with other students and staff in the building using letters, Zoom, and email! Weekly throughout the summer, students had an opportunity to ask questions, play games, and make new friends with the hope that the first day in a new school would be welcome and familiar by the time that it arrived. The program was a great success!

## **ELEMENTARY SCHOOLS**



### **In-person and Online Schools**

Schools are back in session and each elementary school is operating in COVID safe ways. All students are wearing masks in common areas and in some classrooms there are plexiglass shields between students. Shields were built by teachers and their families, employees of Anderson County Schools Central Office, and high school football team members. For those families who choose to not attend in person, students will be enrolled in on-line classes and will be taught virtually. Each student in all elementary schools has been given a Chromebook with which to complete their work.

Kindergarten, first and second grade teachers and students will be participating in a new phonics curriculum. These daily lessons will provide students the foundational skills necessary to become proficient readers. The State of Tennessee rolled out a curriculum for districts to use. Academic coaches are in the process of training teachers on the components of this curriculum to begin using in classrooms successfully.

**ANDERSON COUNTY BOARD OF EDUCATION**  
**101 S. Main Street**  
**Clinton, TN 37716**  
**Board of Education Meeting**  
**July 9, 2020**  
**6:00 PM**

<b>Board Members</b>	<b>Present</b>	<b>Absent</b>
John Burrell, Chairman	√	
Don Bell	√	
Dail Cantrell	√	
Scott Gillenwaters	√	
Glenda Langenberg	√	
Andy McKamey	√	
Teresa Portwood	√	
Jo Williams	√	
Dr. Tim Parrott, Director	√	

**OTHERS PRESENT**

Greg Deal, Joe Brock, Stephanie Brock

**I. CALL TO ORDER**

Dr. Burrell, Chairman, called the meeting to order at 6:00 PM. Dail Cantrell led the pledge of allegiance.

**II. RECOGNITION OF GUESTS**

None.

**III. PERSONS TO BE HEARD**

Joe Brock, parent, spoke to the board regarding issues he had with football last year. The board addressed Mr. Brock's concern and stated they are satisfied with the results of the internal investigation and would not make further comments.

**IV. APPROVAL OF AGENDA**

**Motion** by Jo Williams and seconded by Don Bell to approve the agenda. **Motion carried.**

**V. APPROVAL OF CONSENT AGENDA**

A. Regular Meeting Minutes – June 11, 2020

B. Human Resources Reports:

1. Staffing

C. Field Trip report - none

D. Professional Leave report - none

E. Student Services report - none

F. Contracts – none

G. Policies (second reading) - none

**Motion** by Jo Williams and seconded by Glenda Langenberg to approve the consent agenda. **Motion carried.**

**EXECUTIVE APPROVAL**

None.

**VI. COMMENTS FROM THE CHAIR**

None.

**VII. DIRECTOR'S REPORT**

A. The opening plan for COVID-19 potential exposure was shared with board members. Dr. Parrott read a statement from Homeland Security regarding their definition of essential workers to include educators in K-12 schools. Dr. Parrott identified a procedure to designate all system employees and contractors as essential workers. The system's COVID-19 plan has been shared with community members, students and staff. It is located on the district website, in the local news and on social media. Staff have worked hard to provide for the safety of students and staff.

B. Commission approved the system's 2020-2021 budget this evening with no questions or concerns.

**VIII. COMMITTEE REPORTS**

A. Scott Gillenwaters provided the Budget committee report.

B. Jo Williams provided the Policy Committee report. **Motion** by Jo Williams and seconded by Glenda Langenberg to approve policy 6.304 Student Discrimination, Harassment, Bullying, Cyber-bullying and Intimidation on first reading. **Motion**

**carried. Motion** by Jo Williams and seconded by Glenda Langenberg to approve policy 6.3041 Title IX & Sexual Harassment on first reading. **Motion carried.** Motion by Jo Williams and seconded by Scott Gillenwaters to approve policy 6.305 Student Concerns on first reading. **Motion carried.**

## **IX. ACTION ITEMS**

- A. **Motion** by Jo Williams and seconded by Glenda Langenberg to approve Head Start Grantee Contract for the Delegate Agency. **Motion carried.**
- B. **Motion** by Glenda Langenberg and seconded by Don Bell to approve 100-day contracts. **Motion carried.**
- C. **Motion** by Dail Cantrell and seconded by Jo Williams to approve the following salary schedules. **Motion carried.**
  - 1. LPN
  - 2. Teacher
  - 3. Custodians and Maintenance
  - 4. Educational Assistants and Secretaries
  - 5. Child Nutrition

## **X. APPROPRIATIONS**

### **Financial Report**

**Motion** by Scott Gillenwaters and seconded by Teresa Portwood to approve budget appropriations 1 a - q. **Motion carried.**

### **Roll Call Vote**

Don Bell	Yea
John Burrell	Yea
Dail Cantrell	Yea
Scott Gillenwaters	Yea
Glenda Langenberg	Yea
Andy McKamey	Yea
Teresa Portwood	Yea
Jo Williams	Yea

**Adjourned at 6:45 PM.**

**OFFICE OF THE COUNTY LAW DIRECTOR  
ANDERSON COUNTY, TENNESSEE**

101 South Main Street, Suite 310  
CLINTON, TENNESSEE 37716

N. JAY YEAGER  
Law Director

TELEPHONE: (865) 457-6290  
FACSIMILE: (865) 457-3775  
Email: [jyeager@aclawdirector.com](mailto:jyeager@aclawdirector.com)

**MEMORANDUM**

**TO:** Ms. Annette Prewitt, Chief Deputy to the County Commission

**CC:** County Commission

**FROM:** N. Jay Yeager

**DATE:** August 12, 2020

**RE:** Law Director's Report – August 17, 2020 – County Commission Meeting

---

A. Contract Approvals:

1. Bonfire Sphere- Parks/Tourism
2. Dream Host- Tourism
3. Morristown Automatic Sprinkler- Detention Facility
4. MBI- Schools
5. ETHRA- Office of Aging
6. American Fidelity- HR
7. State of Tennessee Grant- Mayor's Office
8. Cherokee Health- Schools
9. Knox Filters- Buildings
10. Stellar Therapy- Schools
11. Pioneer Credit Recovery- Circuit Court
12. Ridgeview- Schools
13. BlueCross BlueShield- HR
14. PPG Paint- Schools
15. Canon- County Clerk
16. Ridgeview- Schools
17. Amplify- Schools
18. Savvas- Schools
19. Consolidated Electric Systems- Schools
20. Blue Cross Blue Shield Administrative Services Agreement Amendment - HR

Page 2 of 2  
Annette Prewitt  
August 12, 2020

B. New Lawsuit

1. Charles Edward Kennedy v. Anderson Co. and Southern Health Partners (Detention Facility)

C. Lawsuit Updates

1. Marlon Diggs v. Sheriff's Deputy Thompson (Dismissed)
2. Joey Douglas Seiber v. Amber Allen (Dismissed)
3. Pamela Cotham v. Anderson County, Nicholas Jay Yeager (Dismissal Upheld by Court of Appeals, Permission to Appeal Denied by Supreme Court)

D. Charter Commission Appointments for Vacancies in District 1 and 2.

UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF TENNESSEE  
AT Knoxville

Charles )  
Edward Ray )  
Kennedy )  
(Enter above the NAME of the )  
plaintiff in this action.) )

v. )  
Anders Co. TN )  
Southern Health )  
partners )  
(Enter above the NAME of each )  
defendant in this action.) )

3:20-cv-295

FILED

JUL 23 2020

Clerk, U. S. District Court  
Eastern District of Tennessee  
At Knoxville

COMPLAINT FOR VIOLATION OF CIVIL RIGHTS  
(42 U.S.C. Section 1983)

I. PREVIOUS LAWSUITS

- A. Have you begun other lawsuits in state or federal court dealing with the same facts involved in this action or otherwise relating to your imprisonment? YES ( ) NO (☒)
- B. If your answer to A is YES, describe the lawsuit in the space below. (If there is more than one lawsuit, describe the additional lawsuits on another piece of paper, using the same outline.)

1. Parties to the previous lawsuit:

Plaintiffs: \_\_\_\_\_

Defendants: \_\_\_\_\_

2. COURT: (If federal court, name the district; if state court, name the county):  
\_\_\_\_\_
3. DOCKET NUMBER: \_\_\_\_\_
4. Name of Judge to whom case was assigned: \_\_\_\_\_
5. Disposition: (For example: Was the case dismissed? Was it appealed? Is it still pending?) \_\_\_\_\_
6. Approximate date of filing lawsuit: \_\_\_\_\_
7. Approximate date of disposition: \_\_\_\_\_

- II. PLACE OF PRESENT CONFINEMENT: Anderson County Detention Facility
- A. Is there a prisoner grievance procedure in this institution? YES (☒) NO ( )
  - B. Did you present the facts relating to your complaint in the prisoner grievance procedure? YES (☒) NO ( )
  - C. If your answer is YES,
    1. What steps did you take? 1st. Step: Complained about pain  
2nd step: Admitted to making medical Request 3rd step: Asked for proper
    2. What was the result? 1st: told to make Request 2nd: Told nothing can be done  
3rd Told that they don't have follow up with Surgeon proper medical to fix my problem
  - D. If your answer to B is NO, explain why not. \_\_\_\_\_
  - E. If there is no prison grievance procedure in the institution, did you complain to the prison authorities? YES ( ) NO ( )
  - F. If your answer is YES,
    1. What steps did you take? \_\_\_\_\_

2. What was the result? \_\_\_\_\_

### III. PARTIES

(In item A below, please print your name in the first blank and place your present address in the second blank. Do the same for any additional plaintiffs.)

A. Name of plaintiff: Charles Edward Ray Kennedy  
Present address: 308 Public Safety Lane, Clinton TN  
Permanent home address: 103 Bailey Lane Rockwood TN 37870/371  
Address of nearest relative: Same as permanent

(In item B below, place the FULL NAME of the defendant in the first blank, his official position in the second blank, and his place of employment in the third blank. Use item C for the additional names, positions, and places of employment of any additional defendants.)

B. Defendant: Anderson County, TN  
Official position: [REDACTED]  
Place of employment: Anderson County Detention Facility  
C. Additional defendants: Southern Health partners  
[REDACTED]  
[REDACTED]

### IV. STATEMENT OF CLAIM

(State here as briefly as possible the FACTS of your case. Describe how EACH defendant is involved. Include also the names of other persons involved, dates and places. DO NOT give any legal arguments or cite any cases or statutes. If you intend to allege a number of related claims, number and set forth each claim in a separate paragraph. Use as much space as you need. Attach extra sheets, if necessary.)

As I have been Detained  
in Anderson County Detention

FROM:

CHARLES EDWARD RAY KENNEDY

A.C.D.F.

308 Public Safety Ln

Clinton, TN 37716

DATE: (07/18/20)

TO:

UNITED STATES DISTRICT COURT

AT KNOXVILLE, TENNESSEE

Howard H. Baker Jr. U.S. Courthouse

800 MARKET ST, STE 130

Knoxville, TN 37902

ENCLOSURE:

AMENDMENT TO COMPLAINT

(Supplement to NO: 3:20-cv-00295-JRG-DCP)

NOTES:

RESPONSE TO DOCUMENT 6 (07/15/20)

(ORDER FROM DISTRICT COURT)

CHARLES EDWARD RAY KENNEDY  
Plaintiff

UNITED STATES DISTRICT  
COURT  
EASTERN DISTRICT OF TENNESSEE  
AT KNOXVILLE

NO. 3:20-CV-295-JRG-DCP

v.  
Anderson Co, TN

Southern Health Partners  
Defendants

## AMENDED COMPLAINT

PLAINTIFF KENNEDY HAS SUBMITTED THIS AMENDMENT TO HIS ORIGINAL COMPLAINT; AS INFORMED, PLAINTIFF HAS SUFFERED CONSTITUTIONAL DEPRIVATIONS BECAUSE PLACEMENT ON "LISTS" TO SEE DOCTOR/DENTIST (DEFENDANTS HAVE A CUSTOM/POLICY) AND PLAINTIFF HAS A METAL PIN STICKING OUT OF HIS LEFT THUMB THAT SHOULD HAVE ALREADY BEEN REMOVED JUNE 4, 2020, THIS CAUSES CONSTANT AND AVOIDABLE TORTUROUS PAIN, AND PLAINTIFF CANNOT PARTICIPATE IN NORMAL DAILY ACTIVITIES AS SUCH, THE (A.C.D.F.) AND HEALTH CARE PROVIDERS HAVE DENIED PLAINTIFF TIMELY/ADEQUATE MEDICAL/DENTAL CARE AND CONSEQUENCE IS, LIFE THREATENING OF INFECTIONS, AND PLAINTIFF'S RELATED BLOOD PRESSURE ISSUES. PLAINTIFF AVERS THAT ANDERSON COUNTY TN, (MAYOR TERRY FRANK) AND ITS CONTRACT MEDICAL PROVIDERS HAVE A CUSTOM OR/AND POLICY OF NOT PROVIDING TIMELY AND ADEQUATE MEDICAL AND/DENTAL CARE TO THE INMATES IN THEIR CARE AND HAVE INFRINGED UPON PLAINTIFF'S CONSTITUTIONAL RIGHTS, AND NOTABLY HIS 8<sup>th</sup> AMENDMENT RIGHT, (TO BE FREE FROM CRUEL AND UNUSUAL PUNISHMENT) AND IN PLAINTIFF'S BELIEF, ANDERSON CO, TN, AND SOUTHERN HEALTH PARTNERS ARE THE RESPONSIBLE PARTIES FOR DEPRIVATIONS ALLEGED, PLAINTIFF WILL PROBABLY HAVE TO HAVE MORE SURGERY TO REMOVE HIS THUMB, WHEREAS, THE APPENDAGE WAS SALVAGEABLE, THUS, EFFECTING HIS EVERYDAY LIFE FROM HEREIN. PLAINTIFF HAS REPEATEDLY SOUGHT CARE AND HAS BEEN DENIED BECAUSE OF DOCTOR "LISTS" PLAINTIFF ALSO SEEKS CHANGE IN POLICY/PROCEDURE AS TO TIMELY AND ADEQUATE TREATMENT, COMPENSATORY AND PUNITIVE DAMAGES AND ALSO; PLAINTIFF SPECIFICALLY REQUESTS THAT ALL PRACTICE OF; BY DEFENDANTS, OF PLACING INDIVIDUALS ON "LISTS" TO SEE THE APPROPRIATE DOCTOR OR DENTIST BE CEASED AND FROM HEREIN THE PRACTICE OF APPROPRIATE "APPOINTMENTS" BE SCHEDULED. PLAINTIFF PRAYS RELIEF IN THE FORESAID MATTER.

Solemn Affirmation: *[Signature]*

V. RELIEF

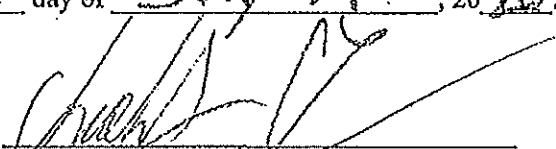
(State BRIEFLY exactly what you want this Court to do for you. Make NO legal arguments.

Cite NO cases or statutes.)

compensation & appropriate  
medical treatment

I (We) hereby certify under penalty of perjury that the above complaint is true to the best of my (our) information, knowledge and belief.

Signed this Charles Kennedy day of July 19, 2020.

  
Signature of plaintiff(s)

Charles Kennedy  
Anderson Co. Jail

308 Bell St. Safford, Ariz.  
Ch. 10/11/13 776

RECEIVED Eastern District of Tennessee  
office of

JUL 23 1913

Clerk, United States District Court

Clerk, U. S. District Court  
Eastern District of Tennessee  
At Knoxville

280 Market St. Safford, Ariz.

THE SENDER OF THIS LETTER  
IS AN  
ANDERSON COUNTY INMATE

Maxwell Tennessee 77600  
37502-230530

RECORDED JUL 23 1913  
JUL 23 1913

Barn Swallow

UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF TENNESSEE

MARLON T. DIGGS,

Plaintiff,

v.

DEPUTY THOMPSON,

Defendant.

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No.: 3:19-CV-331-TAV-HBG

**JUDGMENT ORDER**

For the reasons set forth in the memorandum opinion filed herewith, this pro se prisoner's complaint for violation of 42 U.S.C. § 1983 is **DISMISSED with prejudice** pursuant to Rule 41(b) of the Federal Rules of Civil Procedure. Because the Court has **CERTIFIED** in the memorandum opinion that any appeal from this order would not be taken in good faith, should Plaintiff file a notice of appeal, he is **DENIED** leave to appeal *in forma pauperis*. See 28 U.S.C. § 1915(a)(3); Fed. R. App. P. 24.

The Clerk is **DIRECTED** to close the file.

**IT IS SO ORDERED.**

s/ Thomas A. Varlan  
UNITED STATES DISTRICT JUDGE

ENTERED AS A JUDGMENT

s/ John L. Medearis  
CLERK OF COURT

UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF TENNESSEE

MARLON T. DIGGS,

Plaintiff,

v.

DEPUTY THOMPSON,

Defendant.

No.: 3:19-CV-331-TAV-HBG

**MEMORANDUM OPINION**

This is a pro se prisoner's complaint for violation of 42 U.S.C. § 1983. On June 18, 2020, the Court entered an order noting that Plaintiff had failed to respond to its previous show cause order and therefore may no longer seek to pursue this matter and providing Plaintiff with ten days from the date of entry of that order to file a notice indicating whether he still seeks to pursue this action [Doc. 23 p. 1]. The Court also notified Plaintiff that if he failed to timely comply with that order, the Court would dismiss this action with prejudice [*Id.*]. More than ten days have passed and Plaintiff has not complied with that order or otherwise communicated with the Court. Accordingly, for the reasons set forth below, this action will be **DISMISSED with prejudice** pursuant to Rule 41(b) of the Federal Rules of Civil Procedure.

Rule 41(b) of the Federal Rules of Civil Procedure gives this Court the authority to dismiss a case for "failure of the plaintiff to prosecute or to comply with these rules or any order of the court." *See, e.g., Nye Capital Appreciation Partners, L.L.C. v. Nemchik*, 483 F. App'x 1, 9 (6th Cir. 2012); *Knoll v. Am. Tel. & Tel. Co.*, 176 F.3d 359, 362–63 (6th Cir.

1999). The Court examines four factors when considering dismissal under Fed. R. Civ. P. 41(b):

(1) whether the party's failure is due to willfulness, bad faith, or fault; (2) whether the adversary was prejudiced by the dismissed party's conduct; (3) whether the dismissed party was warned that failure to cooperate could lead to dismissal; and (4) whether less drastic sanctions were imposed or considered before dismissal was ordered.

*Wu v. T.W. Wang, Inc.*, 420 F.3d 641, 643 (6th Cir. 2005); *see Reg'l Refuse Sys., Inc. v. Inland Reclamation Co.*, 842 F.2d 150, 155 (6th Cir. 1988).

As to the first factor, the Court finds that Plaintiff's failure to respond to the Court's previous order is due to Plaintiff's willfulness or fault, as it appears that Plaintiff received that order and chose not to comply therewith. As to the second factor, the Court finds that Plaintiff's failure to comply with the Court's previous order has not prejudiced Defendant Thompson. As to the third factor, again, the Court's last order warned Plaintiff that this action would be dismissed with prejudice if he failed to timely comply therewith. Finally, as to the fourth factor, the Court finds that alternative sanctions are not warranted. Plaintiff was proceeding *in forma pauperis* herein and has demonstrated that he no longer wants to pursue this case.

Accordingly, this action will be **DISMISSED** for want of prosecution pursuant to Rule 41(b), *see Jourdan v. Jabe*, 951 F.2d 108, 109 (6th Cir. 1991) (noting that "while pro se litigants may be entitled to some latitude when dealing with sophisticated legal issues, acknowledging their lack of formal training, there is no cause for extending this margin to

straightforward procedural requirements that a layperson can comprehend as easily as a lawyer”). The Court **CERTIFIES** that any appeal from this action would not be taken in good faith and would be totally frivolous. Fed. R. App. P. 24.

**AN APPROPRIATE JUDGMENT ORDER WILL ENTER.**

**ENTER:**

s/ Thomas A. Varlan  
UNITED STATES DISTRICT JUDGE

**UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF TENNESSEE  
AT KNOXVILLE**

JOEY DOUGLAS SEIBER,

Plaintiff,

v.

DR. CASEY DILLON and  
AMBER ALLEN,

Defendants.

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No.: 3:19-CV-424-DCLC-HBG

**ORDER**

Plaintiff, a prisoner proceeding pro se in a civil rights action for violation of 42 U.S.C. § 1983, has filed a motion seeking to dismiss Defendant Amber Allen from this action [Doc. 37]. The motion is unopposed by counsel for Defendant Allen [Doc. 38]. Pursuant to Rule 15(a)(2) of the Federal Rules of Civil Procedure, the Court finds the motion well taken, and it [Doc. 37] is **GRANTED**. Defendant Amber Allen is **DISMISSED** from this action.

**SO ORDERED.**

**ENTER:**

s/Clifton L. Corker  
United States District Judge

IN THE SUPREME COURT OF TENNESSEE  
AT KNOXVILLE

**FILED**

07/17/2020

Clerk of the  
Appellate Courts

**PAMELA COTHAM v. NICHOLAS JAY YEAGER ET AL.**

**Chancery Court for Anderson County  
No. 18CH72**

---

**No. E2019-00423-SC-R11-CV**

---

**ORDER**

Upon consideration of the application for permission to appeal of Pamela Cotham and the record before us, the application is denied.

PER CURIAM

rec'd 8/10/20

**Charles H. (Chuck) Fritts  
120 West Lane  
Powell, TN 37849**

**I am presently 67 years old I have lived in the Claxton Community (District 1) for 61 years. My childhood home was located approximately where the TVA Bull Run Steam Plant Smoke Stack is located. My family was one of the last families to move out when TVA bought out everyone's property many years ago. I was part of the group of students to attend the very last 8<sup>th</sup> Grade Class to attend Claxton Elementary School. So as you can see, I've have been a long-term resident of District 1.**

**I've been married to Deborah Ann (Debbie) Fritts since August 1977. We have 3 children and 10 grandchildren. We attend and are active members at First United Methodist Church in Oak Ridge, TN. I've worked at the Y-12 CNS National Security Plant in Oak Ridge, TN for the past 42 years and I'm still presently working.**

**My Education:**

<b>University of Tennessee:</b>	<b>BA in Microbiology</b>	<b>(1976)</b>
<b>Roane State Community College:</b>	<b>Associate of Science in Pre-Med</b>	<b>(1974)</b>
<b>Clinton High School:</b>	<b>Majors in Math &amp; Science</b>	<b>(1972)</b>

**I obtained interest and sought election to the Anderson County Commission in August 2002. I beat out a fellow Commissioner with 16 years experience and I have spent the last 18 years serving the citizens of District 1 and Anderson County as a Commissioner on the Anderson County Commissioner.**

**To better improve myself as a Commissioner I enrolled and graduated from the County Officials Certificate Training Program, which is a comprehensive training program administered by the University of Tennessee (UT) County Technical Assistance Service (CTAS). I also served on the Board of Directors and then as a Vice President on the Board of Directors for the County Commissioner's Association for the maximum amount of time allowed by their by-laws.**

**After being elected as a County Commissioner I have served on the following committees (some as Chairman for a period of time):**

**Budget**  
**Finance (Chairman)**  
**Highway**  
**Legislative**  
**Nominating (Chairman)**  
**Conservation Board (Chairman)**  
**Regional Solid Waste Planning Board (Chairman)**  
**Rules (Chairman)**  
**Audit (Chairman)**  
**Adult Oriented Establishment Board (Chairman)**  
**Non-Profit (Chairman)**  
**Jail Planning Committee**

**I was elected and served as Vice-Chairman of the Anderson County Commission for fiscal year 10/11 and then as Chairman of the Anderson County Commission for fiscal years 11/12, 12/13, and 13/14.**

**As you can see I have both the experience and the knowledge needed to serve on the Charter Commission representing the citizens of District 1. I greatly appreciate your consideration in filling the vacancy on this Charter Commission.**

**Charles H (Chuck) Fritts**

rec'd 8/5/20

REQUEST FORM  
CONSIDERATION FOR NOMINATION TO THE

Anderson County Charter Commission District 2  
Name of Committee

Date 8/6/2020  
Name V.L. Stonecipher  
Address 218 Bingham Drive  
Clinton , TN 37716  
Phone Numbers 865-457-4494 (home) \_\_\_\_\_ (work)

Employment History: (if not on resume)

7/1/1966 to 6/30/2009 Anderson County Schools

Education: (if not on resume)

Lake City High School 1958-1962  
Cumberland College 1962-1966 B.S.  
University of Mississippi 1969-1972 (3 summer sessions) MS School Administration  
University of Tennessee 30 semester hours Post Graduate

Why would you like to serve on this Board/Committee:

I want to help finish the task of writing a charter as an alternate form of Anderson County  
Government if approved by a majority of Anderson County voters in a referendum.

PLEASE ATTACH A RESUME TO THIS APPLICATION

(For additional space, use back of form)

Please return this form to Commission Office  
100 N Main Street, Room 118, Clinton, TN 37716 (Fax: 264-6264)

**Anderson County Board of Commissioners**  
**OPERATIONS COMMITTEE**  
**MINUTES**

**August 10, 2020**

**Meeting held electronically pursuant to Resolution 20-04-812**  
**All votes are by Roll Call**

**Members Present:** Tim Isbel, Steve Mead, Phil Yager, Jerry Creasey, Tracy Wandell, Robert Jameson, Robert McKamey and Josh Anderson

**Members Absent:** None

**Call to Order:** Chairman Isbel called the meeting to order.

Chairman Isbel said the prayer.

Commissioner Mead led the pledge of allegiance.

Commissioner Mead made a motion to add the IDB Board request for the new PILOT Matrix to the agenda. Commissioner McKamey seconded the motion. Motion passed.

No citizens addressed the Committee.

Dr. Bunick was unable to join the meeting for her presentation.

Commissioner Creasey discussed having meetings quarterly or at a location larger than the Commission room to have the ability to follow the 6 ft. guideline for social distancing.

HR Advisory Committee – Discussion. No Action Taken.

Comcast Internet – Discussion with Mr. Andres Celedon. No Action Taken.

Commissioner McKamey made a motion that Commissioners Mead and Anderson be the two Commissioners on the General Sessions Court II MOU Sub-Committee. Commissioner Mead seconded the motion. Motion failed.

➤ Commissioner Yager made a motion to send on to full Commission for the other Commissioners to have their say so and maybe approve the second Oak Ridge Commissioner for the Committee. Commissioner Mead seconded the motion. Motion passed.

➤ Commissioner McKamey made a motion to allow the planting of a yellow rose bush on the Courthouse grounds. Commissioner Mead seconded the motion. Motion passed unanimous to forward to full commission for approval.

Commissioner McKamey made a motion to accept the Norris Lake Area Trail Sustainability and Connectivity Study with the information brought back to full commission. Motion seconded by Commissioner Wandell. Motion passed.

Commissioner McKamey made a motion to approve the policy as submitted that the Sheriff be in charge of closure in the case of security and forward to full commission with a recommendation for approval. Motion was seconded by Commissioner Mead and passed. Motion and second were withdrawn.

Commissioner Wandell made a motion to ask Mark Stephens, Election Administrator, to come to the next Operations meeting and explain exactly what his needs are for the November election. Commissioner Creasey seconded motion. Motion passed.

Commissioner Wandell made a motion to forward the Mayor's drafts to the Rules Committee as it relates to virtual meetings so we can develop procedures for any times that we have to go into this and bring back to Operations or full commission. Commissioner Creasey seconded the motion. Motion passed.

➤ Commissioner McKamey made a motion to approve the Anderson County Care & Control Vehicle Policy. Commissioner Mead seconded the motion. Motion passed to forward to full commission for approval.

➤ **New Business**

Commissioner Mead made a motion to approve the Industrial Development Board Resolution # 20-08-820 to establish a new matrix for PILOT agreements. Commissioner McKamey seconded the motion. Motion passed to forward to full commission for approval.

**Old Business**

Professional Services Contract – Discussion. No Action Taken.

MOU for Senior Center update

Update on East Wolf Valley Convenience Center

Possibility of a Grant for Claxton Fire Department

**Adjournment** - With no further business meeting adjourned



## **Anderson County Animal Care & Control** **Vehicle Policy**

The purpose of this Policy is to establish procedures for the use of drive-home vehicles for on-call Animal Care & Control Officers. This policy shall consist of the following numbered sections:

- I. Purpose
- II. Assignment of Vehicles
- III. Driver Responsibilities
- IV. General Regulations
- V. Restrictions for Vehicles
- VI. Compliance
- VII. Acceptance of Policy

### **I. Purpose**

- A. The drive-home vehicle program calls for a vehicle to be assigned full-time to Anderson County Animal Control Officers subject to on-call response after hours. The drive-home vehicle provides the ability for immediate recall of personnel in times of emergency or for response for assigned duties that may occur during duty hours and after hours.
- B. Personnel will be held responsible for the care and general overall appearance of assigned drive-home vehicles.

### **II. Assignment of Vehicles**

- A. The use of a county vehicle is to be viewed as a privilege and not an automatic fringe benefit or employment right. This privilege is subject to revocation any time an employee fails to properly care for the vehicle or to perform at a satisfactory level or at the discretion of the Director and County Mayor.
- B. The Director and the County Mayor shall determine those employees who, as needed for their job duties or assignment, are eligible for a drive-home vehicle.

- C. Drive-home vehicles shall only be issued to those employees who are required to respond after hours for an animal-related call initiated by Anderson County Dispatch.
- D. The vehicle drive-home program is not mandatory. If an Animal Care & Control Officer elects not to drive a vehicle home, it should be parked at either the Anderson County Courthouse or Anderson County Shelter and be secured.

### **III. Driver Responsibilities**

- A. No personnel shall operate any county vehicle without a valid Tennessee driver's license. Any change in driver's license status should be reported immediately to the Director.
- B. Each employee shall operate his vehicle in a safe, lawful, efficient and courteous manner and shall obey all laws. Personnel must abide by all traffic rules and state laws. Any infraction will result in review and possible termination of the drive-home privilege for that employee.
- C. Any accidents, or damage to the vehicle, shall be reported immediately. When an employee is involved in an accident, either on or off duty, the following procedures are to be followed.
  - The local police agency should be called to investigate the accident.
  - The Director is to be contacted with the details of the incident.
  - The appropriate forms must be filled out completely and faxed to Human Resources within 24 hours of the incident. The Director is to be notified of when the form was completed and faxed.
- D. Anytime the vehicle is in use the operator and passengers are required to use the seatbelts. Removal or disabling the seatbelt mechanisms is prohibited.
- E. Operating a county vehicle while consuming or within eight (8) hours of consuming alcoholic beverages shall be prohibited. At no time shall a county vehicle be driven while impaired or under the influence of alcoholic beverages or any type of medication.

### **IV. General Regulations**

- A. Only authorized personnel are permitted to operate or ride as a passenger in the vehicle. Temporary passengers are permitted provided they are riding for an Animal Care & Control purpose such as other Animal Care & Control personnel

or county employees, or other persons required to ride as passengers for a legitimate reason. Citizen riders participating in the Ride-Along Program will also be permitted as passengers provided they have met the requirements.

- B. The vehicle will be legally parked in a prominent place when at the employee's home, locked and secured, or parked and locked at an authorized location.
- C. Unattended vehicles will be locked at all times. Keys shall not be left in the ignition.
- D. County vehicles are designed to provide immediate response when needed.
- E. All personnel shall exercise good judgment in utilizing their vehicles and shall not drive, use, or park their vehicles in such a manner that will cause unfavorable comment or reflect discredit on the department.
- F. Personnel will be responsible for the appearance and cleanliness of vehicles, both interior and exterior. The Director and/or County Mayor shall conduct random inspections for vehicle condition and cleanliness.
- G. There is to be no smoking inside of the vehicle at any time, by either a passenger or the operator of the vehicle.
- H. Employees are required to coordinate with Anderson County Fleet Services all maintenance, service, or repairs needed.
- I. Any neglect of vehicle cleanliness and maintenance will be reviewed by the Director for possible disciplinary action and/or loss of drive-home vehicle privileges.
- J. Accidents and/or damage to any assigned vehicle will result in review by the Director with possible termination of drive-home privileges and possible disciplinary action.
- K. Only authorized personnel shall perform maintenance, repair, instillation, or service to the vehicle or equipment, including radios, emergency lights, siren, etc.
- L. No equipment, including radios, emergency lights, or other such equipment shall be installed in vehicles without prior authorization from the Director or his designee.
- M. Drive-home privilege may be revoked or suspended by the Director if the employee is in violation of this policy or any other policy or for disciplinary reasons.

- N. The use of a drive-home vehicle shall not be construed by the member as a vehicle for commuting to and from work but is to be used as a vehicle to perform duties as an Anderson County Animal Care & Control Officer.

**V. Restrictions of Vehicles**

- A. Personnel on restricted duty status, injured on duty, or other duty that removes them from their daily assignment, shall not be allowed to operate the county vehicle except as authorized by the Director. Personnel off from work for extended periods for any reason shall park their assigned vehicle at the Anderson County Courthouse or at the Anderson County Animal Shelter.

**VI. Compliance**

- A. Any county vehicle used outside the restrictions of this policy may result in suspension or revocation of drive-home privileges of the employee as well as disciplinary action as determined by the Director. In addition, the employee shall personally incur liability for any actions while the vehicle is being driven outside this policy. Anderson County shall not be held liable for actions during such unauthorized utilization of a county vehicle.
- B. Vehicle use will be subject to audit by the Director or his designee.
- C. All employees shall be required to follow the rules, regulations, policies, and procedures of this general order, including any revisions, amendments or changes as of the effective date of revision.

**VII. Acceptance of Policy**

This Drive-Home Vehicle Policy shall be the policy of Anderson County Animal Care & Control Department and will be in effect unless revised, amended or changed. The rules, regulations, and procedures set forth in this policy are subject to change, addition, or deletion at any time at the discretion of the Director and County Mayor. Changes will be communicated to employees of Anderson County Animal Care & Control and continued use of a take-home vehicle will constitute acceptance of such changes.

\_\_\_\_\_  
Officer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Frank, Anderson County Mayor

\_\_\_\_\_  
Date

Robby Holbrook, Interim Finance Director

Date

**POLICY CREATION DATE: August 5, 2020**

**Anderson County, Tennessee**  
**Board of Commissioners**

**RESOLUTION NO: 20-08-820**

**RESOLUTION APPROVING THE INDUSTRIAL DEVELOPMENT BOARD OF  
ANDERSON COUNTY PAYMENT IN LIEU OF TAX INCENTIVE REVISED MATRIX**

**WHEREAS**, The Industrial Development Board of Anderson County (sometimes "the Industrial Development Board") met on December 21, 2017 and approved a revised Payment in Lieu of Tax (PILOT) incentive matrix *(a copy of which is attached as Exhibit A)*; and

**WHEREAS**, The Industrial Development Board is a public, nonprofit corporation organized and existing under and by virtue of the provisions of Chapter 53, Title 7, Tennessee Code Annotated as amended (the "Act"); and

**WHEREAS**, The Industrial Development Board is authorized by the Act and its charter and bylaws to, among other things, enter into leases providing for payments in lieu of taxes for incentive projects in order to promote the welfare, commerce, prosperity, health and living conditions for the people of the State of Tennessee, Anderson County; and

**WHEREAS**, the approved PILOT matrix is to be used to standardize incentives and as a guideline for negotiating contracts, leases, understandings and other agreements, providing for payments in lieu of taxes for projects in Anderson County; and

**WHEREAS**, the Board of Commissioners for Anderson County desires to approve the PILOT Matrix with the provision that a minimum investment of three million dollars (\$3,000,000.00) should first be made by the owners and/or developers in plant facilities or equipment before consideration of any incentives.

**NOW THEREFORE, BE IT RESOLVED** by the Anderson County Board of Commissioners meeting in regular session this 17<sup>th</sup> day of August 2020 that we approve and endorse the following:

**SECTION 1:** That the Payment In Lieu Of Tax (PILOT) Matrix attached hereto as Exhibit 1 is approved subject to the provision that a minimum investment of three million dollars (\$3,000,000.00) in plant facilities and equipment shall first be made by the project owners and developers prior to consideration for any tax incentives.

**SECTION 2:** That the attached PILOT Matrix shall be utilized by The Industrial Development Board of Anderson County as a guideline for negotiating contracts, leases, understandings and other agreements providing for payments in lieu of taxes for projects within Anderson County.

**SECTION 3:** That the authority to negotiate contracts, leases, understandings and other agreements providing for payments in lieu of taxes to the Anderson County is hereby delegated to The Industrial Development Board of Anderson County.

**SECTION 4:** That we further find that such contracts, leases, understandings and other agreements providing for payments in lieu of taxes are deemed to be in furtherance of the public purpose of The Industrial Development Board of Anderson County as defined in Tenn. Code Ann. § 7-53-305.

**SECTION 5:** That no such contracts, leases, understandings and other agreements providing for payments in lieu of taxes, including renewals or extensions thereof, shall exceed a period of twenty (20) years plus a reasonable construction or installation period not to exceed three (3) years, unless the Tennessee Commissioner of Economic and Community Development and the Comptroller of the Treasury have made a written determination that such agreement is in the best interest of the State of Tennessee.

**SECTION 6:** That any such contracts, leases, understandings and other agreements containing provisions for payments in lieu of taxes in amounts that are equal to or more than those set forth in the attached PILOT Matrix shall not require further approval by the Anderson County Board of Commissioners.

**SECTION 7:** That any such contracts, leases, understandings and other agreements containing provisions for payments in lieu of taxes in amounts less than those set forth in the attached PILOT Matrix shall require approval by the Anderson County Board of Commissioners.

**SECTION 8:** That the appropriate officers of The Industrial Development Board of Anderson County are hereby authorized, empowered, and directed to do any and all such acts and things, and to execute, acknowledge, deliver, and, if applicable, file or record, or cause to be filed or recorded, in any appropriate public offices, all such documents, instruments, and certifications in addition to those acts, things, documents, instruments and certifications hereinbefore authorized and approved, as may, in their discretion, be necessary or desirable to implement or comply with the intent of this resolution.

**SECTION 9:** This resolution shall take effect immediately upon passage.

**DULY PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Chair, Anderson County Commission

\_\_\_\_\_  
Anderson County Mayor

**ATTEST:**

**IN WITNESS WHEREOF,** I have hereunto set my hand and signature and caused the Great Seal of Anderson County to be affixed, this the \_\_\_\_\_ day of \_\_\_\_\_ in the year 2020.

\_\_\_\_\_  
Anderson County Clerk

PROPOSED NEW PILOT MATRIX

Job Creation	Wages	Investment	Abatement
Maximum 30 Points	Maximum 30 Points	Maximum 90 Points	50% of improvement
Points will be awarded for each new job to be created due to the project	Average Wage as a % of Per Capita Income of Anderson County	Capital expenditures to be made by Applicant at Project Site	
Criteria	Criteria	Criteria	
Jobs Created			
Number of Employees	Wages	Amount	Total Score
1	120%	\$1,000,000	21
15	130%	\$3,000,000	30
30	140%	\$6,000,000	40
45	150%	\$10,000,000	50
60	160%	\$15,000,000	60
75	170%+	\$20,000,000	70
90		\$25,000,000	80
105		\$30,000,000	90
120		\$35,000,000	100
135		\$40,000,000	110
150		\$45,000,000	120
165		\$50,000,000	130
180		\$55,000,000	140
195		\$60,000,000	150
210		\$65,000,000	160
225+		\$70,000,000	170
		\$75,000,000	180
		\$80,000,000	190
		\$85,000,000	200
		\$90,000,000	210
		\$95,000,000	220
		\$100,000,000	230
AVAILABLE BONUS POINTS			
10 Points if project is a corporate headquarters			
10 Points if project is on a brownfield			

**ANDERSON COUNTY  
COMMISSION MINUTES  
MAY 20, 2019**

18. Commissioner Scott made a motion to add the 5-9-19 Budget Committee Minutes to the minutes. Seconded by Commissioner Meredith. Voting aye: Fritts, Wandell, Jameson, Meredith, Waddell, Anderson, Vowell, McKamey, White, Denenberg, Mead, Creasey, Scott, Yager and Smallridge. Voting no: Isbel. Absent: none. Motion passed.

#### Director of Schools

No action at this time.

#### Law Director

19. Commissioner Vowell made a motion to allow the Law Director to help the Briceville Volunteer Fire Department with any paperwork they may need to file for a USDA Grant. Seconded by Commissioner Isbel. Motion carried by voice vote.

#### Intergovernmental

20. Commissioner Vowell made a motion for the Law Director to prepare a resolution to not expand the fly ash deposits or storage areas and to set a meeting with them and TDEC to find out their plans. Seconded by Commissioner Yager. Motion carried by voice vote.

#### Operations

21. Commissioner Isbel made a motion to turn the David Jones Industrial Park property back over to ACDC. Seconded by Commissioner Meredith. Motion carried by voice vote.

22. Commissioner Isbel made a motion to approve the Pilot Matrix Proposal. Seconded by Commissioner Meredith. Motion carried by voice vote.

23. Commissioner Isbel made a motion to approve the ADA Transition Plan. Seconded by Commissioner Jameson. Motion carried by voice vote.

24. Commissioner Isbel made a motion to make a resolution to send to the State and request more funds be released to the County for state prisoners. Seconded by Commissioner Creasey. Motion carried by voice vote.

#### Old Business

No action at this time.

#### New Business

25. Commissioner Isbel made a motion to refer to the Operations Committee to discuss Braden/Duncan Flatts concerning things going on with oil and gas company. Seconded by Commissioner Vowell. Motion carried by voice vote.

26. Commissioner Fritts made a motion to refer to the Road Committee to evaluate speed limit and a sign for Clark Road. Seconded by Commissioner Meredith. Motion carried by voice vote.

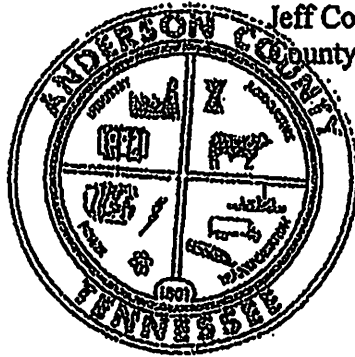
Meeting adjourned.



Tracy Wandell, Chairman  
County Commission



Jeff Cole  
County Clerk



**OFFICE OF THE COUNTY LAW DIRECTOR  
ANDERSON COUNTY, TENNESSEE**

101 South Main Street, Suite 310  
CLINTON, TENNESSEE 37716

N. JAY YEAGER  
Law Director

TELEPHONE: (865) 457-6290  
FACSIMILE: (865) 457-3775  
Email: [jyeager@aclawdirector.com](mailto:jyeager@aclawdirector.com)

August 10, 2020

Ms. Katherine Ajmeri  
Deputy Purchasing Agent  
214 Anderson County Courthouse  
100 North Main Street  
Clinton, TN 37716

*RE: Amplify (Terms and Conditions) - Schools*

Dear Katherine:

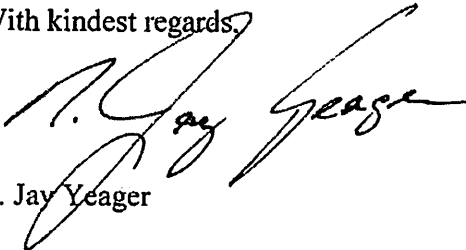
Pursuant to your request, I have reviewed the agreement between Anderson County and above-referenced vendor for legal form. After review, I am satisfied this document meets or exceeds all requirements under Tennessee law. Therefore, I have approved this agreement as to legal form.

*In addition, since this contract extends beyond the current fiscal year, it will require Commission approval.*

This approval is to legal form only. I assume, since you submitted this agreement to my office for approval that you have read this agreement, and the terms and conditions set forth are desirable to you and the department involved. I have not been involved in the negotiations of this agreement; however, if you would like additional guidance and advice regarding a specific provision of the agreement, please feel free to contact me. Furthermore, for the purpose of the approval process, it is assumed that this agreement has been properly bid, if required, and budgeted according to state law.

Please call, if you have additional questions or concerns.

With kindest regards,



N. Jay Yeager

Enclosure: 9 pages

1200 AUG12'20-10:51  
CL. GOV. PURCHASING



# **ANDERSON COUNTY GOVERNMENT** **SOLE SOURCE & EXCLUSIVE RIGHTS** **AND LICENSE JUSTIFICATION FORM**

**SUBMIT WITH REQUISITION TO PURCHASING DEPARTMENT**

DATE: 7-27-2020

**CHECK ONE:**

- ☒ **Sole Source** – Product or service(s) is only available from a single vendor or supplier.
- ☐ **Exclusive Rights & License** – Vendor holds exclusive patents and/or license for this product. An Exclusive Rights letter with current date must accompany this request.
- ☐ **Upgrade or renewal to an existing software system** – Provide information regarding current software system.

Requisition Number: 61003 Requisition Amount: \$ 45,379.44

Vendor Name: Amplify

Vendor Address: 56 Washington St, Suite 900, Brooklyn, NY 11202

Vendor Telephone #: 800-823-1969

Requesting Department: ACS Federal Programs

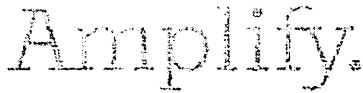
Requesting Official: Katrina Oakley, Director of Federal Programs

**JUSTIFICATION FOR THE REQUEST**

***What is the function of this product or service?  
 Why is it needed? What makes it unique?***

***This information will be used to approve or deny the purchase. PLEASE BE SPECIFIC.***  
**ATTACH MEMO IF ADDITIONAL SPACE IS NEEDED.** Sole Source purchases that exceed the bid threshold will be noticed on vendor registry for 10 business days prior to purchase approval.

Per state law, all students in Kindergarten through second grade are required to participate in a foundational skills curriculum to become proficient readers and writers by third grade. Tennessee state standards represent a progression beginning with foundational skills to the sophisticated application of oral and written language. These phonics materials will be used in alignment with the TN Foundational Skills Curriculum Supplement. These supplemental resources and curriculum follow evidenced-based research and are carefully crafted in order to build a solid foundation for kindergarten through grade two early literacy. All materials will help raise literacy proficiency by third grade which is also a school wide goal.



55 Washington Street, Suite 800  
Brooklyn, NY 11201-1071  
T: 800.886.9126 F: 646.403.4700  
[www.amplify.com](http://www.amplify.com)

July 13, 2020

Ms. Kathy Moon  
1376 Main Street  
Altamont, TN 37301

**Re: Sole Source Information - CKLA**

Dear Ms. Kathy Moon,

Through a license agreement with the Core Knowledge Foundation, Amplify Education, Inc. is the sole and exclusive worldwide commercial source for the *Core Knowledge Language Arts Program* for grades PreK-5.

Through a services agreement with the Core Knowledge Foundation, Amplify is also the only authorized commercial provider of professional development and customer support for implementation of this program.

Please contact your Amplify account manager or sales representative if you have further questions about our products or services.

Sincerely,

A handwritten signature in black ink, appearing to read "Alexandra Clarke", with a long horizontal line extending to the right.

Alexandra Clarke  
SVP and GM, ELA  
Amplify Education, Inc.



## County of Anderson Solicitation



**Title:** Sole Source Notification - Core Knowledge Curriculum

**Deadline:** 8/11/2020 10:00 AM (Eastern Daylight Time)

**Status:** Open

**Description:** This notification hereby announces that the Anderson County Board of Education intends to enter into sole source purchases to Amplify for Core Knowledge Curriculum for Fiscal Year 2020 - 2021.

**Documents:**

- Amplify Sole Source.pdf

Amplify WS

Amplify.

Price Quote

**Amplify**

55 Washington Street, Suite 900  
Brooklyn, NY 11201  
Phone: (800) 823-1969  
Fax: (646) 403-4700

Quote #: Q-25577-1  
Date: 7/13/2020  
Expires On: 8/12/2020

**Customer Contact Information**

Katrina Oakley  
ANDERSON CO SCHOOL DISTRICT  
865-463-2800  
koakley@acs.ac

**Amplify Contact Information**

Chasity O'Quinn  
Account Executive  
coquinn@amplify.com

PRODUCT	DESCRIPTION	ISBN	QUANTITY	PRICE	TOTAL PRICE
CKLA 2nd Edition G2 Skills Individual Code Charts (qty 25) (2020)	CKLA 2nd Edition G2 Skills Individual Code Charts (qty 25)	978-1-68161-211-9	20.00	\$21.60	\$432.00
CKLA 2nd Edition GK Skills Student Readers, All Units (25 of each) (2020)	One classroom set (25 each) for Units 6-10 in Grade K, including the Picture Reader.	978-1-68391-101-2	19.00	\$538.92	\$10 239.48
CKLA GK Skills Blending Picture Cards (2020)	One set of Skills cards showing image on one side and matching segmented word on the other side for kindergarten.	978-1-68161-074-0	19.00	\$81.00	\$1,539.00
CKLA GK Skills Small Letter Card Set (2020)	CKLA GK Skills Small Letter Card Set	978-1-68161-077-1	19.00	\$216.00	\$4 104.00
CKLA GK Skills Sound Cards (2020)	CKLA GK Skills Sound Cards	978-1-68161-078-8	19.00	\$32.40	\$615.60
CKLA GK Skills Sound Posters (2020)	CKLA GK Skills Sound Posters	978-1-68161-079-5	19.00	\$70.20	\$1,333.80
CKLA GK Skills Chaining Folder (2020)	One CKLA Skills Chaining Folder to be used during Grade K instruction.	978-1-68161-075-7	300.00	\$21.00	\$6 400.00
CKLA G1 Skills Code Flip Book Set Vowels/Consonants (2020)	CKLA 2nd Edition G1 Skills Code Flip Book Set (Consonant/Vowel)	978-1-68161-449-6	19.00	\$216.00	\$4 104.00

APPROVED AS TO LEGAL FORM

  
N. Jay Yeager  
Anderson County Law Director

PRODUCT	DESCRIPTION	ISBN	QUANTITY	PRICE	TOTAL PRICE
CKLA G1 Skills Individual Code Charts (qty 25) (2020)	CKLA G1 Skills Individual Code Charts - qty 25	978-1-68161-143-3	19.00	\$21.60	\$410.40
CKLA G1 Skills Spelling Cards (2020)	Spelling Cards for previously taught spellings; used with Code Flip Books, for 1st grade.	978-1-68161-145-7	19.00	\$64.80	\$1,231.20
CKLA 2nd Edition G1 Skills Student Readers, All Units (25 of each) (2020)	One classroom set (25 each) for Units 1-7 in Grade 1.	978-1-68391-096-1	19.00	\$754.92	\$14,343.48
CKLA G2 Skills Code Flip Book Set, Vowels/Consonants (2020)	CKLA G2 Skills Code Flip Book Set (Consonant/Vowel)	978-1-68161-549-3	20.00	\$216.00	\$4,320.00
CKLA G2 Skills Spelling Cards (2020)	CKLA G2 Skills Spelling Cards	978-1-68161-212-6	20.00	\$64.80	\$1,296.00
CKLA 2nd Edition G2 Skills Student Readers, All Units (25 of each) (2020)	One classroom set (25 each) for Units 1-6 in Grade 2.	978-1-68391-097-8	20.00	\$646.92	\$12,938.40
<b>TOTAL</b>					<b>\$63,387.36</b>

**GRAND TOTAL****\$63,387.36****Scope and Duration****Payment Terms:**

- This Price Quote (including all pricing and other terms) is valid through Quote Expiration Date stated above.
- Payment terms: net 60 days.
- Prices do not include sales tax, if applicable.
- Pricing terms in the Price Quote are based on the scope of purchase and other terms herein.
- The Federal Tax ID # for Amplify Education, Inc. is 13-4125483. A copy of Amplify's W-9 can be found at: <http://www.amplify.com/w-9.pdf>

**License and Services Term:**

- Licenses: until 07/01/2021
- Services: 18 months from order date. Unless otherwise stated above, all training and other services purchased must be scheduled and delivered within such term or will be forfeited.

**Special Terms:**

- **FOR SHIPPED MATERIALS:**
  - Expedited shipping is available at extra charge.
  - Print materials and kits are non-returnable and non-refundable, except in the case of defective or missing materials reported by Customer within 60 days of receipt.
- **FOR SERVICES:**
  - Training and professional development sessions cancelled with less than one week notice will be deemed delivered.

**For Texas customers purchasing mCLASS:**

Customer acknowledges that Texas LEAs are required to submit beginning-of-year (BOY) multidimensional kindergarten data ("LEA Data") to TEA pursuant to Texas Education Code §§28.006 and 29.161, (ii) TEA authorized Amplify as the state alternative kindergarten diagnostic through December 31, 2021 and that (iii) pursuant to the Family Educational Rights and Privacy Act (FERPA), TEA may have access to student-identifiable data subject to FERPA without parental consent in accordance with sections 99.31(a)(3) (iv) and 99.35 of title 34 of the Code of Federal Regulations.

Customer hereby requests and authorizes Amplify to provide LEA Data to TEA on an annual basis on behalf of the LEA.

Customer acknowledges and agrees that this authorization covers all participating LEA schools and programs, and that no additional approvals or releases are required from those schools. Amplify will not have control over LEA Information following its disclosure to TEA, and Amplify does not own TEA's or the LEA's data at any time.

**How to Order Our Products**

Amplify would like to process your order as quickly as possible. We accept the following forms of payment: purchase orders, checks, and credit card payments (Visa, MasterCard, Discover and American Express). In order for us to assist you, please help us by following these instructions:

**Please include these three documents with your order:**

- Authorized purchase order, check or credit card authorization form
- A copy of your Price Quote
- A copy of your Tax-Exemption Certificate

**If submitting a purchase order:**

To expedite your order, please email a purchase order to [IncomingPO@amplify.com](mailto:IncomingPO@amplify.com) or fax it to (646) 403-4700. Purchase Orders can also be mailed to our Order Management Department at the address below.

**If submitting your order via credit card authorization form:**

- Amplify accepts Visa and MasterCard payments.
- Please email all documents to [Accountsreceivable@amplify.com](mailto:Accountsreceivable@amplify.com) or fax them to (347)-662-2402
- **Please do not mail credit card authorization forms.**

**If submitting your order via sending a check:**

- Please mail your documents directly to our Order Management Department and notify your sales representative of the check number and check amount.
- Please note that mailing a check can add up to two weeks processing time for your order. For faster processing of your order, please submit your order via Purchase Order or Credit Card Authorization Form.

The information requested above is essential to ensure smooth completion of your order with Amplify. Failure to submit documents will prevent your order from processing.

Our Order Management Department is located at 55 Washington Street, Suite 800, Brooklyn, NY 11201. Please note that mailing any documents can result in delays of up to two weeks. For faster processing of your order, we recommend you submit a purchase order via fax or email.

This Price Quote is subject to the Customer Terms & Conditions of Amplify Education, Inc. attached and available at [amplify.com/customer-terms](http://amplify.com/customer-terms). Issuance of a purchase order or payment pursuant to this Price Quote, or usage of the products specified herein, shall be deemed acceptance of such Terms & Conditions.

**Terms & Conditions**

1. Scope: Amplify Education, Inc. ("Amplify") and Customer agree to enter into the agreement created by the price quote, proposal, renewal letter, or other ordering document containing the details of this purchase (the "Quote") and these Customer Terms & Conditions, including any addendums hereto (this "Agreement") pursuant to which Amplify will deliver one or more of the products or services specified on the Quote (collectively, the "Products").

2. License. Subject to the terms and conditions of this Agreement, Amplify grants to Customer a non-exclusive, non-transferable, non-sublicenseable license to access and use, and permit Authorized Users to access and use the Products solely in the U.S. during the Term for the number of Authorized Users specified in the Quote for whom Customer has paid the applicable fees to Amplify. "Authorized User" means an individual teacher or other personnel employed by Customer, or an individual student registered for instruction at Customer's school, whom Customer permits to access and use the Products subject to the terms and conditions of this Agreement, and solely while such individual is so employed or so registered. Each Authorized User's access and use of the Products shall be subject to Amplify's Terms of Use available through the Products, in addition to the terms and conditions of this Agreement, and violations of such terms may result in suspension or termination of the applicable account.

3. Restrictions. Customer shall access and use the Products solely for non-commercial instructional and administrative purposes of Customer's school. Further, Customer shall not, except as expressly authorized or directed by Amplify: (a) copy, modify, translate, distribute, disclose or create derivative works based on the contents of, or sell, the Products, or any part thereof; (b) decompile, disassemble or otherwise reverse engineer the Products or otherwise use the Products to develop functionally similar products or services; (c) modify, alter or delete any of the copyright, trademark, or other proprietary notices in or on the Products; (d) rent, lease or lend the Products or use the Products for the benefit of any third party; (e) avoid, circumvent or disable any security or digital rights management device, procedure, protocol or mechanism in the Products; or (f) permit any Authorized User or third party to do any of the foregoing. Customer also agrees that any works created in violation of this section are derivative works, and, as such, Customer agrees to assign, and hereby assigns, all right, title and interest therein to Amplify. The Products and derivatives thereof may be subject to export laws and regulations of the U.S. and other jurisdictions. Customer may not export any Product outside of the U.S. Further, Customer will not permit Authorized Users to access or use any Product in a U.S.-embargoed country or otherwise in violation of any U.S. export law or regulation. The software and associated documentation portions of the Products are "commercial items" (as defined at 48 CFR 2.101), comprising "commercial computer software" and "commercial computer software documentation," as those terms are used in 48 CFR 12.212. Accordingly, if Customer is the U.S. Government or its contractor, Customer will receive only those rights set forth in this Agreement in accordance with 48 CFR 227.7201-227.7204 (for Department of Defense and their contractors) or 48 CFR 12.212 (for other U.S. Government licensees and their contractors).

4. Reservation of Rights. SUBSCRIPTION PRODUCTS ARE LICENSED, NOT SOLD. Subject to the limited rights expressly granted hereunder, all rights, title and interest in and to all Products, including all related IP Rights, are and shall remain the sole and exclusive property of Amplify or its third-party licensors. "IP Rights" means, collectively, rights under patent, trademark, copyright and trade secret laws, and any other intellectual property or proprietary rights recognized in any country or jurisdiction worldwide. Customer shall notify Amplify of any violation of Amplify's IP Rights in the Products, and shall reasonably assist Amplify as necessary to remedy any such violation. Amplify Products are protected by patents (see <http://www.amplify.com/virtual-patent-marking>).

5. Payments. In consideration of the Products, Customer will pay to Amplify (or other party designated on the Quote) the fees specified in the Quote in full within 30 days of the date of invoice, except as otherwise agreed by the parties or for those amounts that are subject to a good faith dispute of which Customer has notified Amplify in writing. Customer shall be responsible for all state or local sales, use or gross receipts taxes, and federal excise taxes unless Customer provides a then-current tax exemption certificate in advance of the delivery, license, or performance of any Product, as applicable.

6. Shipments. Unless otherwise specified on the Quote, physical Products will be shipped FOB origin in the US (Incoterms 2010 EXW outside of the US) and are deemed accepted by Customer upon receipt. Upon acceptance of such Products, orders are non-refundable, non-returnable, and non-exchangeable, except in the case of defective or missing materials reported by Customer within 60 days of receipt.

7. Account Information. For subscription Products, the authentication of Authorized Users is based in part upon information supplied by Customer or Authorized Users, as applicable. Customer will and will cause its Authorized Users to (a) provide accurate information to Amplify or a third-party authentication service as applicable, and promptly report any changes to such information, (b) not share or allow others to use their account, (c) maintain the confidentiality and security of their account information, and (d) use the Products solely via such authorized accounts. Customer agrees to notify Amplify immediately of any unauthorized use of its or its Authorized Users' accounts or related authentication information. Amplify will not be responsible for any losses arising out of the unauthorized use of accounts created by or for Customer and its Authorized Users.

8. Confidentiality. Customer acknowledges that, in connection with this Agreement, Amplify has provided or will provide to Customer and its Authorized Users certain sensitive or proprietary information, including software, source code, assessment instruments, research, designs, methods, processes, customer lists, training materials, product documentation, know-how and trade secrets, in whatever form ("Confidential Information"). Customer agrees (a) not to use Confidential Information for any purpose other than use of the Products in accordance with this Agreement and (b) to take all steps reasonably necessary to maintain and protect the Confidential Information of Amplify in strict confidence. Confidential Information shall not include information that, as evidenced by Customer's contemporaneous written records: (i) is or becomes publicly available through no fault of Customer, (ii) is rightfully known to Customer prior to the time of its disclosure, (iii) has been independently developed by Customer without any use of the Confidential Information, or (iv) is subsequently learned from a third party not under any confidentiality obligation.

9. Student Data. Customer acknowledges and agrees that Customer is subject to federal and local laws relating to the protection of personally identifiable information of students ("PII"), including the Family Educational Rights and Privacy Act ("FERPA"), and that Amplify is obtaining such PII as a school official under Section (b) 31 of FERPA for the purpose of providing the Products hereunder. Subject to the terms and conditions of

of this Agreement, Amplify will not take any action to cause Customer to be out of compliance with FERPA or applicable state laws relating to PII. Amplify's Customer Privacy Policy at <http://www.amplify.com/customer-privacy> will govern collection, use, and disclosure of information collected or stored on behalf of Customer under this Agreement.

10. **Customer Materials.** Customer represents, warrants, and covenants that it has all the necessary rights, including consents and IP Rights, in connection with any data, information, content, and other materials provided to or collected by Amplify on behalf of Customer or its Authorized Users using the Products or otherwise in connection with this Agreement ("Customer Materials"); and that Amplify has the right to use such Customer Materials as contemplated hereunder or for any other purposes required by Customer. Customer is solely responsible for the accuracy, integrity, completeness, quality, legality, and safety of such Customer Materials. Customer is responsible for meeting hardware, software, telecommunications, and other requirements listed at <http://www.amplify.com/customer-requirements>

11. **Warranty Disclaimer.** PRODUCTS ARE PROVIDED "AS IS" AND WITHOUT WARRANTY OF ANY KIND BY AMPLIFY. AMPLIFY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY AS TO TITLE, NON-INFRINGEMENT, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OR USE. CUSTOMER ASSUMES RESPONSIBILITY FOR SELECTING THE PRODUCTS TO ACHIEVE CUSTOMER'S INTENDED RESULTS AND FOR THE ACCESS AND USE OF THE PRODUCTS, INCLUDING THE RESULTS OBTAINED FROM THE PRODUCTS. WITHOUT LIMITING THE FOREGOING, AMPLIFY MAKES NO WARRANTY THAT THE PRODUCTS WILL BE ERROR-FREE OR FREE FROM INTERRUPTIONS OR OTHER FAILURES OR WILL MEET CUSTOMER'S REQUIREMENTS. AMPLIFY IS NEITHER RESPONSIBLE NOR LIABLE FOR ANY THIRD PARTY CONTENT OR SOFTWARE INCLUDED IN PRODUCTS, INCLUDING THE ACCURACY, INTEGRITY, COMPLETENESS, QUALITY, LEGALITY, USEFULNESS OR SAFETY OF, OR IP RIGHTS RELATING TO, SUCH THIRD PARTY CONTENT AND SOFTWARE. ANY ACCESS TO OR USE OF SUCH THIRD PARTY CONTENT AND SOFTWARE MAY BE SUBJECT TO THE TERMS AND CONDITIONS AND INFORMATION COLLECTION, USAGE AND DISCLOSURE PRACTICES OF THIRD PARTIES.

12. **Limitation of Liability.** IN NO EVENT SHALL AMPLIFY BE LIABLE TO CUSTOMER OR TO ANY AUTHORIZED USER FOR ANY INCIDENTAL, SPECIAL, CONSEQUENTIAL, PUNITIVE, RELIANCE OR COVER DAMAGES, DAMAGES FOR LOST PROFITS, LOST DATA OR LOST BUSINESS, OR ANY OTHER INDIRECT DAMAGES, EVEN IF AMPLIFY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. TO THE EXTENT PERMITTED BY APPLICABLE LAW, AMPLIFY'S ENTIRE LIABILITY TO CUSTOMER OR ANY AUTHORIZED USER ARISING OUT OF PERFORMANCE OR NONPERFORMANCE BY AMPLIFY OR IN ANY WAY RELATED TO THE SUBJECT MATTER OF THIS AGREEMENT, REGARDLESS OF WHETHER THE CLAIM FOR SUCH DAMAGES IS BASED IN CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, SHALL NOT EXCEED THE AGGREGATE OF CUSTOMER'S OR ANY AUTHORIZED USER'S DIRECT DAMAGES UP TO THE FEES PAID BY CUSTOMER TO AMPLIFY FOR THE AFFECTED PORTION OF THE PRODUCTS IN THE PRIOR 12 MONTH-PERIOD. UNDER NO CIRCUMSTANCES SHALL AMPLIFY BE LIABLE FOR ANY CONSEQUENCES OF ANY UNAUTHORIZED USE OF THE PRODUCTS THAT VIOLATES THIS AGREEMENT OR ANY APPLICABLE LAW OR REGULATION.

13. **Term, Termination.** This Agreement will be in effect for the duration specified in the Quote and may be renewed or extended by mutual agreement of the parties. Without prejudice to any rights either party may have under this Agreement, in law, equity or otherwise, a party shall have the right to terminate this Agreement if the other party (or in the case of Amplify, an Authorized User) materially breaches any term, provision, warranty or representation under this Agreement and fails to correct the breach within 30 days of its receipt of written notice thereof. Upon termination, Customer will: (a) cease using the Products, (b) return, purge or destroy (as directed by Amplify) all copies of any Products and, if so requested, certify to Amplify in writing that such surrender or destruction has occurred, (c) pay any fees due and owing hereunder, and (d) not be entitled to a refund of any fees previously paid, unless otherwise specified in the Quote. Customer will be responsible the cost of any continued use of Products following such termination. Upon termination, Amplify will return or destroy any PII of students provided to Amplify hereunder. Notwithstanding the foregoing, nothing shall require Amplify to return or destroy any data that does not include PII, including de-identified information or data that is derived from access to PII but which does not contain PII. Sections 3-13 shall survive the termination of this Agreement.

14. **Miscellaneous.** This Agreement, including all addendums, attachments and the Quote, as applicable, constitutes the entire agreement between the parties relating to the subject matter hereof. The provisions of this Agreement shall supersede any conflicting terms and conditions in any Customer purchase order, other correspondence or verbal communication, and shall supersede and cancel all prior agreements, written or oral, between the parties relating to the subject matter hereof. This Agreement may not be modified except in writing signed by both parties. All defined terms in this Agreement shall apply to their singular and plural forms, as applicable. The word "including" means "including without limitation." This Agreement shall be governed by and construed and enforced in accordance with the laws of the state of New York, without giving effect to the choice of law rules thereof. This Agreement will be binding upon and inure to the benefit of the parties and their respective successors and assigns. The parties expressly understand and agree that their relationship is that of independent contractors. Nothing in this Agreement shall constitute one party as an employee, agent, joint venture partner, or servant of another. Each party is solely responsible for all of its employees and agents and its labor costs and expenses arising in connection herewith. Neither this Agreement nor any of the rights, interests or obligations hereunder may be assigned or delegated by Customer or any Authorized User without the prior written consent of Amplify. If one or more of the provisions contained in this Agreement shall for any reason be held to be unenforceable at law, such provisions shall be construed by the appropriate judicial body to limit or reduce such provision or provisions so as to be enforceable to the maximum extent compatible with applicable law. Amplify shall have no liability to Customer or to third parties for any failure or delay in performing any obligation under this Agreement due to circumstances beyond its reasonable control including acts of God or nature, fire, earthquake, flood, epidemic, strikes, labor stoppages or slowdowns, civil disturbances or terrorism, national or regional emergencies, supply shortages or delays, action by any governmental authority, or interruptions in power, communications, satellites, the Internet, or any other network.

# PURCHASE ORDER

Anderson County Purchasing Department  
Room 214 Courthouse  
100 N. Main St.  
Clinton, Tennessee 37716-3667  
Phone: (865) 457-6218

Mail Invoices To:  
Anderson County Finance Director  
Room 210 Courthouse  
100 N. Main St.  
Clinton, Tennessee 37716-3667  
Phone: (865) 457-6202

**V  
E  
N  
D  
O  
R**  
5079  
Amplify Education Inc  
55 Washington Street  
Suite 800  
Brooklyn, NY 11201

Include P.O. Number on all invoices and packages

**P.O. No: 67473**  
**S:** Anderson County Bd of Ed  
**H T:** Instruction  
**I O:** 101 S Main - Suite #503  
**P:** Clinton, TN 37716  
**ATTN TO:**

REQUISITION NO.	DELIVERY REQUIRED	SHIP VIA	TERMS & FREIGHT	DATE ISSUED	PURCHASE ORDER NO.
56513				08/11/2020	67473
ITEM	QUANTITY	ARTICLES OR SERVICES	UNIT COST	TOTAL COST	
1	1	SEE ATTACHED LIST OF ITEMS TO BE ORDERED  EMAIL PO TO: COQUINN@AMPLIFY.COM ETIPTON@ACS.AC  <i>Sole source posted on Vendor registry  Legal Terms on File.</i>	5868.520	\$5,868.52	
SUBJECT TO TERMS AND CONDITIONS FOUND AT <a href="http://www.anderson-county.com/mayor/purchasing/">http://www.anderson-county.com/mayor/purchasing/</a>			<b>TOTAL:</b>	<b>\$5,868.52</b>	

## ACCOUNTING INFORMATION:

141. -71100-429

\$5,868.52

## AUTHORIZED SIGNATURES:

DEPUTY PURCHASING AGENT

AUTHORIZED SIGNATURE  
FINANCE DEPARTMENT

I certify that the articles or services listed above have been received in the quantity specified and payment therefor is hereby approved and requested subject to the exceptions noted herein.

Approved for payment

OFFICE OR DEPARTMENT HEAD

DATE

There is an otherwise unencumbered balance to the credit of the proper appropriation, allotment or fund to meet the expenditure covered by this purchase



# Purchase Requisition

Vendor No. 5079

Requisition No. 56513

Name Chasity O-Quinn

Date Issued 7/28/2020

Company Amplify

Date Needed ASAP

Street 56 Washington St. Suite 900

Appropriation 141

City, ST, Zip Brooklyn, NY 11202

Object Code 71100-429

Email coquinn@amplify.com

**067473**

Department Curriculum & Instruction

Director Katrina Oakley

Deliver To 101 South Main St. Suite 503

Address Clinton, TN 37716

865-463-2800 ext. 2809

## Justification/Notes/Contract Information

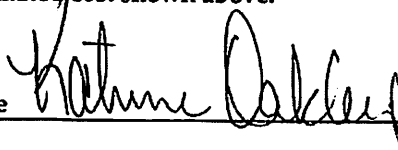
Qty	Item	Description	Unit Price	Line Total
1	9781681612119	CKLA 2nd Edition G2 Skills Individual Code Charts (25)	\$ 21.60	\$ 21.60
2	9781683911012	CKLA 2nd Edition GK Skills Student Readers, All Units (25)	\$ 538.92	\$ 1,077.84
2	9781681610750	CKLA GK Skills Blending Picture Cards	\$ 81.00	\$ 162.00
2	9781681610771	CKLA GK Skills Small Letter Card Set	\$ 216.00	\$ 432.00
2	9781681610788	CKLA GK Skills Sound Cards	\$ 32.40	\$ 64.80
2	9781681610795	CKLA GK Skills Sound Posters	\$ 70.20	\$ 140.40
2	9781681614496	CKLA G1 Skills Code Flip Book Set, Vowels/Consonants	\$ 216.00	\$ 432.00
2	9781681611433	CKLA G1 Skills Individual Code Charts (25)	\$ 21.60	\$ 43.20
2	9781681611457	CKLA G1 Skills Spelling Cards	\$ 64.80	\$ 129.60
2	9781683910961	CKLA 2nd Edition G1 Skills Student Readers, All Units (25)	\$ 754.92	\$ 1,509.84
2	9781681615493	CKLA G2 Skills Code Flip Book Set, Vowels/Consonants	\$ 216.00	\$ 432.00
2	9781681612126	CKLA G2 Skills Spelling Cards	\$ 64.80	\$ 129.60
2	9781683910978	CKLA 2nd Edition G2 Skills Student Readers, All Units (25)	\$ 646.82	\$ 1,293.64
			<b>Total</b>	<b>\$ 5,868.52</b>

Requisitioned By

  
Signature

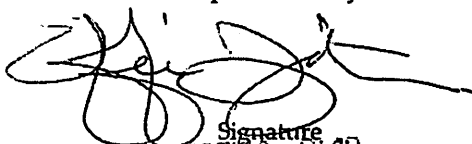
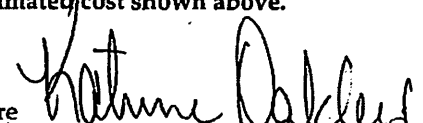
Department Head - Approved for funds not in excess of the total estimated cost shown above.

Signature



Revised 8/28/2018

Amplify PO 67473

Qty	Item	Description	Unit Price	Line Total
1	9781681612119	CKLA 2nd Edition G2 Skills Individual Code Charts (25)	\$ 21.60	\$ 21.60
2	9781683911012	CKLA 2nd Edition GK Skills Student Readers, All Units (25)	\$ 538.92	\$ 1,077.84
2	9781681610750	CKLA GK Skills Blending Picture Cards	\$ 81.00	\$ 162.00
2	9781681610771	CKLA GK Skills Small Letter Card Set	\$ 216.00	\$ 432.00
2	9781681610788	CKLA GK Skills Sound Cards	\$ 32.40	\$ 64.80
2	9781681610795	CKLA GK Skills Sound Posters	\$ 70.20	\$ 140.40
2	9781681614496	CKLA G1 Skills Code Flip Book Set, Vowels/Consonants	\$ 216.00	\$ 432.00
2	9781681611433	CKLA G1 Skills Individual Code Charts (25)	\$ 21.60	\$ 43.20
2	9781681611457	CKLA G1 Skills Spelling Cards	\$ 64.80	\$ 129.60
2	9781683910961	CKLA 2nd Edition G1 Skills Student Readers, All Units (25)	\$ 754.92	\$ 1,509.84
2	9781681615493	CKLA G2 Skills Code Flip Book Set, Vowels/Consonants	\$ 216.00	\$ 432.00
2	9781681612126	CKLA G2 Skills Spelling Cards	\$ 64.80	\$ 129.60
2	9781683910978	CKLA 2nd Edition G2 Skills Student Readers, All Units (25)	\$ 646.82	\$ 1,293.64
<b>Total</b>			<b>\$</b>	<b>5,868.52</b>
Requisitioned By		Department Head - Approved for funds not in excess of the total estimated cost shown above.		
 Signature		 Signature		Revised 8/28/2018

RCVD HUGT 20HMS-48  
A.C. GOV. PURCHASING

# PURCHASE ORDER

Anderson County Purchasing Department  
Room 214 Courthouse  
100 N. Main St.  
Clinton, Tennessee 37716-3667  
Phone: (865) 457-6218

## Mail Invoices To:

Anderson County Finance Director  
Room 210 Courthouse  
100 N. Main St.  
Clinton, Tennessee 37716-3667  
Phone: (865) 457-6202

**V** 5079  
**E** Amplify Education Inc  
**N** 55 Washington Street  
**D** Suite 800  
**O** Brooklyn, NY 11201  
**R**

Include P.O. Number on all invoices and packages

**P.O. No.** 67472  
**S** Anderson County Bd Of Ed  
**H T** Title I - K Oakley  
**I O** 101 S Main - Suite #504  
**P** Clinton, TN 37716  
**ATTN TO:**

REQUISITION NO.	DELIVERY REQUIRED	SHIP VIA	TERMS & FREIGHT	DATE ISSUED	PURCHASE ORDER NO.
61003				08/11/2020	67472

ITEM	QUANTITY	ARTICLES OR SERVICES	UNIT COST	TOTAL COST
1	1	<p>MULTIPLE ITEMS PER QUOTE #Q-25577-1</p> <p>EMAIL PO TO: COQUINN@AMPLIFY.COM ETIPTON@ACS.AC</p> <p style="font-size: 1.2em; font-family: cursive;">Sole source posted on Vendor registry Legal Terms on File -</p>	46415.160	\$46,415.16
			<b>TOTAL:</b>	<b>\$46,415.16</b>

SUBJECT TO TERMS AND CONDITIONS FOUND AT: <http://www.anderson-county.com/mayor/purchasing/>

<p><b>ACCOUNTING INFORMATION:</b></p> <p>141. -71100-429 <span style="float: right;">\$46,415.16</span></p>	<p><b>AUTHORIZED SIGNATURES:</b></p> <div style="border-top: 1px solid black; text-align: center; margin: 10px 0;"> DEPUTY PURCHASING AGENT </div> <div style="border-top: 1px solid black; text-align: center; margin: 10px 0;"> AUTHORIZED SIGNATURE FINANCE DEPARTMENT </div> <p style="font-size: 0.8em; margin-top: 20px;">There is an otherwise unencumbered balance to the credit of the proper appropriation, allotment or fund to meet the expenditure covered by this purchase</p>
---	--


I certify that the articles or services listed above have been received in the quantity specified and payment therefore is hereby approved and requested subject to the exceptions noted herein.

Approved for payment \_\_\_\_\_

OFFICE OR DEPARTMENT HEAD
DATE



# Purchase Requisition

 <b>Vendor No.</b> <u>5079</u>		<b>Requisition No.</b> <u>61003</u>	
<b>Name</b> <u>Amplify</u>		<b>Date Issued</b> <u>7-24</u>	
<b>Company</b> <u>ATTN: Chasity O'Quinn</u>		<b>Date Needed</b> <u>ASAP</u>	
<b>Street</b> <u>56 Washington St, Suite 900</u>		<b>Appropriation</b> <u>Title I,A - 142.101</u>	
<b>City, ST, Zip</b> <u>Brooklyn, NY 11202</u>		<b>Object Code</b> <u>71100-429</u>	
<b>Phone</b> 800-823-1969 <b>FAX:</b> 646-403-4700 <b>EMAIL:</b> coquinn@amplify.com			

**Department Anderson County Board of Education**

**Office Federal Programs**

**Deliver To** Katrina Oakley, Director of Federal Projects

**ANDERSON COUNTY SCHOOLS**

**Address** 101 S. Main Street, Suite 504

Clinton, TN 37716-3622

**For: AES**

**FES**

**BES**

**GOES**

**CES**

**LCES**

**DVES**

**NWES**

### Justification/Notes/Contract Information

Per state law, all students in Kindergarten through second grade are required to participate in a foundational skills curriculum to become proficient readers and writers by third grade. Tennessee state standards represent a progression beginning with foundational skills to the sophisticated application of oral and written language. These phonics materials will be used in alignment with the TN Foundational Skills Curriculum Supplement. These supplemental resources and curriculum follow evidenced-based research and are carefully crafted in order to build a solid foundation for kindergarten through grade two early literacy. All materials will help raise literacy proficiency by third grade which is also a school wide goal.

[illegible]

**NOT TO EXCEED**

**Total \$ 46,415.16**

Requisitioned By

Signature

**Department Head - Approved for funds not in excess of the total estimated cost shown above.**

Signature Kathrine Blakey

Revised 8/28/2018

Amplify PO 61472

**ANDERSON COUNTY SCHOOLS**

Katrina Oakley, Director of Federal Projects

101 S. Main Street, Suite 504

Clinton, TN 37716

Phone: (865) 463-2800 Ext.2830 Fax#: 865-457-7019

61003

Requisition #

VENDOR: Amplify

DATE: 07/14/20

ADDRESS: ATTN: Chasity O'Quinn

SCHOOL: T.I

56 Washington St, Suite 900

PROJECT: Phonics

Brooklyn, NY 11202

TEACHER: Wade

PHONE: 800-823-1969

FAX: 646-403-4700

EMAIL: coquinn@amplify.com

**VENDOR: Please supply & ship the following items to above address ASAP. If there should be any questions, call or fax to the above address.**

Item #	Catalog Page #	Qty	Catalog Order #	Description	Unit Price	Total Amount
		16	9781681612119	CKLA 2nd Edition G2 Skills Individual Code Charts (25)	21.60	345.60
		13	9781683911012	CKLA 2nd Edition GK Skills Student Readers, All Units (25)	538.92	7,005.96
		18	9781681610750	CKLA GK Skills Blending Picture Cards	81.00	1,458.00
		18	9781681610771	CKLA GK Skills Small Letter Card Set	216.00	3,888.00
		18	9781681610788	CKLA GK Skills Sound Cards	32.40	583.20
		18	9781681610795	CKLA GK Skills Sound Posters	70.20	1,263.60
		18	9781681614496	CKLA G1 Skills Code Flip Book Set, Vowels/Consonants	216.00	3,888.00
		16	9781681611433	CKLA G1 Skills Individual Code Charts (25)	21.60	345.60
		18	9781681611457	CKLA G1 Skills Spelling Cards	64.80	1,166.40
		16	9781683910961	CKLA 2nd Edition G1 Skills Student Readers, All Units (25)	754.92	12,078.72
		19	9781681615493	CKLA G2 Skills Code Flip Book Set, Vowels/Consonants	216.00	4,104.00
		19	9781681612126	CKLA G2 Skills Spelling Cards	64.80	1,231.20
		14	9781683910978	CKLA 2nd Edition G2 Skills Student Readers, All Units (25)	646.92	9,056.88
<b>TOTAL</b>						46,415.16
<b>DISCOUNT</b>						0.00
<b>SUBTOTAL</b>						46,415.16
<b>S&amp;H CHGS</b>						0.00
<b>GRAND TOTAL</b>						46,415.16

**Quote # Q-25577-1**

**DOES THIS REQUEST TIE IN WITH YOUR SCHOOL IMPROVEMENT PLAN? YES**

**STATE THE GOAL AND STRATEGY BEING ADDRESSED:**

Per state law, all students in Kindergarten through second grade are required to participate in a foundational skills curriculum to become proficient readers and writers by third grade. Tennessee state standards represent a progression beginning with foundational skills to the sophisticated application of oral and written language. These phonics materials will be used in alignment with the TN Foundational Skills Curriculum Supplement. These supplemental resources and curriculum follow evidenced-based research and are carefully crafted in order to build a solid foundation for kindergarten through grade two early literacy. All materials will help raise literacy proficiency by third grade which is also a school wide goal.

DATE \_\_\_\_\_

SIGNED \_\_\_\_\_

*See Attached*

Principal's Signature

☒ Approved

☐ Denied

*Katrina Oakley*

Katrina Oakley, Director of Federal Projects

Amplify PO 67472

**ANDERSON COUNTY SCHOOLS**

Katrina Oakley, Director of Federal Projects

101 S. Main Street, Suite 504

Clinton, TN 37716

Phone: (865) 463-2800 Ext.2830 Fax#: 865-457-7019

Requisition #

VENDOR: Amplify

DATE: 07/14/20

ADDRESS: ATTN: Chasity O'Quinn

SCHOOL: AES

56 Washington St, Suite 900

PROJECT: Phonics

Brooklyn, NY 11202

TEACHER: Cain

PHONE: 800-823-1969

FAX: 646-403-4700

EMAIL: coquinn@amplify.com

**VENDOR: Please supply & ship the following items to above address ASAP. If there should be any questions, call or fax to the above address.**

Item #	Catalog Page #	Qty	Catalog Order #	Description	Unit Price	Total Amount
		2	9781681612119	CKLA 2nd Edition G2 Skills Individual Code Charts (25)	21.60	43.20
		2	9781683911012	CKLA 2nd Edition GK Skills Student Readers, All Units (25)	538.92	1,077.84
		3	9781681610750	CKLA GK Skills Blending Picture Cards	81.00	243.00
		3	9781681610771	CKLA GK Skills Small Letter Card Set	216.00	648.00
		3	9781681610788	CKLA GK Skills Sound Cards	32.40	97.20
		3	9781681610795	CKLA GK Skills Sound Posters	70.20	210.60
		3	9781681614496	CKLA G1 Skills Code Flip Book Set, Vowels/Consonants	216.00	648.00
		2	9781681611433	CKLA G1 Skills Individual Code Charts (25)	21.60	43.20
		3	9781681611457	CKLA G1 Skills Spelling Cards	64.80	194.40
		2	9781683910961	CKLA 2nd Edition G1 Skills Student Readers, All Units (25)	754.92	1,509.84
		3	9781681615493	CKLA G2 Skills Code Flip Book Set, Vowels/Consonants	216.00	648.00
		3	9781681612126	CKLA G2 Skills Spelling Cards	64.80	194.40
		2	9781683910978	CKLA 2nd Edition G2 Skills Student Readers, All Units (25)	646.92	1,293.84
<b>Quote #</b>						<b>TOTAL</b> 6,851.52
						<b>DISCOUNT</b> 0.00
						<b>SUBTOTAL</b> 6,851.52
						<b>S&amp;H CHGS</b> 0.00
						<b>GRAND TOTAL</b> 6,851.52

DOES THIS REQUEST TIE IN WITH YOUR SCHOOL IMPROVEMENT PLAN? YES

STATE THE GOAL AND STRATEGY BEING ADDRESSED:

DATE \_\_\_\_\_

SIGNED \_\_\_\_\_

Principal's Signature

☐

Approved

☐

Denied

Katrina Oakley, Director of Federal Projects

Amplify PO 67472

**ANDERSON COUNTY SCHOOLS**

Katrina Oakley, Director of Federal Projects

101 S. Main Street, Suite 504

Clinton, TN 37716

Phone: (865) 463-2800 Ext.2830 Fax#: 865-457-7019

Requisition #

VENDOR: Amplify

DATE: 07/14/20

ADDRESS: ATTN: Chasity O'Quinn

SCHOOL: BES

56 Washington St, Suite 900

PROJECT: Phonics

Brooklyn, NY 11202

TEACHER: Charles

PHONE: 800-823-1969

FAX: 646-403-4700

EMAIL: coquinn@amplify.com

**VENDOR: Please supply & ship the following items to above address ASAP. If there should be any questions, call or fax to the above address.**

Item #	Catalog Page #	Qty	Catalog Order #	Description	Unit Price	Total Amount
		1	9781681612119	CKLA 2nd Edition G2 Skills Individual Code Charts (25)	21.60	21.60
		1	9781683911012	CKLA 2nd Edition GK Skills Student Readers, All Units (25)	538.92	538.92
		1	9781681610750	CKLA GK Skills Blending Picture Cards	81.00	81.00
		1	9781681610771	CKLA GK Skills Small Letter Card Set	216.00	216.00
		1	9781681610788	CKLA GK Skills Sound Cards	32.40	32.40
		1	9781681610795	CKLA GK Skills Sound Posters	70.20	70.20
		1	9781681614496	CKLA G1 Skills Code Flip Book Set, Vowels/Consonants	216.00	216.00
		1	9781681611433	CKLA G1 Skills Individual Code Charts (25)	21.60	21.60
		1	9781681611457	CKLA G1 Skills Spelling Cards	64.80	64.80
		1	9781683910961	CKLA 2nd Edition G1 Skills Student Readers, All Units (25)	754.92	754.92
		1	9781681615493	CKLA G2 Skills Code Flip Book Set, Vowels/Consonants	216.00	216.00
		1	9781681612126	CKLA G2 Skills Spelling Cards	64.80	64.80
		1	9781683910978	CKLA 2nd Edition G2 Skills Student Readers, All Units (25)	646.92	646.92
<b>Quote #</b>					<b>TOTAL</b>	2,945.16
					<b>DISCOUNT</b>	0.00
					<b>SUBTOTAL</b>	2,945.16
					<b>S&amp;H CHGS</b>	0.00
					<b>GRAND TOTAL</b>	2,945.16

DOES THIS REQUEST TIE IN WITH YOUR SCHOOL IMPROVEMENT PLAN? YES

STATE THE GOAL AND STRATEGY BEING ADDRESSED:

DATE \_\_\_\_\_

SIGNED \_\_\_\_\_

Principal's Signature

☐

Approved

☐

Denied

Katrina Oakley, Director of Federal Projects

Amplify PO 67472

**ANDERSON COUNTY SCHOOLS**

Katrina Oakley, Director of Federal Projects

101 S. Main Street, Suite 504

Clinton, TN 37716

Phone: (865) 463-2800 Ext.2830 Fax#: 865-457-7019

Requisition #

VENDOR: Amplify

DATE: 07/14/20

ADDRESS: ATTN: Chasity O'Quinn

SCHOOL: CES

56 Washington St, Suite 900

PROJECT: Phonics

Brooklyn, NY 11202

TEACHER: Ahlstedt

PHONE: 800-823-1969

FAX: 646-403-4700

EMAIL: coquinn@amplify.com

**VENDOR: Please supply & ship the following items to above address ASAP. If there should be any questions, call or fax to the above address.**

Item #	Catalog Page #	Qty	Catalog Order #	Description	Unit Price	Total Amount
		3	9781681612119	CKLA 2nd Edition G2 Skills Individual Code Charts (25)	21.60	64.80
		2	9781683911012	CKLA 2nd Edition GK Skills Student Readers, All Units (25)	538.92	1,077.84
		4	9781681610750	CKLA GK Skills Blending Picture Cards	81.00	324.00
		4	9781681610771	CKLA GK Skills Small Letter Card Set	216.00	864.00
		4	9781681610788	CKLA GK Skills Sound Cards	32.40	129.60
		4	9781681610795	CKLA GK Skills Sound Posters	70.20	280.80
		4	9781681614496	CKLA G1 Skills Code Flip Book Set, Vowels/Consonants	216.00	864.00
		3	9781681611433	CKLA G1 Skills Individual Code Charts (25)	21.60	64.80
		4	9781681611457	CKLA G1 Skills Spelling Cards	64.80	259.20
		3	9781683910961	CKLA 2nd Edition G1 Skills Student Readers, All Units (25)	754.92	2,264.76
		4	9781681615493	CKLA G2 Skills Code Flip Book Set, Vowels/Consonants	216.00	864.00
		4	9781681612126	CKLA G2 Skills Spelling Cards	64.80	259.20
		3	9781683910978	CKLA 2nd Edition G2 Skills Student Readers, All Units (25)	646.92	1,940.76
<b>Quote #</b>						<b>TOTAL</b> 9,257.76
						<b>DISCOUNT</b> 0.00
						<b>SUBTOTAL</b> 9,257.76
						<b>S&amp;H CHGS</b> 0.00
						<b>GRAND TOTAL</b> 9,257.76

DOES THIS REQUEST TIE IN WITH YOUR SCHOOL IMPROVEMENT PLAN? YES

STATE THE GOAL AND STRATEGY BEING ADDRESSED:

DATE \_\_\_\_\_

SIGNED \_\_\_\_\_

Principal's Signature

☐

Approved

☐

Denied

Katrina Oakley, Director of Federal Projects

Amplify TO 0 14 12

# ANDERSON COUNTY SCHOOLS

Katrina Oakley, Director of Federal Projects

101 S. Main Street, Suite 504

Clinton, TN 37716

Phone: (865) 463-2800 Ext.2830 Fax#: 865-457-7019

Requisition #

VENDOR: Amplify

DATE: 07/14/20

ADDRESS: ATTN: Chasity O'Quinn

SCHOOL: DVES

56 Washington St, Suite 900

PROJECT: Phonics

Brooklyn, NY 11202

TEACHER: Charles

PHONE: 800-823-1969

FAX: 646-403-4700

EMAIL: coquinn@amplify.com

**VENDOR: Please supply & ship the following items to above address ASAP. If there should be any questions, call or fax to the above address.**

Item #	Catalog Page #	Qty	Catalog Order #	Description	Unit Price	Total Amount
		1	9781681612119	CKLA 2nd Edition G2 Skills Individual Code Charts (25)	21.60	21.60
		1	9781683911012	CKLA 2nd Edition GK Skills Student Readers, All Units (25)	538.92	538.92
		1	9781681610750	CKLA GK Skills Blending Picture Cards	81.00	81.00
		1	9781681610771	CKLA GK Skills Small Letter Card Set	216.00	216.00
		1	9781681610788	CKLA GK Skills Sound Cards	32.40	32.40
		1	9781681610795	CKLA GK Skills Sound Posters	70.20	70.20
		1	9781681614496	CKLA G1 Skills Code Flip Book Set, Vowels/Consonants	216.00	216.00
		1	9781681611433	CKLA G1 Skills Individual Code Charts (25)	21.60	21.60
		1	9781681611457	CKLA G1 Skills Spelling Cards	64.80	64.80
		1	9781683910961	CKLA 2nd Edition G1 Skills Student Readers, All Units (25)	754.92	754.92
		1	9781681615493	CKLA G2 Skills Code Flip Book Set, Vowels/Consonants	216.00	216.00
		1	9781681612126	CKLA G2 Skills Spelling Cards	64.80	64.80
		1	9781683910978	CKLA 2nd Edition G2 Skills Student Readers, All Units (25)	646.92	646.92
<b>Quote #</b>						<b>TOTAL</b>
						2,945.16
						<b>DISCOUNT</b>
						0.00
						<b>SUBTOTAL</b>
						2,945.16
						<b>S&amp;H CHGS</b>
						0.00
						<b>GRAND TOTAL</b>
						2,945.16

DOES THIS REQUEST TIE IN WITH YOUR SCHOOL IMPROVEMENT PLAN? YES

STATE THE GOAL AND STRATEGY BEING ADDRESSED:

DATE \_\_\_\_\_

SIGNED \_\_\_\_\_

Principal's Signature

☐

Approved

☐

Denied

Katrina Oakley, Director of Federal Projects

Amplify

PO 61412

**ANDERSON COUNTY SCHOOLS**

Katrina Oakley, Director of Federal Projects

101 S. Main Street, Suite 504

Clinton, TN 37716

Phone: (865) 463-2800 Ext.2830 Fax#: 865-457-7019

Requisition #

VENDOR: Amplify

DATE: 07/14/20

ADDRESS: ATTN: Chasity O'Quinn

SCHOOL: FES

56 Washington St, Suite 900

PROJECT: Phonics

Brooklyn, NY 11202

TEACHER: Batchellor

PHONE: 800-823-1969

FAX: 646-403-4700

EMAIL: coquinn@amplify.com

**VENDOR: Please supply & ship the following items to above address ASAP. If there should be any questions, call or fax to the above address.**

Item #	Catalog Page #	Qty	Catalog Order #	Description	Unit Price	Total Amount
		2	9781681612119	CKLA 2nd Edition G2 Skills Individual Code Charts (25)	21.60	43.20
		2	9781683911012	CKLA 2nd Edition GK Skills Student Readers, All Units (25)	538.92	1,077.84
		2	9781681610750	CKLA GK Skills Blending Picture Cards	81.00	162.00
		2	9781681610771	CKLA GK Skills Small Letter Card Set	216.00	432.00
		2	9781681610788	CKLA GK Skills Sound Cards	32.40	64.80
		2	9781681610795	CKLA GK Skills Sound Posters	70.20	140.40
		2	9781681614496	CKLA G1 Skills Code Flip Book Set, Vowels/Consonants	216.00	432.00
		2	9781681611433	CKLA G1 Skills Individual Code Charts (25)	21.60	43.20
		2	9781681611457	CKLA G1 Skills Spelling Cards	64.80	129.60
		3	9781683910961	CKLA 2nd Edition G1 Skills Student Readers, All Units (25)	754.92	2,264.76
		3	9781681615493	CKLA G2 Skills Code Flip Book Set, Vowels/Consonants	216.00	648.00
		3	9781681612126	CKLA G2 Skills Spelling Cards	64.80	194.40
		2	9781683910978	CKLA 2nd Edition G2 Skills Student Readers, All Units (25)	646.92	1,293.84
<b>Quote #</b>						<b>TOTAL</b> 6,926.04
						<b>DISCOUNT</b> 0.00
						<b>SUBTOTAL</b> 6,926.04
						<b>S&amp;H CHGS</b> 0.00
						<b>GRAND TOTAL</b> 6,926.04

DOES THIS REQUEST TIE IN WITH YOUR SCHOOL IMPROVEMENT PLAN? YES

STATE THE GOAL AND STRATEGY BEING ADDRESSED:

DATE \_\_\_\_\_

SIGNED \_\_\_\_\_

Principal's Signature

☐

Approved

☐

Denied

Katrina Oakley, Director of Federal Projects

Amplify PO 67472

**ANDERSON COUNTY SCHOOLS**

Katrina Oakley, Director of Federal Projects

101 S. Main Street, Suite 504

Clinton, TN 37716

Phone: (865) 463-2800 Ext.2830 Fax#: 865-457-7019

Requisition #

VENDOR: Amplify

DATE: 07/14/20

ADDRESS: ATTN: Chasity O'Quinn

SCHOOL: GOES

56 Washington St, Suite 900

PROJECT: Phonics

Brooklyn, NY 11202

TEACHER: Ferris

PHONE: 800-823-1969

FAX: 646-403-4700

EMAIL: coquinn@amplify.com

**VENDOR: Please supply & ship the following items to above address ASAP. If there should be any questions, call or fax to the above address.**

Item #	Catalog Page #	Qty	Catalog Order #	Description	Unit Price	Total Amount
		2	9781681612119	CKLA 2nd Edition G2 Skills Individual Code Charts (25)	21.60	43.20
		2	9781683911012	CKLA 2nd Edition GK Skills Student Readers, All Units (25)	538.92	1,077.84
		2	9781681610750	CKLA GK Skills Blending Picture Cards	81.00	162.00
		2	9781681610771	CKLA GK Skills Small Letter Card Set	216.00	432.00
		2	9781681610788	CKLA GK Skills Sound Cards	32.40	64.80
		2	9781681610795	CKLA GK Skills Sound Posters	70.20	140.40
		2	9781681614496	CKLA G1 Skills Code Flip Book Set, Vowels/Consonants	216.00	432.00
		2	9781681611433	CKLA G1 Skills Individual Code Charts (25)	21.60	43.20
		2	9781681611457	CKLA G1 Skills Spelling Cards	64.80	129.60
		2	9781683910961	CKLA 2nd Edition G1 Skills Student Readers, All Units (25)	754.92	1,509.84
		2	9781681615493	CKLA G2 Skills Code Flip Book Set, Vowels/Consonants	216.00	432.00
		2	9781681612126	CKLA G2 Skills Spelling Cards	64.80	129.60
		2	9781683910978	CKLA 2nd Edition G2 Skills Student Readers, All Units (25)	646.92	1,293.84
<b>Quote #</b>						<b>TOTAL</b> 5,890.32
						<b>DISCOUNT</b> 0.00
						<b>SUBTOTAL</b> 5,890.32
						<b>S&amp;H CHGS</b> 0.00
						<b>GRAND TOTAL</b> 5,890.32

DOES THIS REQUEST TIE IN WITH YOUR SCHOOL IMPROVEMENT PLAN? YES

STATE THE GOAL AND STRATEGY BEING ADDRESSED:

DATE \_\_\_\_\_

SIGNED \_\_\_\_\_

Principal's Signature

☐

Approved

☐

Denied

Katrina Oakley, Director of Federal Projects

Amplify PO 61412

**ANDERSON COUNTY SCHOOLS**

Katrina Oakley, Director of Federal Projects

101 S. Main Street, Suite 504

Clinton, TN 37716

Phone: (865) 463-2800 Ext.2830 Fax#: 865-457-7019

Requisition #

VENDOR: Amplify DATE: 07/14/20  
 ADDRESS: ATTN: Chasity O'Quinn SCHOOL: LCES  
 56 Washington St, Suite 900 PROJECT: Phonics  
 Brooklyn, NY 11202 TEACHER: Woodruff  
 PHONE: 800-823-1969 FAX: 646-403-4700 EMAIL: coquinn@amplify.com

**VENDOR: Please supply & ship the following items to above address ASAP. If there should be any questions, call or fax to the above address.**

Item #	Catalog Page #	Qty	Catalog Order #	Description	Unit Price	Total Amount
		3	9781681612119	CKLA 2nd Edition G2 Skills Individual Code Charts (25)	21.60	64.80
		2	9781683911012	CKLA 2nd Edition GK Skills Student Readers, All Units (25)	538.92	1,077.84
		3	9781681610750	CKLA GK Skills Blending Picture Cards	81.00	243.00
		3	9781681610771	CKLA GK Skills Small Letter Card Set	216.00	648.00
		3	9781681610788	CKLA GK Skills Sound Cards	32.40	97.20
		3	9781681610795	CKLA GK Skills Sound Posters	70.20	210.60
		3	9781681614496	CKLA G1 Skills Code Flip Book Set, Vowels/Consonants	216.00	648.00
		3	9781681611433	CKLA G1 Skills Individual Code Charts (25)	21.60	64.80
		3	9781681611457	CKLA G1 Skills Spelling Cards	64.80	194.40
		2	9781683910961	CKLA 2nd Edition G1 Skills Student Readers, All Units (25)	754.92	1,509.84
		3	9781681615493	CKLA G2 Skills Code Flip Book Set, Vowels/Consonants	216.00	648.00
		3	9781681612126	CKLA G2 Skills Spelling Cards	64.80	194.40
		2	9781683910978	CKLA 2nd Edition G2 Skills Student Readers, All Units (25)	646.92	1,293.84
<b>Quote #</b>					<b>TOTAL</b>	6,894.72
					<b>DISCOUNT</b>	0.00
					<b>SUBTOTAL</b>	6,894.72
					<b>S&amp;H CHGS</b>	0.00
					<b>GRAND TOTAL</b>	6,894.72

**DOES THIS REQUEST TIE IN WITH YOUR SCHOOL IMPROVEMENT PLAN? YES**

**STATE THE GOAL AND STRATEGY BEING ADDRESSED:**

DATE \_\_\_\_\_ SIGNED \_\_\_\_\_

Principal's Signature

☐ Approved

☐ Denied

Katrina Oakley, Director of Federal Projects

Amplify PO 61472

# ANDERSON COUNTY SCHOOLS

Katrina Oakley, Director of Federal Projects

101 S. Main Street, Suite 504

Clinton, TN 37716

Phone: (865) 463-2800 Ext.2830 Fax#: 865-457-7019

Requisition #

VENDOR: Amplify

DATE: 07/14/20

ADDRESS: ATTN: Chasity O'Quinn

SCHOOL: NWES

56 Washington St, Suite 900

PROJECT: Phonics

Brooklyn, NY 11202

TEACHER: Foust

PHONE: 800-823-1969

FAX: 646-403-4700

EMAIL: coquinn@amplify.com

**VENDOR: Please supply & ship the following items to above address ASAP. If there should be any questions, call or fax to the above address.**

Item #	Catalog Page #	Qty	Catalog Order #	Description	Unit Price	Total Amount
		2	9781681612119	CKLA 2nd Edition G2 Skills Individual Code Charts (25)	21.60	43.20
		1	9781683911012	CKLA 2nd Edition GK Skills Student Readers, All Units (25)	538.92	538.92
		2	9781681610750	CKLA GK Skills Blending Picture Cards	81.00	162.00
		2	9781681610771	CKLA GK Skills Small Letter Card Set	216.00	432.00
		2	9781681610788	CKLA GK Skills Sound Cards	32.40	64.80
		2	9781681610795	CKLA GK Skills Sound Posters	70.20	140.40
		2	9781681614496	CKLA G1 Skills Code Flip Book Set, Vowels/Consonants	216.00	432.00
		2	9781681611433	CKLA G1 Skills Individual Code Charts (25)	21.60	43.20
		2	9781681611457	CKLA G1 Skills Spelling Cards	64.80	129.60
		2	9781683910961	CKLA 2nd Edition G1 Skills Student Readers, All Units (25)	754.92	1,509.84
		2	9781681615493	CKLA G2 Skills Code Flip Book Set, Vowels/Consonants	216.00	432.00
		2	9781681612126	CKLA G2 Skills Spelling Cards	64.80	129.60
		1	9781683910978	CKLA 2nd Edition G2 Skills Student Readers, All Units (25)	646.92	646.92
<b>Quote #</b>					<b>TOTAL</b>	4,704.48
					<b>DISCOUNT</b>	0.00
					<b>SUBTOTAL</b>	4,704.48
					<b>S&amp;H CHGS</b>	0.00
					<b>GRAND TOTAL</b>	4,704.48

DOES THIS REQUEST TIE IN WITH YOUR SCHOOL IMPROVEMENT PLAN? YES

STATE THE GOAL AND STRATEGY BEING ADDRESSED:

DATE \_\_\_\_\_

SIGNED \_\_\_\_\_

Principal's Signature

☐

Approved

☐

Denied

Katrina Oakley, Director of Federal Projects