

BUDGET COMMITTEE AGENDA
January 05, 2023 AT 4:00 PM, Room 312



1. Cash and Fund Balance Report, etc.....Robby Holbrook
2. Consent Agenda.....Transfers, not requiring Commission approval (1-3)
3. Election Commission/Mark Stephens.....Transfer/Payroll (4)
4. Mayor's Office/Terry Frank.....Appropriations (5-6)
5. Library/Janine Brewer Appropriations (7-8)
6. County Commission/Annette PrewittAppropriation (9)
7. Fleet Services/John VickeryAppropriation (10)
8. Highway Department/Gary LongAppropriation (11)

SECTIONS:

- FY 23/24 Budget (A)
- Highland Communications Site-Prep Costs/Mayor Frank..... (B)
- New Business (C)
- Old Business (D)

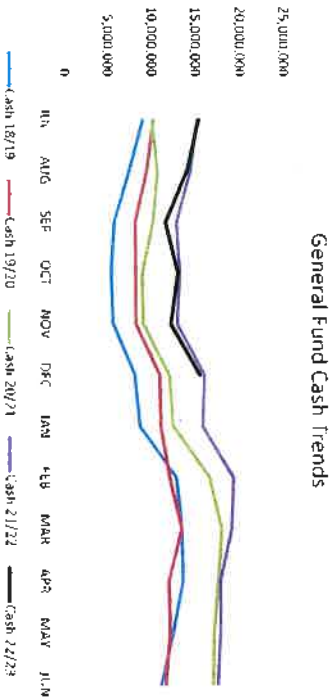
**ANDERSON COUNTY GOVERNMENT
CASH AND FUND BALANCE REPORT
December 31, 2022**

| FUND | DESCRIPTION | NON- SPENDABLE | RESTRICTED FUNDS | COMMITTED FUNDS | ASSIGNED FUNDS | UNASSIGNED FUND BALANCE | TOTAL FUND BALANCE | CASH |
|------|---------------------------------|-------------------|---------------------|--------------------|-------------------|----------------------------|-----------------------|---------------|
| 101 | General Fund | \$ - | \$ 1,105,684 | \$ 1,660,984 | \$ 3,711,539 | \$ 9,504,252 | \$ 15,982,459 | \$ 15,520,868 |
| 115 | Library Fund | \$ - | \$ 363,720 | \$ - | \$ - | \$ - | \$ 363,720 | \$ 402,674 |
| 116 | Solid Waste/Sanitation Fund | \$ - | \$ 383,657 | \$ - | \$ - | \$ - | \$ 383,657 | \$ 606,650 |
| 118 | Ambulance Fund | \$ - | \$ - | \$ - | \$ - | \$ 669,478 | \$ 669,478 | \$ 632,507 |
| 121 | American Rescue Plan | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 12,859,454 |
| 122 | Drug Control Fund | \$ - | \$ 161,696 | \$ 8,754 | \$ - | \$ - | \$ 170,450 | \$ 182,091 |
| 127 | Channel 95 Fund | \$ - | \$ - | \$ - | \$ 65,272 | \$ - | \$ 65,272 | \$ 38,028 |
| 128 | Tourism Fund | \$ - | \$ 406,121 | \$ - | \$ 200,000 | \$ - | \$ 606,121 | \$ 755,156 |
| 131 | Highway Fund | \$ 77,670 | \$ 269,737 | \$ 2,096,873 | \$ - | \$ - | \$ 2,444,280 | \$ 4,850,604 |
| 141 | General Purpose School Fund | \$ - | \$ - | \$ 13,139,714 | \$ - | \$ - | \$ 13,139,714 | \$ 17,234,998 |
| 143 | Central Cafeteria | \$ 144,351 | \$ 2,241,140 | \$ - | \$ - | \$ - | \$ 2,385,491 | \$ 3,867,835 |
| 151 | General Debt Service Fund | \$ - | \$ 730,140 | \$ - | \$ - | \$ - | \$ 730,140 | \$ 1,141,546 |
| 152 | Rural Debt Service Fund | \$ - | \$ 230,884 | \$ - | \$ - | \$ - | \$ 230,884 | \$ 236,806 |
| 156 | Education Debt Service Fund | \$ - | \$ 186,452 | \$ 118,995 | \$ - | \$ - | \$ 305,447 | \$ 864,248 |
| 171 | Capital Projects Fund | \$ - | \$ 149,916 | \$ - | \$ - | \$ - | \$ 149,916 | \$ 325,521 |
| 177 | Education Capital Projects Fund | \$ - | \$ 535,178 | \$ - | \$ - | \$ - | \$ 535,178 | \$ 526,037 |
| 263 | Employee Benefit Fund | \$ 35,793 | \$ - | \$ - | \$ 1,603,613 | \$ - | \$ 1,639,406 | \$ 1,480,130 |
| | | \$ 257,814 | \$ 6,824,325 | \$ 17,025,320 | \$ 5,580,424 | \$ 10,173,730 | \$ 39,861,613 | \$ 61,525,153 |

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

| Cash Trends | |
|-------------|------------|
| December | |
| Cash 18/19 | 8,073,422 |
| Cash 19/20 | 10,955,193 |
| Cash 20/21 | 12,021,798 |
| Cash 21/22 | 16,064,200 |
| Cash 22/23 | 15,520,868 |

15,520,868

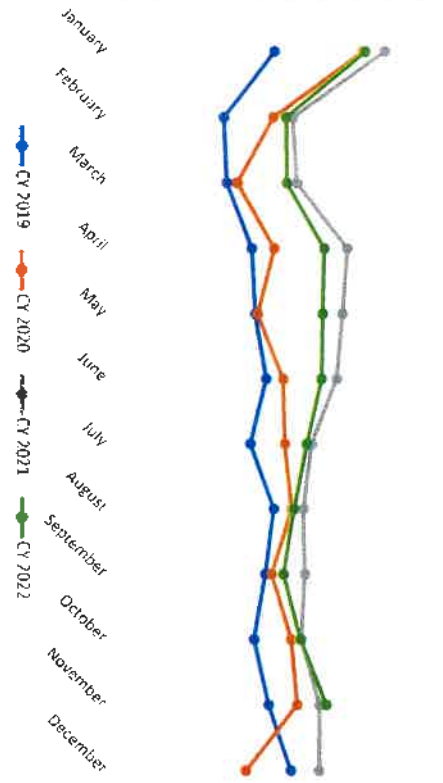


| 2021 | Anderson Co. | Clinton | Rocky Top | Norris | Oak Ridge | Oliver Springs | Out of State | Total | |
|-----------|----------------|----------------|----------------|--------------|-----------------|----------------|--------------|-----------------|-----|
| January | \$691,871.40 | \$854,569.43 | \$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% |

6% ↑

Local Option Sales Tax - Total Net Collections

| 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 | \$2,366,033.04 | \$111,782.29 | \$32,120.00 | \$4,029,877.65 | -7% |
| June | \$536,246.75 | \$875,800.86 | \$89,968.58 | \$44,156.55 | \$2,234,073.90 | \$128,706.59 | \$96,826.52 | \$4,005,779.75 | -5% |
| July | \$532,923.44 | \$914,841.33 | \$96,253.63 | \$43,577.47 | \$2,036,216.62 | \$110,323.96 | \$47,738.24 | \$3,781,874.69 | -2% |
| August | \$496,008.63 | \$881,402.52 | \$93,638.47 | \$45,773.92 | \$1,937,708.18 | \$105,733.03 | \$31,347.95 | \$3,586,612.70 | -4% |
| September | \$477,157.45 | \$856,091.74 | \$90,408.78 | \$43,562.31 | \$1,804,819.40 | \$98,786.60 | \$52,878.85 | \$3,423,705.13 | -9% |
| October | \$473,724.70 | \$873,285.57 | \$90,968.90 | \$42,759.97 | \$2,054,259.98 | \$111,437.89 | \$37,122.94 | \$3,683,559.95 | 0% |
| November | \$496,087.49 | \$875,444.28 | \$85,734.94 | \$40,023.47 | \$2,435,489.42 | \$105,640.46 | \$43,317.82 | \$4,081,737.88 | 3% |
| December | | | | | | | | | -100% |
| Totals: | | | | | | | | | -100% |



ARPA PROJECTS

ARPA Funding Eligibility Category
Total ARPA Allocation
-Less Budgeted To-Date
Remaining Allocation

| REVENUE LOSS | OTHER ELIGIBILITIES | TOTAL |
|-------------------|---------------------|-------------------|
| \$ 10,000,000.00 | \$ 4,952,074.00 | \$ 14,952,074.00 |
| \$ (6,212,286.32) | \$ (3,070,795.31) | \$ (9,283,081.63) |
| \$ 3,787,713.68 | \$ 1,881,278.69 | \$ 5,668,992.37 |

| Project Identification Number | Project Name | BUDGETED | EXPENDED TO-DATE | BUDGETED BUT NOT EXPENDED | PROJECT STATUS | REVENUE LOSS |
|--------------------------------|--|-----------------|------------------|---------------------------|----------------|--------------|
| 121-58836-189-GA003E | Employee Retention Payments -Exempt | \$ 85,013.68 | \$ 85,013.68 | \$ - | Complete | YES |
| 121-58836-189-GA003NE | Employee Retention Payments -Non-Exempt | \$ 614,826.78 | \$ 614,826.78 | \$ - | Complete | NO |
| 121-58836-399-GA012 | TN Emergency Broadband Fund Grants-Matching Funds | \$ 500,000.00 | \$ - | \$ 500,000.00 | In Progress | NO |
| 121-58836-399-GA013 | GIS Digitized Stormwater System And Outfall Map | \$ 103,060.00 | \$ - | \$ 103,060.00 | In Progress | NO |
| 121-58836-599-11802 | FMS Budget Fund Balance Adjustment (Dispatch/Worker Comp) | \$ 280,000.00 | \$ - | \$ 280,000.00 | Pending | YES |
| 121-58836-716-SD001 | Whole Body Scanner for Jail | \$ 135,000.00 | \$ 135,000.00 | \$ - | Complete | YES |
| 121-67101-402-13101 thru 13106 | County Paving Projects | \$ 2,252,835.64 | \$ 766,991.63 | \$ 1,485,844.01 | In Progress | YES |
| 121-91401-399-GA001 | County-wide Assessment for Water & Sewer Planning | \$ 92,000.00 | \$ 32,273.50 | \$ 59,726.50 | In Progress | YES |
| 121-91401-399-GA010 | Claxton Sewerline Study | \$ 30,000.00 | \$ - | \$ 30,000.00 | Pending | NO |
| 121-91401-707-GA011 | Witness Room/Archives Relocation | \$ 989,900.00 | \$ 86,202.00 | \$ 903,698.00 | In Progress | YES |
| 121-91401-707-SC001 | Senior Center Kitchen Improvements | \$ 115,628.00 | \$ 2,850.00 | \$ 112,778.00 | In Progress | YES |
| 121-91401-708-GA002 | A/V Technology for Room 118A | \$ 15,182.53 | \$ 15,182.53 | \$ - | Complete | NO |
| 121-91401-709-GA005 | IT Infrastructure Needs (e.g., Multi-Factor Authentication) | \$ 150,000.00 | \$ 545.52 | \$ 149,454.48 | In Progress | YES |
| 121-91401-718-11801 | FMS Ambulances for 2 Years | \$ 1,357,726.00 | \$ 9,516.68 | \$ 1,348,209.32 | In Progress | NO |
| 121-91401-718-GA004 | Other Vehicles on Capital Requests | \$ 225,000.00 | \$ - | \$ 225,000.00 | In Progress | YES |
| 121-91401-718-SD002 | Sheriff's Vehicles for 2 Years | \$ 900,000.00 | \$ 68,090.00 | \$ 831,910.00 | In Progress | YES |
| 121-91401-731-GA007 | Digital Poll Books -Election Office | \$ 100,000.00 | \$ - | \$ 100,000.00 | Pending | YES |
| 121-91401-732-FIC01 | Family Justice Center -Building Purchase | \$ 175,000.00 | \$ - | \$ 175,000.00 | Pending | YES |
| 121-91401-790-11803 | EMS Stretchers (12) | \$ 398,409.00 | \$ - | \$ 398,409.00 | Pending | YES |
| 121-91401-791-GA009 | CDBG Waterline Project (Buchanan Ln, Judson Rd, Savage Garden) | \$ 450,000.00 | \$ - | \$ 450,000.00 | Pending | NO |
| 121-91401-799-GA006 | Oak Ridge Fire Dept. Training Center | \$ 273,500.00 | \$ 273,500.00 | \$ - | Pending | YES |
| 121-91401-799-GA008 | Other County Capital Outlay Requests (e.g., \$10k Judges) | \$ 40,000.00 | \$ 3,797.90 | \$ 36,202.10 | In Progress | YES |
| | | \$ 9,283,081.63 | \$ 1,816,492.32 | \$ 7,153,089.31 | | |

expended
a little more
294,258.85

Page ____ of ____

TYPE OF AMENDMENT

0082671

APPROPRIATION:

FROM:

Art Miller

DATE 12/6/2022

| INCREASE / <u>DECREASE</u> (circle one) | | CODE DESCRIPTION | |
|---|--|------------------|-----------|
| 101-55160-435 | | Office Supplies | \$ 400.00 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Motion | | | |
| <input type="checkbox"/> To Approve | | | |
| <input type="checkbox"/> To Refer | | | |
| <input type="checkbox"/> With <i>PS/co</i> <input type="checkbox"/> W/C | | | |
| Seconded _____ | | | |
| Motion | | | \$ 400.00 |

Cell Phone cost per month.

Will increase next year.

~~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

TRANSFER: X

APPROPRIATION:

0082672

DEPARTMENT:

FROM:

EMA

Steven Payne

12/22/2022

| INCREASE / DECREASE (circle one) | CODE DESCRIPTION | AMOUNT |
|----------------------------------|------------------|-------------|
| 101.54410-599 | Other Charges | \$ 5,000.00 |
| | | |
| | | |

| | | |
|--|-------|-------------|
| | | |
| | | |
| | | |
| | | |
| | TOTAL | \$ 5,000.00 |

| INCREASE / DECREASE | CODE DESCRIPTION | |
|---------------------|------------------|-------------|
| 101.54410-719 | Office Equipment | \$ 5,000.00 |
| | | |
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| | | |
| | | |
| | | |
| | | |
| | TOTAL | \$ 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 | | |

Detailed Justification / Explanation : To purchase supplies and materials for the remainder of the fiscal year.

Today spill 175 at 114 mile marker, Tanker had acid in it and spilled on interstate, Boom Soaking pads,

VFD replace foam for them if there is a fire

2

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: ☐

DEPARTMENT:

FROM:

Anderson County Fleet Services

John Vickery, Fleet Service Director

DATE 12/29/2022

0082673

John Vickery

| INCREASE / DECREASE (circle one) | CODE DESCRIPTION | AMOUNT |
|----------------------------------|----------------------------------|--------------|
| | | |
| | | |
| 101-54900-338 | Repairs and Maintenance Vehicles | \$ 20,000.00 |
| 101-54900-707 | Building Improvements | \$ 22,453.61 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | \$ 42,453.61 |

| INCREASE / DECREASE (circle one) | CODE DESCRIPTION | AMOUNT |
|---|--|--------------|
| 101-54900-453-1000 | Vehicle Parts- Other Departments Maintenance | \$ 42,453.61 |
| | | |
| | | |
| | | |
| | | |
| | | |
| Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O | | |
| Seconded _____ | | |
| Motion | | \$ 42,453.61 |

Detailed Justification / Explanation :

101-54900-338 : Due to the availability of new ambulances, we have to keep our fleet longer. This money is to help with repairs to these vehicles.

101-54900-707 : Reconstruction of offices from storm damage, funds will be transferred back into 101-54900-453-1000 when we receive check from insurance.

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

61,280

3

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: ☒

PAY ROLL

APPROPRIATION: ☐

0082674

DEPARTMENT:

FROM:

51500 Election Commission

M. Stephens

| INCREASE / DECREASE (circle) | CODE DESCRIPTION | AMOUNT |
|------------------------------|------------------|-------------|
| 169 101-51500-169 | Part Time Help | \$ 5,000.00 |
| 189 101-51500-189 | Machine Techs | \$ 600.00 |
| | | |
| | | |
| | | |
| | TOTAL | \$ 5,600.00 |

| INCREASE / DECREASE (circle) | CODE DESCRIPTION | AMOUNT |
|---|------------------|-------------|
| 193 101-51500-193 | Election Workers | \$ 5,600.00 |
| | | |
| | | |
| | | |
| | TOTAL | \$5,600 |

10,469

Motion

☐ To Approve

☐ To Refer

☐ With

☐

W/O

MF/RS

Seconded

Motion

Detailed Justification / Explanation :

The transfer is necessary to cover the additional labor for our Election Technicians during the November Election, and for additional part time funds to offset the reliance of part time employees used when the office was done down one full employee.

THF / No's employee etc

Motion Failed

Page ____ of ____

TYPE OF AMENDMENT

0082675

DATE 1/3/23

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

TRANSFER: ☐

APPROPRIATION: ☒

0082676

DEPARTMENT:

FROM:

Buildings & Grounds/Mayor's Office

Roger Lloyd & Mayor Frank

DATE 1/3/23

| INCREASE / DECREASE (circle one) | CODE DESCRIPTION | AMOUNT |
|----------------------------------|---------------------------------------|--------------------|
| 101-51800-335 | County Buildings-Repair & Maintenance | \$18,635.00 |
| Fund 121 | | |
| 2nd MF/PO | | |
| | | |
| | | |
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| | | |
| | | |
| | | \$18,635.00 |

| INCREASE / DECREASE (circle one) | CODE DESCRIPTION | |
|----------------------------------|-------------------------|-------------|
| 101-39000 | Unassigned Fund Balance | \$18,635.00 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

9.5m

| | |
|--|---------------------------|
| <p>Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer</p> <p style="margin-left: 100px;"><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded _____</p> <p>Motion _____</p> | <p>\$18,635.00</p> |
|--|---------------------------|

Detailed Justification / Explanation: Anderson County owns 11-bell Slover Chimes atop the Courthouse. Verdin Co. renovated the bells in 1997, which included current control system. In 2016, the chimes began experiencing problems and a couple of on-site calls were conducted in attempts to keep older system operational. Chimes need new Master Control system. New system can be connected to LAN, allowing scheduling of chimes. Proposal is to design, fabricate, and install new Master Control to include digital bell ringing controller and new electric panel. This request is a one-time cost, but post-installation, our plans are to contract for annual maintenance of \$1,345 that we would incorporate into each annual budget. This would include cleaning/servicing of each bell and striker, adjustment and testing of unit and bells. (See Attached)

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*

6

Verdin Digital Bell Controllers

Carillon Master



The Verdin Carillon Master for a chime or carillon of cast bronze bells uses state-of-the-art technology, offering unmatched, simple scheduling functions and the widest range of bell-ringing features in the industry.

The Verdin Carillon Master is customized to include digitally sampled bells in the exact musical range as the bells in your tower. The keyboard allows the carillonner to record music using the sample bell sounds while the outside bells are turned off. Once the recording is complete, the music will be played by the outside bells. These sampled bells may also be used for practice by turning off the tower bells. The keyboard can be used for live play, the recording of custom music or as a practice instrument.

The Verdin Carillon Master includes a wide range of bells, peals, tolls and carillon bell music (hymns, carols, and seasonal/patriotic songs). These selections are also customized to fit the notes of your specific chime or carillon and include:

- Swinging bells for calls to worship
- Wedding or celebratory peals of swinging bells
- Westminster Chimes at the hour, half-hour or quarter-hour
- Funeral, counted toll and instant tolls
- Liturgical bells of two, three, four or six swinging bells

Operating the Verdin Carillon Master has been made easy with the large, backlit display and eight function buttons. There are three ways to operate or schedule the Verdin Carillon Master live, in real time: from the carillon console; directly from your computer; or through your local area network (LAN). The Verdin Carillon Master's wireless remote control adds further convenience.

Key Features

- ✓ Wide selection of bells, peals, tolls and carillon bell music
- ✓ Keyboard
- ✓ Add your own music to the library
- ✓ Large LCD illuminated display
- ✓ Schedule by week, day, date, holiday or event
- ✓ Menu-driven programming
- ✓ Quick play function
- ✓ Automated seasonal adjustments
- ✓ Non-volatile FLASH RAM memory
- ✓ Automatic Daylight Saving Time reset
- ✓ Real time clock and battery back-up
- ✓ Wireless remote control
- ✓ Console monitor speaker
- ✓ WARRANTY:
Five-year limited warranty
- ✓ DIMENSIONS:
Length: 13.0"
Height: 8.5"
Depth: 5.5"
Screen: 9.0"

6



THE VERDIN COMPANY

Cast Bronze Bells ♦ Digital Carillons ♦ Clocks ♦ Towers

verdin.com



0082677

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

DATE: 11/17/2022TRANSFER: ☐APPROPRIATION: ☒DEPARTMENT: **AC LIBRARY BOARD**FROM: Rocky Top Public Library

| DECREASE | CODE DESCRIPTION | AMOUNT |
|-----------------------|-------------------|-----------|
| <u>115-34535-3001</u> | Dedicated Reserve | \$810.00 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | \$ 810.00 |

30502
343,726

| INCREASE | CODE DESCRIPTION | AMOUNT |
|---------------------------|------------------------------|-----------|
| <u>115-36500-317-3001</u> | 317-Data Processing Services | \$347.00 |
| <u>115-50600-435-3001</u> | 435-Office Supplies | 463.00 |
| | | |
| | | |
| | | |
| | | |
| | | \$ 810.00 |

DETAILED JUSTIFICATION/ EXPLANATION and PURPOSE OF THIS REQUEST :

I need to make purchases with my LSTA grant money. Deep Freeze protection for public computers for 3 years, a flat bed scanner for Patron use and a new computer monitor.

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

One Time Amendment.

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

DATE: 12/8/2022

0082678

TRANSFER:

APPROPRIATION:

DEPARTMENT: AC LIBRARY BOARD

FROM:

X RW
JANINE BREWER

| DECREASE | CODE DESCRIPTION | AMOUNT |
|-----------------------|--|-----------|
| 115- 34535 | AC Library restricted for other purposes | \$212.00 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | \$ 212.00 |

363,720

| INCREASE | CODE DESCRIPTION | AMOUNT |
|---------------|------------------|-----------|
| 115-56500-351 | Rental of PO Box | 212.00 |
| | | |
| | | |
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| | | |
| | | |
| | | \$ 212.00 |

EXPLANATION:

Rental of PO Box at Clinton Post Office, 1 year (12/01/2022 - 11/30/2023)

twled

What impact does this have on next year's budget? (One time amendment or a permanent increase)

one Time

Request Approved by the / ACLB



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: [REDACTED]

0082679

DEPARTMENT:

FROM:

County Commission _____

Annette Prewitt _____

12/9/2022

| Increase | CODE DESCRIPTION | AMOUNT |
|---------------|---------------------------|-------------|
| 101-51100-399 | Other Contracted Services | \$ 1,750.00 |
| | | |
| | | |
| | | |
| | | |
| TOTAL | | \$ 1,750.00 |

| Decrease | CODE DESCRIPTION | AMOUNT |
|-----------|-------------------------|-------------|
| 101-39000 | Unassigned Fund Balance | \$ 1,750.00 |
| | | |
| | | |
| | | |
| | | |
| | | |
| TOTAL | | \$ 1,750.00 |

95m

| | |
|--|--|
| <p>Motion <input type="checkbox"/> To Approve</p> <p><input type="checkbox"/> To Refer</p> <p style="margin-left: 40px;"><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded _____</p> <p>Motion _____</p> | |
|--|--|

Detailed Justification / Explanation :

To pay the other half of OpenMeeting subscription fees for the voting system for 1/1/23 through 6/30/23

RS/TW

Impact on 22/23 budget

One Time Increase

9

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: ☒

DEPARTMENT:

FROM:

Anderson County Fleet Services

John Vickery, Fleet Service Director

DATE 12/29/2022

0082680

John Vickery

| <u>INCREASE</u> / DECREASE (circle one) | CODE DESCRIPTION | AMOUNT |
|---|---------------------------|---------------------|
| | | |
| | | |
| 101-54900-435 | Office Supplies | \$ 4,212.62 |
| 101-54900-424 | Garage Supplies | \$ 763.40 |
| 101-54900-453 | Vehicle Parts | \$ 1,358.76 |
| 101-54900-446 | Small Tools | \$ 142.94 |
| 101-54900-451 | Uniforms | \$ 2,594.77 |
| 101-54900-709 | Data Processing Equipment | \$ 4,319.92 |
| 101-54900-790 | Other Equipment | \$ 1,756.35 |
| | | \$ 15,148.76 |

| <u>INCREASE</u> / DECREASE (circle one) | CODE DESCRIPTION | |
|---|--------------------|--------------|
| 101-49700 | Insurance Recovery | \$ 15,148.76 |
| | | |
| | | |
| | | |
| | | |
| | | |

| | |
|---|--|
| <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 _____</p> <p>Motion</p> | <div style="position: relative; height: 100px;"> TW/MF </div> |
| | \$ 15,148.76 |

Detailed Justification / Explanation :

This is to move insurance money (from the flood damage in July 2022) into the line items above for replacement of the items that was lost in the flood. Received checks on 12/30/22

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



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: 1

APPROPRIATION: ☒

DEPARTMENT: _____

FROM: Gary Long

0082631

DATE 12/29/2022

| INCREASE / DECREASE (circle one) | CODE DESCRIPTION | AMOUNT |
|----------------------------------|-------------------|---------------|
| | | |
| 131-68000-714 | Highway Equipment | \$ 200,000.00 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | \$ 200,000.00 |

| INCREASE / DECREASE (circle one) | CODE DESCRIPTION | AMOUNT |
|----------------------------------|-----------------------------|---------------|
| | | |
| 131- 34550 | Restricted for Highway Dept | \$ 200,000.00 |
| | | |
| | | |
| | | |

4.3m

| | | |
|--|--|---------------|
| Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O | | |
| Seconded _____ | | |
| Motion _____ | | \$ 200,000.00 |

Detailed Justification / Explanation :

In case Highway Department needs more equipment

Planned for nothing, but just in case

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

Please attach additional sheet if more information is needed

11

ANDERSON COUNTY GOVERNMENT BUDGET GUIDELINES 2023/2024

January 5, 2023

1. Objective

The County desires to prepare a "structurally balanced budget" generating revenues sufficient to cover planned expenses. Deficit budgets that are balanced using fund balance reserves are not sustainable over the longer term.

With the objective of preparing a structurally balanced budget, some expenditures will need to decrease to offset increases in other areas. Departments are encouraged to proactively identify cost-saving opportunities that will decrease operating expenses.

2. Guidelines

The budgets proposed for fiscal year 2023/2024 are to be based on the following:

- Revenues should be forecasted based on actual trends and/or actual commitments.
- Expenses should be estimated based on actual expenditures and adjusted for anticipated changes. All increases over prior year expenditures must include a justification.
- Departments should submit a "no increase budget". Each Department Head will receive a questionnaire to help determine or define what each Department's needs are.
- Health Insurance costs will be budgeted by the Finance Department.
- Capital outlay for equipment should not be budgeted in operational department budgets.

3. Budget Process

The Finance Department is a resource to the County throughout the entire budget cycle. The Budget Committee encourages departments to invite the Finance Director and staff to be a part of their budget preparation. The Finance Director is a resource in constructing proposed budgets prior to submission as well as assisting in preparation for Budget Committee presentations and discussions.

The Budget Committee will vote to approve or reject proposed budgets before they are submitted to County Commission for consideration. Budgets that adhere to the *Budget Guidelines for Fiscal Year 2023/2024* may be approved without much, if any, additional discussion. However, budgets that do not adhere to the *Guidelines* and/or budgets that need additional review may be discussed in the Budget Committee meetings and at any scheduled hearing.

The timeline for the budgetary approval process is detailed in the "*Budget Schedule for the 2023/2024 Fiscal Year*." This schedule is included as part of the budget materials. It details all of the tentative dates for specific budget activities to meet the deadlines set by state law.

ANDERSON COUNTY GOVERNMENT BUDGET GUIDELINES 2023/2024

January 5, 2023

The budget approval process for Anderson County Schools will follow a separate calendar that is incorporated within the *"Budget Schedule for the 2023/2024 Fiscal Year."*

4. Budget Forms & Worksheets

Each department is to complete certain documents as part of their proposed budget. These documents are consistent with those used in previous years. These forms may be distributed, prepared and returned in hardcopy and/or electronic format; electronic format is strongly preferred. The budget forms and worksheets are as follows:

- *"Budget Worksheet"* by general ledger departmental account code for respective revenues and expenditures.
- *"Employee Payroll Tax & Fringe Benefit Calculations"* for full-time and part-time staff.
 - The calculations in the worksheet reflect the anticipated payroll taxes and fringe benefit costs. The Finance Department will budget the health insurance object codes 206, 207 and 208.
 - Salaries and compensation are to be the same as, or lower than, the amounts in the 2022/2023 amended appropriations. Any increase requires justification and presentation to the Budget Committee during the hearing process.
- *"Explanation of Expenditure Codes"* is used to provide expenditure descriptions and details for object codes 300 to 999, especially if several expenditures are consolidated in one account code. This document useful in discussing several expenditures consolidated into one code; one-time, non-recurring costs; and significant purchases that are expected.
- *"Five-Year Capital Outlay Worksheet"* is used for planning capital purchases anticipated over the next 5 fiscal years. These purchases should not be included within the departmental operating budget. Approved capital purchases will have an object code of 700-799.
 - Refer to the *"Capital Project Prioritization"* form for determining the priority of the requested asset.
- *"County Government Grant Pre-Application Notification Form"* must be completed for any grant that is new and/or renewing in the fiscal year. A copy of the *"Grant Amendment"* form that details the contract number, State/Federal funding, and other grant information is to be submitted as additional documentation. Each department must also complete the grants inventory list for all currently active grants.

ANDERSON COUNTY GOVERNMENT BUDGET GUIDELINES 2023/2024

January 5, 2023

5. Summary

The Finance Director will email all departments the budget calendar, and forms. If any other questions or concerns arise through the budget cycle, please feel free to contact the Finance Director, Robby Holbrook, via email at rhobrook@andersoncountyttn.gov or by phone at 865.264.6311.

The Budget Committee approved the budget documents at the Committee meeting on February 10, 2022.

Budget Schedule for the 2022/2023 Fiscal Year

| Dates for specific activities: Tenn. Code Ann. §§ 5-21-110 and 5-21-111 | | |
|---|--|---|
| January 5 th 4:00 pm | Budget Committee | Budget Committee establishes calendar, forms and procedures as well as guidelines and direction in projecting budget needs. (TCA §-110 a) |
| January 6 th Through January 13 th | Finance Department | Budget forms prepared with historical data pertaining to prior and current year expenditures. Transmittal letter developed with budget guidelines and instructions. (already working on this in Finance) |
| January 14 th | Finance Department | Budget forms and information distributed to all departments. (TCA §-110 e 1) |
| February 13 th | All Departments | All departments submit their proposed budget to Finance Director, except for Schools. (TCA §-110 b & -110 e 2) |
| February 14 th through February 28 th | Finance Department | Information received from departments is reviewed and compiled. Initial revenue projections are calculated. Proposed budget document is prepared. (TCA §-110 e 1-3) |
| March 6 th | Finance Director | Finance Director distributes the proposed budgets to the Budget Committee. (TCA §-110 d 1-3) |
| March 9 th 4:00 pm | Budget Committee | Budget Committee discusses the departments' proposed budgets and determines those to present at departmental budget hearings. |
| March 10 th through March 17 th | Departments and Finance Director | Budget meetings between departments with Finance Department as needed, except Schools. |
| March 23 rd 4:00 pm | Budget Committee | Budget hearings held by Budget Committee with departments/offices, except Schools at special called meeting. |
| April 6 th 4:00 pm | Budget Committee | Budget Committee votes to approve or reject proposed budgets, except for Schools. (TCA §-110 e 3 A & -110 e 6) |
| April 7 th | Finance Director | Finance Director notifies departments of rejected budgets. Finance Director notifies Commission of approved budgets, and forwards the approved, proposed budgets to Commission. (TCA §-110 e 3 B-C & 110 e 3 B) |
| April 14 th | Departments | If previously rejected, departments submit new budget proposals to the Finance Director. (TCA §-110 e 3 C) |

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Budget Schedule for the 2022/2023 Fiscal Year

| | | |
|--|------------------|--|
| April 21 st | Schools | Schools submit proposed budget to the Finance Director. (TCA §-110 e 4) |
| April 24 th | Finance Director | Finance Director distributes the School's proposed budget to the Budget Committee. |
| May 4 th 4:00 pm | Budget Committee | Budget Committee reviews School's proposed budget and votes to approve or reject. Budget Committee also reviews resubmitted budgets from departments previously rejected and votes again to approve or reject. (TCA §-110 e 5 A) |
| May 5 th | Finance Director | If the Budget Committee approved the School's budget, then the School's budget will be forwarded to Commission. If the Budget Committee rejected the School's budget, then the schedule and meeting dates for the remainder of the budget process will be revised accordingly. (TCA §-110 e 5 B-C & -110 e 6) Budget Committee shall vote on the School's proposed budget no later than June 1 st . (TCA §-110 5 A) |
| Prior to May 15 th | Finance Director | At least 10 days prior to presentation to Commission for approval, publish proposed annual operating budget and notice of public hearing conducted by the Budget Committee. Publication shall also contain a notice recognizing citizens' right to appear and state their views with 5 days written request. (TCA §-111 a 1-2) |
| June 8 th 4:00 pm | Budget Committee | Budget Committee holds public hearing, including budget appropriation resolution and tax levy resolution. (TCA §-111 a 2) |
| June 19 th 6:00 pm | Commission | Commission discusses the budget approved by the Budget Committee, including appropriation resolution and tax levy resolution. Commission may vote to approve the proposed budgets and resolutions or defer if a special called meeting is desired. (TCA §-110 e 7 & -110 f & -111 b-e) |
| June 26 th 6:00 pm <i>If needed</i> | Commission | Commission adopts the budget, including appropriation resolution and tax levy resolution. If necessary, Commission approves appropriations needed for fiscal year end. (TCA §-111 f-h) Commission must adopt the budget on/before August 31 st , unless an extension is approved by the Comptroller's Office of State and Local Finance. (TCA §-111 h 1-2) |

*Hopefully
budget passes*

A

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Calculations: Calculations:

204 Retirement - Multiply Gross Salary by 6.00% (.0600)

206 Life Insurance - Single coverage \$66.00/year - Family coverage \$90.00/year for full-time employees
207 Medical GOLD - Single \$5,268, Single+1 \$13,375, Family \$15,720 per year for full-time employees
208 Medical SILVER - Single \$5,268, Single+1 \$13,872, Family \$14,712 per year for full-time employees
209 Dental Ins. - Single coverage \$297/year - Family coverage \$577/year for full-time employees

210. Unemployment - First \$7,000 per person by .3% (.003) or \$21 per person per year for full-time employees
212. Medicare - Gross Annual Salary by 1.45% (.0145).

TOTAL

\$0



Anderson County Government
2023/2024 Budget Questionnaire

- What are your primary areas of concerns with your budget for the upcoming year?

- Do you see any other operational issues on the horizon that may need to be addressed?

- If compensation is a concern, how do you think it should be addressed? (Please be specific.)

- Which line items of your budget could be reduced to help offset any necessary increases?

- Do you have any suggestions to improve the budgeting process for your Department?

All annual budgets are coordinated and prepared by the Finance Department.
With questions or concerns, please contact: 865-264-6311

A

ANDERSON COUNTY GOVERNMENT CAPITAL PROJECT PRIORITIZATION

Budget for Fiscal Year 2023-2024

CAPITAL PROJECT IMPROVEMENTS PRIORITIZATION CATEGORIES

1. Priority 1 – Imperative (Must Do)

Projects that cannot reasonable be postponed in order to avoid harmful or otherwise undesirable consequences.

- Corrects a condition dangerous to public health or safety.
- Satisfies a legal obligation.
- Alleviates an emergency service disruption or deficiency
- Prevents irreparable damage to a valuable public facility.

2. Priority 2 – Essential (Should Do)

Projects that address clearly demonstrated needs or objectives.

- Rehabilitates or replaces an obsolete public facility or attachment thereto.
- Stimulates economic growth and private capital investment.
- Reduces future operating and maintenance costs.
- Leverages available state or federal funding.

3. Priority 3 – Important (Could Do)

Projects that benefit the community, but may be delayed without detrimental effects to basic services.

- Provides a new or expanded level of service.
- Promotes intergovernmental cooperation.
- Reduces energy consumption.
- Enhance cultural or natural resources.

4. Priority 4 – Desirable (Another Year)

Desirable projects included within the 5-year program, but have funding limitations.

A

PREPARED BY: _____

[illegible]

ANDERSON County Government Grant Pre-Application Notification Form

Department or Organization Applying for Grant :

Grant/Program Title:

Grant Beginning Period :

Grant Ending Period :

Grant Amount:

Funding Agency (i.e. State, Federal , Private):

Funding Agency Contact Information

Name

Address

Phone

Fax

Email

Funding Percentage or Match (i.e. 100% or 75%/ 25%):

Funding Type (Revenue Advanced or Reimbursed) :

Ongoing Funding Requirements(Yes/No & Length Required):

Indirect Cost Availability (Yes/No) :

Grant Beneficiary:

Purpose of Grant:

Person/Dept. Responsible for Grant Program Management :

Person/ Dept. Responsible for Reporting Expenditures:

Person/ Dept. Responsible for Requesting Revenue Claims:

Grant Requirements for Continuation of Program or Cooperative Agreements:

Grant Requirements for Equipment, Ownership & Insurance :

Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.:

Grant Requirements for Employment or Contracted Services:

Will this grant add Value to Anderson County Fixed Assets? (Yes/ No):

Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No):

Approving Official Signature:

Date:

A

Budget 23/24

| GL Account | Description | 2022 Actual | 2023 Original Budget | 2023 Amended Budget | 2023 Actual | 3 Year Average | Department Request |
|-----------------------|--|-------------|----------------------|---------------------|-------------|----------------|--------------------|
| 101. -58300-101- | Veterans' Service - Officer Wages | \$54,623.00 | \$59,403.00 | \$59,403.00 | \$29,817.00 | \$54,294.00 | |
| 101. -58300-103- | Veterans Services - Assistant(s) | \$18,872.00 | \$20,522.00 | \$20,522.00 | \$10,301.00 | \$9,785.00 | |
| 101. -58300-201- | Veterans' Services - Social Security | \$4,585.00 | \$4,936.00 | \$4,936.00 | \$2,600.00 | \$4,351.00 | |
| 101. -58300-204- | Veterans' Services - State Retirement | \$3,063.00 | \$4,777.00 | \$4,777.00 | \$2,445.00 | \$3,965.00 | |
| 101. -58300-206- | Veterans' Services - Life Insurance | \$156.00 | \$180.00 | \$180.00 | \$105.00 | \$80.00 | |
| 101. -58300-207- | Veterans Services - Medical Insurance | \$5,268.00 | \$5,268.00 | \$5,268.00 | \$2,854.00 | \$1,695.00 | |
| 101. -58300-208- | Veterans' Services - Dental Insurance | \$868.00 | \$869.00 | \$869.00 | \$470.00 | \$659.00 | |
| 101. -58300-209- | Veterans Services - S/T Disability Insurance | \$336.00 | \$375.00 | \$375.00 | \$215.00 | \$328.00 | |
| 101. -58300-210- | Veterans' Services - Unemployment Compensation | \$55.00 | \$56.00 | \$56.00 | \$9.00 | \$89.00 | |
| 101. -58300-212- | Veterans' Services - Employer Medicare | \$1,072.00 | \$1,154.00 | \$1,154.00 | \$608.00 | \$1,017.00 | |
| 101. -58300-302- | Veterans Services - Advertising | \$230.00 | \$350.00 | \$350.00 | \$160.00 | \$209.00 | |
| 101. -58300-307- 0100 | Veterans Services - Communication - Cellular/Pager Service | \$521.00 | \$500.00 | \$500.00 | \$257.00 | \$491.00 | |
| 101. -58300-320- | Veterans Services - Dues And Memberships | \$0.00 | \$25.00 | \$25.00 | \$0.00 | \$0.00 | |
| 101. -58300-334- | Veterans Services - Maintenance Agreements | \$449.00 | \$450.00 | \$450.00 | \$449.00 | \$449.00 | |
| 101. -58300-348- | Veterans' Services - Postal Charges | \$129.00 | \$750.00 | \$750.00 | \$49.00 | \$355.00 | |
| 101. -58300-349- | Veterans' Services - Printing Stationery & Forms | \$340.00 | \$500.00 | \$500.00 | \$75.00 | \$399.00 | |
| 101. -58300-351- | Veterans Services - Rentals | \$500.00 | \$500.00 | \$500.00 | \$234.00 | \$499.00 | |
| 101. -58300-355- | Veterans' Services - Travel | \$1,988.00 | \$2,000.00 | \$2,000.00 | \$1,259.00 | \$2,099.00 | |
| 101. -58300-399- | Veterans Services - Other Contracted Services | \$3,250.00 | \$3,000.00 | \$3,000.00 | \$1,650.00 | \$2,878.00 | |
| 101. -58300-435- | Veterans' Services - Office Supplies | \$1,342.00 | \$1,500.00 | \$1,500.00 | \$604.00 | \$1,246.00 | |
| | | \$97,647.00 | \$107,115.00 | \$107,115.00 | \$54,161.00 | \$84,888.00 | |

C

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: X

DEPARTMENT:

FROM:

County Clerk/Trustee

Jeff Cole/Regina Copeland

| INCREASE | CODE DESCRIPTION | AMOUNT |
|---------------|--------------------------------|--------------|
| 101-49700 | Insurance Recovery | \$ 23,356.00 |
| | or unassigned | |
| | | |
| | | |
| | Total | \$ 23,356.00 |
| | | |
| INCREASE | | |
| 101-52500-790 | County Clerk - Other Equipment | \$ 8,431.00 |
| 101-52400-790 | Trustee - Other Equipment | \$ 14,925.00 |
| | | |
| | | |
| | Total | \$ 23,356.00 |

Motion

☐

To Approve

☐

To Refer

☐

With

☐

W/O

TH/PCD

Seconded

Motion

Detailed Justification / Explanation :

See attached incident report that is a result of freezing temperatures that caused frozen water pipes and power outages

All equipment and hardware lost.

If we do not receive insurance will come from Unassigned.

Impact on 22/23 Budget - No

12
New Business

PROPERTY/VEHICLE INCIDENT REPORT

Complete this report for any County property damage including theft or loss.

Return this to the Human Resources Department Fax 865-457-6259

DEPARTMENT INFORMATION

Employee Name Jeff COLE Department CLERK
Supervisor Name _____ Phone _____

INCIDENT INFORMATION

Date of Incident 1-1-2023 Time 8:00AM (am/pm) Date Reported _____

Location of Accident (Address, City, State):

ORIVETHRU CLINTON - JOLLEY BLOG

Describe in detail the sequence of events that directly caused the incident:

TEMPS PLUMMETED OVER HOLIDAY - POWER CUT OUTS
SHUT OFF HEAT. PIPES FROZE - UNTHAWED WATER
FOR AT LEAST 24 HRS WATER RAN FROM CEILING
SPRAYING EVERYWHERE

Contributing Factors:

FREEZING TEMPS - WATER PIPES

Witness(es) Name & Contact Information:

BRIAN YOUNG - IT DIRECTOR
ROGER LLOYD - BUILDING & GROUNDS DIRECTOR

County Vehicle/Equipment # _____ Other Vehicles Involved: ☐ Yes ☒ No

Owner's Name & Contact Information:

COUNTY CLERK

County Vehicle Damage: NO

Other Vehicle Damage: NO

PHOTOS, ESTIMATES FOR REPAIRS, AND POLICE REPORTS MUST ACCOMPANY REPORT, IF APPLICABLE.

Supervisor Jeff Cole Date 1/4/2023



Lloyd Construction
P.O. Box 6895
Oak Ridge, TN 37831
klloyd07@comcast.net

Estimate No. 49

ESTIMATE

Customer

Name Jeff Cole
Company Anderson County
Address 100 N Main Street
City Clinton State TN 37716
email: Jeffcole@acs.ac

Date 1/3/2023
Contact Karen Lloyd
Job Address 100 N Main Street
Clinton, TN 37716
Phone (865) 457-5400

| Description | |
|---|--------------------|
| Anderson County Clerk Drive Thru Office Clinton, TN | |
| Rent dumpster. | |
| Remove and dispose of flooring. | |
| Remove ceiling tiles and track. | |
| Remove and dispose of existing cabinets and counter tops. | |
| Remove and dispose of commode, vanity and mirror in restroom. | |
| Remove and dispose of base boards. | |
| Remove and dispose of sheetrock. | |
| Remove and dispose of insulation. | |
| Remove and dispose of existing lighting. | |
| Install insulation on exterior walls. | |
| Install sheetrock on walls. | |
| Tape and finish sheetrock. | |
| Paint walls in office and bathroom. | |
| Build and paint cabinets in office area. | |
| Install new counter tops in office area. | |
| Install new flooring. | |
| Install base boards in office and bathroom. | |
| Install new commode. | |
| Install new bathroom vanity. | |
| Install new vanity top and faucet. | |
| Install new vanity mirror. | |
| Install new lighting. | |
| Install new track and ceiling. | |
| Total labor and materials. | \$44,787.11 |
| Total Estimate | \$44,787.11 |

Phone (865) 806-3149

12



| | |
|------------|-----------------|
| CUSTOMER # | ANDERSON COUNTY |
| DATE: | 1/4/2023 |
| SALES REP: | Walters |

| | | | | |
|------------------|----------------------------|-------|---------|---------------------------------|
| Customer Name | ANDERSON COUNTY GOVERNMENT | | | Contact: Brian Young |
| Physical Address | 100 N MAIN | | Phone # | 865-259-6964 |
| City | CLINTON | State | Tn | Zip 37716 |
| | | | | Email: it@andersoncountyttn.gov |
| Billing Address | | | | |
| City | | State | | Zip |
| | | | | Fax # |

EQUIPMENT TO BE INSTALLED

[illegible]

| | |
|-----------|------------|
| Equipment | \$3,986.00 |
| Tax | |
| SUBTOTAL | \$3,986.00 |
| Labor | \$1,220.00 |

| | |
|---------------|------------|
| TOTAL CHARGES | \$5,206.00 |
| 75% Deposit | \$3,904.50 |

| | |
|----------------------------------|-------------------|
| Total Due Upon Completion | \$1,301.50 |
|----------------------------------|-------------------|

Customer Signature _____
 This agreement is not valid until accepted by a representative of ASI LLC
 3329 Byington Beaver Ridge Rd, Knoxville TN 37931 (865)392-9393

Date _____
 TN Alarm Lic. # C-1579
 assistance@asi-tn.com

12

PROPOSAL

i3-BIS, LLC
DBA: Business Information Systems
333 Industrial Park Road
Piney Flats, TN 37686

Proposal Number: SAQ12427
Proposal Date: 01/04/23
Page: 1
Date and Time: 01/04/23 12:35:24

Sell

To: ANDERSON TN COUNTY CLERK
Switchboard
ROOM 111 COURTHOUSE
100 NORTH MAIN STREET
CLINTON, TN 37716

Ship Via
Ship Date 01/04/23
Terms Net 30

Customer ID AND030
SalesPerson Stoney Hale/David Casaday

| Description | Unit | Qty | Unit Price | Total Price |
|--|------|------|------------|-------------|
| Clerk PC, Barcode Scanner, Decal Printer | | | | |
| [Decal Printer] | | | | |
| SATO WS412 - WT302-400NN-EX1 | EA | 1.00 | 950.00 | 950.00 |
| >> Printer Install | hour | 1.00 | 0.00 | |
| [Barcode Scanner] | | | | |
| Zebra DS9308 barcode reader | EA | 1.00 | 375.00 | 375.00 |
| >> Bar Code Reader Install | EACH | 1.00 | 0.00 | |
| [PC & Monitor] | | | | |
| Small Format PC | EA | 1.00 | 1,600.00 | 1,600.00 |
| >> 24" Wide LCD Screen Monitor | EA | 1.00 | 0.00 | |
| >> TN CLERK WORKSTATION INSTALL | EACH | 1.00 | 0.00 | |
| Hardware Dept Travel Cost | EACH | 2.00 | 150.00 | 300.00 |

x2

| | | | |
|-----------------------------|------------------------------|-------------------|----------|
| Amount Subject to Sales Tax | Amount Exempt from Sales Tax | Subtotal: | 3,225.00 |
| 0.00 | 3,225.00 | Invoice Discount: | 0.00 |
| | | Total Sales Tax: | 0.00 |
| | | Total: | 3,225.00 |

12

Hello
Select your address Electronics ▾

Hello, sign in
Account & Lists ▾ Returns 1



- All Clinic Customer Service Best Sellers Amazon Basics Today's Deals Prime ▾ New Releases Books Music Gift Cards Registry
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A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your **Premier page**, or, if you do not have Premier, use this **Quote to Order**.

| | | | |
|-----------------------------|------------------------|-------------------|-------------------------|
| Quote No. | 3000140877378.2 | Sales Rep | Fred Mack |
| Total | \$806.27 | Phone | (800) 456-3355, 6180795 |
| Customer # | 1807879 | Email | Fred_Mack@Dell.com |
| Quoted On | Jan. 04, 2023 | Billing To | ACCOUNTS PAYABLE |
| Expires by | Feb. 03, 2023 | | ANDERSON COUNTY |
| Contract Name | Dell NASPO Computer | | 100 N MAIN ST |
| Contract Code | Equipment PA - TN | | RM 104 COURTHOUSE |
| Customer Agreement # | C000000013087 | | CLINTON, TN 37716-3615 |
| Deal ID | 49580 / MNWNC-108 | | |
| | 24869707 | | |

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Fred Mack

Shipping Group

| | |
|---|------------------------|
| Shipping To | Shipping Method |
| BRIAN YOUNG ANDERSON COUNTY 100 N MAIN ST RM 104 COURTHOUSE CLINTON, TN 37716 (865) 457-6255 | Standard Delivery |

| Product | Unit Price | Quantity | Subtotal |
|---------------------------------|------------|----------|----------|
| OptiPlex 3000 Small Form Factor | \$806.27 | 1 | \$806.27 |

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Shipping Group Details

Shipping To

BRIAN YOUNG
ANDERSON COUNTY
100 N MAIN ST
RM 104 COURTHOUSE
CLINTON, TN 37716
(865) 457-6255

Shipping Method

Standard Delivery

| | Quantity | Subtotal |
|--|----------|----------|
| OptiPlex 3000 Small Form Factor | 1 | \$806.27 |

Estimated delivery if purchased today:

Jan. 25, 2023

Contract # C000000013087

Customer Agreement # 49580 / MNWNC-108

| Description | SKU | Unit Price | Quantity | Subtotal |
|--|----------|------------|----------|----------|
| OptiPlex 3000 Small Form Factor | 210-BCSQ | - | 1 | - |
| 12th Generation Intel Core i5-12500 (6 Cores/18MB/12T/3.0GHz to 4.6GHz/65W) | 338-CCWC | - | 1 | - |
| Windows 10 Pro (Includes Windows 11 Pro License) English, French, Spanish | 619-AQMP | - | 1 | - |
| No Microsoft Office License Included | 658-BCSB | - | 1 | - |
| VMWCB Endpoint Std NGAV B-EDR w/ProSupport 1yr | 528-CHEC | - | 1 | - |
| 16GB (1x16GB) DDR4 non ECC memory | 370-AGFR | - | 1 | - |
| M.2 2230 256GB PCIe NVMe Class 35 Solid State Drive | 400-BEUW | - | 1 | - |
| M.2 22x30 Thermal Pad | 412-AAQT | - | 1 | - |
| M2X3.5 Screw for SSD/DDPE | 773-BBBC | - | 1 | - |
| Intel Integrated Graphics | 490-BBFG | - | 1 | - |
| 180 W internal power supply unit (PSU), 85% Efficient, 80 Plus Bronze DAO | 329-BGPO | - | 1 | - |
| System Power Cord (Philippine/TH/US) | 450-AAOJ | - | 1 | - |
| No Optical Drive | 429-ABKF | - | 1 | - |
| CMS Software not included | 632-BBBJ | - | 1 | - |
| Chassis Intrusion Switch | 461-AAIY | - | 1 | - |
| No Additional Add In Cards | 382-BBHX | - | 1 | - |
| No Additional Video Ports | 492-BCKH | - | 1 | - |
| SupportAssist | 525-BBCL | - | 1 | - |
| Dell(TM) Digital Delivery Cirrus Client | 640-BBLW | - | 1 | - |
| Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps) | 658-BBMR | - | 1 | - |
| Waves Maxx Audio | 658-BBRB | - | 1 | - |
| Dell SupportAssist OS Recovery Tool | 658-BEOK | - | 1 | - |
| Windows PKID Label | 658-BFDQ | - | 1 | - |
| SW Driver, Intel Rapid Storage Technology, OptiPlex 3000 | 658-BFLN | - | 1 | - |
| Foxit PDF Editor v12 | 634-BZSL | - | 1 | - |
| ENERGY STAR Qualified | 387-BBLW | - | 1 | - |
| Dell Watchdog Timer | 379-BESJ | - | 1 | - |

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| | | | | |
|--|----------|---|---|---|
| Quick Start Guide | 340-CYIB | - | 1 | - |
| Print on Demand Label | 389-BDQH | - | 1 | - |
| Trusted Platform Module (Discrete TPM Enabled) | 329-BBJL | - | 1 | - |
| Shipping Material | 340-CQYR | - | 1 | - |
| Shipping Label | 389-BBUU | - | 1 | - |
| Regulatory Label 180W | 389-EDWF | - | 1 | - |
| No Hard Drive Bracket, Dell OptiPlex | 575-BBKX | - | 1 | - |
| Intel Core i5 non-vPro Processor Label | 340-CUEW | - | 1 | - |
| Desktop BTS/BTP Shipment | 800-BBiP | - | 1 | - |
| Dell KB216 Wired Keyboard English | 580-ADJC | - | 1 | - |
| Dell Optical Mouse - MS116 (Black) | 570-ABIE | - | 1 | - |
| No Cover Selected | 325-BCZQ | - | 1 | - |
| Fixed Hardware Configuration | 998-FLWH | - | 1 | - |
| Internal Speaker | 520-AARD | - | 1 | - |
| In-Band Systems Management | 631-ADFQ | - | 1 | - |
| EPEAT 2018 Registered (Silver) | 379-BDTO | - | 1 | - |
| Dell Limited Hardware Warranty Plus Service | 803-8583 | - | 1 | - |
| Onsite Service After Remote Diagnosis 3 Years | 803-8590 | - | 1 | - |
| Basic Support Asset Label without Company Name | 365-0533 | - | 1 | - |
| CFI,Information,VAL,CHASSISDEF,Factory Install | 377-8262 | - | 1 | - |

| | |
|---------------------------|-----------------|
| Subtotal: | \$806.27 |
| Shipping: | \$0.00 |
| Environmental Fee: | \$0.00 |
| Estimated Tax: | \$0.00 |
| Total: | \$806.27 |

| | |
|---------------------|----------|
| Subtotal: | \$806.27 |
| Shipping: | \$0.00 |
| Environmental Fee: | \$0.00 |
| Non-Taxable Amount: | \$806.27 |
| Taxable Amount: | \$0.00 |
| Estimated Tax: | \$0.00 |

| | |
|--------|----------|
| Total: | \$806.27 |
|--------|----------|

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Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^DELL BUSINESS CREDIT (DBC): Offered to business customers by WebBank, who determines qualifications for and terms of credit. Taxes, shipping and other charges are extra and vary. The Total Minimum Payment Due is the greater of either \$20 or 3% of the New Balance shown on the statement rounded up to the next dollar, plus all past due amounts. Dell and the Dell logo are trademarks of Dell Inc.

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 AMENDMENTTRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

Sheriff's Department

Kenny Sharp/Russell Barker

1/4/2023

| Increase | | CODE DESCRIPTION | | | | | | AMOUNT |
|---------------|--|------------------|--|--|--|--|--|--------------|
| 122-54150-718 | | Motor Vehicle | | | | | | \$45,000.00 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| TOTAL | | | | | | | | \$ 45,000.00 |

| Decrease | | CODE DESCRIPTION | | | | | | |
|----------------|--|------------------------------|--|--|--|--|--|--------------|
| 122-34525-1000 | | Restricted for public safety | | | | | | 45,000.00 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| TOTAL | | | | | | | | \$ 45,000.00 |

(61,696

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

Detailed Justification / Explanation :

This money will be used to purchase two replacement vehicles for narcotic investigations.

Once they are purchased we will surplus current vehicles in the narcotics unit.

The monies from the sell of those vehicles will go back in the restricted code.

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