

**BUDGET COMMITTEE AGENDA**  
**July 7, 2022 AT 4:00 PM, Room 312**



1. Cash and Fund Balance Report, etc.....Robby Holbrook
2. Highway/Gary Long ..... Appropriation (1)
3. Tourism/Stephanie Wells ..... Appropriation (2)
4. Mayor/Terry Frank ..... Transfer & Appropriations (3-7)
5. Finance/VOCA Grant/Randy Walters ..... Transfer (8)

**SECTIONS:**

- EMA Grant Opportunity ..... (A)
- New Business ..... (B)
- Old Business ..... (C)

**ANDERSON COUNTY GOVERNMENT  
CASH AND FUND BALANCE REPORT  
June 30, 2022**

FUND	DESCRIPTION	NON-SPENDABLE	RESTRICTED FUNDS	COMMITTED FUNDS	ASSIGNED FUNDS	UNASSIGNED FUND BALANCE	TOTAL FUND BALANCE	CASH
101	General Fund	\$ -	\$ 967,726	\$ 1,697,765	\$ 3,114,882	\$ 6,998,417 *	\$ 12,778,790	\$ 17,596,226
115	Library Fund	\$ -	\$ 270,682		\$ -	\$ -	\$ 270,682	\$ 379,046
116	Solid Waste/Sanitation Fund	\$ -	\$ 147,087	\$ -	\$ -	\$ -	\$ 147,087	\$ 426,549
118	Ambulance Fund	\$ -		\$ -	\$ -	\$ 930,818	\$ 930,818	\$ 877,580
121	American Rescue Plan							\$ 6,641,768
122	Drug Control Fund	\$ -	\$ 150,936	\$ 8,754	\$ -	\$ -	\$ 159,690	\$ 170,155
127	Channel 95 Fund	\$ -	\$ -	\$ -	\$ 62,520	\$ -	\$ 62,520	\$ 43,026
128	Tourism Fund	\$ -	\$ 237,796	\$ -	\$ 200,000	\$ -	\$ 437,796	\$ 570,223
131	Highway Fund	\$ 44,257	\$ 269,737	\$ 650,889	\$ -	\$ -	\$ 964,883	\$ 4,394,331
141	General Purpose School Fund	\$ -	\$ -	\$ 10,783,248	\$ -	\$ -	\$ 10,783,248	\$ 16,935,943
143	Central Cafeteria	\$ 144,351	\$ 1,784,310	\$ -	\$ -	\$ -	\$ 1,928,661	\$ 3,481,321
151	General Debt Service Fund	\$ -	\$ 515,512	\$ -	\$ -	\$ -	\$ 515,512	\$ 569,499
152	Rural Debt Service Fund	\$ -	\$ 337,093	\$ -	\$ -	\$ -	\$ 337,093	\$ 374,502
156	Education Debt Service Fund	\$ -	\$ 179,076	\$ 118,995	\$ -	\$ -	\$ 298,071	\$ 372,471
171	Capital Projects Fund	\$ -	\$ 133,404	\$ -	\$ -	\$ -	\$ 133,404	\$ 232,921
177	Education Capital Projects Fund		\$ 261,535	\$ -	\$ -	\$ -	\$ 261,535	\$ 524,053
263	Employee Benefit Fund	\$ 38,412	\$ -	\$ -	\$ 1,154,648	\$ -	\$ 1,193,060	\$ 1,423,971

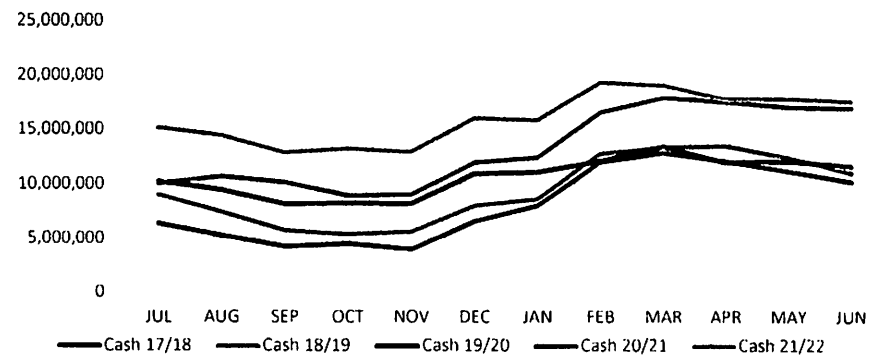
\* General Unassigned Fund Balance limit of \$5.5MM requiring 2/3 (11) votes for budget amendments.

**Cash Trends**

June

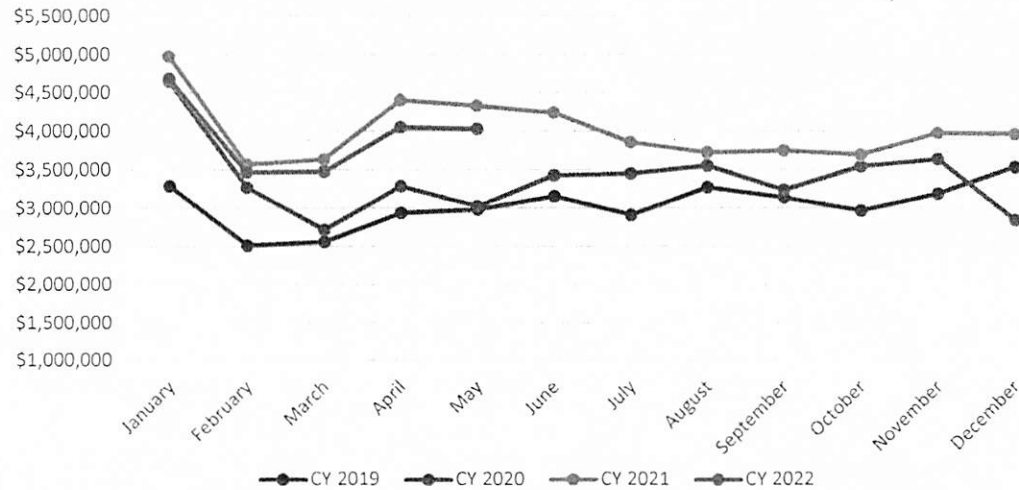
Cash 17/18	10,202,757
Cash 18/19	11,086,778
Cash 19/20	11,627,506
Cash 20/21	16,988,964
Cash 21/22	17,596,226

**General Fund Cash Trends**



2021	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Out of State	Total	
January	\$691,871.40	\$854,569.43	\$85,449.26	\$50,747.19	\$3,189,118.59	\$109,064.61	\$0.00	\$4,980,820.48	7%
February	\$413,424.62	\$676,048.10	\$92,017.51	\$35,736.38	\$2,257,224.79	\$98,481.85	\$0.00	\$3,572,933.25	9%
March	\$488,539.04	\$647,647.04	\$71,405.00	\$30,856.85	\$2,310,754.03	\$85,812.20	\$0.00	\$3,635,014.16	34%
April	\$624,772.56	\$812,005.66	\$97,027.21	\$40,761.43	\$2,716,162.53	\$112,327.65	\$0.00	\$4,403,057.04	34%
May	\$673,349.68	\$807,388.91	\$95,601.75	\$38,539.38	\$2,616,176.72	\$98,852.41	\$0.00	\$4,329,908.85	43%
June	\$615,785.15	\$796,440.98	\$93,263.38	\$41,701.20	\$2,591,565.86	\$99,347.49	\$0.00	\$4,238,104.06	24%
July	\$407,603.66	\$785,470.40	\$91,806.89	\$40,670.36	\$2,432,412.87	\$94,819.67	\$0.00	\$3,852,783.85	12%
August	\$456,077.54	\$802,749.42	\$97,586.84	\$43,571.75	\$2,182,189.29	\$97,660.79	\$44,262.69	\$3,724,098.00	5%
September	\$539,632.32	\$755,635.19	\$83,993.88	\$40,787.96	\$2,178,398.70	\$98,324.41	\$50,309.65	\$3,747,082.11	16%
October	\$470,538.70	\$752,477.64	\$85,136.07	\$39,407.18	\$2,206,948.54	\$93,698.08	\$47,405.21	\$3,695,611.42	4%
November	\$467,327.65	\$798,314.42	\$87,797.36	\$39,262.25	\$2,481,292.11	\$96,989.76	\$1,278.48	\$3,972,262.03	9%
December	\$483,069.51	\$810,960.52	\$91,963.07	\$41,383.87	\$2,371,212.97	\$101,528.62	\$58,556.19	\$3,958,674.75	39%
Totals:	\$6,331,991.83	\$9,299,707.71	\$1,073,048.22	\$483,425.80	\$29,533,457.00	\$1,186,907.54	\$201,812.22	\$48,110,350.00	18%
2022	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Out of State	Total	
January	\$615,812.45	\$892,295.96	\$93,316.61	\$49,900.80	\$2,843,125.00	\$115,470.14	\$75,812.88	\$4,685,733.84	-6%
February	\$429,817.27	\$717,851.17	\$74,136.05	\$35,394.82	\$2,050,119.71	\$95,164.41	\$67,621.40	\$3,470,104.83	-3%
March	\$454,447.30	\$737,632.32	\$75,731.20	\$36,509.28	\$2,015,353.91	\$99,798.51	\$61,122.57	\$3,480,595.09	-4%
April	\$516,120.20	\$864,568.13	\$89,467.15	\$41,931.81	\$2,363,098.83	\$131,877.27	\$48,259.23	\$4,055,322.62	-8%
May	\$512,950.86	\$870,049.07	\$89,986.89	\$44,955.50	\$2,368,033.04	\$111,782.29	\$32,120.00	\$4,029,877.65	-7%
June								\$0.00	-100%
July								\$0.00	-100%
August								\$0.00	-100%
September								\$0.00	-100%
October									-100%
November									-100%
December									-100%
Totals:									-100%

Local Option Sales Tax - Total Net Collections



### TYPE OF AMENDMENT

0082465

~~APPROPRIATION:~~

7/1/2022

~~\_\_\_\_\_~~

7-1-2022

Gary Long Road Superintendent

Highway

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

a State Aid reimbursement from June 2022

Please attach additional sheet if more information is needed

## ANDERSON COUNTY BUDGET AMENDMENT REQUEST

## TYPE OF AMENDMENT

TRANSFER:

☐

APPROPRIATION:

☒

0082466

DEPARTMENT:

Tourism

FROM:

Stephanie Wells

Increase	CODE DESCRIPTION	AMOUNT
128-46980	Three Star Grant	\$22,000.00
TOTAL		\$22,000.00

Increase	CODE DESCRIPTION	AMOUNT
128-58110-302-3STAR	Advertising-Three Star Grant	\$4,500.00
128-58110-799-3STAR	Three Star Grant-Wayfinding Signage	\$17,500.00
TOTAL		\$22,000.00

Motion	
<input type="checkbox"/>	To Approve
<input type="checkbox"/>	To Refer
<input type="checkbox"/>	With
<input type="checkbox"/>	w/o
Seconded	

## Detailed Justification / Explanation :

Increasing revenue and expenses for Three Star Grant Projects that include digital advertising and wayfinding signage

(2)

Impact on next year's budget : NONE

Please attach additional sheet if more information is needed



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

### TYPE OF AMENDMENT

0082468

**FROM:**

Mayor Terry Frank

DATE 7/6/22

**Detailed Justification / Explanation** In May 2019, AC committed 50% of the local match for the Norris application for TDOT's State Industrial Access Program from county industrial funds. The project (12 ft lanes with 4ft shoulders) provides new connectivity to Norris Industrial Park, allows expansion of industry and access to additional industrial land. AC committed based on estimated ROW local share costs of \$70,100. Norris did win the award, with TDOT covering \$3+ million in engineering & construction costs. TDOT is now ready to proceed with ROW phase and determined local share to be \$208,408.08. This request is for the county 50 % of difference between the estimated ROW during application and notice of determination of costs from TDOT.

*Please attach additional sheet if more information is needed*

FW: PIN #128962.00, State Industrial Access Serving Norris Industrial Park, Norris, Anderson Co  
chris@chrismitchellmc.com <chris@chrismitchellmc.com>  
Wed 7/6/2022 9:51 AM  
To:

- Terry Frank <tfrank@andersoncountyttn.gov>;
- 'Scott Hackler' <norriscitymanager@gmail.com>



02 attachments (497 KB)

PIN 128962.00, ROW dep reqst ltr with form-44.pdf; RE: [EXTERNAL] RE: Revised Form 44 ROW  
Cost Estimate Completed: Anderson #128962.00 (Norris Industrial Park);

**From:** Danielle Hagewood <Danielle.Hagewood@tn.gov>

**Sent:** Wednesday, July 6, 2022 9:40 AM

**To:** Chris Mitchell <chris@chrismitchellmc.com>

**Cc:** Christie Brown <Christie.Brown@tn.gov>; Scott Hackler <norriscitymanager@gmail.com>

**Subject:** FW: PIN #128962.00, State Industrial Access Serving Norris Industrial Park, Norris, Anderson Co

Mayor Mitchell,

The attached letter confirms the amount due of \$208,408.08. Your math copied from the other email you sent is correct. The attached letter also provides instructions for deposit – you can either mail a check OR set up an account with the Department of Treasury for the Local Government Investment Pool.

Danielle,

As Scott communicated yesterday – we are in process of processing the funding.

I do need confirmation that the amount to be paid now is \$208,408.08 and this is in addition to the \$70,000 already paid.

Does the table below reflect the calculation of what is still required:

Total ROW & Utilities	\$557,016.16
½ of ROW Costs	\$278,508.08
<del>Local Deposit Received</del>	<del>\$70,100.00</del>
Still Required	\$208,408.08

Please let me know if you need anything else.

Have a great day.



Danielle Hagewood | Economic Development Coordinator  
Strategic Transportation Investments Division  
James. K. Polk Building, 10<sup>th</sup> Floor  
505 Deaderick Street, Nashville, TN 37243

4



STATE OF TENNESSEE  
DEPARTMENT OF TRANSPORTATION  
PROGRAM DEVELOPMENT & ADMINISTRATION DIVISION  
LOCAL PROGRAM DEVELOPMENT OFFICE  
SUITE 600, JAMES K. POLK BUILDING  
505 DEADERICK STREET  
NASHVILLE, TN 37243-1402  
(615) 741-5314

JOSEPH GALBATO, III  
INTERIM COMMISSIONER

BILL LEE  
GOVERNOR

May 16, 2022

The Honorable Chris Mitchell  
Mayor, City of Norris  
P.O. Box 1090  
Norris, TN 37828



Re: State Industrial Access Serving Norris Industrial Park  
Norris, Anderson County  
PIN:128962.00  
Federal Project Number: N/A  
State Project Number: 01952-3502-04  
Contract Number: 190200

Dear Mayor Mitchell:

The Department is now ready to proceed with the right-of-way phase of this project. Your agency's share of the right-of-way is \$208,408.08. The Department will proceed with the development of the project as soon as we receive the local matching funds in the amount of \$208,408.08.

The deposit may be made either by check delivered to Matt Burcham in the Local Programs Development Office at the address listed above, or via deposit into the Local Government Investment Pool (LGIP) account. To deposit funds into your LGIP account, please follow the attached instructions.

If you have any questions or need any additional information, please contact Ms. Maria Hunter at 615-532-3632 or [Maria.hunter@tn.gov](mailto:Maria.hunter@tn.gov).

Sincerely,

*Lisa Dunn*

Lisa Dunn  
Transportation Manager 1

Attachment

48

Page 0080949 of 0080949

**TYPE OF AMENDMENT**

APPROPRIATION: ☒

**FROM:**

County Mayor Terry Frank

DATE 5/8/19

**COPY**

## Motion

☐ To Approve

**To Refer**

☐ With

**W/O**

## Seconded

## Motion

MAY 9 '19 PM 3:39 FINANCE

The Town of Norris is pursuing participation in TDOT's State Industrial Access Program to develop and provide new connectivity to the Norris Industrial Park - (12 Ft. Lanes with 4 Ft. Shoulders-new alignment). In order to assist with this project and the expansion of industry and industrial land, this request is to contribute 50-percent to the local estimated ROW cost share of \$70,100.

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**

new

4

# 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

TRANSFER: ☐

APPROPRIATION: ☒ x

0082469

DEPARTMENT:

FROM:

AC Health Department

Charles Turner & Mayor Frank

DATE 7/6/22

<u>INCREASE</u> DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
101-55110-707-AWN	Anderson County Health Department	\$100,000.00
	Awning Grant	
		<b>\$100,000.00</b>

<u>INCREASE</u> DECREASE (circle one)	CODE DESCRIPTION	
101-46390-AWN	Other Health and Welfare Grants	\$100,000.00
	Health Department Awning	

<p>Motion</p> <div style="margin-left: 20px;"> <input type="checkbox"/> To Approve  <input type="checkbox"/> To Refer  <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <span><input type="checkbox"/> With</span> <span><input type="checkbox"/> W/O</span> </div> </div> <p>Seconded _____</p> <p>Motion _____</p>	
	<b>\$100,000.00</b>

**Detailed Justification / Explanation** The State of Tennessee is making funding available for an awning at the Anderson County Health Department for occasions when drive-thru clinic operations are necessary. This is 100-percent state funded, no county match required. Not to exceed \$100,000, the awning must be designed to provide protection from elements and include power, permanent commercial fans as well as infrared heaters. (See Attached)

5

**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*

# Example of awning



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

### TYPE OF AMENDMENT

082470

Mayor Terry Frank

DATE 7/6/22

*Please attach additional sheet if more information is needed*

Page      of     

### TYPE OF AMENDMENT

## Major Line Items

0082471

**FROM:**

Mayor Terry Frank

DATE 7/6/22

*Please attach additional sheet if more information is needed*

7



## ANDERSON COUNTY GOVERNMENT

TERRY FRANK  
COUNTY MAYOR

July 6, 2022

Commissioner Shain Vowell  
Chairman, Budget Committee

RE: Budget Amendment Witness Rooms/Archives

Dear Chairman Vowell and Honorable Members of Budget Committee,

I have submitted a request for funding in order to initiate the construction and completion of witness rooms, Archives relocation, and reduction and shifting of County Clerk space.

I want to acknowledge that this request is to use ARP funds. I want to advise Budget Committee that I am happy to wait to have this request heard by the full body at the ARP meeting before you take action, or approved contingent upon the full body's discussion. My intent is not to step in front of the process, but I wanted to offer an official amendment based on what I believed to be the most logical source of funding, as opposed to a request from Unassigned Fund Balance.

In keeping with Commission's ARP focus on expenditures for capital needs and infrastructure, I felt this was the best recommendation for funding.

Sincerely,



Terry Frank

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

**TYPE OF AMENDMENT**

0082472

FROM:

## Randy Walters

DATE 7/6/2022

400  
1,000  
4896  
2,091  
8,000  
1,000

Adjust VOCA Victim Witness Coordinators Grant Budget to reflect increases in salary and benefit codes for the final year of the 4-year grant.

What Impact does this amendment/appropriation have on next year's budget? (One time amendment or permanent increase) NONE

*Please attach additional sheet if more information is needed*

## **Robby Holbrook**

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**From:** Karen Ooten  
**Sent:** Friday, June 24, 2022 9:32 AM  
**To:** Robby Holbrook; Randy Walters  
**Subject:** Budget Committee

Robby,  
Please add EMA to the Budget Committee Agenda for July.

We have an opportunity to apply for a grant for \$100,000 but it requires a 50% match.

Thank you.

Karen Ooten  
Program Manager  
Anderson County EMA  
Office: (865)-264-6394  
111 S Charles G. Seivers Blvd.  
Clinton, TN 37716



A