

## **BUDGET COMMITTEE AGENDA**

**August 10, 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. AC Schools/Julie Minton ..... Appropriations (4-6)
4. Drug Court/Winnie Gadd ..... Appropriation (7)
5. County Clerk/Jeff Cole ..... Appropriation (8)
6. Highway/Gary Long ..... Appropriation (9)
7. Tourism/Stephanie Wells ..... Appropriation (10)
8. EMA/Brice Kidwell ..... Appropriation (11)
9. Circuit Clerk/Rex Lynch ..... Appropriation (12)
10. Sheriff/Russell Barker ..... Appropriations (13-19)
11. Mayor/Terry Frank ..... Appropriations (20-23)
12. Finance/Robby Holbrook ..... Appropriations (24-30)

### **SECTIONS:**

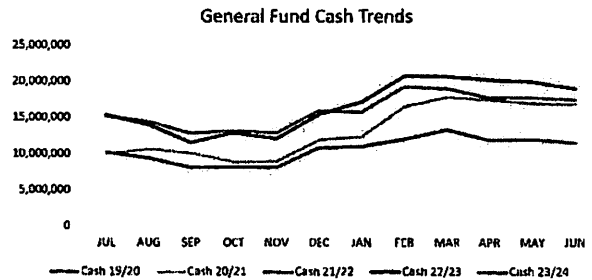
- Grant Applications ..... (A)
- Election Grant/Mark Stephens..... (B)
- Industrial Park Infrastructure/Mayor Frank ..... (C)
- EMS Location and Fund Discussion ..... (D)
- VFD's Request from Fire Commission..... (E)
- Tourism Welcome Center Sale and Division of Funds..... (F)
- Budget Approval from State of Tennessee..... (G)
- General Sessions Courtroom Equipment/Rex Lynch..... (H)
- New Business ..... (I)
- Old Business..... (J)

**ANDERSON COUNTY GOVERNMENT  
CASH AND FUND BALANCE REPORT  
July 31, 2023**

FUND	DESCRIPTION	NON-SPENDABLE	RESTRICTED FUNDS	COMMITTED FUNDS	ASSIGNED FUNDS	UNASSIGNED FUND BALANCE	TOTAL FUND BALANCE	CASH
101	General Fund	\$ -	\$ 1,084,920	\$ 1,611,601	\$ 4,102,939	\$ 11,637,912 *	\$ 18,437,372	\$ 17,794,773
115	Library Fund	\$ -	\$ 346,401	\$ -	\$ -	\$ -	\$ 346,401	\$ 342,968
116	Solid Waste/Sanitation Fund	\$ -	\$ 532,277	\$ -	\$ -	\$ -	\$ 532,277	\$ 538,341
118	Ambulance Fund	\$ -	\$ -	\$ -	\$ -	\$ 551,588	\$ 551,588	\$ 622,620
121	American Rescue Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,675,041
122	Drug Control Fund	\$ -	\$ 152,163	\$ 8,754	\$ -	\$ -	\$ 160,917	\$ 152,043
127	Channel 95 Fund	\$ -	\$ -	\$ -	\$ 50,927	\$ -	\$ 50,927	\$ 73,226
128	Tourism Fund	\$ -	\$ 311,417	\$ -	\$ 200,000	\$ -	\$ 511,417	\$ 642,040
131	Highway Fund	\$ 77,670	\$ 269,737	\$ 3,336,343	\$ -	\$ -	\$ 3,683,750	\$ 3,795,238
141	General Purpose School Fund	\$ -	\$ -	\$ 10,463,879	\$ -	\$ -	\$ 10,463,879	\$ 13,066,465
143	Central Cafeteria	\$ 151,640	\$ 3,206,701	\$ -	\$ -	\$ -	\$ 3,358,341	\$ 4,414,728
151	General Debt Service Fund	\$ -	\$ 1,108,545	\$ -	\$ -	\$ -	\$ 1,108,545	\$ 957,720
152	Rural Debt Service Fund	\$ -	\$ 725,936	\$ -	\$ -	\$ -	\$ 725,936	\$ 286,260
156	Education Debt Service Fund	\$ -	\$ 140,391	\$ 113,813	\$ -	\$ -	\$ 254,204	\$ 271,007
171	Capital Projects Fund	\$ -	\$ 424,519	\$ -	\$ -	\$ -	\$ 424,519	\$ 458,955
177	Education Capital Projects Fund	\$ -	\$ 635,800	\$ -	\$ -	\$ -	\$ 635,800	\$ 696,300
263	Employee Benefit Fund	\$ 33,174	\$ -	\$ -	\$ 1,206,635	\$ -	\$ 1,239,809	\$ 1,436,864
		\$ 262,484	\$ 8,938,807	\$ 15,534,390	\$ 5,560,501	\$ 12,189,500	\$ 42,485,682	\$ 55,224,589

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

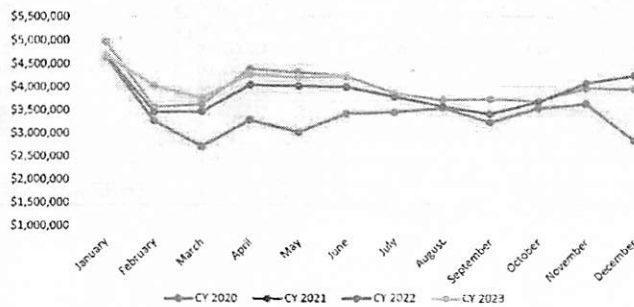
Cash Trends July	
Cash 19/20	10,272,483
Cash 20/21	10,101,594
Cash 21/22	15,225,725
Cash 22/23	15,379,674
Cash 23/24	17,794,773



# Sales Tax

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	\$89,985.89	\$44,955.50	\$2,368,033.04	\$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	\$1,932,708.18	\$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	\$536,129.62	\$891,690.20	\$92,730.44	\$44,750.97	\$2,514,347.33	\$113,591.36	\$55,791.44	\$4,249,031.36	7%
Totals:	\$6,077,426.16	\$10,250,953.15	\$1,062,341.64	\$513,296.87	\$26,651,645.32	\$1,328,312.51	\$649,959.84	\$46,543,935.49	-3%
2023	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Out of State	Total	
January	\$577,363.93	\$983,474.85	\$99,823.93	\$54,597.61	\$2,810,404.98	\$123,084.63	\$38,047.80	\$4,686,797.73	0%
February	\$451,005.03	\$792,205.54	\$90,544.60	\$40,952.34	\$2,492,887.42	\$112,060.65	\$58,937.22	\$4,038,592.80	16%
March	\$402,603.65	\$792,031.08	\$83,998.77	\$34,415.13	\$2,308,537.21	\$98,026.17	\$47,708.20	\$3,767,320.16	8%
April	\$542,319.00	\$941,144.56	\$99,034.54	\$45,470.06	\$2,498,001.90	\$127,078.86	\$37,123.00	\$4,291,171.92	6%
May	\$479,277.10	\$931,927.26	\$95,701.25	\$41,952.63	\$2,519,300.61	\$109,875.40	\$43,269.20	\$4,221,303.45	5%
June	\$510,889.49	\$946,295.97	\$97,499.57	\$53,532.00	\$2,440,604.57	\$127,490.31	\$48,233.08	\$4,224,544.99	5%
July									-100%
August									-100%
September									-100%
October									-100%
November									-100%
December									-100%
Totals:	\$2,963,456.20	\$5,387,079.26	\$566,602.61	\$270,919.77	\$15,069,736.69	\$697,616.02	\$273,318.50	\$25,229,731.05	-46%

Local Option Sales Tax - Total Net Collections



ARPA PROJECTS

		ARPA Funding Eligibility Category	REVENUE LOSS	OTHER ELIGIBILITIES	TOTAL			
		Total ARPA Allocation	\$ 10,000,000.00	\$ 4,952,074.00	\$ 14,952,074.00			
		-Less Budgeted To-Date	\$ (7,616,901.01)	\$ (3,184,304.47)	\$ (10,801,205.48)			
		Remaining Allocation	\$ 2,383,098.99	\$ 1,767,769.53	\$ 4,150,868.52			
	Project Identification Number	Project Name	BUDGETED	EXPENDED TO-DATE	BUDGETED BUT NOT EXPENDED	PROJECT STATUS	REVENUE LOSS	Date Approved by Commission
1	121-58836-189-GA003E	Employee Retention Payments -Exempt	\$ 85,013.68	\$ 85,013.68	\$ -	Complete	YES	4/18/2022
2	121-58836-189-GA003NE	Employee Retention Payments -Non-Exempt	\$ 614,826.78	\$ 614,826.78	\$ -	Complete	NO	4/18/2022
3.1	121-58836-339-GA912	TN Emergency Broadband Fund Grants -MF Highland	\$ 11,636.84	\$ 11,636.84	\$ -	Complete	YES	2/22/2022
5	121-58836-599-11802	EMS Budget Fund Balance Adjustment (Worker	\$ 280,000.00	\$ 280,000.00	\$ -	Complete	YES	8/15/2022
6	121-58836-716-SD001	Whole Body Scanner for Jail	\$ 135,000.00	\$ 135,000.00	\$ -	Complete	YES	12/20/2021
12	121-91401-708-GA002	A/V Technology for Room 118A	\$ 15,182.53	\$ 15,182.53	\$ -	Complete	NO	5/16/2022
18	121-91401-732-FJC01	Family Justice Center -Building Purchase	\$ 175,000.00	\$ 175,000.00	\$ -	Complete	YES	8/15/2022
21	121-91401-799-GA006	Oak Ridge Fire Dept. Training Center	\$ 273,500.00	\$ 273,500.00	\$ -	Complete	YES	8/15/2022
23	121-58836-355-GA014	Repair Chimney	\$ 18,635.00	\$ 18,635.00	\$ -	Complete	YES	1/17/2023
24	121-91401-790-GA015	A/V Technology for Room 312	\$ 13,994.24	\$ 13,994.24	\$ -	Complete	NO	3/20/2023
3	121-58836-339-GA012	TN Emergency Broadband Fund Grants -MF Comcast	\$ 250,000.00	\$ -	\$ 250,000.00	In Progress	NO	2/22/2022
4	121-58836-399-GA013	GIS Digitized Stormwater System And Outfall Map	\$ 103,060.00	\$ 63,060.00	\$ 40,000.00	In Progress	NO	11/21/2022
7	121-67101-402-13101 thru 13106	County Paving Projects	\$ 2,252,835.64	\$ 2,131,883.21	\$ 120,952.43	In Progress	YES	8/15/2022
8	121-91401-399-GA001	County-wide Assessment for Water & Sewer Planning	\$ 92,000.00	\$ 46,105.00	\$ 45,895.00	In Progress	YES	3/10/2022
10	121-91401-707-GA011	Witness Room/Archives Relocation	\$ 1,019,170.85	\$ 638,981.85	\$ 380,189.00	In Progress	YES	8/15/2022
11	121-91401-707-SC001	Senior Center Kitchen Improvements	\$ 664,700.00	\$ 10,815.84	\$ 653,884.16	In Progress	YES	5/16/2022
13	121-91401-709-GA005	IT Infrastructure Needs (e.g., Multi-Factor Authentication)	\$ 150,000.00	\$ 55,711.98	\$ 94,288.02	In Progress	YES	8/15/2022
14	121-91401-718-11801	EMS Ambulances for 2 years	\$ 1,357,726.00	\$ 500,511.66	\$ 857,214.34	In Progress	NO	8/15/2022
15	121-91401-718-GA004	Other Vehicles on Capital Requests	\$ 225,000.00	\$ -	\$ 225,000.00	In Progress	YES	8/15/2022
16	121-91401-718-SD002	Sheriff's Vehicles for 2 Years	\$ 900,000.00	\$ 458,216.22	\$ 441,783.78	In Progress	YES	8/15/2022
22	121-91401-799-GA008	Other County Capital Outlay Requests (e.g., \$10k Judges)	\$ 40,000.00	\$ 9,334.76	\$ 30,665.24	In Progress	YES	8/15/2022
9	121-91401-399-GA010	Claxton Sewerline Study	\$ 30,000.00	\$ -	\$ 30,000.00	Pending	YES	8/15/2022
17	121-91401-731-GA007	Digital Poll Books -Election Office	\$ 100,000.00	\$ -	\$ 100,000.00	Pending	YES	8/15/2022
19	121-91401-790-11803	EMS Stretchers (12)	\$ 398,409.00	\$ -	\$ 398,409.00	Pending	YES	11/21/2022
20	121-91401-791-GA009	CDBG Waterline Project (Buchanan Ln, Judson Rd, Savage Garden)	\$ 450,000.00	\$ -	\$ 450,000.00	Pending	NO	8/15/2022
25	121-58836-399-SD003	Jail Medical Services	\$ 250,000.00	\$ -	\$ 250,000.00	Pending	YES	5/15/2023
26	121-58836-599-11804	EMS Budget Fund Balance Adjustment (FY24)	\$ 516,000.00	\$ -	\$ 516,000.00	Pending	YES	6/19/2023
27	121-91401-309-TDEC1	TDEC ARP Water Infrastructure Investment Plan (WIIP)	\$ 379,514.92	\$ -	\$ 379,514.92	Pending	NO	6/19/2023
				</				

Current Projects as of 7-31-23



# 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:

**0082982**

Buildings & Grounds / ADA

Roger Lloyd

DATE Aug-23

INCREASE CODE	CODE DESCRIPTION	AMOUNT
101-51800-355	Travel	\$ 500.00
<b>TOTAL</b>		<b>\$ 500.00</b>
DECREASE CODE	CODE DESCRIPTION	
101-51800-524	Staff Development	\$ 500.00
<b>TOTAL</b>		<b>\$ 500.00</b>

500

Detailed Justification / Explanation :

To cover lodging expenses for ADA Update Conference in Phoenix AZ August 2023

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*

1

# 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: ☐

0082983

DEPARTMENT: Fiscal Services

FROM: Julie Minton

DATE: 8/2/2023

INCREASE <input checked="" type="checkbox"/> DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72710-189-SPED	Other Salaries and Wages	\$ 20,000.00
Total		\$ 20,000.00

INCREASE <input type="checkbox"/> DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72710-189	Other Salaries and Wages	\$ 20,000.00
Total		\$ 20,000.00

Motion \_\_\_\_\_

☐ To Approve

☐ To Refer

☐ With ☐ W/O

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

**Detailed Justification / Explanation :** To transfer funds to identify part of Transportation Coordinator's salary paid through Special Education. This separation is necessary to clearly identify costs of the Special Education program as required by the State Department of Education..

# 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: ☐

DEPARTMENT: Fiscal Services

FROM: Julie Minton

0082984

DATE: 8/2/2023

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-46510		Tennessee Investment in Student Achievement	\$ 40,160,000.00
Total			\$ 40,160,000.00

INCREASE <input type="checkbox"/>	DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-46511		Basic Education Program	\$ 40,160,000.00
Total			\$ 40,160,000.00

Motion \_\_\_\_\_

☐ To Approve

☐ To Refer

☐ With

☐ W/O

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

Detailed Justification / Explanation : To correct revenue code for the state's new education funding program.

At the time of budget preparation, the Comptroller's Office had not assigned the new revenue code.

3

# 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: ☒

0082985

DEPARTMENT: Special Education

FROM: Kim Towe

DATE: 8/4/2023

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141	43551 SEFFS	Special Education Fees for Service	\$ 152,000.00
Total			\$ 152,000.00

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141	71200 399 SEFFS	Other Contracted Services	\$ 85,000.00
141	71200 429 SEFFS	Instructional Supplies & Materials	\$ 30,000.00
141	71200 499 SEFFS	Other Supplies & Materials	\$ 30,000.00
141	71200 524 SEFFS	Inservice / Staff Development	\$ 5,000.00
141	71200 524 SEFFS	Inservice / Staff Development	\$ 2,000.00
Total			\$ 152,000.00

Motion \_\_\_\_\_

☐ To Approve

☐ To Refer

☐ With ☐ W/O

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

### Detailed Justification / Explanation :

To appropriate funds to pay Access Medical for their contracted 20% service fee from funds generated from the reimbursement to access students' insurance companies for services provided by our speech pathologists, occupational therapists, and physical therapists. Also, for our contracted period with LTVEC for an intern psychologist. Also for supplies and staff development for special education department.

# 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: ☐  
DEPARTMENT: Fiscal Services

APPROPRIATION: ☒ 0082986  
FROM: Julie Minton

DATE: 8/2/2023

INCREASE <input type="checkbox"/> DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-39000	Unassigned Fund Equity	\$ 260,000.00
<b>Total</b>		<b>\$ 260,000.00</b>

10M

INCREASE <input checked="" type="checkbox"/> DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-71100-213	Payments to Retirees	\$ 116,150.00
141-71100-214	Termination Benefits	\$ 56,000.00
141-71200-213	Payments to Retirees	\$ 18,660.00
141-71300-213	Payments to Retirees	\$ 20,240.00
141-72130-213	Payments to Retirees	\$ 9,600.00
141-72210-213	Payments to Retirees	\$ 22,500.00
141-72320-213	Payments to Retirees	\$ 5,650.00
141-72410-213	Payments to Retirees	\$ 7,700.00
141-72610-213	Payments to Retirees	\$ 3,500.00
<b>Total</b>		<b>\$ 260,000.00</b>

Motion \_\_\_\_\_

☐ To Approve

☐ To Refer

☐ With

☐ W/O

Seconded

Motion \_\_\_\_\_

**Detailed Justification / Explanation :** To appropriate funds for retirement bonus payments to recently retired employees and for retired insurance benefits for qualifying employees.

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

TRANSFER: ☐

APPROPRIATION: ☒

0082987

DEPARTMENT: Fiscal Services

FROM: Julie Minton

DATE: 8/2/2023

INCREASE <input type="checkbox"/> DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-34685	Committed for Capital Projects	\$ 1,250,000.00
<b>Total</b>		<b>\$ 1,250,000.00</b>

357

INCREASE <input checked="" type="checkbox"/> DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-76100-399	Other Contracted Services	\$ 30,000.00
141-76100-707	Building Improvements	\$ 1,220,000.00
<b>Total</b>		<b>\$ 1,250,000.00</b>

Motion \_\_\_\_\_

☐ To Approve

☐ To Refer

☐ With ☐ W/O

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

**Detailed Justification / Explanation :** To appropriate funds for completion of capital projects at Norris Middle School, Clinton High School and other projects as needed.

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# 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 Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

DEPARTMENT:

FROM:

0082988

Drug Court

Winnie Gadd

Increase	CODE DESCRIPTION	AMOUNT
101-53330-399-2000	Drug Court- Other Contracted Services	\$ 21,120.00
TOTAL		\$ 21,120.00

Decrease	CODE DESCRIPTION	
101-34520-3000	Restricted-Drug Court - Drug Court Assessment Fees	\$ 21,120.00
TOTAL		\$ 21,120.00

18517

Detailed Justification / Explanation :

Funding for a one year contract for a part-time counselor in the Recovery Court Program.

Impact on Next Year's Budget - No effect

⑦

# 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: XXXXXXXXXX

DEPARTMENT:

FROM:

0082989

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

Jeff Cole \_\_\_\_\_

3/31/2023

Increase	CODE DESCRIPTION	AMOUNT
101-43383	Additional Fees-Title and Registration	\$ 10,000.00
	TOTAL	\$ 10,000.00

Increase	CODE DESCRIPTION	
101-52500-711	Furniture	\$ 2,300.00
101-52500-709	Data Processing Equipment	\$ 4,600.00
101-52500-335	Main. And Repair	\$ 3,100.00
	TOTAL	\$ 10,000.00

<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;"> <input type="checkbox"/> With                         <input type="checkbox"/> W/O                     </div> </div> <p>Seconded _____</p> <p>Motion _____</p>	
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Detail Justification / Explanation

Items needed due to relocation.

APR 7 2023 05 FINANCE

**Impact on 22/23 bud get**

One Time Increase

8

*Please attach additional sheet if more information is needed*





**ANDERSON COUNTY BUDGET AMENDMENT REQUEST****TYPE OF AMENDMENT**TRANSFER: ☐APPROPRIATION: ☒

0082991

DEPARTMENT: TourismFROM: Stephanie Wells

Increase	CODE DESCRIPTION	AMOUNT
128-58110-499	Other	\$7,000.00
128-58110-711	Furniture	\$3,000.00
	<b>TOTAL</b>	<b>\$10,000.00</b>

Decrease	CODE DESCRIPTION	AMOUNT
128-34535	Fund Balance	\$10,000.00
	<b>TOTAL</b>	<b>\$10,000.00</b>

51,400

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

**Detailed Justification / Explanation :**

Appropriation for expense associated with new facility included free standing storage, desk, seating, signage, etc.

Impact on next year's budget : No

b

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: X

DEPARTMENT:

FROM:

0082992

EMA

Brice Kidwell

7/28/2023

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
101.47229	EMPG Grant	\$ 37,080.04

	TOTAL	\$ 37,080.04

INCREASE/DECREASE	CODE DESCRIPTION	
101.54410-499-EMPG	Civil Defence - HazMat Supplies & Material	\$ 37,080.04
	TOTAL	\$ 37,080.04

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, materials, and equipment in order to respond to any hazardous material incident within Anderson County.

11

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 Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

0082994

DEPARTMENT:

FROM:

Sheriff's Department

Kenny Sharp/Russell Barker

8/1/2023

Increase		CODE DESCRIPTION					AMOUNT
101-54110-338		Vehicle Maintenance					\$1,950.17
TOTAL							\$1,950.17

<u>Increase</u>		CODE DESCRIPTION					
101-49700		Insurance Recovery					\$1,950.17
TOTAL							\$1,950.17
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 :

13

This money is insurance recovery funds obtained after payout from the carrier after one of our vehicles was side swiped.

*Please attach additional sheet if more information is needed*

**Anderson County  
Miscellaneous Receipt**

**Misc. Receipt No:** 23164  
**POS Receipt No:** 120188  
**Receipt Date:** 07/27/2023

**Received By:** Grace Rutherford  
**Received On:** 07/27/2023 7:54 AM

**Customer ID:** 232  
**Name:** Tennessee Risk Management Trust  
**Description:** ACSD INSURANCE PAYMENT SIDE SWIPE  
INCIDENT

Miscellaneous Receipt Total
\$1,950.17

GL Account Number	GL Account Description	Debit	Credit
101. -49700	Insurance Recovery	\$0.00	\$1,950.17
Miscellaneous Receipt Totals:		\$0.00	\$1,950.17

**Thank You!**

(13)

**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:

0082995

Sheriff's Office

Steve Owens/Russell Barker

INCREASE	CODE DESCRIPTION	AMOUNT
101-54110-187-4500	Sheriff Department - Overtime Pay - HIDTA Overtime	\$ 50,000.00
101-54110-201-4500	Social Security	\$ 3,100.00
101-54110-204-4500	Retirement	\$ 3,000.00
101-54110-210-4500	Unemployment	\$ 50.00
101-54110-212-4500	Medicare	\$ 725.00
	<b>Total</b>	<b>\$ 56,875.00</b>
<b>INCREASE</b>		
101-47990-4500	<b>Other Direct Federal Revenue - HIDTA Overtime</b>	<b>\$ 56,875.00</b>
		\$ -
	<b>Total</b>	<b>\$ 56,875.00</b>
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 :		
HIDTA Overtime Grant for Sheriff's Office. Reimbursable grant.		
High Intensity Drug Trafficking Areas		
Impact on 23/24 Budget - No		

14

**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

0082996

DEPARTMENT:

FROM:

Sheriff's Office

Steve Owens/Russell Barker

INCREASE	CODE DESCRIPTION	AMOUNT
101-54110-187-5500	Sheriff Department - Overtime Pay - USMS Overtime	\$ 30,750.00
101-54110-201-5500	Social Security	\$ 1,907.00
101-54110-204-5500	Retirement	\$ 1,845.00
101-54110-210-5500	Unemployment	\$ 52.00
101-54110-212-5500	Medicare	\$ 446.00
	<b>Total</b>	<b>\$ 35,000.00</b>
<b>INCREASE</b>		
101-47590-4500	Other Federal Thru State - Overtime Pay - USMS Grant	\$ 35,000.00
	<b>Total</b>	<b>\$ 35,000.00</b>
<b>Motion</b> <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
<b>Seconded</b>		
<b>Motion</b>		
<b>Detailed Justification / Explanation :</b>		
USMS Overtime Grant for Sheriff's Office. Reimbursable grant.		
High Intensity Drug Trafficking Areas from United States Marshals Service		
<b>Impact on 23/24 Budget - No</b>		

15



**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

0082997

DEPARTMENT:

FROM:

Sheriff's Office

Steve Owens/Russell Barker

INCREASE	CODE DESCRIPTION	AMOUNT
101-54110-187-9007	Sheriff Department - Overtime Pay - THSO Grant	\$ 30,750.00
101-54110-201-9007	Social Security	\$ 1,907.00
101-54110-204-9007	Retirement	\$ 1,845.00
101-54110-210-9007	Unemployment	\$ 52.00
101-54110-212-9007	Medicare	\$ 446.00
	<b>Total</b>	<b>\$ 35,000.00</b>
<b>INCREASE</b>		
101-47590-9007	Other Federal Thru State - Overtime Pay - THSO Grant	\$ 35,000.00
	<b>Total</b>	<b>\$ 35,000.00</b>
<b>Motion</b> <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
<b>Seconded</b> _____		
<b>Motion</b>		
<b>Detailed Justification / Explanation :</b>		
THSO Overtime Grant for Sheriff's Office. Reimbursable grant.		
Tennessee Highway Safety Office		
Geared towards reducing fatalities in the County		
Impact on 23/24 Budget - No		

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# 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 Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

DEPARTMENT:

FROM:

0082998

Sheriff's Office

Lounicia Bolton

Increase	CODE DESCRIPTION	AMOUNT
101-46290-VCIF1	Violent Crime Intervention Fund Grant FY24	\$ 180,600.00
TOTAL		\$ 180,600.00

Increase	CODE DESCRIPTION	
101-54110-716-VCIF1	Violent Crime Intervention Fund Grant FY24	\$ 180,600.00
TOTAL		\$ 180,600.00

Detailed Justification / Explanation :

To allocate FY24 Violent Crime Intervention Fund Grant funds from the Office of Criminal Justice Programs to purchase tasers and ballistic shields.

Impact on Next Year's Budget - No effect

(17)

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 Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: [REDACTED]

7/24/2023

DEPARTMENT:

FROM:

0082999

Sheriff's Office

Lounicia Bolton

Increase	CODE DESCRIPTION	AMOUNT
101-46290-VCIF2	Violent Crime Intervention Fund Grant FY24	\$ 1,187,400.00
	TOTAL	\$ 1,187,400.00

Increase	CODE DESCRIPTION	
101-54110-189-VCIF2	VCIF Collaborative FY24 - Other Salaries & Wages	\$ 73,334.00
101-54110-187-VCIF2	VCIF Collaborative FY24 - Overtime Pay	\$ 50,000.00
101-54110-201-VCIF2	VCIF Collaborative FY24 - Social Security	\$ 4,547.00
101-54110-204-VCIF2	VCIF Collaborative FY24 - State Retirement	\$ 4,400.00
101-54110-206-VCIF2	VCIF Collaborative FY24 - Life Insurance	\$ 166.00
101-54110-207-VCIF2	VCIF Collaborative FY24 - Medical Insurance	\$ 31,053.00
101-54110-208-VCIF2	VCIF Collaborative FY24 - Dental Insurance	\$ 1,050.00
101-54110-209-VCIF2	VCIF Collaborative FY24 - S/T Disability Insurance	\$ 249.00
101-54110-210-VCIF2	VCIF Collaborative FY24 - Unemployment Compensation	\$ 42.00
101-54110-212-VCIF2	VCIF Collaborative FY24 - Employer Medicare	\$ 1,063.00
101-54110-513-VCIF2	VCIF Collaborative FY24 - Workers' Comp Ins	\$ 96.00
101-54110-504-VCIF2	VCIF Collaborative FY24 - Indirect Cost	\$ 10,000.00
101-54110-499-VCIF2	VCIF Collaborative FY24 - Other Supplies & Materials	\$ 20,700.00
101-54110-431-VCIF2	VCIF Collaborative FY24 - Law Enforcement Supplies	\$ 409,000.00
101-54110-524-VCIF2	VCIF Collaborative FY24 - In-service/Staff Development	\$ 10,400.00
101-54110-718-VCIF2	VCIF Collaborative FY24 - Cap Outlay - Motor Vehicles	\$ 185,000.00
101-54110-471-VCIF2	VCIF Collaborative FY24 - Software	\$ 221,000.00
101-54110-716-VCIF2	VCIF Collaborative FY24 - Law Enforcement Equipment	\$ 165,300.00
	TOTAL	\$ 1,187,400.00

Detailed Justification / Explanation :

To allocate FY24 Violent Crime Intervention Fund Collaborative Grant funds from the Office of Criminal Justice Programs for two staff positions and to purchase equipment (see attached). Additional funds are allocated to FY25 (\$697,600) and will be brought forward at a later date.

Impact on Next Year's Budget - No effect

Please attach additional sheet if more information is needed

18

## ATTACHMENT A-1

Page 2

## GRANT BUDGET LINE-ITEM DETAIL:

AGENCY NAME: Anderson County Sheriff's Department

FUND SOURCE: VCIF

SOLICITATION IDENTIFICATION TITLE: VCIF: Competitive Collaborative Enhancement Grant

SALARIES, BENEFITS & TAXES	AMOUNT
Crime Analyst \$40,000.00 + \$25,000.00 (prorated 11 months)	\$58,000.00
Grant Program Assistant \$40,000.00 + \$25,000 (prorated 11 months)	\$58,000.00
Overtime For Directed Patrols and Warrant Roundups - 1,612 hours	\$50,000.00
<b>TOTAL</b>	<b>\$166,000.00</b>

*Note: Benefits must be calculated at the same or lesser percentage as the salary for each position.*

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Accurint + Trax Software	\$75,000.00
PenLink Software	\$75,000.00
Leads On Line Software	\$80,000.00
First Two Software	\$11,000.00
<b>TOTAL</b>	<b>\$221,000.00</b>

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies: Poldium = \$100 each x 2	\$200.00
Supplies: Medical Kit = \$1,200 each x 2	\$2,400.00
Supplies: Tacttical Belt = \$300.00 each x 25	\$7,500.00
Supplies: Pouches = \$100 each x 100	\$10,000.00
Supplies: Binoculars = \$80 each x 10	\$800.00
Sensitive Minor Equipment: Laptop Computers = \$1,200.00 each x 45	\$54,000.00
Sensitive Minor Equipment: Laptop Computers = \$1,500.00 each x 2	\$3,000.00
Sensitive Minor Equipment: VP8000 DUALBAND UHF7/800 portable Radios = \$4,200.00 each x 25 (P25 encryption compliant)	\$105,000.00
Sensitive Minor Equipment: Plotter 36"	\$2,000.00
Sensitive Minor Equipment: Head Set for Helmets = \$2,500.00 each x 25	\$62,500.00
Sensitive Minor Equipment: Helmets = \$2,000.00 each x 25	\$50,000.00
Sensitive Minor Equipment: Ballistic Vest Carrier and Plates = \$2,500 each x 25	\$62,500.00
Sensitive Minor Equipment: Ballistic Vest = \$700.00 each x 35	\$24,500.00
Sensitive Minor Equipment: TV Monitors = \$1,200 each x 7	\$8,400.00
Sensitive Minor Equipment: Touch Screen Kiosk = \$5,000.00 each x 7	\$35,000.00
Sensitive Minor Equipment: Plotter 24"	\$1,500.00
Sensitive Minor Equipment: Adobe Pro, Photo Shop	\$800.00
<b>TOTAL</b>	<b>\$429,700.00</b>

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Training and Conferences Attended by Agency Staff: IACA Crime Analysis Conference \$2,000.00 each x 4	\$8,000.00
Training and Conferences Attended by Agency Staff: IACA Crime Analysis Classes \$400 each x 6	\$2,400.00
<b>TOTAL</b>	<b>\$10,400.00</b>

CAPITAL PURCHASE	AMOUNT
Description of Capital Purchases: Pole Cameras, with software = \$10,000 each x 3	\$30,000.00
Description of Capital Purchases: Magnet DVR	\$5,300.00
Description of Capital Purchases: Violent Crime Task Force Van	\$100,000.00
Description of Capital Purchases: Covert Vehicle	\$25,000.00
Description of Capital Purchases: Equipped Covert Vehicle	\$80,000.00
Description of Capital Purchases: APX 8000 Portable Radio = \$13,000 each x 10 (P25 encryption compliant)	\$130,000.00
<b>TOTAL</b>	<b>\$350,300.00</b>

INDIRECT COST	AMOUNT
Up to 10% de-minimis rate of Modified Total Direct Costs (MTDC)	\$10,000.00
<b>TOTAL</b>	<b>\$10,000.00</b>

18

**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:

0083000

Sheriff's Department

Kenny Sharp/Russell Barker

INCREASE	CODE DESCRIPTION	AMOUNT
101-54110-718	Sheriff's Department - Motor Vehicle	\$ 36,000.00
	Total	\$ 36,000.00
DECREASE		
101-39000	Unassigned	\$ 36,000.00
	Total	\$ 36,000.00

Motion

☐

To Approve

☐

To Refer

☐ With☐

W/O

Seconded

Motion

Detailed Justification / Explanation :

Insurance recovery realized on June 30, 2023 for \$15,250.00 rolled in unassigned fund balance.

The additional funding will come from revenue for vehicles sold on GovDeals during FY 22/23. \$58,975 total realized and was earmarked by Commission for the Sheriff's Dept. to purchase new vehicles and equipment.

These funds also rolled into fund balance.

Impact on 23/24 Budget - No

**Anderson County  
Miscellaneous Receipt**

**Misc. Receipt No:** 22702  
**POS Receipt No:** 119726  
**Receipt Date:** 06/30/2023

**Received By:** Grace Rutherford  
**Received On:** 06/30/2023 8:21 AM

**Customer ID:** 232  
**Name:** Tennessee Risk Management Trust  
**Description:** 2016 DODGE CHARGER #325162 CLAIM  
#VA102738

Miscellaneous Receipt Total
\$15,250.00

GL Account Number	GL Account Description	Debit	Credit
101. -49700	Insurance Recovery	\$0.00	\$15,250.00
<b>Miscellaneous Receipt Totals:</b>		<b>\$0.00</b>	<b>\$15,250.00</b>

**Thank You!**

### Fund 101

Gov deals Fleet 2023	Date	price
2005 Ford Ambulance	4/28/2023	\$ 10,300.00
2015 Dodge Charger	4/28/2023	\$ 5,150.00
2012 Dodge Charger	5/8/2023	\$ 2,075.00
2006 chevy bus	5/23/2023	\$ 15,000.00
2011 Ford Crown Vic	6/29/2023	\$ 4,125.00
2011 Ford Crown Vic	6/29/2023	\$ 4,122.00
2011 Ford Crown Vic	6/29/2023	\$ 3,860.00
2011 Ford Crown Vic	6/29/2023	\$ 3,425.00
2011 Ford Crown Vic	6/30/2023	\$ 3,012.00
2012 Dodge Charger	7/4/2023	\$ 4,450.00
2007 Dodge Charger	7/4/2023	\$ 3,455.99
		\$ 58,974.99

### Fund 122

Gov deals Drug 2023	Date	
2010 GMS Sierra 1500	5/4/2023	\$ 14,100.00
2013 Ford F150	4/28/2023	\$ 7,100.00
		\$ 21,200.00





# 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 Monday before the Budget Committee meeting.**

## TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ██████████ 0083002

DEPARTMENT:

FROM:

Animal Shelter

Mayor Terry Frank

Increase	CODE DESCRIPTION	AMOUNT
101-55120-399-ANML1	Animal Control - Animal Spay/Neu Grant FY24	\$ 1,200.00
TOTAL		\$ 1,200.00

Increase	CODE DESCRIPTION	
101-46980-399-ANML1	Other State Grants - Animal Spay/Neu Grant	\$ 1,200.00
TOTAL		\$ 1,200.00

Detailed Justification / Explanation :

To allocate State grant funds to provide low cost spay/neuter services for FY24.

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Impact on Next Year's Budget - No effect

(21)

Please attach additional sheet if more information is needed

## ATTACHMENT 1

## GRANT BUDGET LINE-ITEM DETAIL:

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Provide low cost spay / neuter services to procedures 21 @ average of \$47.5 per animal.	\$1,200.00
TOTAL	\$1,200.00

# 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:

0033003

Anderson County Dental Clinic

Mayor Terry Frank

DATE 8/4/2023

<u>INCREASE</u> / DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
101-55160-131	Medical Personnel	\$ 46,000.00
101-55160-201	Social Security	\$ 2,852.00
101-55160-204	State Retirement	\$ 1,150.00
101-55160-206	Life Insurance	\$ 90.00
101-55160-207	Medical Insurance	\$ 15,120.00
101-55160-208	Dental Insurance	\$ 572.00
101-55160-209	S/T Disability Insurance	\$ 100.00
101-55160-210	Unemployment Compensation	\$ 21.00
101-55160-212	Employer Medicare	\$ 667.00
	Total	<b>\$66,572.00</b>

<u>INCREASE</u> / DECREASE (circle one)	CODE DESCRIPTION	
101-43180	Health Dept. Collections	\$66,572.00

<p>Motion</p> <p><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:** Pre-COVID, AC employed a hygienist part-time. Now that all programming has returned to normal, and we have a full-time dentist, we are requesting the ability and authorization to employ a hygienist again. This will require no additional equipment or capital investment. Request is to employ hygienist full-time, with revenues derived from 4 days of appointments. Also, position will be able to assist with children in schools; position will allow Dr. Hudson to maximize her time, providing more economical patient service delivery. (See additional information on attachment)

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

22

**ANDERSON COUNTY GOVERNMENT  
EMPLOYEE PAYROLL TAX & FRINGE BENEFIT CALCULATIONS  
BUDGET YEAR 2023/2024**

DEPARTMENT: Dental

PREPARED BY: RH

Calculations: Calculations:

201 Social Security - Multiply Gross Salary by 6.2% (.062)

204 Retirement - Multiply Gross Salary by 6.00% (.0600) for full-time employees

Finance Department  
will complete codes  
206, 207 & 208

206 Life Insurance - Single coverage \$66.00/year - Family coverage \$90.00/year for full-time employees

207 Medical GOLD - Single \$5,280. Single+1 \$13,320. Family \$15,120 per year for full-time employees

207 Medical SILVER - Single \$5,520. Single+1 \$13,440. Family \$15,360 per year for full-time employees

208 Dental Ins. - Single coverage \$297/year. Family coverage \$572/year for full-time employees

209 Short-term Disability Ins - Salary by 0.34% (.0034) 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).

Please list employees separately by budget code.

Budget code distinguishes between department head/official, full-time and part-time staff.

Employee Name	Position	Budget Code	Hourly Rate	Gross Annual Salary	Social Security 201	Retirement 204	Life Insurance 206	Medical Insurance 207	Dental Insurance 208	S/T Disability 209	Unemployment 210	Medicare 212
	Dental Hygienist	101-55160-131		\$46,000	\$2,852	\$1,150	\$90	\$15,120	\$572	\$100		\$667
				\$0	\$0	\$0				\$0		\$0
				\$0	\$0	\$0				\$0	\$0	\$0
				\$0	\$0	\$0				\$0	\$0	\$0
				\$0	\$0	\$0				\$0	\$0	\$0
				\$0	\$0	\$0				\$0	\$0	\$0
				\$0	\$0	\$0				\$0	\$0	\$0
				\$0	\$0	\$0				\$0	\$0	\$0
				\$0	\$0	\$0				\$0	\$0	\$0
				\$0	\$0	\$0				\$0	\$0	\$0
				\$0	\$0	\$0				\$0	\$0	\$0
				\$0	\$0	\$0				\$0	\$0	\$0
Total by object code				\$46,000	\$2,852	\$1,150	\$90	\$15,120	\$572	\$100	\$0	\$667

TOTAL

\$86,551

22



## Anderson County Dental Clinic

Date: 7/19/2023

To: Mayor Terry Frank

From: Art Miller, Dr. Lacy Hudson and Edwina Jordan

### RE: Justification of Dental Hygienist for Anderson County Dental Clinic

As of January 2023, TennCare covers various dental procedures for adults, instead of only children. This is such a new change in dental care and currently there are very few (if any) local providers taking the insurance—especially for patients over the age of 21. This has posed a major challenge in our little clinic as we have been inundated with calls from desperate adults who would like to start improving their dental health. However, we are small and only have one full-time and one part-time dentist. We know we can increase the access to care by the addition of a hygienist. We have the facility and equipment in place, so the cost other than salary would be relatively low. Dentists are able to provide multiple services including cleanings; however, their skillset is better utilized for treating dental decay and infection rather than the time it takes for routine cleanings, education, and more in-depth cleanings such as scaling and root planing. Although our assistants are able to do coronal polishing under supervision, having a hygienist on staff would add an additional provider to help fulfill the needs of the public. We would like to find a hygienist with a public health heart to join our team. We think this individual would benefit the public tremendously, while also bringing additional revenue for the clinic.

Reimbursement and charges would be \$45.63 for routine cleaning. Scaling and deep cleaning for an adult could range for quad scaling: 1-3, \$36.46 to \$145.84; Full Quads, \$144.78 to \$579.12; other cleaning services for debridement: \$48.26 to \$97.25

Potential Revenue from hygiene work: Based on four patients a day (we think could be more). This would come from routine cleanings, debridement, general information for patient's education. This would be as we build up but currently we are turning patients away as our appointments are booked out months ahead.

#### Potential Revenues:

1 day a week	from \$389 to \$579.12	a year	\$30,114
2 days a week	\$1,158.24 a week	a Year	\$60,228
3 days a week	\$1,737.36 a week	a Year	\$90,342.72
4 days a week	\$2,316.48 a week	a Year	\$120,456.96



## Anderson County Dental Clinic

The hygienist can also do the administering of local anesthesia without the dentist. They could also do sealants at \$35 to \$140 reimbursement or charge.

### The hygienist's job duties/skills for Clinic:

- Room/instrument sterilization
- X-rays
- Dental sealants
- Dental cleaning, including scaling/root planning
- Fluoride application
- Local anesthetic for cleanings as needed
- Dental education
- .

### Dentist job duties/skills for Clinic:

- All of the above
- Diagnosing and treatment planning
- Definitive treatment including restorations and treating dental disease
- Extractions

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

**TYPE OF AMENDMENT**

7/21/23

9m

(INCREASE) DECREASE (circle one)	CODE DESCRIPTION	
101-51300-355	Travel	\$5,000.00

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

Seconded _____		
Motion		\$5,000.00

travel-related expenditures

*Please attach additional sheet if more information is needed*

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**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

00 83005

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-54210-312-SMHT3	State Mental Health Transport Grant	\$18,569.12
	<b>Total</b>	<b>\$ 18,569.12</b>
<b>DECREASE</b>		
101-34525-SMHT3	Restricted for Public Safety	\$ 18,569.12
	State Mental Health Grant	
	<b>TOTAL</b>	<b>\$ 18,569.12</b>
<b>Motion</b> <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
<b>Seconded</b> <b>Motion</b>		
<b>Detailed Justification / Explanation :</b> Available funds from Mental Health Transport Grant leftover from prior year. We receive a check for the full grant, and usually return any unspent funds. This year the grant is allowing unspent funds to roll over to be spent. This budget amendment is placing the unspent funds of \$18,569.12 in this fiscal year 23/24.		
<b>Impact on 24/25 Budget - NO</b>		

BSA.12

(24)



Date/Time: 8/7/2023 11:20 AM

Periods

Page 1 of 1

Number	Period	Budget Amendments	Amended Budget	Expended	Encumbered	Expended & Encumbered YTD	Available	% Used
1	July 2022	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2	August 2022	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
3	September 2022	(\$155,977.00)	(\$155,977.00)	\$0.00	\$0.00	\$0.00	\$155,977.00	0.00%
4	October 2022	\$0.00	(\$155,977.00)	\$0.00	\$155,977.00	\$155,977.00	\$0.00	100.00%
5	November 2022	\$0.00	(\$155,977.00)	\$31,210.54	(\$31,210.54)	\$155,977.00	\$0.00	100.00%
6	December 2022	\$0.00	(\$155,977.00)	\$7,750.40	(\$7,750.40)	\$155,977.00	\$0.00	100.00%
7	January 2023	\$0.00	(\$155,977.00)	\$11,943.34	(\$11,943.34)	\$155,977.00	\$0.00	100.00%
8	February 2023	\$0.00	(\$155,977.00)	\$11,353.08	(\$11,353.08)	\$155,977.00	\$0.00	100.00%
9	March 2023	\$0.00	(\$155,977.00)	\$0.00	\$0.00	\$155,977.00	\$0.00	100.00%
10	April 2023	\$0.00	(\$155,977.00)	\$15,917.66	(\$15,917.66)	\$155,977.00	\$0.00	100.00%
11	May 2023	\$0.00	(\$155,977.00)	\$5,108.46	(\$77,801.98)	\$83,283.48	\$72,693.52	53.39%
12	June 2023	\$38,173.00	(\$117,804.00)	\$15,951.40	\$0.00	\$99,234.88	<del>\$18,569.12</del>	84.24%

24

Save And Close

Save And New

File

Save

Print

Audit

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View

New Template

Documents

Previous

Next

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101. -43180 - GL Account Inquiry

101. -51800-399 - GL Account Inquiry

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Account Inquiry

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Misc Receipt - 18348 - Transaction

Home > GL Accounts > GL Account Fiscal Year > Transaction

General Internal Notes Entries

Division:

Anderson County

Special Processing:

Point Of Sale Transaction

Posting Status:

Posted

Batch ID:

Date:

10/13/2022

Period:

October 2022

Transaction Type:

Misc Receipt

Number:

18348

Description:

STATE-TN PAY

Bank Account:

Check Type:

Reference:

Debit Amount:

\$155,977.00

Credit Amount:

\$155,977.00

24

**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:

0083006

Finance/Parks

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-51240-790-SBGT	Conservation Commission - Other Equipment	\$75,000.00
	Sports Betting Gaming Tax	
	<b>Total</b>	<b>\$ 75,000.00</b>
<b>DECREASE</b>		
101-34510-SBGT	Restricted For General Government - Sports Betting Gaming Tax	\$ 75,000.00
	<b>TOTAL</b>	<b>\$ 75,000.00</b>
<b>Motion</b> <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
<b>Seconded</b>		
<b>Motion</b>		
<b>Detailed Justification / Explanation :</b>		
At the July 10th Conservation Board meeting a motion was approved to present to the Budget Committee a BA to utilize the		
Sports Gaming Tax revenue earmarked for the Parks to purchase new playground equipment for Anderson County Park.		
This purchase should not exceed \$75,000. The equipment will include an ADA componet.		
The minutes approved in the July Commission meeting on the consnet agenda are attached.		
<b>Impact on 24/25 Budget - NO</b>		

25

# ANDERSON COUNTY CONSERVATION BOARD MINUTES

July 10<sup>th</sup>, 2023

Members Present:

Chairman Josh Anderson, Scott Burton, Tony Powers, John Croes

Others Present:

Ben Taylor – Parks Director, Andrew Stone – Secretary

Members Absent:

Lewis Ridenour

Scott Burton called the Conservation Board meeting to order at 5:00pm on July 10<sup>th</sup>, 2023.

**1<sup>st</sup> Item of Business:**

Motion by John Croes, seconded by Scott Burton, to approve prior meeting Minutes from May 1<sup>st</sup>, 2023 meeting.

Motion carried unanimously.

**2<sup>nd</sup> Item of Business:**

Discussion held on shore-line erosion around Norris Lake.

Item deferred to next meeting.

**3<sup>rd</sup> Item of Business:**

Discussion held on playground equipment for Anderson County Park.

Motion by Scott Burton, seconded by Tony Powers, to present to the Budget Committee the purchase of playground equipment for Anderson County Park, not to exceed \$75,000.00, utilizing the Sports Gaming Revenue funding designated by Commission for Anderson County Parks use.

Motion carried unanimously.

**4<sup>th</sup> Item of Business:**

Discussion held on Parks' policy and application process for events held within the Park.

Item deferred to next meeting.

**5<sup>th</sup> Item of Business:**

Discussion held on 26A permit status for courtesy dock.

Item deferred to next meeting.

**New Business:**

Ben Taylor presented the construction of a new basketball court at Anderson County Park by volunteer workers.

No motion required.

**Meeting Adjourned**

Next meeting scheduled for Monday, August 7<sup>th</sup>, 2023.

**Miracle of KY & TN**

931 Commerce Drive, Leitchfield, KY 42754

Phone: (800) 251-5578

Email: Tami@miraclekytn.com

Prepared By: Tami Phillips

**Customer**

Anderson County Parks

2191 Park Lane

Andersonville, Tn. 37705

**Quote**

Date:	5/31/2023
Quote #	23-0531-15
Project:	Playground
Contact:	Benjamin Taylor

QTY	Model #	Description	Total
1	718	Play Unit	\$ 35,478.00
44	4401	4' long - 12" plastic playground timbers w/ stake	\$ 1,760.00
		customer responsible for ground prep & trash removal	

Quote valid for 15 Days

Freight:	\$ 1,200.00
Install:	\$ 8,500.00
Discount:	\$ (8,000.00)
Total Due:	\$ 38,938.00

**Terms and Conditions**

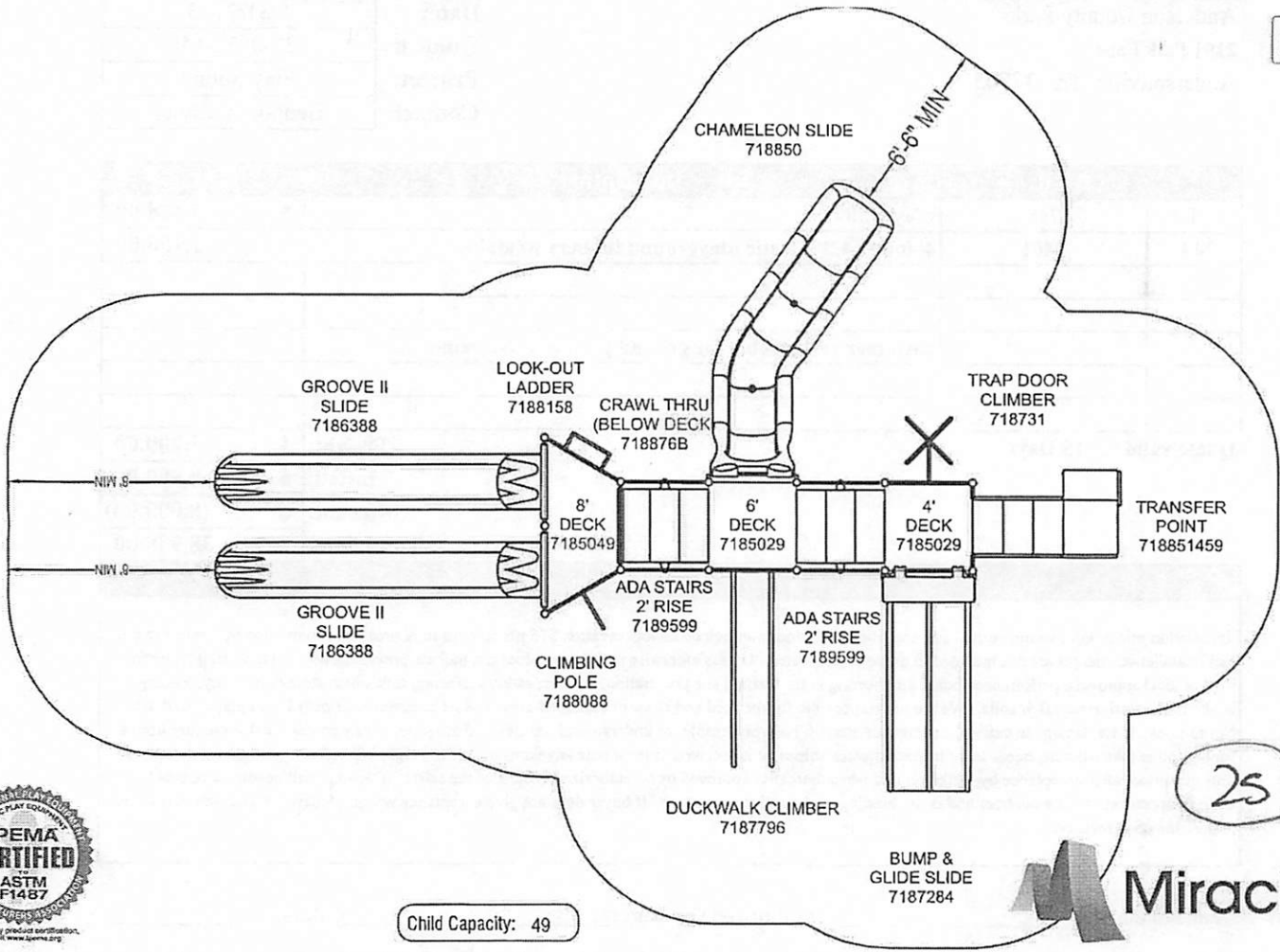
Installation prices will assume normal soil conditions and does not include rock excavation \$75 per foot for rock break minimum plus equipment rental fees. Installation charges are not included in quote unless stated. Unless otherwise noted quote does not include prevailing wages, taxes, freight, permits, state or local approvals, performance bond, engineering seals, testing, site preparation, borders, safety surfacing, unloading, storage, security, fencing, landscaping, trash removal or soils. (We are not responsible for the seed and straw of disturbed areas.) Must be given clear path 10' to playground area. Not responsible for damage to existing concrete or asphalt. Not responsible for underground utilities or drain pipes. Any product that is coming from a vendor, other than Miracle, needs to be inspected when shipment is received. Please note any damage on the freight bill before signing for the shipment. This quotation, after acceptance by the buyer and when thereafter approved by an authorized official of the seller, in writing, will become a contract. Until so approved, is not a contract and is not binding on the seller in any way. If buyer does not give acceptance within 15 days, this quotation is subject to possible price revision.

Name of Buyer: \_\_\_\_\_ Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Seller: Miracle of KY &amp; TN Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

25

FOR KIDS AGES  
**5-12**  
YEARS

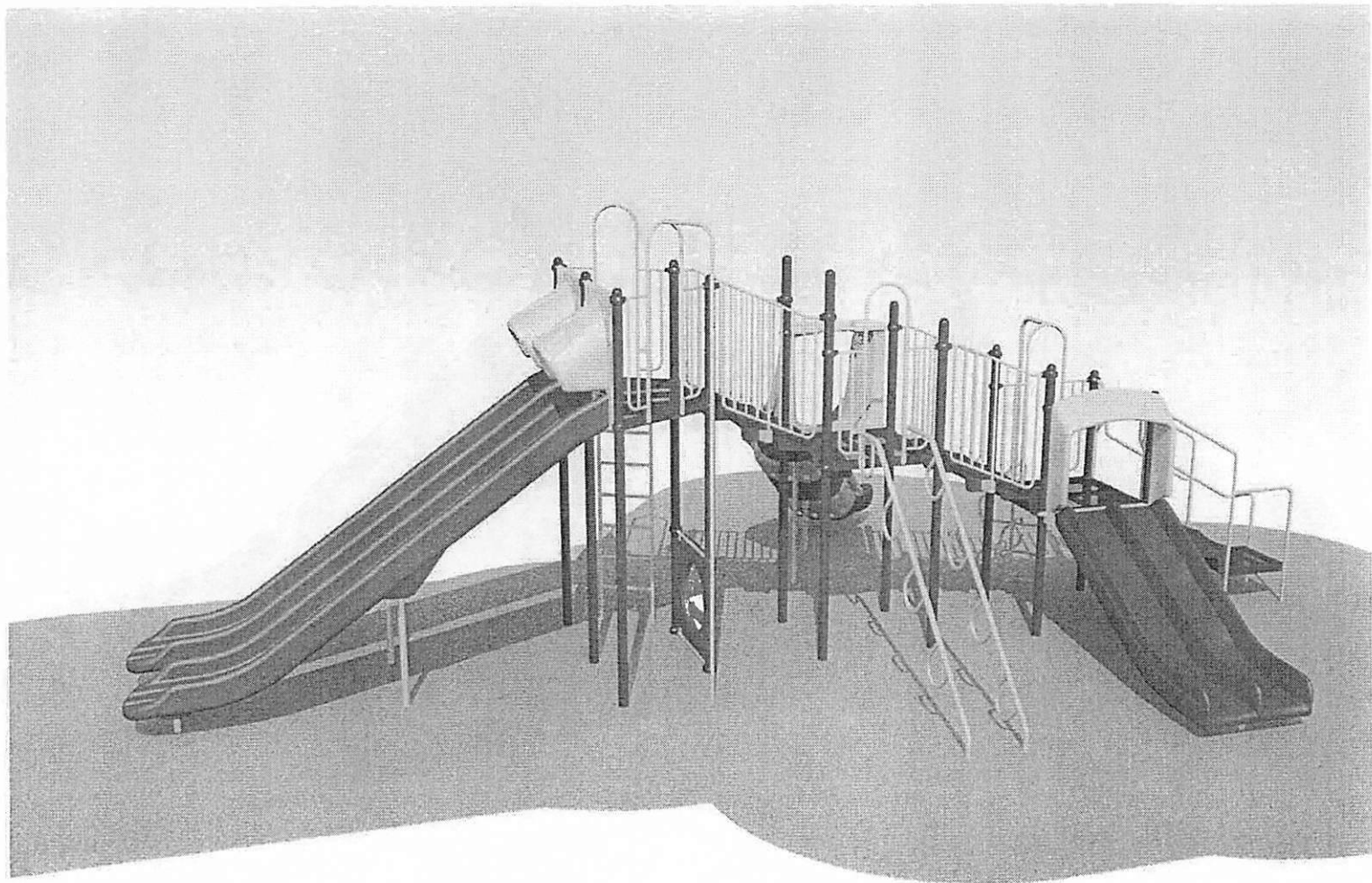


Child Capacity: 49

25

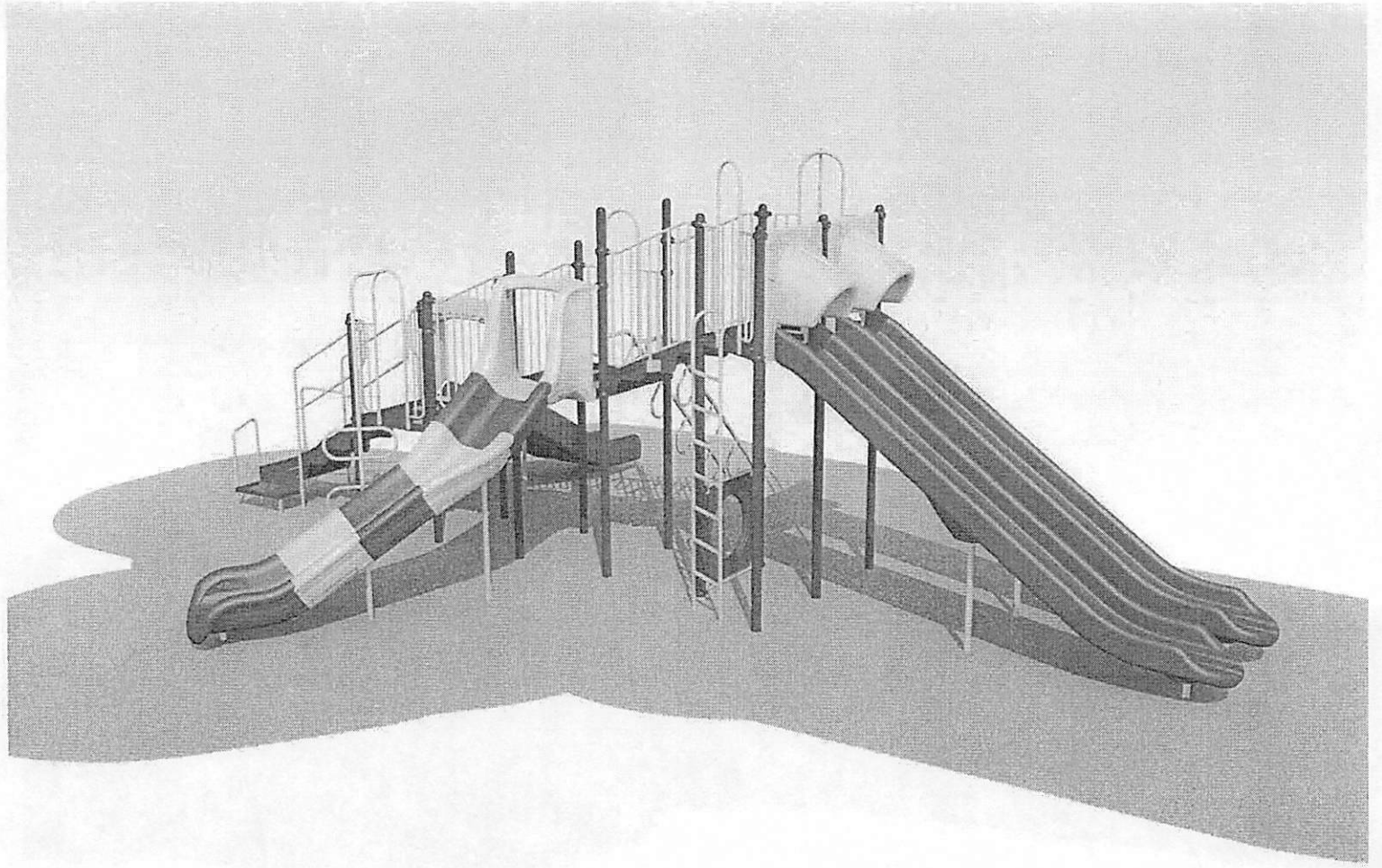


Miracle of Ky. & Tn.				To promote safe and proper equipment use by children, Miracle recommends the installation of either a Miracle safety sign or other appropriate safety signage near each play system's main entry point(s) to inform parents and supervisors of the age appropriateness of the play system and general rules for safe play.	THE PLAY COMPONENTS IDENTIFIED IN THIS PLAN ARE IPEMA CERTIFIED. THE USE AND LAYOUT OF THESE COMPONENTS CONFORM TO THE REQUIREMENTS OF ASTM F1487.  AN ENERGY ABSORBING PROTECTIVE SURFACE IS REQUIRED UNDER & AROUND ALL PLAY SYSTEMS
931 Commerce Drive Leitchfield, KY		PHONE NO: (800) 251-5578 FAX NO: (270) 230-0210	<input checked="" type="checkbox"/> COMPLIES TO ASTM/CPSC		
GROUND SPACE: 35'-0" x 24'-6"					
PROTECTIVE AREA: 50'-5" x 37'-5"					
DRAWN BY: Terri Phillips		DATE: 5/31/2023			



25









August 23

**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:  
Finance

APPROPRIATION: X  
FROM:

0083008  
Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-51900-799-NWDSP	Other General Administration - Other Capital Outlay - Norwood Safety Project	\$ 275,000.00
101-55110-707-SPNMG	Local Health Center - Building Improvements - Special Needs Matching Grant	\$ 116,400.00
	<b>Total</b>	<b>\$ 391,400.00</b>
DECREASE	CODE DESCRIPTION	
101-34730-NWDSP	Assigned For Public Health & Welfare - Norwood Safety Project	\$ 275,000.00
101-34730-SPNMG	Assigned For Public Health & Welfare - Special Needs Match Grant	\$ 116,400.00
	<b>Total</b>	<b>\$ 391,400.00</b>

Motion

☐ To Approve  
☐ To Refer

☐ With

☐ W/O

Seconded  
Motion

Detailed Justification / Explanation :

Reclassifying funds from an assigned code back to the appropriate expenditure codes for the Norwood Safety Project and Special Needs Matching Grant for Health Department.

Impact on 21/22 Budget - NO

**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

0083009

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-51900-599	Other General Administration - Other Charges	\$ 27,199.10
	Total	\$ 27,199.10
DECREASE		
101-39000	Unassigned	\$ 27,199.10
	TOTAL	\$ 27,199.10
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 :		
Deductible billing from Tennessee Risk Management for claims against Anderson County by employees, citizens and prisoners.		
Impact on 23/24 Budget - NO		

9m.

28

#1

<b>ANDERSON County Government Grant Pre-Application Notification Form</b>	
Department/Office/Agency Applying for Grant: <b>Tourism Council</b>	Application Deadline: <b>9/1/2023</b>
Fund Source Type (i.e. State-Direct, Federal thru State, Federal-Direct, Other): <b>State</b>	
Funding Agency Name: <b>Tennessee Department of Tourist Development</b>	
Grant/Program Title: <b>Tourism Enhancement Grant</b>	
Grant Period Begins: <b>10/2/2023</b>	
Grant Period Ends: <b>9/30/2025</b>	
Total Grant Project Costs: <b>\$200,000</b>	
Grant Amount Provided by Funding Agency: <b>\$100,000</b>	
Is a County Match Required? (Yes/No): <b>Cash <input checked="" type="checkbox"/> or In-Kind <input type="checkbox"/> or Both <input type="checkbox"/></b>	
County Matching Amount Required: <b>\$100,000</b>	
Grant Revenue Type (Advance Payment or Reimbursement): <b>Reimbursement</b>	
Indirect Cost Availability (Yes/No): <b>NO</b>	
Purpose of Grant: <b>Tourism Enhancement Projects-See attached</b>	
Person Responsible for Grant Program Management (Program Manager): <b>Stephanie Wells</b>	
Person Responsible for Approving Allowable Costs: <b>Stephanie Wells</b>	
Person Responsible for Requesting Revenue Claims: <b>Stephanie Wells</b>	
Post Grant Obligations(Yes/No): <b>NO</b>	
Post Grant Obligation Information (ongoing staffing, programing, maintenance, etc.): <b>NO</b>	
Grant Requirements for Equipment, Ownership & Insurance : <b>Property must be owned or leased by Anderson County Gov.</b>	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.: <b>None</b>	
Grant Requirements for Contracted Services: <b>None</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>NO</b>	
<b>Funding Agency Contact Information</b>	
Contact Name/Title	<b>Andi Grindley</b>
Phone	<b>615-741-7994</b>
Email	<b>andi.grindley@tn.gov</b>
Submitting Department Head Signature: <i>Stephanie Wells</i>	Date: <b>7/27/2023</b>
Grant Coordinator Signature: <i>[Signature]</i>	Date: <b>7/27/23</b>

SEC A

#1



## TOURISM ENHANCEMENT GRANT: ROUND 6

*A partnership with the TN Department of Tourist Development and the TN Department of Economic and Community Development*  
**Applications due on September 1, 2023**

### Grant at a Glance:

- Grantee must be city or county government  
Up to \$100,000 grant with a match requirement (see page 2)
- Approximately 25-30 grants will be awarded
- Project must be completed on city, county or Industrial Development Board owned property, or property leased by the city or county from TVA or the US Army Corps of Engineers that meet the lease requirements described
- More than one application within a county may be submitted

### Contents:

Page 2	Grant Overview
Page 4	Guidelines for Funding and Timeline
Page 5	Application Cover Page
Page 6	Application
Page 8	TNECD Tier Level Map

### Application Checklist:

- ☐ Application Cover Page - page 5 of this document
- ☐ Application – document fully completed and emailed to Andi.Grindley@tn.gov  
CC: tourism.grants@tn.gov
- ☐ Two letters of support from local/regional partners (minimum). One must be from official local tourism entity as defined by TN Dept. of Tourist Development (see [FAQ](#) for definition)
- ☐ Letter of commitment from organization providing matching funds
- ☐ If match commitment must be approved by legislative body, please have approval completed prior to application deadline
- ☐ Title VI Completed
- ☐ Project property map - PDF map of area with project property marked, showing street address, and certifying ownership from the local Tax Assessor's office or by going to [www.assessment.cot.tn.gov](http://www.assessment.cot.tn.gov) and searching for the property map

### Grant Overview:

Tourism is one of the largest industries and most important economic drivers in Tennessee. This grant was developed to help communities improve their tourism assets and increase tourism related-economic impact.

**Grant Review Board Members:** TN Dept. of Economic and Community Development, TN Dept. of Tourist Development, TN Dept. of Agriculture, and the TN Dept. of Environment and Conservation, TN Dept. of Transportation and TVA and/or the US Army Corps of Engineers (where applicable).

**TDTD Tourism Grant Program Manager:** Andi Grindley, [Andi.Grindley@tn.gov](mailto:Andi.Grindley@tn.gov) (615) 741-7994

SEC A

#1



**Reimbursement-based Grant:** Maximum request \$100,000. No other state funds, federal funds, or in-kind contributions may be used for the match requirement. Grantees will be reimbursed for eligible expenditures.

**Match:** Match amount for a county is determined by tier level designation at the time of application submission. See tier map included.

Tier 1: 50/50 match – Tier 2: 70/30 match – Tier 3: 90/10 match – Tier 4: 95/05 match

**ThreeStar:** County must be ThreeStar-certified to apply.

**FAQ:** Frequently asked questions may be found [here](#).

**Grantee Eligibility:**

**Eligible:** Grantee must be the county or city governmental entity.

**Not Eligible:** Attractions, festivals, museums, Main Street organizations, regional tourism organizations, non-governmental institutions, and other non-profit and not-for-profit agencies. More than one application from within a county may be submitted.

**Administration Fees:** Grantee may request up to 5 percent of grant total toward administration costs

**Property Eligibility:** Property must be owned by the city, county, Industrial Development Board or held in long-term lease / easement from TVA or the US Army Corps of Engineers (minimum of 10 years remaining on lease) If leased property, the grantee must meet all approvals through the appropriate federal agency. Lease confirmation must be submitted with application. Contact [Andi.Grindley@tn.gov](mailto:Andi.Grindley@tn.gov) with any questions.

**Definition of Tourist:** A person who travels to a location a minimum of 50 miles from their location of residence for the purpose of relaxation, experience, or entertainment. For a project to be considered a tourism asset it must include a high level of programming elements that attract tourists or development of missing piece(s) to enhance visitor experience. The application must also include how the asset will be marketed, who the target market is, and how the number of tourists and the projected economic impact will be measured and reported.

**Project Eligibility:**

**Eligible:** Sustainable projects that will target local tourism asset infrastructure and planning needs including improvements to existing assets. Extra consideration will be given to innovative, cost-effective projects with robust partnerships. Projects must be completed within an approximate 12 -18-month timeframe. Contact [Andi.Grindley@tn.gov](mailto:Andi.Grindley@tn.gov) with any questions. Additional requirements *may* be requested for particular projects depending on their nature.

***Examples of eligible projects (not limited to):***

- Stages such as music, theatre, etc. ... (If used in tourism programming)
- Lighting/electrical for tourism-related public spaces
- Boat ramps (public access)
- Historic preservation of tourism property or facility
- ADA compliancy resources for tourism assets
- Wayfinding signage (with proper approval from TDOT if needed)

SEC A

#1

**Not Eligible:**

- Projects that target local community infrastructure, with limited tourism-related programming
- Any project on private property
- Marketing, advertising, or billboards
- Office supplies or basic operating costs
- Entertainment, food, and beverages
- Travel expenses, medical, accounting, legal fees, or salaries
- Prizes or prize money, scholarships, awards, plaques, t-shirts, uniforms, certificates, or any other promotional items

TDTD and TNECD reserve the right to reject any project inconsistent with the program goals. For consideration of a project outside of the definition or if you have any questions about eligibility, please contact the grant program manager.

**Scoring Algorithm:**

- Building on existing historical, cultural, recreational, scenic, or natural resources/assets (max 20)
- Number and quality of public/private, public/public, or regional/local partnerships (max 15)
- Degree of innovation (max 10)
- Project potential for economic impact – quality and viability of project metrics (max 30)
- Level of need based on TNECD tier levels / economic status (max 10)
- County population – 2020 census (lowest population receives highest points) (max 15)

**Guidelines for Funding:**

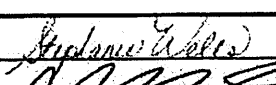
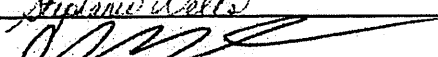
In order to score the maximum points possible, the project proposal must include information describing how the project meets eligibility requirements with detailed goals for measuring project metrics and increasing tourism revenues.

This is a reimbursement-based grant. Guidelines and templates for reimbursements will be provided to awarded projects. No work done outside of the final approved contract period will be eligible for reimbursement.

Grant monitoring by TDTD may include ownership verification for five years. Monthly reports will be required for awarded projects. Properties enhanced or improved through this grant may not be transferred to a non-governmental entity within five years of project completion. If property does change ownership outside of program scope within that timeframe, the grantee may be responsible for returning grant funds to the State, up to the full amount of the grant.

SEC A

#2

<b>ANDERSON County Government Grant Pre-Application Notification Form</b>	
Department/Office/Agency Applying for Grant: <b>Tourism</b>	Application Deadline: <b>7/31/2023</b>
Fund Source Type (i.e. State-Direct, Federal thru State, Federal-Direct, Other): <b>State</b>	
Funding Agency Name: <b>Tennessee Department of Tourist Development</b>	
Grant/Program Title: <b>Tourism Marketing Grant</b>	
Grant Period Begins: <b>7/1/2023</b>	
Grant Period Ends: <b>5/1/24</b>	
Total Grant Project Costs: \$ <b>70,000</b>	
Grant Amount Provided by Funding Agency: \$ <b>35,000</b>	
Is a County Match Required? (Yes/No): <b>Cash <input checked="" type="checkbox"/> or In-Kind <input type="checkbox"/> or Both <input type="checkbox"/></b>	
County Matching Amount Required: \$ <b>35,000</b>	
Grant Revenue Type (Advance Payment or Reimbursement) : <b>Reimbursement</b>	
Indirect Cost Availability (Yes/No): <b>no</b>	
Purpose of Grant: <b>This is an annual grant that provides tourism organizations the opportunity to expand the impact of their marketing message, increase visitation to their community and increase travel-generated revenue, while leveraging TDTD's brand and marketing efforts/initiatives.</b>	
Person Responsible for Grant Program Management (Program Manager): <b>Stephanie Wells</b>	
Person Responsible for Approving Allowable Costs: <b>Stephanie Wells</b>	
Person Responsible for Requesting Revenue Claims: <b>Stephanie Wells</b>	
Post Grant Obligations(Yes/No): <b>NONE</b>	
Post Grant Obligation Information (ongoing staffing, programing, maintenance, etc.): <b>none</b>	
Grant Requirements for Equipment, Ownership & Insurance : <b>none</b>	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.: <b>none</b>	
Grant Requirements for Contracted Services: <b>none</b>	
Will this grant add Value to Anderson County Fixed Assets? (Yes/ No): <b>no</b>	
Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No): <b>no</b>	
<b>Funding Agency Contact Information</b>	
Contact Name/Title	<b>Andi Grindley</b>
Phone	<b>615-741-7994</b>
Email	<b>andi.grindley@tn.gov</b>
Submitting Department Head Signature: 	Date: <b>7/27/2023</b>
Grant Coordinator Signature: 	Date: <b>7/27/23</b>

SEC A



#2



**TENNESSEE DEPARTMENT OF TOURIST DEVELOPMENT  
FY 2023 - 2024 TOURISM MARKETING GRANT OVERVIEW**

**OVERVIEW:**

The Tennessee Department of Tourist Development (TDTD) is pleased to announce that we will once again provide matching funds for FY 2023 - 2024 through the Tourism Marketing Grant Program.

This grant provides tourism organizations the opportunity to expand the impact of their marketing message, increase visitation to their community and increase travel-generated revenue, while leveraging TDTD's brand and marketing efforts/initiatives.

Partnerships awarded are limited to available funds, as well as the number of requests. Below is a snapshot of the details for the 2023 - 2024 Tourism Marketing Grant:

- \$1,500,000 TDTD budget
- **\*New this year\*** Applicants will be required to attend a webinar on the Marketing Grant to qualify. Details coming soon.
- **Eligible projects must be completed between July 1, 2023 – May 31, 2024.**
- **Appropriate proof of payment must be received by May 31, 2024. No paperwork will be accepted after May 31.**
- Organizations within counties that are designated as at-risk per the current or previous two FYs Appalachian Regional Commission guidelines are eligible for a 70/30 reimbursable grant. Organizations within counties that are designated as distressed per the current or previous two FYs Appalachian Regional Commission guidelines are eligible for an 80/20 reimbursable grant. All other qualified organizations will be eligible for the regular 50/50 reimbursable grant as offered in years past.
- For tourism marketing only
- Contracts will be issued
- **\*All State logo usage must be approved. See FAQ and Brand Guidelines. Department logo is *not* required on advertising.**
- Projects included in approved scope of work for this grant will **not** be eligible for ARPA reimbursement. No overlap between the two programs is allowed.
- Partners will be required to submit their final report via an online form.

**WHO IS ELIGIBLE?**

The Official Destination Marketing Organization for each county or region, such as:

- Convention & Visitors Bureaus
- Chambers of Commerce
- Community development-related organizations that are non-profit and considered "official tourism organizations" (*i.e. Middle East Tennessee Tourism Council, South Central Tourism Association*)
- Regional organizations that are non-profit who brand and market tourism to drive visitation. (*i.e. Tennessee Distillers Guild, Tennessee Farm Winegrowers Alliance*)

SEC A



### WHO IS NOT ELIGIBLE?

Tourism partners that are not considered an Official Destination Marketing Organization, such as:

- Attractions, Museums
- Festival – although an organization can use funds to market an event that is a draw for tourists
- Tennessee Main Street organizations
- Multi-state programs
- The following Destination Marketing Organizations in the top five counties (*Nashville CVC, Chattanooga Tourism, Visit Knoxville, Gatlinburg CVB, Pigeon Forge Dept. of Tourism, Sevierville CVB and Memphis Tourism*)

### WHAT PROJECTS/EXPENDITURES ARE ELIGIBLE?

The grant projects should be for Tourism Marketing and should align with the state's pillars and brand, and they should allow for strong measurement capabilities. The following is a list of potential marketing projects that are eligible:

- Tourism related rack cards, brochures, visitor guides, newsletters, etc.; the distribution must reach consumers, not the organization's members
- Photography and videography
- Rack card design
- Interpretive or directional signage
- Print advertising
- Broadcast advertising
- Digital support programs, such as paid media/ads, social media (i.e. Facebook boosts) or paid search (This does not pay admin for someone to post to social media)
- Website development (*includes the enhancement of an existing website or a new site*)
- Tourism-related tradeshow and exhibit promotional materials (*does not include travel expenses, registration or expenses while on-site*)
- *If you have an idea that is not listed above, but you think it directly promotes Tennessee's brands, message and tourism to Tennessee, please contact your Division Manager or Andi Grindley at [andi.grindley@tn.gov](mailto:andi.grindley@tn.gov) or 615-741-7994 to determine eligibility before submitting your paperwork.*

### WHAT PROJECTS ARE NOT ELIGIBLE?

- Projects included in approved scope of work for ARPA. No overlap between the two programs is allowed.
- Agency time - projects completed by an agency are eligible but commission for ad buys are not
- Reprinting of an existing brochure, etc. without changes or updates
- Salaries or administrative expenses, such as travel reimbursement, office equipment or staff time.
- Fees paid to TDTD for program participation (Retire TN, Sales program sponsorships, state sponsored advertising co-ops)
- Development or enhancements to infrastructure
- Speaker fees, entertainment, event supplies, trophies, or prize money
- Promotions for events or campaigns that are community-based and are not a draw for visitors more than 50 miles away
- *TDTD maintains the discretionary right to create exceptions or additional eligibility regulations on a case-by-case basis.*



#### THINGS TO CONSIDER BEFORE APPLYING:

- Total requests typically far exceed the allocated budget. All proposed projects may not be funded.
- This is a competitive grant; you must give a compelling case of why this will increase tourism.
- Is this project going to move the needle in your marketing efforts?
- Are there new projects that would increase exposure for your destination?
- Will your marketing budget accommodate your ask? Can your organization pay for the entire project and get reimbursed for 80%, 70%, or 50%, depending on county economic status?
- Is there a commitment to seeing the project through?
- Do not apply for funds that you aren't certain you can spend. We realize things happen, but we have to consider future funding decreases if funds are not used.
- Please be mindful of the timeline and deadlines when choosing projects.
- You must show proof the payment was processed (bank statement, credit card statement, cleared check or zero balance statement from vendor) for reimbursement; QuickBooks-type reports or copies of the front of the check will *not* fulfill this requirement.
- If you are considering a project but are unsure if it would be competitive, contact your Division Manager to discuss it.

#### REQUIREMENT Check List:

- ☐ Pre-reimbursement form completed (included in application files)
- ☐ Multiple projects are prioritized and itemized on application
- ☐ Must have an updated industry partner page on [www.tnvacation.com](http://www.tnvacation.com)
- ☐ Read and understand SOAMIT Brand guidelines [here](#)
- ☐ Updated logo on partner's homepage with click-through link to [tnvacation.com](http://tnvacation.com). TDTD will provide logo artwork if needed.
- ☐ Brand usage in projects must be approved
- ☐ I currently receive the industry e-newsletter or have registered at <https://industry.tnvacation.com/>

#### Deadlines

Submit your application and required documents by **July 28, 2023** to:

**Email:** [Andi.Grindley@tn.gov](mailto:Andi.Grindley@tn.gov), CC: [tourism.grant@tn.gov](mailto:tourism.grant@tn.gov)

**Subject Line:** 2023-24 Tourism Marketing Grant – [Partner Name] Application

*If you have any questions about your application, contact Andi Grindley at 615-741-7994 or email at [Andi.Grindley@tn.gov](mailto:Andi.Grindley@tn.gov).*

**AWARD NOTIFICATION:** Tourism Marketing Grant award notifications will be sent by **August 18, 2023**. You will receive official notification of your award status via email, unless previously requested otherwise on your application.

**PARTNER MANDATORY DELEGATED GRANT AUTHORITY:** In order to maintain the department's ability to directly reimburse our partners internally for this program, we are required to complete a Delegated Grant Authority contract with each participating partner. This documentation will directly reflect your approved project. If you have any questions about this additional paperwork, please contact Alicia Widrig at 615-741-9065 or [Alicia.Widrig@tn.gov](mailto:Alicia.Widrig@tn.gov).

#3

06-16-22 GE



# ENDOWMENT GRANT CONTRACT

<b>Begin Date</b> July 01, 2023	<b>End Date</b> June 30, 2024	<b>Agency Tracking #</b> 34901-01482	<b>Edison ID</b> 79157		
<b>Public Chapter</b> 418	<b>Bill #</b> HB1545	<b>Section</b> 54	<b>Item</b> 1-127		
<b>Grantee Legal Entity Name</b> Anderson County Sheriff's Office			<b>Edison Vendor ID</b> 4145		
<b>Service Caption (one line only)</b> Statewide School Resource Officer (SRO) Grant Program					
<b>Funding —</b>					
<b>FY</b>	<b>State</b>	<b>Federal</b>	<b>Interdepartmental</b>	<b>Other</b>	<b>TOTAL Contract Amount</b>
2024	1,275,000.00				1,275,000.00
<b>TOTAL:</b>	1,275,000.00				1,275,000.00
<b>Ownership/Control</b>					
<input type="checkbox"/> African American <input type="checkbox"/> Asian <input type="checkbox"/> Hispanic <input type="checkbox"/> Native American <input type="checkbox"/> Female <input type="checkbox"/> Person w/Disability <input type="checkbox"/> Small Business <input checked="" type="checkbox"/> Government <input type="checkbox"/> NOT Minority/Disadvantaged <input type="checkbox"/> Other:					
<b>Grantee Selection Process Summary</b>					
<input type="checkbox"/> Competitive selection					
<input checked="" type="checkbox"/> Non-competitive selection					
Pursuant to and in accordance with PC 418 of the 113th Tennessee General Assembly, the funding is available for all K-12 public and public charter schools that complete the required documentation to receive a grant contract and funding for one (1) School Resource Officer per school per year, subject to funds availability.					
<b>Budget Officer Confirmation:</b> There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations. 				<b>CPO USE - EG</b>	
<b>Speed Chart (optional)</b>		<b>Account Code (optional)</b>			

SECA

**GRANT CONTRACT  
BETWEEN THE STATE OF TENNESSEE,  
DEPARTMENT OF SAFETY AND HOMELAND SECURITY  
AND  
Anderson County Sheriff's Office**

This Grant Contract, by and between the State of Tennessee, Department of Safety and Homeland Security, hereinafter referred to as the "State" or the "Grantor State Agency" and Anderson County Sheriff's Office, hereinafter referred to as the "Grantee," is for the provision of Statewide School Resource Officer (SRO) Grant Program, as further defined in the "SCOPE OF SERVICES AND DELIVERABLES."

The Grantee is a Tennessee Government Entity.  
Grantee Place of Incorporation or Organization: Tennessee  
Grantee Edison Vendor ID # 4145

**A. SCOPE OF SERVICES AND DELIVERABLES:**

- A.1. The Grantee shall provide the scope of services and deliverables ("Scope") as required, described, and detailed in this Grant Contract.
- A.2. Background. The State received funding through Public Chapter 418 of the 113th Tennessee General Assembly for the Statewide School Resource Office (SRO) Grant Program. The State conducted an application process to award grant funding to eligible law enforcement agencies which have the responsibility to provide SROs to K-12 public and/or public charter schools within their jurisdiction.
- A.3. Availability of and Eligibility for Funding.
  - a. The State shall make grant funds available to a local law enforcement agency after the local law enforcement agency presents to the State an executed memorandum of understanding (MOU) between the agency and the local education agency (LEA) or the public charter school, pursuant to which the local law enforcement agency shall provide one (1) full-time SRO to every school in the LEA or to a public charter school. The MOU shall be in the form prescribed by the State.
  - b. Local law enforcement agencies are eligible to apply for funding in the amount of seventy-five thousand dollars and zero cents (\$75,000.00) per year, per SRO, per school for which they are responsible for providing SRO services to. Funding shall not be awarded for more than one (1) SRO per K-12 public or public charter school and shall not exceed seventy-five thousand dollars and zero cents (\$75,000.00) per year.
- A.4. Use of Funds. Funding may only be used for expenses directly related to placing an SRO in a school (i.e., salary, benefits, training, and equipment).
- A.5. Certification and Training of SROs. As set forth in the MOU between the law enforcement entity and the LEA or the public charter school, in addition to other requirements, an SRO must be Peace Officer and Training Standards Commission (POST) certified and a sworn officer of a law enforcement agency within the jurisdiction of the K-12 public school or public charter school community being served. SROs are also required to receive forty (40) hours of specialized training within the first year of being hired or assigned to a K-12 public school or public charter school, whichever is earlier. Annually thereafter, the SRO must obtain sixteen (16) hours of training specific to SRO duties in addition to the twenty-four (24) hours of POST-certified training.
- A.6. Documentation, Records, and Reports. In addition to the requirements for documentation, records, and reports contained in this Contract in Sections C.4. (Expenditures and Accounting) C.6. (Prerequisite Documentation), D.15. (Records), D.17. (Progress Reports), and D.18. (Annual and Final Reports), the Grantee shall submit quarterly information to the State in the following format:
  - a. The number of LEAs and public charter schools that have executed an MOU with a law enforcement agency as part of the program.

- b. The number of LEAs and public charter schools that have executed an MOU with a law enforcement agency as part of the program and have been provided a full-time SRO.
- c. The percentage of public elementary schools that have an executed MOU and the percentage of those that have been provided a full-time SRO.
- d. The percentage of public secondary schools that have an executed MOU and the percentage of those that have been provided a full-time SRO.
- e. The number of SROs assigned to each school and the name of each SRO assigned to each school.

A.7. Incorporation of Additional Documents. Each of the following documents is included as a part of this Grant Contract by reference or attachment. In the event of a discrepancy or ambiguity regarding the Grantee's duties, responsibilities, and performance hereunder, these items shall govern in order of precedence below:

- a. This Grant Contract with any attachments.
- b. The Grantee's application for this grant funding.

## **B. TERM OF CONTRACT:**

This Grant Contract shall be effective on July 01, 2023 ("Effective Date") and extend for a period of Twelve (12) months after the Effective Date ("Term"). The State shall have no obligation to the Grantee for fulfillment of the Scope outside the Term.

## **C. PAYMENT TERMS AND CONDITIONS:**

- C.1. Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed One Million Two Hundred Seventy Five Thousand Dollars (\$1,275,000.00) ("Maximum Liability").
- C.2. Compensation Firm. The Maximum Liability of the State is not subject to escalation for any reason unless amended.
- C.3. Payment Methodology – Total Advance Payment. The Grantee shall be reimbursed for actual, reasonable, and necessary costs, not to exceed the maximum liability established in Section C.1. Payment to the Grantee shall be a lump sum made in advance upon approval of this Grant Contract.
- C.4. Expenditures and Accounting. The expenditure of funds made available through this Grant Contract shall adhere to the Scope of Services. Said expenditures shall be made during the Grant Contract period and shall not be carried forward. The Grantee shall submit an Expenditures and Accounting report within thirty (30) days following the end of the Grant Contract. Said report shall demonstrate compliance with the Scope of Services and shall be in form and substance acceptable to the State.
- C.5. State's Right to Set Off. The State reserves the right to set off or deduct from amounts that are or shall become due and payable to the Grantee under this Grant Contract or under any other agreement between the Grantee and the State of Tennessee under which the Grantee has a right to receive payment from the State.
- C.6. Prerequisite Documentation. The Grantee shall not receive the funds under the endowment grant until the State has received the following:
  - a. A Grantee completed and signed State provided "Authorization Agreement for Automatic Deposit (ACH Credits) Form" provided by the State. By doing so, the Grantee acknowledges and agrees that, once this form is received by the State, all payments to the Grantee under this or any other grant contract will be made by automated clearing house ("ACH").

- b. A Grantee completed and signed State provided W-9 form. The taxpayer identification number on the W-9 form must be the same as the Grantee's Federal Employer Identification Number or Social Security Number referenced in the Grantee's Edison registration information.

**D. STANDARD TERMS AND CONDITIONS:**

- D.1. Required Approvals. The State is not bound by this Grant Contract until it is signed by the parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, the officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.2. Modification and Amendment. This Grant Contract may be modified only by a written amendment signed by all parties and approved by the officials who approved the Grant Contract and, depending upon the specifics of the Grant Contract as amended, any additional officials required by Tennessee laws and regulations (the officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.3. Termination for Convenience. The State may terminate this Grant Contract without cause for any reason. A termination for convenience shall not be a breach of this Grant Contract by the State. The State shall give the Grantee at least thirty (30) days written notice before the effective termination date. The Grantee shall be entitled to compensation for authorized expenditures and satisfactory services completed as of the termination date, but in no event shall the State be liable to the Grantee for compensation for any service that has not been rendered. The final decision as to the amount for which the State is liable shall be determined by the State. The Grantee shall not have any right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount for the State's exercise of its right to terminate for convenience.
- D.4. Termination for Cause. If the Grantee fails to properly perform its obligations under this Grant Contract in a timely or proper manner, or if the Grantee violates any terms of this Grant Contract, the State shall have the right to immediately terminate the Grant Contract and withhold payments in excess of fair compensation for completed services. Notwithstanding the exercise of the State's right to terminate this Grant Contract for cause, the Grantee shall not be relieved of liability to the State for damages sustained by virtue of any breach of this Grant Contract by the Grantee.
- D.5. Subcontracting. The Grantee shall not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of the State. If such subcontracts are approved by the State, each shall contain, at a minimum, sections of this contract pertaining to "Conflicts of Interest," "Lobbying," "Nondiscrimination," "Public Accountability," "Public Notice," and "Records" (as identified by the section headings). Notwithstanding any use of approved subcontractors, the Grantee shall remain responsible for all work performed.
- D.6. Conflicts of Interest. The Grantee warrants that no part of the total Grant Contract Amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Grantee in connection with any work contemplated or performed relative to this Grant Contract.
- D.7. Lobbying. The Grantee certifies, to the best of its knowledge and belief, that:
  - a. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or

an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

- b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this contract, grant, loan, or cooperative agreement, the Grantee shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- c. The Grantee shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352

- D.8. Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this Grant Contract shall be in writing and shall be made by certified, first class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by email or facsimile transmission with recipient confirmation. All communications, regardless of method of transmission, shall be addressed to the respective party as set out below:

**The State:**

Tennessee Office of Homeland Security  
 ATTN: Statewide SRO Grant Program  
 Tennessee Department of Safety and Homeland Security  
 Tennessee Tower – 25th Floor  
 312 Rosa L. Parks Avenue  
 Nashville, TN 37243  
 Email Address: homeland.security@tn.gov  
 Telephone #: 615-532-7947

**The Grantee:**

Anderson County Sheriff's Office  
 Lt. Steve Owens  
 101 S. Main Street  
 Clinton, TN 37716  
 sowens@tnacso.net  
 Telephone #: 865-457-6255  
 FAX #: 865-457-6243

A change to the above contact information requires written notice to the person designated by the other party to receive notice.

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

- D.9. Subject to Funds Availability. This Grant Contract is subject to the appropriation and availability of State or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the State reserves the right to terminate this Grant Contract upon written notice to



the Grantee. The State's right to terminate this Grant Contract due to lack of funds is not a breach of this Grant Contract by the State. Upon receipt of the written notice, the Grantee shall cease all work associated with the Grant Contract. Should such an event occur, the Grantee shall be entitled to compensation for all satisfactory and authorized services completed as of the termination date. Upon such termination, the Grantee shall have no right to recover from the State any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.

- D.10. Nondiscrimination. The Grantee hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Grantee on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal, Tennessee State constitutional, or statutory law. The Grantee shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.
- D.11. HIPAA Compliance. The State and the Grantee shall comply with obligations under the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Health Information Technology for Economic and Clinical Health Act (HITECH) and any other relevant laws and regulations regarding privacy (collectively the "Privacy Rules"). The obligations set forth in this Section shall survive the termination of this Grant Contract.
- a. The Grantee warrants to the State that it is familiar with the requirements of the Privacy Rules and will comply with all applicable HIPAA requirements in the course of this Grant Contract.
  - b. The Grantee warrants that it will cooperate with the State, including cooperation and coordination with State privacy officials and other compliance officers required by the Privacy Rules, in the course of performance of this Grant Contract so that both parties will be in compliance with the Privacy Rules.
  - c. The State and the Grantee will sign documents, including but not limited to business associate agreements, as required by the Privacy Rules and that are reasonably necessary to keep the State and the Grantee in compliance with the Privacy Rules. This provision shall not apply if information received by the State under this Grant Contract is NOT "protected health information" as defined by the Privacy Rules, or if the Privacy Rules permit the State to receive such information without entering into a business associate agreement or signing another such document.
- D.12. Public Accountability. If the Grantee is subject to Tenn. Code Ann. § 8-4-401 *et seq.*, or if this Grant Contract involves the provision of services to citizens by the Grantee on behalf of the State, the Grantee agrees to establish a system through which recipients of services may present grievances about the operation of the service program, and the Grantee shall display in a prominent place, located near the passageway through which the public enters in order to receive Grant supported services, a sign at least twelve inches (12") in height and eighteen inches (18") in width stating:
- NOTICE: THIS AGENCY IS A RECIPIENT OF TAXPAYER FUNDING. IF YOU OBSERVE AN AGENCY DIRECTOR OR EMPLOYEE ENGAGING IN ANY ACTIVITY WHICH YOU CONSIDER TO BE ILLEGAL, IMPROPER, OR WASTEFUL, PLEASE CALL THE STATE COMPTROLLER'S TOLL-FREE HOTLINE: 1-800-232-5454
- The sign shall be on the form prescribed by the Comptroller of the Treasury. The Grantor State Agency shall obtain copies of the sign from the Comptroller of the Treasury, and upon request from the Grantee, provide Grantee with any necessary signs.
- D.13. Public Notice. All notices, informational pamphlets, press releases, research reports, signs, and similar public notices prepared and released by the Grantee shall include the statement, "This project is funded under an agreement with the State of Tennessee."

All notices by the Grantee in relation to this Grant Contract shall be approved by the State.

- D.14. Licensure. The Grantee, its employees, and any approved subcontractor shall be licensed pursuant to all applicable federal, state, and local laws, ordinances, rules, and regulations and shall upon request provide proof of all licenses.
- D.15. Records. The Grantee and any approved subcontractor shall maintain documentation for all charges under this Grant Contract. The books, records, and documents of the Grantee and any approved subcontractor, insofar as they relate to work performed or money received under this Grant Contract, shall be maintained in accordance with applicable Tennessee law. In no case shall the records be maintained for a period of less than five (5) full years from the date of the final payment. The Grantee's records shall be subject to audit at any reasonable time and upon reasonable notice by the Grantor State Agency, the Comptroller of the Treasury, or their duly appointed representatives.
- The records shall be maintained in accordance with Governmental Accounting Standards Board (GASB) Accounting Standards or the Financial Accounting Standards Board (FASB) Accounting Standards Codification, as applicable, and any related AICPA Industry Audit and Accounting guides.
- In addition, documentation of grant applications, budgets, reports, awards, and expenditures will be maintained in accordance with U.S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.
- Grant expenditures shall be made in accordance with local government purchasing policies and procedures and purchasing procedures for local governments authorized under state law.
- The Grantee shall also comply with any recordkeeping and reporting requirements prescribed by the Tennessee Comptroller of the Treasury.
- The Grantee shall establish a system of internal controls that utilize the COSO Internal Control - Integrated Framework model as the basic foundation for the internal control system. The Grantee shall incorporate any additional Comptroller of the Treasury directives into its internal control system.
- Any other required records or reports which are not contemplated in the above standards shall follow the format designated by the head of the Grantor State Agency, the Central Procurement Office, or the Commissioner of Finance and Administration of the State of Tennessee.
- D.16. Monitoring. The Grantee's activities conducted and records maintained pursuant to this Grant Contract shall be subject to monitoring and evaluation by the State, the Comptroller of the Treasury, or their duly appointed representatives.
- D.17. Progress Reports. The Grantee shall submit brief, periodic, progress reports to the State as requested.
- D.18. Annual and Final Reports. The Grantee shall submit, within three (3) months of the conclusion of each year of the Term, an annual report. For grant contracts with a term of less than one (1) year, the Grantee shall submit a final report within three (3) months of the conclusion of the Term. For grant contracts with multiyear terms, the final report will take the place of the annual report for the final year of the Term. The Grantee shall submit annual and final reports to the Grantor State Agency and the Department of Finance and Administration ("F&A"). Send electronic copies of annual and final reports to F&A at [fa.audit@tn.gov](mailto:fa.audit@tn.gov). At minimum, annual and final reports shall include: (a) the Grantee's name; (b) the Grant Contract's Edison identification number, Term, and total amount; (c) a narrative section that describes the program's goals, outcomes, successes and setbacks, whether the Grantee used benchmarks or indicators to determine progress, and whether any proposed activities were not completed; and (d) other relevant details requested by the Grantor State Agency. Annual and final report documents to be completed by the Grantee shall appear on the Grantor State Agency's website or as an attachment to the Grant Contract.

- D.19. Strict Performance. Failure by any party to this Grant Contract to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement shall not be construed as a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract shall be held to be waived, modified, or deleted except by a written amendment signed by the parties.
- D.20. Independent Contractor. The parties shall not act as employees, partners, joint venturers, or associates of one another in the performance of this Grant Contract. The parties acknowledge that they are independent contracting entities and that nothing in this Grant Contract shall be construed to create a principal/agent relationship or to allow either to exercise control or direction over the manner or method by which the other transacts its business affairs or provides its usual services. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.
- D.21. State Liability. The State shall have no liability except as specifically provided in this Grant Contract.
- D.22. Force Majeure. "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party except to the extent that the non-performing party is at fault in failing to prevent or causing the default or delay, and provided that the default or delay cannot reasonably be circumvented by the non-performing party through the use of alternate sources, workaround plans or other means. A strike, lockout or labor dispute shall not excuse either party from its obligations under this Grant Contract. Except as set forth in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force Majeure Event is not a default under this Grant Contract or grounds for termination. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. The occurrence of a Force Majeure Event affecting Grantee's representatives, suppliers, subcontractors, customers or business apart from this Grant Contract is not a Force Majeure Event under this Grant Contract. Grantee will promptly notify the State of any delay caused by a Force Majeure Event (to be confirmed in a written notice to the State within one (1) day of the inception of the delay) that a Force Majeure Event has occurred, and will describe in reasonable detail the nature of the Force Majeure Event. If any Force Majeure Event results in a delay in Grantee's performance longer than forty-eight (48) hours, the State may, upon notice to Grantee: (a) cease payment of the fees until Grantee resumes performance of the affected obligations; or (b) immediately terminate this Grant Contract or any purchase order, in whole or in part, without further payment except for fees then due and payable. Grantee will not increase its charges under this Grant Contract or charge the State any fees other than those provided for in this Grant Contract as the result of a Force Majeure Event.
- D.23. State and Federal Compliance. The Grantee shall comply with all applicable state and federal laws and regulations in the performance of this Grant Contract. The U.S. Office of Management and Budget's Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards is available here: [http://www.ecfr.gov/cgi-bin/text-idx?SID=c6b2f053952359ba94470ad3a7c1a975&tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?SID=c6b2f053952359ba94470ad3a7c1a975&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)
- D.24. Governing Law. This Grant Contract shall be governed by and construed in accordance with the laws of the State of Tennessee, without regard to its conflict or choice of law rules. The Grantee agrees that it will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Grant Contract. The Grantee acknowledges and agrees that any rights or claims against the State of Tennessee or its employees hereunder, and any remedies arising there from, shall be subject to and limited to those rights and remedies, if any, available under Tenn. Code Ann. §§ 9-8-101 through 9-8-408.
- D.25. Completeness. This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings,

representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

- D.26. Severability. If any terms and conditions of this Grant Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this Grant Contract are declared severable.
- D.27. Headings. Section headings are for reference purposes only and shall not be construed as part of this Grant Contract.
- D.28. Debarment and Suspension. The Grantee certifies, to the best of its knowledge and belief, that it, its current and future principals, its current and future subcontractors and their principals:
- a. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state department or agency;
  - b. have not within a three (3) year period preceding this Grant Contract been convicted of, or had a civil judgment rendered against them from commission of fraud, or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
  - c. are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in section b. of this certification; and
  - d. have not within a three (3) year period preceding this Grant Contract had one or more public transactions (federal, state, or local) terminated for cause or default.

The Grantee shall provide immediate written notice to the State if at any time it learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals or the principals of its subcontractors are excluded or disqualified, or presently fall under any of the prohibitions of sections a-d.

- D.29. Confidentiality of Records. Strict standards of confidentiality of records and information shall be maintained in accordance with applicable state and federal law. All material and information, regardless of form, medium or method of communication, provided to the Grantee by the State or acquired by the Grantee on behalf of the State that is regarded as confidential under state or federal law shall be regarded as "Confidential Information." Nothing in this Section shall permit Grantee to disclose any Confidential Information, regardless of whether it has been disclosed or made available to the Grantee due to intentional or negligent actions or inactions of agents of the State or third parties. Confidential Information shall not be disclosed except as required or permitted under state or federal law. Grantee shall take all necessary steps to safeguard the confidentiality of such material or information in conformance with applicable state and federal law.

The obligations set forth in this Section shall survive the termination of this Grant Contract.

#### **E. SPECIAL TERMS AND CONDITIONS:**

- E.1. Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Grant Contract, the special terms and conditions shall be subordinate to the Grant Contract's other terms and conditions.
- E.2. Transfer of Grantee's Obligations.  
The Grantee shall not transfer or restructure its operations related to this Grant Contract without

the prior written approval of the State. The Grantee shall immediately notify the State in writing of a proposed transfer or restructuring of its operations related to this Grant Contract. The State reserves the right to request additional information or impose additional terms and conditions before approving a proposed transfer or restructuring.

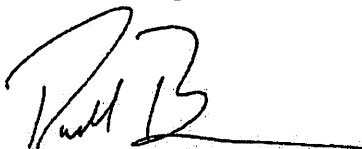
- E3. Family Educational Rights and Privacy Act & Tennessee Data Accessibility, Transparency and Accountability Act. The Grantee shall comply with the Family Educational Rights and Privacy Act of 1974 (20 U.S.C. 1232(g)) and its accompanying regulations (34 C.F.R. § 99) ("FERPA"). The Grantee warrants that the Grantee is familiar with FERPA requirements and that it will comply with these requirements in the performance of its duties under this Grant Contract. The Grantee agrees to cooperate with the State, as required by FERPA, in the performance of its duties under this Grant Contract. The Grantee agrees to maintain the confidentiality of all education records and student information. The Grantee shall only use such records and information for the exclusive purpose of performing its duties under this Grant Contract. The obligations set forth in this Section shall survive the termination of this Grant Contract.

The Grantee shall also comply with Tenn. Code Ann. § 49-1-701, *et seq.*, known as the "Data Accessibility, Transparency and Accountability Act," and any accompanying administrative rules or regulations (collectively "DATAA"). The Grantee agrees to maintain the confidentiality of all records containing student and de-identified data, as this term is defined in DATAA, in any databases, to which the State has granted the Grantee access, and to only use such data for the exclusive purpose of performing its duties under this Grant Contract.

Any instances of unauthorized disclosure of data containing personally identifiable information in violation of FERPA or DATAA that come to the attention of the Grantee shall be reported to the State within twenty-four (24) hours. Grantee shall indemnify and hold harmless State, its employees, agents and representatives, from and against any and all claims, liabilities, losses, or causes of action that may arise, accrue, or result to any person or entity that is injured or damaged as a result of Grantee's failure to comply with this section.

IN WITNESS WHEREOF,

Anderson County Sheriff's Office



GRANTEE SIGNATURE

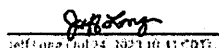
7-20-23

DATE

Russell Barker Sheriff

PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)



DEPARTMENT OF SAFETY AND HOMELAND SECURITY:



Jul 24, 2023

JEFF LONG, COMMISSIONER

DATE

 <b>GOVERNMENTAL GRANT CONTRACT</b> (cost reimbursement grant contract with a federal or Tennessee local governmental entity or their agents and instrumentalities)					
Begin Date December 30, 2022		End Date December 29, 2023		Agency Tracking # 30501-01623-01	Edison ID 78485
Grantee Legal Entity Name Anderson County Election Commission					Edison Vendor ID 4145
Subrecipient or Recipient <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Recipient		Assistance Listing Number #90.404			
		Grantee's fiscal year end June 30, 2024			
Service Caption (one line only) Assistance for county election commissions for expenditures authorized by the Help America Vote Act					
Funding —					
FY	State	Federal	Interdepartmental	Other	TOTAL Grant Contract Amount
FY24	131,542.30	657,553.70			789,096.00
TOTAL:	131,542.30	657,553.70			789,096.00
Grantee Selection Process Summary					
<input type="checkbox"/> Competitive Selection					
<input checked="" type="checkbox"/> Non-competitive Selection					
HAVA expenditures are based on need.					
Budget Officer Confirmation: There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.   AR					CPO USE - GG
Speed Chart (optional) SS00000553		Account Code (optional)			

SECB

Quote

**Harp**  
ENTERPRISES, INC.

**ELECTION SERVICES**

**Anderson County**

**Verity Duo with  
Controller Quote**

Item description	Quantity	Price	Total
Verity Controller	35	\$ 4,650.00	\$ 162,750.00
Verity Duo	67	\$ 3,950.00	\$ 264,650.00
Verity Duo w/Access	33	\$ 4,470.00	\$ 147,510.00
Verity Scan	37	\$ 6,100.00	\$ 225,700.00
Secure Ballot Transport Bag	45	\$ 50.00	\$ 2,250.00
Verity Workstation	1	\$ 5,900.00	\$ 5,900.00
Okidata Report Printer	1	\$ 380.00	\$ 380.00
Verity Drives	145	\$ 66.00	\$ 9,570.00
Verity Key	4	\$ 109.00	\$ 436.00
HVS Disposal Fee	1	\$ 3,450.00	\$ 3,450.00
Shipping	1	\$ 6,500.00	\$ 6,500.00

**Customer Discount** **-\$40,000.00**

**Total Amount** **\$ 789,096.00**

Anderson County Representative

Date

SEC B

**GRANT CONTRACT  
BETWEEN THE STATE OF TENNESSEE,  
DEPARTMENT OF STATE, DIVISION OF ELECTIONS  
AND  
ANDERSON COUNTY ELECTION COMMISSION**

This grant contract ("Grant Contract"), by and between the State of Tennessee, Department of State, Division of Elections, hereinafter referred to as the "State" or the "Grantor State Agency" and Grantee Anderson County Election Commission, hereinafter referred to as the "Grantee," is for the provision of assistance for county election commissions for expenditures authorized by the Help America Vote Act, as further defined in the "SCOPE OF SERVICES AND DELIVERABLES."

Grantee Edison Vendor ID # 4145

**A. SCOPE OF SERVICES AND DELIVERABLES:**

- A.1. The Grantee shall provide the scope of services and deliverables ("Scope") as required, described, and detailed in this Grant Contract.
- A.2. The Grantee will use funds for expenditures authorized by the Help America Vote Act (HAVA). The Grantee shall submit a plan and budget for approval by the Division of Elections. The Grantee will be required to submit invoices and proof of payment to the Division of Elections to ensure compliance and accountability. Any voting systems acquired with these funds must be certified by the Election Assistance Commission to at least the 2005 Voluntary Voting System Guidelines (VMSG), certified by the Coordinator of Elections and the State Election Commission for use in all elections in the state pursuant to T.C.A. § 2-9-110, and have a voter-verifiable paper audit trail in accordance with T.C.A. § 2-9-101(d).
- A.3. Incorporation of Federal Award Identification Worksheet. The federal award identification worksheet, which appears as Attachment 1, is incorporated in this Grant Contract.

**B. TERM OF CONTRACT:**

This Grant Contract shall be effective on December 30, 2022 ("Effective Date") and extend for a period of twelve (12) months after the Effective Date ("Term"). The State shall have no obligation to the Grantee for fulfillment of the Scope outside the Term.

**C. PAYMENT TERMS AND CONDITIONS:**

- C.1. Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed seven hundred eighty-nine thousand, ninety-six dollars (\$789,096.00) ("Maximum Liability"). The Grant Budget, attached and incorporated as Attachment 2 is the maximum amount due the Grantee under this Grant Contract. The Grant Budget line-items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Grantee.
- C.2. Compensation Firm. The Maximum Liability of the State is not subject to escalation for any reason unless amended. The Grant Budget amounts are firm for the duration of the Grant Contract and are not subject to escalation for any reason unless amended, except as provided in Section C.6.
- C.3. Payment Methodology. The Grantee shall be reimbursed for actual, reasonable, and necessary costs based upon the Grant Budget, not to exceed the Maximum Liability established in Section C.1. Upon progress toward the completion of the Scope, as described in Section A of this Grant Contract, the Grantee shall submit invoices prior to any reimbursement of allowable costs.

B



- C.4. Travel Compensation. Reimbursement to the Grantee for travel, meals, or lodging shall be subject to amounts and limitations specified in the "State Comprehensive Travel Regulations," as they are amended from time to time, and shall be contingent upon and limited by the Grant Budget funding for said reimbursement.
- C.5. Invoice Requirements. The Grantee shall invoice the State no more often than monthly, with all necessary supporting documentation, and present such to:

Andrew Dodd, HAVA Attorney  
 Tennessee Division of Elections  
 Office of Tennessee Secretary of State Tre Hargett  
 312 Rosa L. Parks Avenue, 7th Floor  
 Nashville, TN 37243  
 Andrew.Dodd@TN.gov  
 Telephone # 615-253-4587  
 FAX # 615-741-1278

- a. Each invoice shall clearly and accurately detail all of the following required information (calculations must be extended and totaled correctly).
- (1) Invoice/Reference Number (assigned by the Grantee).
  - (2) Invoice Date.
  - (3) Invoice Period (to which the reimbursement request is applicable).
  - (4) Grant Contract Number (assigned by the State).
  - (5) Grantor: Department of State, Division of Elections.
  - (6) Grantor Number (assigned by the Grantee to the above-referenced Grantor).
  - (7) Grantee Name.
  - (8) Grantee Tennessee Edison Registration ID Number Referenced in Preamble of this Grant Contract.
  - (9) Grantee Remittance Address.
  - (10) Grantee Contact for Invoice Questions (name, phone, or fax).
  - (11) Itemization of Reimbursement Requested for the Invoice Period— it must detail, at minimum, all of the following:
    - i. The amount requested by Grant Budget line-item (including any travel expenditure reimbursement requested and for which documentation and receipts, as required by "State Comprehensive Travel Regulations," are attached to the invoice).
    - ii. The amount reimbursed by Grant Budget line-item to date.
    - iii. The total amount reimbursed under the Grant Contract to date.
    - iv. The total amount requested (all line-items) for the Invoice Period.
- b. The Grantee understands and agrees to all of the following.
- (1) An invoice under this Grant Contract shall include only reimbursement requests for actual, reasonable, and necessary expenditures required in the delivery of service described by this Grant Contract and shall be subject to the Grant Budget and any other provision of this Grant Contract relating to allowable reimbursements.
  - (2) An invoice under this Grant Contract shall not include any reimbursement request for future expenditures.
  - (3) An invoice under this Grant Contract shall initiate the timeframe for reimbursement only when the State is in receipt of the invoice, and the invoice meets the minimum requirements of this section C.5.

- C.6. Grant Budget and Revisions to Grant Budget Line-Items. Expenditures, reimbursements, and payments under this Grant Contract shall adhere to the Grant Budget.
- a. The Grantee may vary from a Grant Budget line-item amount by up to twenty percent (20%) of the line-item amount, provided that any increase is off-set by an equal reduction of other line-item amounts. The net result of any changes to Grant Budget line-item amounts shall not result in funding for a line-item that was previously funded at zero dollars (\$0.00) or increase the total Grant Contract amount detailed by the Grant Budget.
  - b. The Grantee may request in writing Grant Budget line-item revisions exceeding the limitation set forth in section C.6.a., above, giving full details supporting the Grantee's request, provided that such revisions do not result in funding for a line-item that was previously funded at zero dollars (\$0.00) and do not increase the total Grant Contract amount. Grant Budget line-item revisions may not be made without prior, written approval of the State in which the terms of the approved revisions are detailed. Any approval of a revision to a Grant Budget line-item greater than twenty percent (20%) shall be superseded by a subsequent revision of the Grant Budget by Grant Contract amendment.
  - c. Any increase in the total Grant Contract amount shall require a Grant Contract Amendment.
- C.7. Disbursement Reconciliation and Close Out. The Grantee shall submit any final invoice and a grant disbursement reconciliation report within sixty (60) days of the Grant Contract end date, in form and substance acceptable to the State.
- a. If total disbursements by the State pursuant to this Grant Contract exceed the amounts permitted by the section C, payment terms and conditions of this Grant Contract, the Grantee shall refund the difference to the State. The Grantee shall submit the refund with the final grant disbursement reconciliation report.
  - b. The State shall not be responsible for the payment of any invoice submitted to the State after the grant disbursement reconciliation report. The State will not deem any Grantee costs submitted for reimbursement after the grant disbursement reconciliation report to be allowable and reimbursable by the State, and such invoices will NOT be paid.
  - c. The Grantee's failure to provide a final grant disbursement reconciliation report to the State as required by this Grant Contract shall result in the Grantee being deemed ineligible for reimbursement under this Grant Contract, and the Grantee shall be required to refund any and all payments by the State pursuant to this Grant Contract.
  - d. The Grantee must close out its accounting records at the end of the Term in such a way that reimbursable expenditures and revenue collections are NOT carried forward.
- C.8. Indirect Cost. Should the Grantee request reimbursement for indirect costs, the Grantee must submit to the State a copy of the indirect cost rate approved by the cognizant federal agency or the cognizant state agency, as applicable. The Grantee will be reimbursed for indirect costs in accordance with the approved indirect cost rate and amounts and limitations specified in the attached Grant Budget. Once the Grantee makes an election and treats a given cost as direct or indirect, it must apply that treatment consistently and may not change during the Term. Any changes in the approved indirect cost rate must have prior approval of the cognizant federal agency or the cognizant state agency, as applicable. If the indirect cost rate is provisional during the Term, once the rate becomes final, the Grantee agrees to remit any overpayment of funds to the State, and subject to the availability of funds the State agrees to remit any underpayment to the Grantee.

- C.9. Cost Allocation. If any part of the costs to be reimbursed under this Grant Contract are joint costs involving allocation to more than one program or activity, such costs shall be allocated and reported in accordance with the provisions of Department of Finance and Administration Policy Statement 03 or any amendments or revisions made to this policy statement during the Term.
- C.10. Payment of Invoice. A payment by the State shall not prejudice the State's right to object to or question any reimbursement, invoice, or related matter. A payment by the State shall not be construed as acceptance of any part of the work or service provided or as approval of any amount as an allowable cost.
- C.11. Non-allowable Costs. Any amounts payable to the Grantee shall be subject to reduction for amounts included in any invoice or payment that are determined by the State, on the basis of audits or monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs.
- C.12. State's Right to Set Off. The State reserves the right to set off or deduct from amounts that are or shall become due and payable to the Grantee under this Grant Contract or under any other agreement between the Grantee and the State of Tennessee under which the Grantee has a right to receive payment from the State.
- C.13. Prerequisite Documentation. The Grantee shall not invoice the State under this Grant Contract until the State has received the following, properly completed documentation.
- a. The Grantee shall complete, sign, and return to the State an "Authorization Agreement for Automatic Deposit (ACH Credits) Form" provided by the State. By doing so, the Grantee acknowledges and agrees that, once this form is received by the State, all payments to the Grantee under this or any other grant contract will be made by automated clearing house ("ACH").
  - b. The Grantee shall complete, sign, and return to the State the State-provided W-9 form. The taxpayer identification number on the W-9 form must be the same as the Grantee's Federal Employer Identification Number or Social Security Number referenced in the Grantee's Edison registration information.

**D. STANDARD TERMS AND CONDITIONS:**

- D.1. Required Approvals. The State is not bound by this Grant Contract until it is signed by the parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this Grant Contract, the officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.2. Modification and Amendment. This Grant Contract may be modified only by a written amendment signed by all parties and approved by the officials who approved the Grant Contract and, depending upon the specifics of the Grant Contract as amended, any additional officials required by Tennessee laws and regulations (the officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.3. Termination for Convenience. The State may terminate this Grant Contract without cause for any reason. A termination for convenience shall not be a breach of this Grant Contract by the State. The State shall give the Grantee at least thirty (30) days written notice before the effective termination date. The Grantee shall be entitled to compensation for authorized expenditures and satisfactory services completed as of the termination date, but in no event shall the State be liable to the Grantee for compensation for any service that has not been rendered. The final decision as to the amount for which the State is liable shall be determined by the State. The Grantee

shall not have any right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount for the State's exercise of its right to terminate for convenience.

- D.4. Termination for Cause. If the Grantee fails to properly perform its obligations under this Grant Contract, or if the Grantee violates any terms of this Grant Contract, the State shall have the right to immediately terminate this Grant Contract and withhold payments in excess of fair compensation for completed services. Notwithstanding the exercise of the State's right to terminate this Grant Contract for cause, the Grantee shall not be relieved of liability to the State for damages sustained by virtue of any breach of this Grant Contract by the Grantee.
- D.5. Subcontracting. The Grantee shall not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of the State. If such subcontracts are approved by the State, each shall contain, at a minimum, sections of this Grant Contract pertaining to "Conflicts of Interest," "Lobbying," "Nondiscrimination," "Public Accountability," "Public Notice," and "Records" (as identified by the section headings). Notwithstanding any use of approved subcontractors, the Grantee shall remain responsible for all work performed.
- D.6. Conflicts of Interest. The Grantee warrants that no part of the total Grant Contract Amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Grantee in connection with any work contemplated or performed relative to this Grant Contract.
- D.7. Lobbying. The Grantee certifies, to the best of its knowledge and belief, that:
- a. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
  - b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this contract, grant, loan, or cooperative agreement, the Grantee shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
  - c. The Grantee shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352.

- D.8. Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this Grant Contract shall be in writing and shall be made by certified, first class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by email or facsimile transmission with recipient confirmation. All communications, regardless of method of transmission, shall be addressed to

the respective party as set out below:

The State:

Andrew Dodd, HAVA Attorney  
Tennessee Division of Elections  
Office of Tennessee Secretary of State Tre Hargett  
312 Rosa L. Parks Avenue, 7th Floor  
Nashville, TN 37243  
Andrew.Dodd@TN.gov  
Telephone # 615-253-4587  
FAX # 615-741-1278

The Grantee:

Mark Stephens, Anderson County Administrator of Elections  
Anderson County Election Commission  
100 North Main Street, Room 207  
Clinton, TN 37716-3683  
mstephens@andersoncountyttn.gov  
Telephone # 865-457-6238  
FAX # 865-457-5624

A change to the above contact information requires written notice to the person designated by the other party to receive notice.

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

- D.9. Subject to Funds Availability. This Grant Contract is subject to the appropriation and availability of State or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the State reserves the right to terminate this Grant Contract upon written notice to the Grantee. The State's right to terminate this Grant Contract due to lack of funds is not a breach of this Grant Contract by the State. Upon receipt of the written notice, the Grantee shall cease all work associated with the Grant Contract. Should such an event occur, the Grantee shall be entitled to compensation for all satisfactory and authorized services completed as of the termination date. Upon such termination, the Grantee shall have no right to recover from the State any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.
- D.10. Nondiscrimination. The Grantee hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Grantee on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by federal, Tennessee state constitutional, or statutory law. The Grantee shall, upon request, show proof of nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.
- D.11. HIPAA Compliance. The State and the Grantee shall comply with obligations under the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Health Information Technology for Economic and Clinical Health Act (HITECH) and any other relevant laws and regulations regarding privacy (collectively the "Privacy Rules"). The obligations set forth in this Section shall survive the termination of this Grant Contract.

- a. The Grantee warrants to the State that it is familiar with the requirements of the Privacy Rules and will comply with all applicable HIPAA requirements in the course of this Grant Contract.
- b. The Grantee warrants that it will cooperate with the State, including cooperation and coordination with State privacy officials and other compliance officers required by the Privacy Rules, in the course of performance of this Grant Contract so that both parties will be in compliance with the Privacy Rules.
- c. The State and the Grantee will sign documents, including but not limited to business associate agreements, as required by the Privacy Rules and that are reasonably necessary to keep the State and the Grantee in compliance with the Privacy Rules. This provision shall not apply if information received by the State under this Grant Contract is NOT "protected health information" as defined by the Privacy Rules, or if the Privacy Rules permit the State to receive such information without entering into a business associate agreement or signing another such document.

- D.12. Public Accountability. If the Grantee is subject to Tenn. Code Ann. § 8-4-401 *et seq.*, or if this Grant Contract involves the provision of services to citizens by the Grantee on behalf of the State, the Grantee agrees to establish a system through which recipients of services may present grievances about the operation of the service program. The Grantee shall also display in a prominent place, located near the passageway through which the public enters in order to receive Grant supported services, a sign at least eleven inches (11") in height and seventeen inches (17") in width stating:

NOTICE: THIS AGENCY IS A RECIPIENT OF TAXPAYER FUNDING. IF YOU OBSERVE AN AGENCY DIRECTOR OR EMPLOYEE ENGAGING IN ANY ACTIVITY WHICH YOU CONSIDER TO BE ILLEGAL, IMPROPER, OR WASTEFUL, PLEASE CALL THE STATE COMPTROLLER'S TOLL-FREE HOTLINE: 1-800-232-5454.

The sign shall be on the form prescribed by the Comptroller of the Treasury. The Grantor State Agency shall obtain copies of the sign from the Comptroller of the Treasury, and upon request from the Grantee, provide Grantee with any necessary signs.

- D.13. Public Notice. All notices, informational pamphlets, press releases, research reports, signs, and similar public notices prepared and released by the Grantee in relation to this Grant Contract shall include the statement, "This project is funded under a grant contract with the State of Tennessee." All notices by the Grantee in relation to this Grant Contract shall be approved by the State.
- D.14. Licensure. The Grantee, its employees, and any approved subcontractor shall be licensed pursuant to all applicable federal, state, and local laws, ordinances, rules, and regulations and shall upon request provide proof of all licenses.
- D.15. Records. The Grantee and any approved subcontractor shall maintain documentation for all charges under this Grant Contract. The books, records, and documents of the Grantee and any approved subcontractor, insofar as they relate to work performed or money received under this Grant Contract, shall be maintained in accordance with applicable Tennessee law. In no case shall the records be maintained for a period of less than five (5) full years from the date of the final payment. The Grantee's records shall be subject to audit at any reasonable time and upon reasonable notice by the Grantor State Agency, the Comptroller of the Treasury, or their duly appointed representatives.

The records shall be maintained in accordance with Governmental Accounting Standards Board (GASB) Accounting Standards or the Financial Accounting Standards Board (FASB) Accounting

Standards Codification, as applicable, and any related AICPA Industry Audit and Accounting guides.

In addition, documentation of grant applications, budgets, reports, awards, and expenditures will be maintained in accordance with U.S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

Grant expenditures shall be made in accordance with local government purchasing policies and procedures and purchasing procedures for local governments authorized under state law.

The Grantee shall also comply with any recordkeeping and reporting requirements prescribed by the Tennessee Comptroller of the Treasury.

The Grantee shall establish a system of internal controls that utilize the COSO Internal Control - Integrated Framework model as the basic foundation for the internal control system. The Grantee shall incorporate any additional Comptroller of the Treasury directives into its internal control system.

Any other required records or reports which are not contemplated in the above standards shall follow the format designated by the head of the Grantor State Agency, the Central Procurement Office, or the Commissioner of Finance and Administration of the State of Tennessee.

- D.16. Monitoring. The Grantee's activities conducted and records maintained pursuant to this Grant Contract shall be subject to monitoring and evaluation by the State, the Comptroller of the Treasury, or their duly appointed representatives.
- D.17. Progress Reports. The Grantee shall submit brief, periodic, progress reports to the State as requested.
- D.18. Annual and Final Reports. The Grantee shall submit, within three (3) months of the conclusion of each year of the Term, an annual report. For grant contracts with a term of less than one (1) year, the Grantee shall submit a final report within three (3) months of the conclusion of the Term. For grant contracts with multiyear terms, the final report will take the place of the annual report for the final year of the Term. The Grantee shall submit annual and final reports to the Grantor State Agency. At minimum, annual and final reports shall include: (a) the Grantee's name; (b) the Grant Contract's Edison identification number, Term, and total amount; (c) a narrative section that describes the program's goals, outcomes, successes and setbacks, whether the Grantee used benchmarks or indicators to determine progress, and whether any proposed activities were not completed; and (d) other relevant details requested by the Grantor State Agency. Annual and final report documents to be completed by the Grantee shall appear on the Grantor State Agency's website or as an attachment to the Grant Contract.
- D.19. Audit Report. The Grantee shall be audited in accordance with applicable Tennessee law.
- At least ninety (90) days before the end of its fiscal year, the Grantee shall complete the Information for Audit Purposes ("IAP") form online (accessible through the Edison Supplier portal) to notify the State whether or not Grantee is subject to an audit. The Grantee should submit only one, completed form online during the Grantee's fiscal year. Immediately after the fiscal year has ended, the Grantee shall fill out the End of Fiscal Year ("EOFY") (accessible through the Edison Supplier portal).
- When a federal single audit is required, the audit shall be performed in accordance with U.S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.
- A copy of the audit report shall be provided to the Comptroller by the licensed, independent public accountant. Audit reports shall be made available to the public.
- D.20. Procurement. If other terms of this Grant Contract allow reimbursement for the cost of goods, materials, supplies, equipment, or contracted services, such procurement shall be made on a

competitive basis, including the use of competitive bidding procedures, where practical. The Grantee shall maintain documentation for the basis of each procurement for which reimbursement is paid pursuant to this Grant Contract. In each instance where it is determined that use of a competitive procurement method is not practical, supporting documentation shall include a written justification for the decision and for use of a non-competitive procurement. If the Grantee is a subrecipient, the Grantee shall comply with 2 C.F.R. §§ 200.317—200.327 when procuring property and services under a federal award.

The Grantee shall obtain prior approval from the State before purchasing any equipment under this Grant Contract.

For purposes of this Grant Contract, the term "equipment" shall include any article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds five thousand dollars (\$5,000.00).

- D.21. Strict Performance. Failure by any party to this Grant Contract to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this Grant Contract is not a waiver or relinquishment of any term, covenant, condition, or provision. No term or condition of this Grant Contract shall be held to be waived, modified, or deleted except by a written amendment signed by the parties.
- D.22. Independent Contractor. The parties shall not act as employees, partners, joint venturers, or associates of one another in the performance of this Grant Contract. The parties acknowledge that they are independent contracting entities and that nothing in this Grant Contract shall be construed to create a principal/agent relationship or to allow either to exercise control or direction over the manner or method by which the other transacts its business affairs or provides its usual services. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.
- D.23. Limitation of State's Liability. The State shall have no liability except as specifically provided in this Grant Contract. In no event will the State be liable to the Grantee or any other party for any lost revenues, lost profits, loss of business, loss of grant funding, decrease in the value of any securities or cash position, time, money, goodwill, or any indirect, special, incidental, punitive, exemplary or consequential damages of any nature, whether based on warranty, contract, statute, regulation, tort (including but not limited to negligence), or any other legal theory that may arise under this Grant Contract or otherwise. The State's total liability under this Grant Contract (including any exhibits, schedules, amendments or other attachments to the Contract) or otherwise shall under no circumstances exceed the Maximum Liability originally established in Section C.1 of this Grant Contract. This limitation of liability is cumulative and not per incident.
- D.24. Force Majeure. "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party except to the extent that the non-performing party is at fault in failing to prevent or causing the default or delay, and provided that the default or delay cannot reasonably be circumvented by the non-performing party through the use of alternate sources, workaround plans or other means. A strike, lockout or labor dispute shall not excuse either party from its obligations under this Grant Contract. Except as set forth in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force Majeure Event is not a default under this Grant Contract or grounds for termination. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. The occurrence of a Force Majeure Event affecting Grantee's representatives, suppliers, subcontractors, customers or business apart from this Grant Contract is not a Force Majeure Event under this Grant Contract. Grantee will promptly notify the State of any delay caused by a Force Majeure Event (to be confirmed in a written notice to the State



within one (1) day of the inception of the delay) that a Force Majeure Event has occurred, and will describe in reasonable detail the nature of the Force Majeure Event. If any Force Majeure Event results in a delay in Grantee's performance longer than forty-eight (48) hours, the State may, upon notice to Grantee: (a) cease payment of the fees until Grantee resumes performance of the affected obligations; or (b) immediately terminate this Grant Contract or any purchase order, in whole or in part, without further payment except for fees then due and payable. Grantee will not increase its charges under this Grant Contract or charge the State any fees other than those provided for in this Grant Contract as the result of a Force Majeure Event.

- D.25. Tennessee Department of Revenue Registration. The Grantee shall comply with all applicable registration requirements contained in Tenn. Code Ann. §§ 67-6-601 – 608. Compliance with applicable registration requirements is a material requirement of this Grant Contract.
- D.26. Charges to Service Recipients Prohibited. The Grantee shall not collect any amount in the form of fees or reimbursements from the recipients of any service provided pursuant to this Grant Contract.
- D.27. State Interest in Equipment or Motor Vehicles. The Grantee shall take legal title to all equipment or motor vehicles purchased totally or in part with funds provided under this Grant Contract, subject to the State's equitable interest therein, to the extent of its *pro rata* share, based upon the State's contribution to the purchase price. The term "equipment" shall include any article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds five thousand dollars (\$5,000.00). The term "motor vehicle" shall include any article of tangible personal property that is required to be registered under the "Tennessee Motor Vehicle Title and Registration Law", Tenn. Code Ann. Title 55, Chapters 1-6.

As authorized by the Tennessee Uniform Commercial Code, Tenn. Code Ann. Title 47, Chapter 9 and the "Tennessee Motor Vehicle Title and Registration Law," Tenn. Code Ann. Title 55, Chapters 1-6, the parties intend this Grant Contract to create a security interest in favor of the State in the equipment or motor vehicles acquired by the Grantee pursuant to the provisions of this Grant Contract. A further intent of this Grant Contract is to acknowledge and continue the security interest in favor of the State in the equipment or motor vehicles acquired by the Grantee pursuant to the provisions of this program's prior year Grant Contracts between the State and the Grantee.

The Grantee grants the State a security interest in all equipment or motor vehicles acquired in whole or in part by the Grantee under this Grant Contract. This Grant Contract is intended to be a security agreement pursuant to the Uniform Commercial Code for any of the equipment or motor vehicles herein specified which, under applicable law, may be subject to a security interest pursuant to the Uniform Commercial Code, and the Grantee hereby grants the State a security interest in said equipment or motor vehicles. The Grantee agrees that the State may file this Grant Contract or a reproduction thereof, in any appropriate office, as a financing statement for any of the equipment or motor vehicles herein specified. Any reproduction of this or any other security agreement or financing statement shall be sufficient as a financing statement. In addition, the Grantee agrees to execute and deliver to the State, upon the State's request, any financing statements, as well as extensions, renewals, and amendments thereof, and reproduction of this Grant Contract in such form as the State may require to perfect a security interest with respect to said equipment or motor vehicles. The Grantee shall pay all costs of filing such financing statements and any extensions, renewals, amendments and releases thereof, and shall pay all reasonable costs and expenses of any record searches for financing statements the State may reasonably require. Without the prior written consent of the State, the Grantee shall not create or suffer to be created pursuant to the Uniform Commercial Code any other security interest in said equipment or motor vehicles, including replacements and additions thereto. Upon the Grantee's breach of any covenant or agreement contained in this Grant Contract, including the covenants to pay when due all sums secured by this Grant Contract, the State shall have the

remedies of a secured party under the Uniform Commercial Code and, at the State's option, may also invoke the remedies herein provided.

The Grantee agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. The Grantee shall maintain a perpetual inventory system for all equipment or motor vehicles purchased with funds provided under this Grant Contract and shall submit an inventory control report which must include, at a minimum, the following:

- a. Description of the equipment or motor vehicles;
- b. Vehicle identification number;
- c. Manufacturer's serial number or other identification number, when applicable;
- d. Acquisition date, cost, and check number;
- e. Fund source, State Grant number, or other applicable fund source identification;
- f. Percentage of state funds applied to the purchase;
- g. Location within the Grantee's operations where the equipment or motor vehicles is used;
- h. Condition of the property or disposition date if Grantee no longer has possession;
- i. Depreciation method, if applicable; and
- j. Monthly depreciation amount, if applicable.

The Grantee shall tag equipment or motor vehicles with an identification number which is cross referenced to the equipment or motor vehicle item on the inventory control report. The Grantee shall inventory equipment or motor vehicles annually. The Grantee must compare the results of the inventory with the inventory control report and investigate any differences. The Grantee must then adjust the inventory control report to reflect the results of the physical inventory and subsequent investigation.

The Grantee shall submit its inventory control report of all equipment or motor vehicles purchased with funding through this Grant Contract within thirty (30) days of its end date and in form and substance acceptable to the State. This inventory control report shall contain, at a minimum, the requirements specified above for inventory control. The Grantee shall notify the State, in writing, of any equipment or motor vehicle loss describing the reasons for the loss. Should the equipment or motor vehicles be destroyed, lost, or stolen, the Grantee shall be responsible to the State for the *pro rata* amount of the residual value at the time of loss based upon the State's original contribution to the purchase price.

Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at another time during the term of the Grant Contract, the Grantee shall request written approval from the State for any proposed disposition of equipment or motor vehicles purchased with Grant funds. All equipment or motor vehicles shall be disposed of in such a manner as the parties may agree from among alternatives approved by the Tennessee Department of General Services as appropriate and in accordance with any applicable federal laws or regulations.

D.28. State and Federal Compliance. The Grantee shall comply with all applicable state and federal laws and regulations in the performance of this Grant Contract. The U.S. Office of Management and Budget's Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards is available here: [http://www.ecfr.gov/cgi-bin/text-id?SID=c6b2f053952359ba94470ad3a7c1a975&tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-id?SID=c6b2f053952359ba94470ad3a7c1a975&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)

D.29. Governing Law. This Grant Contract shall be governed by and construed in accordance with the laws of the State of Tennessee, without regard to its conflict or choice of law rules. The Grantee agrees that it will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Grant Contract. The Grantee acknowledges and agrees that any rights or claims against the State of Tennessee or its employees hereunder, and any remedies arising there from, shall be subject to and limited to those rights and remedies, if any, available under Tenn. Code Ann. §§ 9-8-101 through 9-8-408.

- D.30. Completeness. This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions agreed to by the parties. This Grant Contract supersedes any and all prior understandings, representations, negotiations, or agreements between the parties, whether written or oral.
- D.31. Severability. If any terms and conditions of this Grant Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions shall not be affected and shall remain in full force and effect. To this end, the terms and conditions of this Grant Contract are declared severable.
- D.32. Headings. Section headings are for reference purposes only and shall not be construed as part of this Grant Contract.
- D.33. Iran Divestment Act. The requirements of Tenn. Code Ann. § 12-12-101, et seq., addressing contracting with persons as defined at Tenn. Code Ann. § 12-12-103(5) that engage in investment activities in Iran, shall be a material provision of this Grant Contract. The Grantee certifies, under penalty of perjury, that to the best of its knowledge and belief that it is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.
- D.34. Debarment and Suspension. The Grantee certifies, to the best of its knowledge and belief, that it, its current and future principals, its current and future subcontractors and their principals:
- a. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state department or agency;
  - b. have not within a three (3) year period preceding this Grant Contract been convicted of, or had a civil judgment rendered against them from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
  - c. are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in section b. of this certification; and
  - d. have not within a three (3) year period preceding this Grant Contract had one or more public transactions (federal, state, or local) terminated for cause or default.

The Grantee shall provide immediate written notice to the State if at any time it learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals or the principals of its subcontractors are excluded or disqualified, or presently fall under any of the prohibitions of sections a-d.

- D.35. Confidentiality of Records. Strict standards of confidentiality of records and information shall be maintained in accordance with applicable state and federal law. All material and information, regardless of form, medium or method of communication, provided to the Grantee by the State or acquired by the Grantee on behalf of the State that is regarded as confidential under state or federal law shall be regarded as "Confidential Information." Nothing in this Section shall permit Grantee to disclose any Confidential Information, regardless of whether it has been disclosed or made available to the Grantee due to intentional or negligent actions or inactions of agents of the State or third parties. Confidential Information shall not be disclosed except as required or permitted under state or federal law. Grantee shall take all necessary steps to safeguard the confidentiality of such material or information in conformance with applicable state and federal law.

The obligations set forth in this Section shall survive the termination of this Grant Contract.

**E. SPECIAL TERMS AND CONDITIONS:**

- E.1. Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Grant Contract, the special terms and conditions shall be subordinate to the Grant Contract's other terms and conditions.
- E.2. The Grantee shall provide a drug-free workplace pursuant to the "Drug-Free Workplace Act," 41 U.S.C. §§ 8101 through 8106, and its accompanying regulations.
- E.3. Federal Funding Accountability and Transparency Act (FFATA).

This Grant Contract requires the Grantee to provide supplies or services that are funded in whole or in part by federal funds that are subject to FFATA. The Grantee is responsible for ensuring that all applicable FFATA requirements, including but not limited to those below, are met and that the Grantee provides information to the State as required.

The Grantee shall comply with the following:

a. **Reporting of Total Compensation of the Grantee's Executives.**

- (1) The Grantee shall report the names and total compensation of each of its five most highly compensated executives for the Grantee's preceding completed fiscal year, if in the Grantee's preceding fiscal year, it received:
  - i. 80 percent or more of the Grantee's annual gross revenues from Federal procurement contracts and federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and sub awards); and
  - ii. \$25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts), and federal financial assistance subject to the Transparency Act (and sub awards); and
  - iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. § 78m(a), 78o(d)) or § 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

As defined in 2 C.F.R. § 170.315, "Executive" means officers, managing partners, or any other employees in management positions.

- (2) Total compensation means the cash and noncash dollar value earned by the executive during the Grantee's preceding fiscal year and includes the following (for more information see 17 CFR § 229.402(c)(2)):
- i. Salary and bonus.
  - ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
  - iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives and are available generally to all salaried employees.
  - iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
  - v. Above-market earnings on deferred compensation which is not tax qualified.
  - vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

- b. The Grantee must report executive total compensation described above to the State by the end of the month during which this Grant Contract is established.
- c. If this Grant Contract is amended to extend its term, the Grantee must submit an executive total compensation report to the State by the end of the month in which the amendment to this Grant Contract becomes effective.
- d. The Grantee will obtain a Data Universal Numbering System (DUNS) number and maintain its DUNS number for the term of this Grant Contract. More information about obtaining a DUNS Number can be found at: <http://fedgov.dnb.com/webform/>.

The Grantee's failure to comply with the above requirements is a material breach of this Grant Contract for which the State may terminate this Grant Contract for cause. The State will not be obligated to pay any outstanding invoice received from the Grantee unless and until the Grantee is in full compliance with the above requirements.

E.4. Title VI Compliance. Grantee shall comply with requirements of Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d-1, pursuant to the guidelines established by the Tennessee Human Rights Commission's Title VI Compliance Office, by completing all of the following items:

- a. Provide name and contact information of Grantee's Title VI Coordinator to State.
- a. Ensure Policies and Procedures Manual contains a Title VI section with information on: (a) Filing a complaint; (b) Investigations; (c) Report of findings; (d) Hearings and appeals; (e) Description of Title VI Training Program; (f) Limited English Proficiency (LEP) procedure; and (g) Retaliation.
- b. Train all staff (regular, contract, volunteer) on Title VI upon employment and annually thereafter. Training documentation shall be made available upon request of State and include: 1) dates and duration of each training; 2) list of staff completing training on each date.

- c. Annually complete and submit a Title VI self-survey as supplied by State.
- d. Implement a process and provide documentation to ensure service recipients are informed of Title VI and how to file a discrimination complaint.

E.5. This contract will be funded using HAVA Election Security Grant funds provided under the Consolidated Appropriations Acts of 2018 and 2020.

IN WITNESS WHEREOF,

ANDERSON COUNTY GOVERNMENT

---

GRANTEE SIGNATURE

DATE

---

PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)

DEPARTMENT OF STATE, DIVISION OF ELECTIONS

---

MARK GOINS, COORDINATOR OF ELECTIONS

DATE

DEPARTMENT OF STATE, OFFICE OF THE SECRETARY OF STATE

---

TRE HARGETT, SECRETARY OF STATE

DATE

*me*

**ATTACHMENT 1****Federal Award Identification Worksheet**

Subrecipient's name (must match name associated with its Unique Entity Identifier (SAM))	Anderson, County of
Subrecipient's Unique Entity Identifier (SAM)	FYPENE4ABBG6
Federal Award Identification Number (FAIN)	EACELSEC18TN
Federal award date	03/13/2023
Subaward Period of Performance Start and End Date	03/23/2018 - 09/30/2099
Subaward Budget Period Start and End Date	03/23/2018 – 09/30/2023
Assistance Listing number (formerly known as the CFDA number) and Assistance Listing program title.	90.404 HAVA Election Security Grant
Grant contract's begin date	December 30, 2022
Grant contract's end date	December 29, 2023
Amount of federal funds obligated by this grant contract	\$657,553.70
Total amount of federal funds obligated to the subrecipient	657,553.70
Total amount of the federal award to the pass-through entity (Grantor State Agency)	\$18,731,714.00
Federal award project description (as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA))	Election Security Grant
Name of federal awarding agency	U.S. Election Assistance Commission
Name and contact information for the federal awarding official	Arielle Augustyn Grants Specialist aagustyn@eac.gov 202-336-2186
Name of pass-through entity	Department of State. Division of Elections
Name and contact information for the pass-through entity awarding official	Andrew Dodd HAVA Attorney andrew.dodd@tn.gov 615-253-4587
Is the federal award for research and development?	No
Indirect cost rate for the federal award (See 2 C.F.R. §200.331 for information on type of indirect cost rate)	0%

B

## ATTACHMENT 2

GRANT BUDGET				
Assistance for Anderson County Election Commission for expenditures authorized by the Help America Vote Act				
The Grant Budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable				
Period: BEGIN: December 30, 2022 END: December 29, 2023				
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup>	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1 2	Salaries, Benefits & Taxes	0.00	0.00	0.00
4 15	Professional Fee, Grant & Award <sup>2</sup>	0.00	0.00	0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	557,496.00	0.00	557,496.00
11 12	Travel, Conferences & Meetings	0.00	0.00	0.00
13	Interest <sup>2</sup>	0.00	0.00	0.00
14	Insurance	0.00	0.00	0.00
16	Specific Assistance To Individuals	0.00	0.00	0.00
17	Depreciation <sup>2</sup>	0.00	0.00	0.00
18	Other Non-Personnel <sup>2</sup>	0.00	0.00	0.00
20	Capital Purchase <sup>2</sup>	231,600.00	0.00	231,600.00
22	Indirect Cost	0.00	0.00	0.00
24	In-Kind Expense	0.00	0.00	0.00
25	GRAND TOTAL	789,096.00	0.00	789,096.00

<sup>1</sup> Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*, (posted on the Internet at: <https://www.in.gov/finance/looking-for/policies.html>).

<sup>2</sup> Applicable detail follows this page if line-item is funded.



## ATTACHMENT 2

## GRANT BUDGET LINE-ITEM DETAIL:

CAPITAL PURCHASE	AMOUNT
37 Verity Scan (\$6,100.00/each)	225,700.00
1 Verity Workstation (\$5,900.00/each)	5,900.00
TOTAL	231,600.00

**Office of the Secretary of State**  
Tennessee Division of Elections  
2023 HAVA Grants

**Certification of Indirect Cost**

**Definition:** An Indirect Cost is an organization's incurred cost that cannot be readily isolated or identified with just one project or activity. These types of costs are often referred to as "overhead costs." Typical examples are charges for utilities, general insurance, use of office space and equipment that you own, local telephone service, and the salaries of the management and administrative personnel of the organization.

Check one of the following options regarding indirect costs as part of your grant award.

- ☐ The Grantee has a Federally negotiated rate for indirect cost, which is \_\_\_\_\_%.  
*Note: if a Federally negotiated rate is chosen, it is necessary for the appropriate documentation to be attached.*
- ☐ The Grantee requests that 10% of their grant award be allocated for indirect costs.
- ☒ The Grantee requests that 0% of their grant award be allocated for indirect costs, and that the full grant award go towards the cost of voting systems.

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Signature of Authorizing Authority

Date

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Printed Name of Authorizing Authority

---

Title of Authorizing Authority

Sec B

3. **Appointment of Anne Jordan to Emergency Communications District to fill a vacant position. Term expires 1/2025.**

4. **Regional Planning Commission: Reappointment of H.A. (Tony) Gregg term expiring 1/2027.**


18. Commissioner Yager made a motion acknowledging that the county mayor has reviewed with the county commission the county's debt management policy that is currently on file with the Comptroller of the Treasury Office. Seconded by Commissioner Allen. Voting Aye: Verran, Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Mayes, Palmer, Allen, White and Foster. Voting No: None. Absent: None. Motion passed.

19. Commissioner Yager made a motion that the county mayor and county commission acknowledge that an annual cash flow forecast must be prepared and submitted to the Comptroller prior to issuance of debt. Seconded by Commissioner McKamey. Voting Aye: Verran, Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Mayes, Palmer, Allen, White and Foster. Voting No: None. Absent: None. Motion passed.

20. Commissioner McKamey made a motion that county mayor and county commission acknowledge that all county offices are required to have documented system of internal controls. Seconded by Commissioner Smallridge. Voting Aye: Verran, Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Mayes, Palmer, Allen, White and Foster. Voting No: None. Absent: None. Motion passed.

21. Commissioner McKamey made a motion to approve up to 50% of funds for cost share with the City of Clinton for paving Eagle Bend Industrial Park. Seconded by Commissioner Allen. Voting Aye: Verran, Anderson, McKamey, Smallridge, Palmer and Foster. Voting No: Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Mayes and Allen. Absent: White. Motion Failed.

22. Commissioner Wandell made a motion to approve appointment of Norris City Manager Adam Ledford to the Anderson County Solid Waste Board. Seconded by Commissioner Allen. Voting Aye: Verran, Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Mayes, Palmer, Allen, White and Foster. Voting No: None. Absent: None. Motion passed.

 23. Commissioner McKamey made a motion to refer the cost share of paving with the City of Clinton to the Budget Committee. Seconded by Commissioner Wandell. Voting Aye: Verran, Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Mayes, Palmer, Allen, White and Foster. Voting No: None. Absent: None. Motion passed.

24. Commissioner Allen made a motion to go to Executive Session. Seconded by Commissioner Yager. Voting Aye: Verran, Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Mayes, Palmer, Allen, White and Foster. Voting No: None. Absent: None. Motion passed.

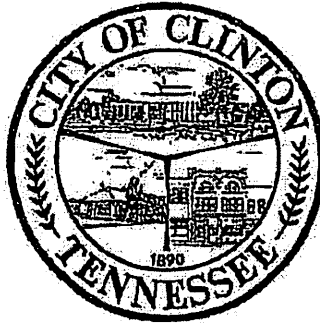


Roger Houck  
City Manager

Chris Phillips  
Finance Director

Angela Sylvester  
Human Resource Manager

William R. Riggs  
Senior Staff Administrator



Scott Burton  
Mayor

City Council

Larry Gann  
Brian Hatmaker  
Rob Herrell  
Wendy Maness  
Jim McBride  
David Queener

May 10, 2023

Mayor Terry Frank  
Anderson County Courthouse  
100 North Main Street  
Clinton, TN 37716

RE: Industrial Park Infrastructure and Capital Improvements / Maintenance Needs  
North Charles G. Seivers Boulevard – Traffic Signalization Improvements

Mayor Frank:

As you are aware, the City of Clinton and Anderson County have had a long-standing cooperative relationship in the development of the three Industrial Parks located within the Clinton City Limits. This relationship began in the early 1960s, with the development of the Eagle Bend Industrial Park, continued in the late 1980s – early 1990s with the development of the Carden Farm Industrial Park, and most recently with the development of the Clinton / I-75 Industrial Park in the late 1990s – early 2000s.

Anderson County has partnered with the City of Clinton in assisting with the costs of initial construction and infrastructure installation; including roadway and rail spur construction, bridge construction, and water, sewer, and natural gas facilities installation. The County has also assisted with various expansion projects within these industrial parks, as growth dictated the need.

As you are also aware, our inventory of available industrial property (and existing vacant properties) is minimal, and the costs of purchasing property and developing new industrial sites are significant, if available land is found. It is imperative that we continue to maintain our existing industrial infrastructure and facilities in good condition, in order to continue to support our manufacturing community and employees. With this in mind, I am requesting your support and assistance in creating a formal partnership for the long-term maintenance of the City of Clinton's (and Anderson County's) industrial park investments.

Anderson County Assistance Request - 050923

City Hall • 100 N. Bowling Street • Clinton, TN 37716 • Phone (865) 457-0424 • Fax (865) 457-4651 • [www.clintontn.net](http://www.clintontn.net)

S&C

When the Eagle Bend, Carden Farm, and Clinton / I-75 Industrial Parks were created, Clinton and Anderson County governments partnered in various ways to fund the initial construction of each park. Most recently, with the Carden Farm and Clinton / I-75 Industrial Parks, each government provided a share of expenses for some phases of the construction, based on the anticipated return on their investment from future anticipated property tax proceeds. Based on the property tax rates at the time, this formula equated to approximately 75% for the county and 25% for the city. After completion of the initial construction, the City of Clinton provides for long term maintenance within budgetary restraints. For major projects such utility upgrades, we have sought grant funding assistance when available. Roadway resurfacing projects (especially for the Eagle Bend Industrial Park) have been funded with state (TDOT: FAU, STP, etc. funds), as the roadways were eligible for state funding. With the inclusion of Clinton and Anderson County within the Knoxville Regional Transportation Planning Organization, once non-competitive TDOT funds are now almost non-existent.

The City of Clinton has historically funded the maintenance needs for J.D. Yarnell Industrial Parkway, Carden Farm Drive, and Frank L. Diggs Drive within budgetary limitations. Six years ago, based on the growth and expansion of SL Tennessee's facilities in the Clinton / I-75 Park, we requested and received Anderson County's assistance with resurfacing Frank L. Diggs Drive, based on the previously agreed ratio of a 75% / 25% cost share.

In 2018, the City of Clinton completed the resurfacing of Carden Farm Drive, funding the project from budgeted Capital Outlay funds. J.D. Yarnell Industrial Parkway in the Eagle Bend Industrial Park is in need of resurfacing within the next three – six months, and we estimate the cost to be approximately \$655,000.00. There are no state / TDOT funds available for the project, as there have been in the past. This work will need to be funded locally.

We would respectfully request Anderson County's assistance with this resurfacing project, providing funding in the amount of 50%, or \$327,500.00. This would be the same general manner as previous projects have been funded, but with a reduced percentage of participation requested from Anderson County. Going forward, we would like to agree on a plan to share these costs for future major infrastructure needs. We would suggest that each government calculate and compare revenue (property tax) proceeds from these industrial parks, and adjust the percentage of participation accordingly.

I would recommend ACEDA and Andy Wallace's assistance in providing a cost / benefit analysis of the revenue stream from each Industrial Park to both governments. Andy could also assure ACEDA's support of the future infrastructure needs of all of our industrial parks. .

We have also previously discussed traffic flow and control issues in the North Charles G. Seivers Boulevard / I-75 Business District area; and more particularly the numerous requests from residents of the Hunter's Trail Subdivision (outside the City Limits) for a traffic signal installation at the N. CGS Blvd. / Doe Run Blvd. intersection. With additional commercial development in the area, and after several traffic studies - signal installations at this intersection, as well as the Hillvale Road / Tanner Lane (Walmart) intersection were approved by the Clinton City Council. These two new signals are funded with local funds, without State or Federal funding assistance. Because these

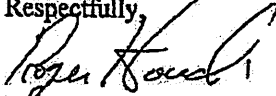
SEC

Mayor Terry Frank  
May 10, 2023  
Page #3

two intersections also directly serve a significant number of county residents, we would like to request Anderson County's financial assistance with these installations. Previous conversations with some County Commissioners have indicated a willingness to provide assistance, due to the overall benefit to the citizens of the area. The signalization projects exceeded our initial cost estimates, and have a current contract amount of \$481,045.17. We would respectfully request Anderson County's assistance with this project, in the total amount of \$200,000.00. We feel that the installation of these two new traffic signals will be beneficial to all motorists in the area.

I appreciate your assistance, and look forward to working together for the continued growth of our industrial partners, as well as our growing business community in the I-75 commercial district. If you have any questions, please advise.

Respectfully,




Roger Houck  
City Manager

CC: Mayor Scott Burton  
Andy Wallace, ACEDA

SAC

13. Commissioner Wandell made a motion to add \$35,000.00 for the walk-in cooler for the Senior Center. Seconded by Commissioner Verran. Motion withdrawn.

14. Commissioner Wandell made a motion to earmark/appropriate \$850,000.00 from ARP funds possibly to establish an EMS station in Claxton. Seconded by Commissioner Verran. Voting Aye: Verran, Wells, Isbel, Wandell, Beauchamp, Yager, Anderson, McKamey, White and Allen. Voting No: Vandagriff, Vowell, Smallridge, Palmer and Foster. Absent: Mayes. Motion Failed.

 15. Commissioner Wandell made a motion to refer to Budget Committee and have Director Sweet come to the next meeting with the numbers and plans to have an EMS Station in Claxton. Seconded by Commissioner Vowell. Voting Aye: Verran, Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Palmer, Allen, White and Foster. Voting No: None. Absent: Mayes. Motion passed.

16. Commissioner Wandell made a motion to approve the following school appropriations. Seconded by Commissioner Yager. Voting Aye: Verran, Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Palmer, Allen, White and Foster. Voting No: None. Absent: Mayes. Motion passed.

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$12,000.00
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(Amendment will be from 141-34555 Restricted for Education and a JE will replenish the reserve for 39000)

Increase Expenditure Code:

141-72110-499	Other Materials & Supplies	\$12,000.00
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Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$436,000.00
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(Amendment will be from 141-34685 Committed for Capital Projects and a JE will replenish the reserve for 39000)

Increase Expenditure Codes:

141-76100-715	Land	\$25,000.00
141-76100-720	Plant Operation Equipment	<u>411,000.00</u>
		\$436,000.00

17. Commissioner Foster made a motion to approve the following school transfers. Seconded by Commissioner Allen. Voting Aye: Verran, Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Palmer, Allen, White and Foster. Voting No: None. Absent: Mayes. Motion passed.

Increase Expenditure Codes:

141-71400-105	Program Director	\$2,508.00
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SECD



## **Anderson County Emergency Medical Services**

**Integrity - Service - Excellence - Stewardship**

Cost for Additional Station in Claxton

7/26/2022

8 new staff (4 paramedics, and 4 AEMT) plus all of their benefits:

\$540,000 - \$600,000

Supplies\* (new ambulance, cardiac monitor, stretcher, radios, etc.)

\$330,000 - \$400,000

Incidental costs (utilities, natural gas, uniforms, gasoline, etc.)

\$25,000 - \$50,000

Total initial costs:

\$895,000 - \$1,050,000

Reoccurring costs:

\$565,000 - \$650,000

Station (3,000 - 4,000 Sqft):

\$850,000 - \$1,250,000

\*may be able to start with equipment we already have, depending on condition and availability at time of startup, savings of about \$330,000 - \$400,000.

Nathan Sweet, B.S., EMTP  
Director, Anderson County EMS

SFCD



12. Commissioner Mayes made a motion to approve going to quarterly County Commission meetings. Seconded by Commissioner Wandell.

Commissioner Vandagriff amended the motion to semi-annual meetings in April and October. Seconded by Commissioner Yager. Motion passed by voice vote.

Commissioner Mayes made a motion to approve the amended motion for semi-annual meetings in April and October convening at 9:00 am for the Consent Agenda and 9:30 am for the Regular Agenda beginning this October. Seconded by Commissioner Wandell. Voting Aye: Verran, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Mayes, Palmer and Foster. Voting No: White and Allen. Absent: None. Motion passed.

#### Human Resources and Risk Management

13. Commissioner Vandagriff made a motion to refer the 2024 Juneteenth Holiday back to Operations Committee. Seconded by Commissioner Isbel. Voting Aye: Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Mayes, Palmer, Allen, White and Foster. Voting No: Verran. Absent: None. Motion passed.

#### Fire Commission

14. Commissioner Wandell made a motion to refer the Fire Commission's request for ARPA funds to cover specific department needs to the Budget Committee. Seconded by Commissioner Beauchamp. Voting Aye: Verran, Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Mayes, Palmer, Allen, White and Foster. Voting No: None. Absent: None. Motion passed.

15. Commissioner Wandell made a motion that the Fire Departments are in support of the Length of Service Awards Program to move forward and allow the Mayor to have the discussions. Seconded by Commissioner Allen. Voting Aye: Verran, Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Mayes, Palmer, Allen, White and Foster. Voting No: None. Absent: None. Motion passed.

#### Director of Schools

No Action

#### Mayor

16. Commissioner Isbel moved to approve Resolution No. 23-07-1121 Honoring Commissioner Denenberg (EXHIBIT A). Seconded by Commissioner McKamey. Motion passed unanimously by voice vote.

17. Commissioner Mayes made a motion to approve the following appointments/reappointments. Seconded by Commissioner Yager. Voting Aye: Verran, Wells, Vandagriff, Isbel, Wandell, Beauchamp, Yager, Vowell, Anderson, McKamey, Smallridge, Mayes, Palmer, Allen, White and Foster. Voting No: None. Absent: None. Motion passed.

1. **Public Records Commission: Reappointment of Commissioner Tim Isbel** term runs concurrent to term of office, therefore, term expires 9/2026.
2. **Public Records Commission: Appointment of Chancellor Jamie Brooks** to fill vacancy left by Chancellor Cantrell. Term runs concurrent to term of office, therefore, term expires 9/2030.

1233

Regular Session

July 17, 2023

SEC E

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# Anderson County Fire Commission

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## July 11, 2023 Meeting Minutes

Meeting called to order by Tracey Wandell at 6:30pm.

Members Present: Jamie Brewster, Jason Fox (Marlow), Josh Lane, Terry Allen, Anthony Braden, Matt Burrell (Norris), Tony Grande (Oak Ridge), Justin Bailey, Tracy Wandell, Nathan Sweet, Brice Kidwell, and Scott Thomas (ACEMS).

### Old Business

- The Fire Commission by-laws were updated and the updated version was adopted by County Commission on June 19, 2023.
- No updates available from the planning and zoning department surrounding the motion passed in May to have an additional copy of building plans be furnished at the time businesses are applying for building permits so that it can be provided to the fire department was tabled until the July meeting.
- Terry Allen serves on the E-911 board, minutes from meetings will be provided to the Fire Commission.
- There will be two I Am Responding trainings hosted in the near future. They will be held on Saturdays for 4 hours.

### New Business

- ① • Lacey Barr, Stryker representative, shared information regarding the AEDs they offer. Nathan Sweet is going to pursue funding for new AEDs.
- Roy Watson, Fire Loss Consultant Supervisor with the Tennessee State Fire Marshal's Office. If a department has a fire that is not arson or a fatality, they shall be called to help determine cause

SEC E

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## Anderson County Fire Commission

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and origin. The state has several contractors that will respond within 48 hours. Call Roy and he will assign.

- ② • Each department proposed a request for \$50,000 in ARPA funds in order to cover specific department needs. Motion made and passed to present to the budget committee.
- Funds from opioid lawsuits was mentioned. The mayor has established a task force on how to spend the funds.
- LOSAP program was discussed at length. Motion made and passed to present to County Commission to support the program for county departments.
- On Saturday October 7<sup>th</sup> there will be a county wide firefighter appreciation lunch.
- July county fire report presented. This month overall calls for service were included for all departments.

### Department Reports

**Andersonville VFD – Not present**

**Briceville VFD – No report**

**Claxton VFD – Not present**

**Marlow VFD –** Due to moving out of state the Fire Chief will be stepping away from the department soon.

**Medford VFD –** A department firefighter recently lost his life unexpectedly, arrangements will be shared once they are finalized.

**Anderson County Rescue Squad – No report**

SEC E

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## Anderson County Fire Commission

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**Clinton FD – Not present**

**Rocky Top FD – No report**

**Norris VFD – On July 15<sup>th</sup> and 16<sup>th</sup> Zach Kennedy will be teaching a 16 Introduction to Fire and Emergency Services class at Norris Fire Department.**

**Oak Ridge FD – HMTD class coming soon.**

**Oliver Springs FD – No report**

**Commissioner Tracy Wandell – No report**

**Commissioner Sabra Beauchamp – Not present**

**Anderson County EMS – On September 13<sup>th</sup> and 14<sup>th</sup> there will be free EMS training. Flyers will be sent out soon.**

**Medic 7 is being added, current schedule of 8:00am-8:00pm in the Claxton community. Possibility of moving to 24/7 in the future.**

**State EMS audit – training files must be physical in EMS and audit to be done in February.**

**Looking to offer EMR/EMT classes after the first of the year.**

**Anderson County EMA – Proud to announce that Brice Kidwell is the new EMA director.**

**Anderson County Sheriff's Office – Not present**

**Y-12 Fire Department – Not present**

**ORNL Fire Department – Not present**

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## Anderson County Fire Commission

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**E-911 – Not present**

**Secretary – No report**

**Meeting adjourned at 8:24pm**

**Next scheduled meeting is August 1<sup>st</sup> at 6:30pm**

**Submitted this the 11<sup>th</sup> day of July 2023**

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# AED Purchase #1

## Anderson County Emergency Medical Services

### We Care for Our Community

	AED	AED w/ECG	AED Trainer	CR2 AED
ACEMS	7	3	3	
ACSO				6 (hard case)
ACRS	2			
AVILLE	3			
BVFD	1			
CFD	10		1	
CVFD	3			
EMA	2			
MARVFD	2			
MEDVFD	3			
NFD	3			
OSFD	3	1		
RTFD	3			
Detention Facility				6
Senior Center				1
Courthouse				3
Jolley Building				4
<b>TOTAL</b>	<b>42</b>	<b>4</b>	<b>4</b>	<b>20</b>

AED (each): \$2,622.89

5 Year PM & Equipment replacement (each): \$2,061.25

AED with ECG (each): \$3,451.50

5 Year PM & Equipment replacement (each): \$2,061.25

TRAINER: \$1,077.34

CR2 AED (each): \$2,640.75

CR2 AED hardcase (each): \$2,840.75

#### TOTAL COST

AED: \$110,161.38

AED with ECG: \$13,806

TRAINER: \$4,309.36

PM: \$94,817.50

**\* GRAND TOTAL: \$275,318.46**

Integrity • Team • Serve • Empathy • Progressive

Sec 6

#2  
\$ 50,000 finding

Andersonville Volunteer Fire Department would use the funds to purchase:

- \$5,000 used radios
- \$25,000 gear
- \$20,000 towards equipping our new truck

E



## MEDFORD VOLUNTEER FIRE DEPARTMENT

3250 Lake City Hwy.  
Lake City, TN 37769  
(865) 426-2621

Chief: Joshua S Lane  
Cell: 865-292-1194  
Email: jlane036@gmail.com



### Proposal:

Anderson County Government fund our project to acquire a Self-Contained Breathing Apparatus (SCBA) Refill Station using approximately \$50,000.00 of the ARPA Fund. A quote for the cost of this piece of equipment will be attached.

### Justification:

Our department cannot refill the bottle portion of our SCBA's. For those of you that may not know, a SCBA consists of a face piece, harness, and bottle. The bottle portion of a SCBA contains the breathing air that keeps us alive while we're inside a burning building, hazardous material situation, etc. Currently, we rely on neighboring fire departments to refill our SCBA bottles. SCBA's are a CRUCIAL part of our personal protective equipment (PPE). They protect the most vulnerable part of our body, the respiratory system, from the carcinogens produced during a fire, chemicals during a hazardous materials incident, etc. Without them, we are unable to keep the commitment of protecting our great community. Situations that SCBA bottles need to be refilled are listed below.

### Emergencies:

After an emergency, we have to contact a neighboring department and request them to refill our SCBA bottles. We can't leave our SCBA bottles empty because without them, we cannot make entry into a hazardous environment. Being out of our coverage area to refill them also delays our response in the event of another emergency. This situation severely impacts the chances to save property or perform a rescue attempt if needed. It scares me to think that we couldn't send a team into a burning building to rescue someone because the most critical part of our PPE was out of service waiting to be refilled. There have been instances where a neighboring department's refill station was inoperable. Also, a situation is the incident isn't completed until 3:00AM on a Tuesday night at which time no one is available or that department has an emergency of their own. When instances like these happen, our only option is to pray that we have enough SCBA bottles leftover after the incident in the event of another emergency until we can make arrangements with another department to get our SCBA bottles refilled.

### Training:

Since we do not have a refill station, we are limited to the types of training we can do with our SCBA's. We currently do not use the air in them during training since we cannot refill our bottles. We train weekly, usually on Thursday evenings. As previously stated, our SCBA's are a crucial part of our PPE. With something so crucial, it is imperative that we train with it as much as possible. There are certain training scenarios, such as firefighter survival training, where breathing the air in the SCBA would be so beneficial in preparing our firefighters in the event they're trapped inside a burning building. If I wanted to train using the air in the SCBA, I would have to contact a neighboring department ahead of time to make arrangements to have the bottles refilled. By the completion of our training, it is usually around 9:30PM-10:00PM. After training, people are exhausted and need to be heading home to get ready for work the next day. It would be after 11:00PM by the time all of our bottles got refilled and placed back in service which isn't fair to the firefighters or members of the community.

### Conclusion:

Our department having our own SCBA refill station eliminates the scenarios previously listed. I plead with all of you to please consider funding this project. I want the best for our firefighters and community. They deserve the best. Our community does such a tremendous job of supporting us every time we have a fundraiser. Our firefighters commit so much time to training and serving not only our community, but also the county. Most of the time, these sacrifices go unnoticed. Yet, they show up every training session to stay prepared in the event they're needed. On behalf of the firefighters of the Medford Volunteer Fire Department and the Medford Community, I thank you for your time and consideration.

E





8855 E BROAD ST  
REYNOLDSBURG, OH 43068

SALES & SERVICE CENTERS  
SALES@BREATHINGAIR.COM | SERVICE@BREATHINGAIR.COM

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614.864.1235

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614.986.1025

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412.564.5756

FLORIDA  
352.629.7712

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RANDELMAN, NC 27317

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THE NATION'S LARGEST DISTRIBUTOR OF



## Quote

Page 1 of 3

Breathing Air Systems  
409 Spears Ave.  
Chattanooga TN 37405  
United States

Requested By: Joshua Lane  
Title:  
Email: jlane036@icloud.com  
Phone:

Date 06/15/2023  
Quote # QUO-TN1396  
Customer ID 10004701  
Expires 08/14/2023  
Terms Net 30  
Shipping Method LTL Motor Freight  
FOB  
Est Delivery Time 10 to 12 Weeks

### Bill To

Medford Vol Fire Dept  
3250 Lake City Highway  
Rocky Top TN 37769  
United States

### Ship To

Medford Vol Fire Dept  
3250 Lake City Highway  
Lake City TN 37769  
United States

Sales Rep: Kathryn Caudle  
Sales Rep Email: kcaudle@breathingair.com  
Sales Rep Phone: (614) 986-1014

A 3% CREDIT CARD CONVENIENCE FEE WILL BE ADDED TO ALL ORDERS AT TIME OF FULFILLMENT FOR ALL CREDIT CARD TRANSACTIONS EXCEEDING \$1,200.00. A WIRE FEE OF \$45.00 WILL BE ADDED TO ALL ORDERS PAID BY WIRE.

NOTE: Our quotes do not include the offloading, uncrating, or placement of compressors or fill stations. Customers are responsible for the wiring to or into an electrical compressor and to the electrical supply. Warranty is as proposed.

Item	Quantity	Description	Rate	Amount	Tax Rate
LEGACY-13-E1	1	<p>Bauer Open Vertical Compressor/Purifier configured for 13.0 scfm, 6000 psig, 10 HP, 4-stage compressor, single phase motor and 67,000 scf capacity purifier, integrated purification system that meets NFPA 1989 requirements for firefighting and CGA Grade E air for SCUBA, purifier includes steel mechanical separator chamber, as well as purifier safety vent port to prevent operating system w/o cartridge. Standard with Bauer long-life, well-cooled, oil-pressure lubricated compressor block with stainless steel intercoolers, high-temperature &amp; low oil pressure shutdowns. Mounted pressure gauges for oil, final stage and purifier. Includes PLC, lighted on/off switch, hour meter, emergency stop button, safety over-time timer, motor controls/protection and UL-rated electrics.</p> <p>AUTO CONDENSATE DRAIN SYSTEM -Timed automatic drain, includes silencer and collection reservoir and user display indicator if "full"</p> <p>MTD INTERSTAGE PRESSURE GAUGES</p>	24,258.86	24,258.86	

E



8855 E BROAD ST  
REYNOLDSBURG, OH 43068

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## Quote

Page 3 of 3

Breathing Air Systems  
409 Spears Ave.  
Chattanooga TN 37405  
United States

Date 06/15/2023  
Quote # QUO-TN1396  
Customer ID 10004701

Item	Quantity	Description	Rate	Amount	Tax Rate

Subtotal 46,962.98  
Shipping Cost (LTL Motor Freight) 1,400.00  
Total \$48,362.98

PAYMENT TERMS: INVOICES ARE SUBJECT TO LATE CHARGES AT THE RATE OF 1.5% PER MONTH (ANNUAL 18%).

ALL PARTS RETURNS OR EXCHANGES MUST BE COMPLETED WITHIN 45 DAYS FROM INVOICE DATE. ALL RETURNS REQUIRE A RETURN MERCHANDISE AUTHORIZATION. ALL RETURNS ARE SUBJECT TO A 15% RESTOCKING FEE.

SHIPPING CHARGES WILL BE ADDED WHEN ORDERS ARE FULFILLED.

NOTE: PAYMENTS BY CREDIT CARD WILL INCUR A CONVENIENCE FEE TOTALING 3.0% OF THE INVOICE TOTAL ON ALL TRANSACTIONS EXCEEDING \$1,200.00.

Quote Approved By: \_\_\_\_\_ (Print Name)

Approved By Signature: \_\_\_\_\_

Approved Date: \_\_\_\_\_



QUO-TN1396

E

## City of Norris Fire Department ARP Assistance Request

The City of Norris Fire Department is an all hazards department that responds to Haz-Mat, EMS, Rescue, Public Service, and Fire related emergencies and non-emergency requests. We respond mutual aid with all county departments and are a proud participant in the Anderson County Fire Commission and Anderson County Fire Chiefs Association. We maintain strong working relationships with our neighboring departments as well as several State and Federal resources such as TVA and TEMA.

The City of Norris Fire Department would like to request assistance in moving to the Tennessee Advanced Communications Network (TACN) radio system. TACN is a statewide radio system that provides communication connectivity infrastructure for local, state, and federal first responders. With TACN, first responders, including law enforcement, fire, EMS, and healthcare providers, have reliable communications capabilities for daily operations and the ability to talk to each other to coordinate at the local, regional, and statewide level to respond in the event of an emergency or disaster.

TACN is made up of mobile and fixed radio transmission sites across the state so that from Tennessee's urban to most rural areas, first responders will have consistent communication coverage. No matter where you are in Tennessee, even when other means of communication fail, TACN offers seamless communication for our partners. TACN has built-in redundancy to ensure the network will still offer statewide coverage in the event any location becomes inoperable after a natural or man-made disaster.

Because disasters know no boundaries, with TACN, local, state, and federal public safety agencies can respond as many but communicate as one. This interoperable communication is key to providing a swift and organized response that will save time, money, and citizens' lives.

In order to begin this transition, we would need to replace our old outdated communications equipment with newer more capable portable radios that are multiband and compatible with both our current system as well as the TACN system. This would broaden our access to more reliable communication and allow for increased interoperability. Currently the City of Norris Fire Department operates an old outdated fleet of Vertex, Kenwood, and Motorola radios that date back to the early 2000's. This technology has become outdated and unreliable. Corrective maintenance when a radio goes down or breaks has become increasingly harder, sometimes impossible with limited replacement part availability. In our current configuration with multiple brands and types of portable radios, programming and uniformity is a challenge. It takes three different software's and vendors to program our remaining radios. This poses a safety risk on emergency scenes when personnel emergencies arise leading to confusion and creating additional hazards. By upgrading our end user hardware, we would decrease safety risks as all portable communication equipment would be uniformed and have accurate identification linked back to the member the radio is assigned.

Attached is a copy of run data for the Norris Fire Department as well as a spec sheet and quote for the equipment in question.

E

10	VL-8001	Factory Activation of Radio Option	\$0.00	\$0.00	\$0.00	\$0.00
10		3 Year Warranty	\$0.00	\$0.00	\$0.00	\$0.00
10	KSC-Y32K	CHARGER	\$155.20	\$124.16	\$124.16	\$1,241.60
10	KNB-L3M	LI-ION BATTERY, 3400MAH, NON IS, VP-T	\$218.70	\$174.96	\$174.96	\$1,749.60
10	KVC-23V	VEHICULAR CHARGER WITH HIL-CLIP BATTERY C-CLIP, VP-T	\$338.80	\$271.04	\$271.04	\$2,710.40

Quotation prepared by: JIMMY HAYES

**SUBTOTAL \$ 49,877.60**

**SALES TAX**

To accept this quotation, sign here and return \_\_\_\_\_

**TOTAL \$ 49,877.60**

We warrant our equipment to be free from defects in materials and workmanship for a period of 90 days from the date of purchase. This warranty does not cover damage caused by misuse, accident, fire, theft, or other causes beyond our control. We warrant our equipment to be free from defects in materials and workmanship for a period of 90 days from the date of purchase. This warranty does not cover damage caused by misuse, accident, fire, theft, or other causes beyond our control. We warrant our equipment to be free from defects in materials and workmanship for a period of 90 days from the date of purchase. This warranty does not cover damage caused by misuse, accident, fire, theft, or other causes beyond our control.

**Make Purchase order payable to Metro Communications, LLC.**

**THANK YOU FOR YOUR BUSINESS!**

E

# Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.63%
111 - Building fire	13	8.18%
131 - Passenger vehicle fire	2	1.26%
140 - Natural vegetation fire, other	1	0.63%
141 - Forest, woods or wildland fire	4	2.52%
142 - Brush or brush-and-grass mixture fire	4	2.52%
143 - Grass fire	1	0.63%
251 - Excessive heat, scorch burns with no ignition	1	0.63%
311 - Medical assist, assist EMS crew	21	13.21%
320 - Emergency medical service, other	53	33.33%
321 - EMS call, excluding vehicle accident with injury	17	10.69%
322 - Motor vehicle accident with injuries	3	1.89%
324 - Motor vehicle accident with no injuries.	1	0.63%
350 - Extrication, rescue, other	1	0.63%
424 - Carbon monoxide incident	1	0.63%
445 - Arcing, shorted electrical equipment	2	1.26%
550 - Public service assistance, other	3	1.89%
553 - Public service	6	3.77%
554 - Assist invalid	1	0.63%
561 - Unauthorized burning	1	0.63%
611 - Dispatched & cancelled en route	1	0.63%
631 - Authorized controlled burning	1	0.63%
740 - Unintentional transmission of alarm, other	1	0.63%
743 - Smoke detector activation, no fire - unintentional	1	0.63%
744 - Detector activation, no fire - unintentional	1	0.63%
745 - Alarm system activation, no fire - unintentional	9	5.66%
813 - Wind storm, tornado/hurricane assessment	8	5.03%
<b>TOTAL INCIDENTS:</b>	<b>159</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

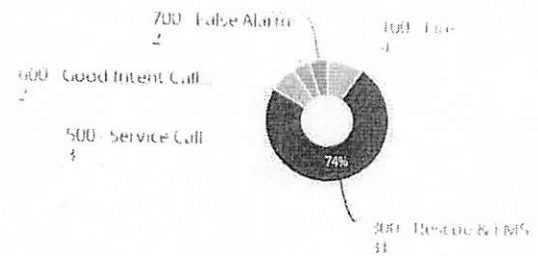


E

## References

Alarm Date Range 5/23/23 to 7/6/23 · Is Locked true · Is Active true

Percentage of Incident Type Group



E

## Norris Fire Department

Norris, TN

This report was generated on 7/6/2023 12:42:46 PM



### Mutual or Automatic Aid Given by FDID for Incident Type for Date Range

Incident Type(s): All Incident Types | Start Date: 01/01/2023 | End Date: 12/31/2023

INCIDENT NUMBER	INCIDENT DATE	LOCATION	AID TYPE	INCIDENT TYPE
-----------------	---------------	----------	----------	---------------

#### FDID: 01123 - Rocky Top FD 01123

2023-70	03/13/2023	145 LONGFIELD RD	Mutual aid given	111 - Building fire
---------	------------	------------------	------------------	---------------------

Count of Calls for FDID 01123 - Rocky Top FD 01123 : 1

#### FDID: 01153 - Marlow VFD 01153

2023-39	02/09/2023	132 FOX LN	Automatic aid given	111 - Building fire
2023-101	04/05/2023	BUSH RD	Mutual aid given	142 - Brush or brush-and-grass mixture fire
2023-152	05/22/2023	1410 Hidden Hills DR	Mutual aid given	111 - Building fire

Count of Calls for FDID 01153 - Marlow VFD 01153 : 3

#### FDID: 01163 - Claxton VFD 01163

2023-7	01/06/2023	602 EDGEWOOD RD	Automatic aid given	100 - Fire, other
2023-8	01/08/2023	233 MOODY HOLLOW RD	Mutual aid given	111 - Building fire
2023-76	03/18/2023	EDGEWOOD RD	Mutual aid given	322 - Motor vehicle accident with injuries
2023-98	04/03/2023	115 LOY LN	Mutual aid given	111 - Building fire

Count of Calls for FDID 01163 - Claxton VFD 01163 : 4

#### FDID: 01173 - Briceville VFD 01173

2023-102	04/05/2023	NEW RIVER HWY	Mutual aid given	142 - Brush or brush-and-grass mixture fire
----------	------------	---------------	------------------	---

Count of Calls for FDID 01173 - Briceville VFD 01173 : 1

#### FDID: 01183 - Medford VFD 01183

2023-73	03/15/2023	241 CUMBERLAND VIEW EST	Mutual aid given	111 - Building fire
2023-106	04/06/2023	114 MOUNTAINSIDE LN	Mutual aid given	111 - Building fire
2023-157	05/26/2023	649 Old Lake City HWY	Mutual aid given	111 - Building fire
2023-158	05/26/2023	601 W Broad ST	Mutual aid given	111 - Building fire
2023-159	05/27/2023	601 W Broad ST	Mutual aid given	111 - Building fire

Count of Calls for FDID 01183 - Medford VFD 01183 : 5

E

## Fire Aid Given or Received

Filter

Filters

Alarm Date Range Last 90 Days Is Locked true Is Active true

# Fire Aid Given or Received

Total Incidents

Aid Given or Received

Resources Include Aid Received

Incident Number

Aid Given Or Received

Resources Include Mutual Aid

42

25

2

E



## Fire Aid Given or Received

Filter: All Agencies

3 filters

Alarm Date Range Last 90 Days Is Locked true Is Active true

Aid Received Breakdown by Agency

Anderson County EMS

10

City of Norris Police  
Department

15

0 2.5 5 7.5 10

Breakdown of Aid Given or Received

Count of Aid Given/...  
25

E

# Norris Fire Department

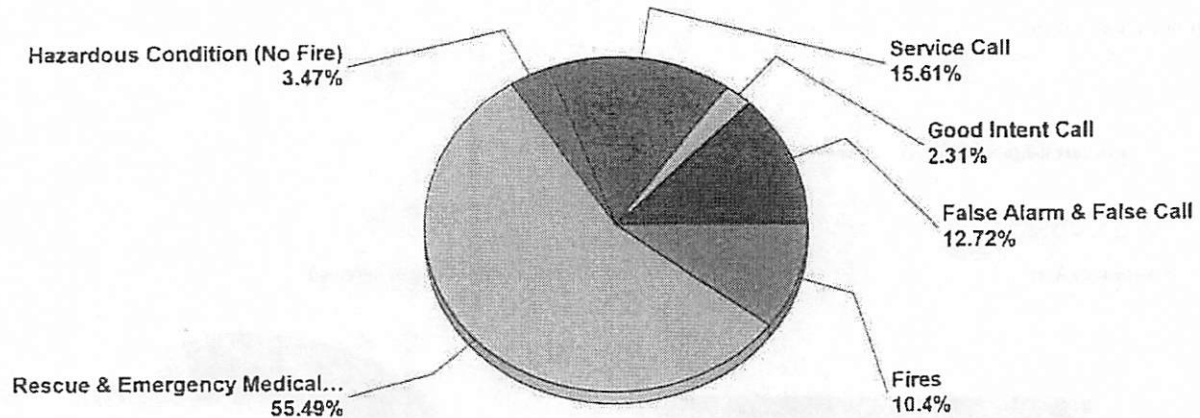


Norris, TN

This report was generated on 7/6/2023 3:42:09 PM

## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2022 | End Date: 12/31/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	18	10.4%
Rescue & Emergency Medical Service	96	55.49%
Hazardous Condition (No Fire)	6	3.47%
Service Call	27	15.61%
Good Intent Call	4	2.31%
False Alarm & False Call	22	12.72%
<b>TOTAL</b>	<b>173</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



emergencyreporting.com  
Doc Id: 553  
Page # 1 of 2

# Norris Fire Department

Norris TN

This report was generated on 7/6/2023 12:43:10 PM



## Mutual or Automatic Aid Given by FDID for Incident Type for Date Range

Incident Type(s): All Incident Types | Start Date: 01/01/2022 | End Date: 12/31/2022

INCIDENT NUMBER	INCIDENT DATE	LOCATION	AID TYPE	INCIDENT TYPE
FDID: 01123 - Rocky Top FD 01123				
2022-279	12/15/2022	109 WYOMING LN	Mutual aid given	111 - Building fire
Count of Calls for FDID 01123 - Rocky Top FD 01123 : 1				
FDID: 01163 - Claxton VFD 01163				
2022-66	03/24/2022	BLOCKHOUSE VALLEY RD	Mutual aid given	142 - Brush or brush-and-grass mixture fire
Count of Calls for FDID 01163 - Claxton VFD 01163 : 1				
FDID: 01173 - Briceville VFD 01173				
2022-246	11/17/2022	ANDYS RIDGE RD	Mutual aid given	111 - Building fire
Count of Calls for FDID 01173 - Briceville VFD 01173 : 1				
FDID: 01183 - Medford VFD 01183				
2022-31	02/10/2022	497 CARROLL HOLLOW RD	Mutual aid given	142 - Brush or brush-and-grass mixture fire
2022-253	11/24/2022	221 DABNEY LN	Mutual aid given	142 - Brush or brush-and-grass mixture fire
Count of Calls for FDID 01183 - Medford VFD 01183 : 2				
FDID: 01811 - Andersonville VFD 01811				
2022-45	02/19/2022	180 FOUST HOLLOW RD	Mutual aid given	111 - Building fire
2022-72	03/30/2022	698 MT OLIVE RD	Mutual aid given	142 - Brush or brush-and-grass mixture fire
2022-108	05/20/2022	LONE RIDGE LN	Mutual aid given	111 - Building fire
2022-143	06/27/2022	3923 ANDERSONVILLE HWY	Mutual aid given	451 - Biological hazard, confirmed or suspected
2022-160	07/10/2022	103 BOSS IRWIN LN	Mutual aid given	424 - Carbon monoxide incident
2022-165	07/15/2022	273 OLD ANDERSONVILLE PIKE	Mutual aid given	111 - Building fire
2022-224	10/23/2022	224 OLD ANERSONVILLE PIKE	Mutual aid given	142 - Brush or brush-and-grass mixture fire
2022-283	12/22/2022	115 NELSON LN	Mutual aid given	351 - Extrication of victim(s) from building/structure
2022-284	12/23/2022	3714 ANDERSONVILLE HWY	Mutual aid given	132 - Road freight or transport vehicle fire
Count of Calls for FDID 01811 - Andersonville VFD 01811 : 9				

6



# Marlow Volunteer Fire Department

1019 Oliver Springs Hwy  
Clinton, TN 37716

phone (865) 435-1050  
marlowvfd@gmail.com

July 8, 2023

Mayor Frank and County Commissioners:

The Marlow Volunteer Fire Department would like to request Anderson County's consideration in appropriating \$50,000 in ARPA funds to the department for the purpose of building a third station within our jurisdiction.

The Marlow Volunteer Fire Department has worked extremely hard to keep our Insurance Services Office (ISO) rating as low as possible to help residents save money on their property insurance premiums. Marlow has earned an ISO rating of 5/10.

Residents who live on the east end of our community currently are not within the 5-road mile range of either of our 2 fire stations and thus receive a Class 10 rating for their homeowner's insurance. Residents should be aware that many insurance companies are currently auditing their policies and may not renew a policy for those in a Class 10 area; they may even cancel the policy before the renewal date.

In order to bring everyone in the Marlow Volunteer Fire Department response area within the 5-road mile range of a fire station, it has been our department's vision to construct a new fire station on the east end of our service area. We recently had a gracious community member step up and donate a piece of property to us located at 808 Sulphur Springs Road. However, at this time we don't have the capital funding or adequate income to construct a station and support the additional insurance and utility costs without the additional support of our community.

The cost associated with building this station comes to a total of \$67,422.33. Here is a breakdown of those costs:

- Site Plan \$5,000.00 (estimate)
- Concrete Pad (station foundation) \$20,958.33
- Gravel (road to station) \$8,385.00
- Building with Insulation \$19,864.00
- CUB Setup \$0.00
  - \$1,000.00 worst case scenario if the transformer has to be upgraded, but they don't anticipate that being needed.
- Powell Clinch Setup \$375.00
- Insulated Garage Doors \$10,340.00

[www.marlowfire.org](http://www.marlowfire.org)

F

**CMW Contracting LLC**

587 Half Moon Rd  
Oliver Springs TN 37840 US  
+1 8653648206  
chad cmw@gmail.com

**Estimate**

To: PO#

Stephanie Fox

Marlow Volunteer Fire Department

Estimate

1076

Date

06/30/2023

Expiration Date

08/31/2023

Job Site Name


808 Sulphur Springs

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Monolithic Building Pad Construction	Monolithic Concrete Pad Construction: Based on 8" pad Pad size 40'8"x 30'8" Price includes Removal of topsoil ( to leave onsite), 12"x12" footer around perimeter of building with 2 each #4 rebar in footer, 2" gravel base with vapor barrier, 10x10 10 gauge wire mesh and 4000 psi concrete with fiber slick finish with saw cut control joints. Price includes all Building materials and Labor.	1,247	16.807	20,958.33
	Professional Construction Services - Concrete Civil, Forming, Structural and Finish work	Gravel Parking Lot	1		0.00
					<b>\$20,958.33</b>


Prepared by:

Submitted by:

F

	<b>R&amp;R Buildings Oak Ridge</b> 100 Melton Lake Dr Oak Ridge, Anderson, Tennessee 37830 r&rbuildingsor@gmail.com (865) 567 1722 www.r&rbuildingsoakridge.com	<b>Sales: David White</b> 100 Melton Lake Drive Oak Ridge, Anderson, Tennessee 37830 r&rbuildingsor@gmail.com (865) 567 1722	Building Quote <b>QTE-001534</b> Date <b>06/29/2023</b> Total <b>\$19,864.00</b>
---	--	--	---

#### CUSTOMER DETAILS

<b>Stephanie Fox</b> 100 Melton Lake Dr Oak Ridge, Anderson, Tennessee 37830 r&rbuildingsor@gmail.com (865) 435 1050	<b>Triple Wide Garages - 30 x 40 x 14</b> Root Color: Barn Red Trim Color: Barn Red Sides/Ends Color: Sandstone Wainscot Color: NA	
--	--	---

Ready for Installation?	Job Site Level?	Permit Required?	Inside City Limit?	Electricity Available?	Insulation Surface? Concrete
Building Dimension 30'W x 40'L x 14'H	Roof Style Vertical	Gauge 14 Gauge	Wind/Snow Rating Built to Local Code	Distance on Center 5 Feet	

30X40' Vertical Roof	1	\$9,480.00
14' Height	1	\$1,500.00
Built to Local Code	1	\$0.00
3/12' Roof Pitch	1	\$0.00
Front Wall Closed Horizontal	1	\$2,450.00
Back Wall Closed Horizontal	1	\$2,450.00
Left Closed Horizontal	1	\$1,185.00
Right Closed Horizontal	1	\$1,185.00
12x12 ft Garage Door Frameout on Front Wall	1	\$280.00
13x12 ft Garage Door Frameout on Front Wall	1	\$485.00
36x80 inch Walk-in Door on Right Wall	1	\$685.00
Double Suction (Full Buildings)	1	\$5,130.00
Manufacturer Discount	1	\$4,966.00

<b>NOTES</b>	Sub Total	\$19,864.00
	Tax	\$0.00
	Additional Charges	\$0.00
	Grand Total	\$19,864.00
	Pay Now	
	Downpayment	\$3,976.88
	Balance Due	\$16,487.12

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## **City of Rocky Top Fire Department ARP Assistance Request**

The City of Rocky Top Fire Department would like to request assistance in moving to the Tennessee Advanced Communications Network (TACN) radio system. TACN is a statewide radio system that provides communication connectivity infrastructure for local, state, and federal first responders. With TACN, first responders, including law enforcement, fire, EMS, and healthcare providers, have reliable communications capabilities for daily operations and the ability to talk to each other to coordinate at the local, regional, and statewide level to respond in the event of an emergency or disaster.

TACN is made up of mobile and fixed radio transmission sites across the state so that from Tennessee's urban to most rural areas, first responders will have consistent communication coverage. No matter where you are in Tennessee, even when other means of communication fail, TACN offers seamless communication for our partners. TACN has built-in redundancy to ensure the network will still offer statewide coverage in the event any location becomes inoperable after a natural or man-made disaster.

Because disasters know no boundaries, with TACN, local, state, and federal public safety agencies can respond as many but communicate as one. This interoperable communication is key to providing a swift and organized response that will save time, money, and citizens' lives.

In order to begin this transition, we would need to replace our old outdated communications equipment with newer more capable portable radios that are multiband and compatible with both our current system as well as the TACN system. This would broaden our access to more reliable communication and allow for increased interoperability. Currently the City of Rocky Top Fire Department operates an old outdated fleet of Vertex, Kenwood, and Motorola radios that date back to the early 2000's. This technology has become outdated and unreliable. Corrective maintenance when a radio goes down or breaks has become increasingly harder, sometimes impossible with limited replacement part availability. In our current configuration with multiple brands and types of portable radios, programming and uniformity is a challenge. It takes three different software's and vendors to program our remaining radios. This poses a safety risk on emergency scenes when personnel emergencies arise leading to confusion and creating additional hazards. By upgrading our end user hardware, we would decrease safety risks as all portable communication equipment would be uniformed and have accurate identification linked back to the member the radio is assigned.

Attached is a copy of run data for the Rocky Top Fire Department as well as a spec sheet and quote for the equipment in question.

Best Regards,

Anthony Braden

Fire Chief

F



# KENWOOD

**VIKING®**  
P25 Mission Critical

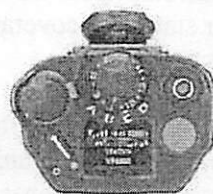
## VP8000

Multi-Band • Multi-Protocol  
Mission Critical Portable Radio

The KENWOOD Viking 8000 series Multi-Band, Multi-Protocol portable is specifically designed for today's public safety agencies with advanced features and ergonomics to meet the first responder's mission critical operational needs.

### Features

- Multi-Band operation (VHF, UHF, 700/800 MHz)
- Multi-Protocol
  - P25 Phase 1 & 2 Trunking
  - P25 Conventional
  - DMR<sup>1</sup>
  - Viking16 (SmartNet/SmartZone™ Compatible)
  - FM Analog
- Mixed protocol zones (each channel in a zone can be from a different system)
- 1024 channels (2048 & 4096 options)
- Public safety ergonomics: Flare grip for control, large glove friendly knobs, large emergency button
- 3-Watt audio maximum output for high noise environments
- Voice announcement & custom announcement creation
- Fully ruggedized - IP67/68 & MIL-STD-810 C/D/E/F/G/H
- Full key models (with numeric keypad)
- Built-in GPS receiver/antenna for enhanced awareness
- MDC-1200 & GE-Star signaling
- P25 Authentication
- Bluetooth® / Bluetooth Low Energy
- Wi-Fi® 2.4 & 5 GHz (802.11a/b/g/n/ac)
- Man Down
- Instant Recording Replay (IRR) and Voice Recording
- Text Messaging
- Radio Cloning
- FIRESafe® Fire Ground Commander and First Responder
- Encryption
  - ARC4™ software encryption; compatible with Motorola ADP™
  - P25/TIA defined: AES-256
  - DES-OFB
  - Over-the-Air-Rekeying (OTAR)



### User Selectable Color Themes

- Large full-color top LCD
- Multi-line text on both front and top displays
- Top flip display changes text orientation for viewing while in holster
- Multiple visual indicators including battery health & signal strength
- Day & night user selectable display options (8 themes available)



### Accessories

Complete line of accessories including microphones, speakers & antennas. Download the accessory catalog here: <https://info.elfjohnson.com/viking-accessory-catalog/>



We combine P25 design expertise with recognized quality & reliability along with advanced technology to make KENWOOD Viking radios simple to use & maintain.



#### Perpetual Software Licensing

Adds greater value to your radios by extending the life of the software into your next hardware platform — you own the software option forever, and your licenses are simple to manage with our cloud-based tool — Vault™



#### Armada® Fleet Management

Update radios in a group rather than one at a time. One template programs both portables & mobiles. Supports either direct computer connection or Over-the-Air Programming (OTAP). Elite Battery Management enables wireless tracking of battery fleet



#### TrueVoice™ Noise Cancellation

Software-based noise cancellation automatically filters out noise source frequencies and eliminates the need for extra configuration. Works in analog or digital mode and with any accessory.

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# VP8000 Portable Specifications

General		VHF	UHF	700/800 MHz
Frequency Ranges (FCC ID K44515000)		136-174 MHz	360-520 MHz	RX: 763-778, 851-870 MHz TX: 763-778, 793-808, 808-825, 851-870 MHz
Channel Spacing	Analog	12.5/15/20/25/30* kHz	12.5/25 kHz	12.5/25 kHz
	Digital	12.5 kHz	12.5 kHz	12.5 kHz
Frequency Stability		±1.0 ppm -22 °F to +140 °F (-30 °C to +60 °C) [+77 °F Reference (+25 °C)]		
Maximum Channels or Talkgroups		1024 (2048 and 4096 options)		
Number of Zones		255		
Maximum Channels Per Zone		255		
Power Supply		7.5 V DC ±20%		
Operating Temperature		-22 °F to +140 °F (-30 °C to +60 °C)		
Case		Reinforced polycarbonate plastic - black or high visibility (additional fee)		
Dimensions (radio with battery)	KNB-L2 (2600 mAh)	3.04/2.28 x 5.91 x 1.73 in. (77.3/58.0 x 150.0 x 44.0 mm) [W(Top/Bottom) x H x D, projections not included]		
	KNB-L3 (3400 mAh)	3.04/2.28 x 5.91 x 1.94 in. (77.3/58.0 x 150.0 x 49.4 mm) [W(Top/Bottom) x H x D, projections not included]		
	KNB-L11 (3900 mAh)	3.04/2.28 x 5.81 x 2.02 in. (77.3/58.0 x 150.0 x 51.4 mm) [W(Top/Bottom) x H x D, projections not included]		
Weight (radio with battery)	KNB-L2 (2600 mAh)	18.7 oz (530.0 g)		
	KNB-L3 (3400 mAh)	20.2 oz (574.0 g)		
	KNB-L11 (3900 mAh)	20.7 oz (588.0 g)		
Receiver		VHF	UHF	700/800 MHz
Sensitivity	P25 Digital (5% BER)	-122 dBm (0.178 µV)	-121 dBm (0.199 µV)	-120 dBm (0.224 µV)
	Analog (12 dB SINAD) @ 12.5 kHz	-122 dBm (0.178 µV)	-121 dBm (0.199 µV)	-120 dBm (0.224 µV)
Selectivity	P25 Digital	62 dB		
	Analog @ 12.5 kHz	75 dB	71 dB	65 dB
	Analog @ 25 kHz	78 dB	75 dB	70 dB
Intermodulation		77 dB		
Spurious Rejection		85 dB		
Audio Distortion		1.25% (Analog)		
Audio Output Power		Nominal 1.5 W (P25 Digital) < 1% Distortion, Maximum 3 W		
Transmitter		VHF	UHF	700/800 MHz
RF Output Power		1W/8W	1W/5W	1W/3W
Spurious Emission		77 dB	76 dB	75 dB
FM Hum & Noise	Analog @ 12.5 kHz	51 dB	47 dB	43 dB
	Analog @ 25 kHz	57 dB	53 dB	49 dB
Audio Distortion		1%		
Emission Designator		11K0F3E, 8K10F1E, 8K10F1D, 8K10F1W, 7K60FXD, 7K60FXE, 7K60F1E, 7K60F1D, 7K60F1W, 7K60FXW		

MIL Standard	810H
Low Pressure	500.6/ I, II
High Temperature	501.7/ I, II
Low Temperature	502.7/ I, II
Temp. Shock	503.7/ I
Solar Radiation	505.7/ I
Rain	506.8/ I, III
Humidity	507.6/ II
Salt Fog	509.7
Dust	510.7/ I
Vibration	514.8/ I
Immersion	512.6/ I
Shock	516.8/ I, IV, VI

Encryption Options	
Supported Encryption	AES, DES-OFB, ARC4 (ADP compatible)
Encryption Keys per Radio	Capable of storing 1024 keys. Programmable for 252. Common Key Reference (CKR), 252 Physical Identifier (PID). Compatible w/ Motorola Key Variable Loader
Encryption Frame Re-sync Interval	P25 CAI 360 MSEC
Encryption Keying	External Key Loader, OTAR
Mode	OFB-Output Feedback
Encryption Type	Digital
Key Erasure	Keyboard Command, OTAR Zeroize, Tamper Detection
Standards	FIPS 140-3 Level 1, FIPS 140-3 Level 3, FIPS 197 (Pending)

Hazardous Location Standard (Pending)	
Certification Lab	CSA Group
Standard Applied	ANSI/TIA 4950-A-2014, UL913 5th Edition & ANSI/ISA-12.12.01-2011
Classification Rating	Intrinsically Safe: Classes I II, III, Division 1, Groups C, D, E, F, G Non-Incendive: Class I, Division 2, Groups A, B, C, D
Approved Battery	KNB-LS7
Approved Speaker Microphones	KMC-70M, KMC-70GR, KMC-72W
International Protection Standard	
Dust & Water	IP54, IP55
Immersion	IP67, IP68*

\* DMR - future release

\* 25 and 30 kHz are not included in the models sold in the USA or US territories.

\* Division I US Group C is applicable for radio with approved battery only, or radio with approved battery and KMC-70-type speaker microphone only. If radio is in combination with any other approved accessories, Group D is applicable.

\* IP68 = 2 m/2 hours

Specifications shown are typical and subject to change without notice. Please check the website for the latest version. V0112.23

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EF Johnson Technologies, Inc.

a JVCENWOOD Company

1440 Corporate Drive, Irving, TX 75039-2401

E

7/14/23, 1:22 PM

Gmail - ARPA funds



Stephanie Fox <fox.stephanie.s@gmail.com>

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## ARPA funds

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Daniel Adams <dadams@clintontn.net>  
To: Stephanie Fox <fox.stephanie.s@gmail.com>

Mon, Jul 10, 2023 at 1:29 PM

Chief Little requested I send you this information. If the county approves the fire commission \$50,000.00 per department, the Clinton Fire Department will use the money to purchase firefighting turnout gear. The amount requested will get us approximately 10 sets of gear. This will help us better equip our new firefighters and help keep our gear within the recommended life span. Thank you for all your help.

Daniel

**Daniel Adams**

**Fire Marshal**

City of Clinton

125 W. Broad St.

Clinton, TN 37716

865-259-1243 office

865-216-8895 cell

dadams@clintontn.net

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\* Electronic communications with officials and employees of the City are subject to Tennessee's Public Records Act.



**OLIVER SPRINGS FIRE DEPARTMENT**  
**P.O. Box 303 Oliver Springs, TN 37840**  
**(865) 435-7777 www.oliversprings-tn.gov**



Memo

To: County Mayor and County Commission

From: Fire Chief Justin Bailey

Date: 7/10/2023

Subject: Requesting ARPA Funds for Radio System Upgrade

---

Currently, the Oliver Springs Fire Department is running a self-funded VHF radio system. The department operates 26 portable radios and 5 mobile (vehicle) radios. The radio system's tower and repeater are located above Ann St./Richards Dr. with the main console in Oliver Springs Police Department dispatch center.

Over the past several years the department has started to have issues with the radio system. These issues place both the firefighters and the citizens of Oliver Springs/Anderson County in harm's way due to the inability to communicate to both other firefighters on scene and our dispatchers that is our lifeline on an emergency incident.

With the issues experienced, the Oliver Springs Fire Department is in need to replace its current radio system that protects the lives of its firefighters and its citizens.

#### Current Issue

The first critical issue is that the department's repeater has malfunctioned. This repeater was sent off for repairs a year and a half ago. The department has been functioning on a borrowed repeater. Our radio maintenance company has been trying to repair the repeater. Unfortunately, the repeater is unable to be repaired due to its age and no availability of repair parts.

The second critical issue noticed is that, with narrow banding and placement of our radio antenna, the radio system no longer has the ability to reach several areas of our town and outside the town limits. These areas include the Sleepy Hollow Norwood community and Oliver Springs Highway. This "dead zone" has increased over the years as the tree line is now above the tower's antenna. The tower contractor will not allow the department to move its antenna. Other areas of town have similar issues with poor to no radio reception.

The third problem that the department is facing is an aging fleet of radios. The department purchased 20 HT1250 portable radios and 4 MT1250 Mobile Radios in 2011. It has also received a donation from Blair VFD, a total of 8 HT750 portable radios that were purchased sometime before 2010. The life expectancy on a portable radio is 7 years and 10 years on a mobile radio. Motorola discontinued the HT750/1250 and MT1250 line of radios in October of 2015. Parts have become scarce to replace radios that are malfunctioning and the HT750's are no longer able to accept programming. This has left the department with 20 portable radios currently able to function.

The last problem is that our current system is not interoperable with our most valuable resource, our mutual aid partners. An emergency incident requires the utilization of multiple agencies. Currently we are unable to communicate with any of our mutual aid partners while on an emergency incident. In addition, if an incident requires a regional or state mutual aid agency, we do not have the ability to communicate on any of their channels as well. This is due to us currently operating on a VHF system while most agencies have moved up to the state funded and maintained 700/800 system.

E

Briceville Volunteer Fire Dept.  
1444 Briceville Hwy. PO Box 238  
Briceville, Tn.  
37710

11 July 2023

Anderson County Budget Committee / Commission  
100 N. Main St.  
Clifton, Tn.  
37716

Honorable Commissioners,

On behalf of the Briceville Volunteer Fire Department, we thank you for the years of support you have given us. Because of your continued financial donations, we have been able to provide crucial service and protection to the people of the Briceville fire district.

Our commissioners have made us aware that certain funds have become available to county governments through the ARP Act. We have many equipment needs in our department and are sure other volunteer departments do as well. Donations are currently at a low mark and our fundraising efforts have also declined over the last few years. Due to these current issues, we would like to request a portion of those ARP funds. After a discussion with our board, we have determined an approximate cost of \$52,820.00 is needed for our equipment. (a list of items is attached).

If the Budget Committee and Commission would consider \$50,000.00 in one-time funds, our department would greatly appreciate it. Regardless of your decision, we greatly appreciate the support you have given us in the past and look forward to continuing our partnership of serving the people of our county.

Sincerely on behalf of the BVFD Board,

Chief Jamie Brewster

E





## Sales Quote

SHIP TO:

Customer:  
Address:  
City, State, Zip:

Anderson County Rescue Squad  
145 J.D. Yarnell Parkway  
Clinton, Tennessee 37716

BILL TO:

Customer:  
Address:  
City, State, Zip:  
Contact:  
Phone #:

Anderson County Rescue Squad  
145 J.D. Yarnell Parkway  
Clinton, Tennessee 37716  
Terry Allen

Order #: MB07112301

Date: 07/11/23

Sales Rep: Mike Boston

Terms: 15 Days

PO #: Terry Allen

If no PO is available, use name  
of person placing order.

Freight: Prepaid & Add

QTY	PART/ITEM #	DESCRIPTION	PRICE/EACH	TOTAL
1	IS250LB	IS290 ION SPREADER	\$ 12,115.00	\$ 12,115.00
1	IC650LB	IC650 CUTTER	\$ 10,650.00	\$ 10,650.00
1	ITR500LB	ITR500 RAM	\$ 11,061.00	\$ 11,061.00
1	KS0029-KIT	EXTENDED REACH TIPS	\$ 1,119.00	\$ 1,119.00
3	BATT9-KIT	INCLUDES TWO 9/3 AMP-HR 60V BATTERIES & SINGLE CHARGER MOUNTING BRACKETS FOR SPREADER, CUTTER, RAM INCLUDED	\$ 683.00	\$ 2,049.00

Amkus Extrication Tools  
Electric Hydraulics (Portable)  
For Heavy Rescue  
Truck.

Subtotal \$ 36,994.00

Shipping \$

TOTAL \$ 36,994.00

Accepted by: \_\_\_\_\_

Prepared by: \_\_\_\_\_

Mike Boston

Rescue 1

102 W. Cliff Drive Lawrenceburg Tn 38464  
931-629-3365

#48,055  
Dollars.

**Claxton VFD Equipment Estimate**

Item	Quan.	Unit Cost	Ext. Cost
<b><u>Turnout Gear</u></b>			
Coat, Lion V-Force Bi-Swing coat	10	\$ 1,495.00	\$ 14,950.00
Pant, Lion V-Force Belted Pant	10	\$ 995.00	\$ 9,950.00
Suspender, Boston Leather suspender	10	\$ 63.00	\$ 630.00
Glove, Shelby FDP pigskin glove	10	\$ 115.00	\$ 1,150.00
Hood, Majestic PAC-II nomex	10	\$ 46.00	\$ 460.00
Boot, Thorogood 14" leather bunker boot	10	\$ 315.00	\$ 3,150.00
TOTAL TURNOUT GEAR			\$ 30,290.00

**Hose**

1" Forestry line	10	\$ 130.00	\$ 1,300.00
1-3/4" Attack line	20	\$ 215.00	\$ 4,300.00
3" MDH	20	\$ 345.00	\$ 6,900.00
4" LDH	12	\$ 545.00	\$ 6,540.00
TOTAL HOSE			\$ 19,040.00

Shipping (estimated) \$ 670.00

Vendor: NAFECO, Decatur, AL

F



Stephanie Fox &lt;fox.stephanie.s@gmail.com&gt;

**Anderson County FC Assoc. ARPA funding request**

1 message

Grande, Anthony &lt;agrande@oakridgetn.gov&gt;

Wed, Jul 12, 2023 at 9:11 AM

To: Stephanie Fox &lt;fox.stephanie.s@gmail.com&gt;

Cc: "Solomon, Travis J." &lt;tsolomon@oakridgetn.gov&gt;, "Durham, Jody" &lt;JDurham@oakridgetn.gov&gt;

The City of Oak Ridge intends to use the requested \$50K in ARPA funding to offset the cost of acquiring 2 Zoll X-series monitors. We believe this request will provide the citizens of Oak Ridge and Anderson County with advanced medical interventions. We appreciate Anderson County support to improve Emergency Medical Service delivery and overall safety to the citizens and visitors to Oak Ridge and Anderson County.

DC Anthony Grande

**Anthony Grande**

Deputy Chief Administration/Fire Marshal | City of Oak Ridge

P (865) 686-2286 | agrande@oakridgetn.gov

@CityofOakRidge | oakridgetn.gov

 City Of Oak Ridge Fire Dept - Q-49669 - Version 1.pdf  
47K

E

**ZOLL Medical Corporation**

269 Mill Road  
Chelmsford, MA 01824-4105  
Federal ID# 04-2711626

Phone: (800) 348-9011

Fax: (978) 421-0015

Email: [esales@zoll.com](mailto:esales@zoll.com)

City Of Oak Ridge Fire Dept  
Quote No: Q-49669 Version: 1

Item	Contract Reference	Part Number	Description	Qty	List Price	Adj. Price	Total Price
3	949804	8000-0674	Disposable Temperature Sensor Adapter Cable	2	\$73.00	\$41.18	\$82.36
4	949804	8000-0895	Cuff Kit with Welch Allyn Small Adult, Large Adult and Thigh Cuffs	2	\$173.00	\$133.87	\$267.74
5	949804	8000-001392	Masimo rainbow® RC-4 - 4FT, Reusable EMS Patient Cable	2	\$278.00	\$200.90	\$401.80
6	949804	8000-000459	M-LNCS DCI Reusable Sensor	2	\$334.00	\$241.90	\$483.80
7	949804	8000-000371	rainbow® DCI® SpO2/SpCO/SpMet Adult Reusable Sensor with connector (3 ft)	2	\$957.00	\$676.00	\$1,352.00
8	949804	8000-000372	rainbow® DCI-P® SpO2/SpCO/SpMet Pediatric Reusable Sensor	2	\$957.00	\$676.00	\$1,352.00
9	949804	8000-0580-01	Six Hour Rechargeable, SurePower II Smart Battery	2	\$890.00	\$421.00	\$842.00

Subtotal: \$72,271.30

Total: \$72,271.30

Contract Reference	Description
949804	Reflects GPO NPP 2020 - Contract No. PS20200 contract pricing. Notwithstanding anything to the contrary herein, the terms and conditions set forth in NPP 2020 - Contract No. PS20200 shall apply to the customer's purchase of the products set forth on this quote.

To the extent that ZOLL and Customer, or Customer's Representative have negotiated and executed overriding terms and conditions ("Overriding T's & C's"), those terms and conditions would apply to this quotation. In all other cases, this quote is made subject to ZOLL's Standard Commercial Terms and Conditions ("ZOLL T's & C's") which for capital equipment, accessories and consumables can be found at <https://www.zoll.com/about-zoll/invoice-terms-and-conditions> and for software products can be found at <http://www.zoll.com/SSPTC> and for hosted software products can be found at <http://www.zoll.com/SSHTC>. Except in the case of overriding T's and C's, any Purchase Order ("PO") issued in response to this quotation will be deemed to incorporate ZOLL T's & C's, and any other terms and conditions presented shall have no force or effect except to the extent agreed in writing by ZOLL.

1. Delivery will be made upon availability.
2. This Quote expires on March 31, 2023. Pricing is subject to change after this date.
3. Applicable tax, shipping & handling will be added at the time of invoicing.
4. All purchase orders are subject to credit approval before being accepted by ZOLL.
5. To place an order, please forward the purchase order with a copy of this quotation to [esales@zoll.com](mailto:esales@zoll.com) or via fax to 978-421-0015.
6. All discounts from list price are contingent upon payment within the agreed upon terms.
7. Place your future accessory orders online by visiting [www.zollwebstore.com](http://www.zollwebstore.com).

E



Welcome Center Expenses

Land	\$	100,000.00
Building	\$	200,000.00
Outside Renovations		

Asset Value in Purchasing

\$	100,000.00
\$	158,650.00
\$	42,741.03
\$	301,391.03

Interest on Loan	\$	26,726.63	Total
Staining of Building in 2008	\$	3,300.00	
FY 2009	\$	7,545.00	
Additional Room FY 2012 (Storage Room on Asset List)	\$	27,858.62	

\$	26,500.00
\$	327,891.03

Date	Vendor	Description	Code	Amount
04/29/13	The Pipe Doctor	Clean Sewer Line	335	\$ 375.00
04/29/13	Lewis Electric	Repair Circuit causing Power Outage	335	\$ 400.00
05/15/13	Holm Court, LLC	Concrete and Sewer Line	707	\$ 4,237.00
06/03/13	Industrial Refrigeration	Replace HVAC	707	\$ 4,704.00
02/11/14	Karen's Carpet	Carpet for Welcome Center	335	\$ 3,830.75
11/26/14	SunTrust	Lighting - Building Maintenance	335	\$ 2,500.00
11/26/14	Lewis Electric Inc.	Lighting - Building Maintenance	335	\$ 1,495.00
12/17/14	Brogdon Roofing Inc.	Roofing Repairs (Leak)	335	\$ 832.43
3/7/16	Rocky Top Air	Installation & Repair	335	\$ 5,500.00
7/29/16	The Pipe Doctor	Hot Water Heater for Welcome Center	335	\$ 818.50
3/8/17	ITS Security	Installation of Wireless Commutator for	335	\$ 520.00
10/10/2017	Jim Barna Log Homes	Pressure washing, staining and repair	707	\$ 7,780.00
11/27/2017	Jim Barna Log Homes	Removal and Installation of Rails and	707	\$ 2,200.00
3/5/2018	Brogdon Roofing, Inc.	Patch hole in metal roof, cleaned and	335	\$ 895.00
5/29/2020	Rocky Top Air	Repairs	335	\$ 330.00
10/19/2021	Rocky Top Air, Inc.	Service/Diagnostic Call on HVAC	335	\$ 550.00
1/6/2022	Rocky Top Air, Inc.	Repairs to Heat and Air-12-23-21	335	\$ 225.00
1/18/2022	The Pipe Doctor	Repairs to Plumbing in Restrooms at	335	\$ 605.00
1/18/2022	Rocky Top Air, Inc.	Repairs to Heat and Air 1-18-22	335	\$ 155.00
6/3/2022	Rocky Top Air, Inc.	Repair HVAC per Quote 18306947	335	\$ 1,234.44
9/22/2022	Murphy Mechanical	Freon for HVAC	335	\$ 180.00
2/28/2023	Pipe Doctor	Evaluate Leaks in Men's Bathroom	335	\$ 205.00
5/12/23	Murphy Mechanical	Add Freon to HVAC Unit		\$ 740.00
				\$ 105,742.37

Sign

Date	Vendor	Description	Code	Amount
11/3/14	SignCo Inc.	Sign Repair	335	\$ 330.00
10/8/14	Datatronic Control Inc	Panels Replaced - Sign in Front of Building	335	\$ 700.00
6/22/16	DCI (Datatronic	Electronic panels repaired	335	\$ 338.00
12/9/15	Datatronic Control	Repairs to 12" Red Panels for Sign at	335	\$ 228.00
12/20/16	SignCo, Inc.	Digital Sign per bid # 4705	799	\$ 24,723.00
6/18/2021	Sign Co	Sign Repair - Radio for Communication to	335	\$ 1,200.00
				\$ 27,519.00

SEC F

[Home](#) [Assets](#) [Transactions](#) [Reports](#) [Contacts](#) [Users](#) [Accounting](#) [Admin](#)

## Assets Sidebar

[Organization](#)[Site](#)[Building](#)[Department](#)[Asset](#)

## Asset Tasks

[Create](#)[Dispose](#)[Clone Asset](#)[Change Property Type](#)[Location Transfer](#)[Entry Error](#)

Asset Number\*

S00899

Alternate Tag

Description\*

TOURISM COUNCIL LAND

Status\*

Active

— Location —

Organization\*

01 - ANDERSON COUNTY

Site

128 - OTHER SPECIAL REVENUE

Building

07 - TOURISM- WELCOME CENTER

Room/Storage Number

Class\*

1000 - Land, Easements and Right of Ways

Account\*

100 - LAND, EASEMENTS AND RIGHT OF WAY

Category\*

100 - LAND

Person Responsible

Address 1

Address 2

Zip Code

City Code

City

State Code

State

County Code

County

— Basic Attributes —

Condition

UKN - Unknown

Quantity\*

1

Manufacturer/Make

Model

Model Year

Construction Year

Part Number

Serial Number/VIN

Total Sq. Ft.

Color

License Plate

Title Number

Capacity

Legal Description

## Accounting Summary

Active Total Cost

\$100,000.00

Accumulated Depreciation \$0.00

Net Book Value \$100,000.00

## Insurance Valuation Summary

Replacement Cost \$0.00

Exclusion Amount \$0.00

Replacement Cost Less Exclusions \$0.00

Actual Cash Value \$100,000.00

Fair Market Value

Reproduction Cost

Contents

Contents Exclusions

EDP Value

EDP Value Exclusions

Property In The Open

Property In The Open Exclusions

Inland Marine

Inland Marine Exclusions

Other

Other Exclusions

Total Insurable Value \$0.00

SEC F

# AssetMAXX

Home Assets Transactions Reports Contacts Users Accounting Admin

## Assets Sidebar

Organization  
Site  
Building  
Department  
Asset

## Asset Tasks

Create  
Dispose  
Clone Asset  
Change Property Type  
Location Transfer  
Entry Error

Asset Number\* S00900  
Alternate Tag  
Description\* ANDERSON COUNTY WELCOME CEN  
Status\* Active  
— Location —  
Organization\* 01 - ANDERSON COUNTY  
Site 128 - OTHER SPECIAL REVENUE  
Building 07 - TOURISM- WELCOME CENTER  
Room/Storage Number  
Class\* 3000-B - Construction - 30 Yr Depr  
Account\* 300 - CONSTRUCTION  
Category\* 300 - BUILDINGS  
Person Responsible  
Address 1  
Address 2  
Zip Code  
City Code  
City  
State Code  
State  
County Code  
County  
— Basic Attributes —  
Condition UKN - Unknown  
Quantity\* 1  
Manufacturer/Make  
Model  
Model Year  
Construction Year  
Part Number  
Serial Number/VIN  
Total Sq. Ft.  
Color  
License Plate  
Title Number  
Capacity

Legal Description

Notes

Reason For Change

## Accounting Summary

Active Total Cost \$158,650.00  
Accumulated Depreciation \$124,715.93  
Net Book Value \$33,934.07

## Insurance Valuation Summary

Replacement Cost \$0.00  
Exclusion Amount \$0.00  
Replacement Cost Less Exclusions \$0.00  
Actual Cash Value \$158,650.00  
Fair Market Value  
Reproduction Cost  
Contents  
Contents Exclusions  
EDP Value  
EDP Value Exclusions  
Property In The Open  
Property In The Open Exclusions  
Inland Marine  
Inland Marine Exclusions  
Other  
Other Exclusions  
Total Insurable Value \$0.00

SEE F

# AssetMAXX

Apr 1, 2006

Home Assets Transactions Reports Contacts Users Accounting Admin

## Assets Sidebar

Organization  
Site  
Building  
Department  
Asset

## Asset Tasks

Create  
Dispose  
Clone Asset  
Change Property Type  
Location Transfer  
Entry Error

Asset Number\* S00900A  
Alternate Tag  
Description\* OUTSIDE RENOVATIONS  
Status\* Active  
Location ---  
Organization\* 01 - ANDERSON COUNTY  
Site 128 - OTHER SPECIAL REVENUE  
Building 07 - TOURISM- WELCOME CENTER  
Room/Storage Number  
Class\* 2900-A - Land Improvements - 10 Yr Depr  
Account\* 200 - LAND IMPROVEMENTS  
Category\* 200 - PROPERTY IN THE OPEN  
Person Responsible  
Address 1  
Address 2  
Zip Code  
City Code  
City  
State Code  
State  
County Code  
County  
Basic Attributes ---  
Condition New - New  
Quantity\* 1  
Manufacturer/Make  
Model  
Model Year  
Construction Year  
Part Number  
Serial Number/VIN  
Total Sq. Ft.  
Color  
License Plate  
Title Number  
Capacity

## Accounting Summary

Active Total Cost \$42,741.03  
Accumulated Depreciation \$32,380.00  
Net Book Value \$10,361.03

## Insurance Valuation Summary

Replacement Cost \$0.00  
Exclusion Amount \$0.00  
Replacement Cost Less Exclusions \$0.00  
Actual Cash Value \$42,740.00  
Fair Market Value  
Reproduction Cost  
Contents  
Contents Exclusions  
EDP Value  
EDP Value Exclusions  
Property In The Open  
Property In The Open Exclusions  
Inland Marine  
Inland Marine Exclusions  
Other  
Other Exclusions  
Total Insurable Value \$0.00

SECF

## AssetMAXX

Home Assets Transactions Reports Contacts Users Accounting Admin

## Assets Sidebar

Organization  
Site  
Building  
Department  
Asset

## Asset Tasks

Create  
Dispose  
Clone Asset  
Change Property Type  
Location Transfer  
Entry Error

Asset Number\* S00900B

Alternate Tag

Description\* STORAGE ROOM

Status\* Active

— Location —

Organization\* 01 - ANDERSON COUNTY

Site 128 - OTHER SPECIAL REVENUE

Building 07 - TOURISM- WELCOME CENTER

Room/Storage Number

Class\* 3000-E - Construction - 10 Yr Depr

Account\* 300 - CONSTRUCTION

Category\* 300 - BUILDINGS

Person Responsible

Address 1

Address 2

Zip Code

City Code

City

State Code

State

County Code

County

— Basic Attributes —

Condition New - New

Quantity\* 1

Manufacturer/Make

Model

Model Year

Construction Year 2012

Part Number

Serial Number/VIN

Total Sq. Ft.

Color

License Plate

Title Number

Capacity

Legal Description

Notes

Took existing porch on back of the  
tourism building and made it into a  
storage room.

## Accounting Summary

Active Total Cost \$26,500.00

Accumulated Depreciation \$26,500.00

Net Book Value \$0.00

## Insurance Valuation Summary

Replacement Cost \$0.00

Exclusion Amount \$0.00

Replacement Cost Less Exclusions \$0.00

Actual Cash Value \$26,500.00

Fair Market Value

Reproduction Cost

Contents

Contents Exclusions

EDP Value

EDP Value Exclusions

Property In The Open

Property In The Open Exclusions

Inland Marine

Inland Marine Exclusions

Other

Other Exclusions

Total Insurable Value \$0.00

SFC F

TENNESSEE VALLEY TITLE INSURANCE CO.  
800 S. GAY STREET, SUITE 1700  
KNOXVILLE, TENNESSEE 37929  
ESCROW ACCOUNT

FIRST TENNESSEE BANK  
KNOXVILLE, TENNESSEE 37918  
87-719/642

112813

231065  
Closing Proceeds

PAY —Six Hundred Seventy Four Thousand Sixty and 00/100 ————— Dollars

DATE AMOUNT  
07/26/23 \$ \*\*\*\*\*674,060.00

TO THE  
ORDER  
OF

Anderson County Government

NOT VALID 45 DAYS AFTER ISSUE DATE



*Katie Moore*

101-49603

TENNESSEE VALLEY TITLE INSURANCE CO.

\*\*\*\* REAL ESTATE CLOSING \*\*\*\*

112813

File ID: 231065  
Buyer/Borrower: John Davenport  
Seller: Anderson County Government  
Lender: Peoples Bank of the South  
Property: 110 Welcome Lane/Clinton  
Settlement Date: July 26, 2023  
Disbursement Date: July 26, 2023  
Closer/Responsible Party: Suzette  
Check Amount: \$674,060.00  
Pay To: Anderson County Government  
For: Closing Proceeds

Loan Number:

SEC F

**Anderson County  
Miscellaneous Receipt**

**Misc. Receipt No:** 23163  
**POS Receipt No:** 120187  
**Receipt Date:** 07/27/2023

**Received By:** Grace Rutherford  
**Received On:** 07/27/2023 7:53 AM

**Customer ID:** 1490  
**Name:** TENNESSEE VALLEY TITLE INSURANCE CO  
**Description:** PROCEEDS FROM SALE OF 110 WELCOME LANE

Miscellaneous Receipt Total
\$674,060.00

GL Account Number	GL Account Description	Debit	Credit
101. -49600	Proceeds From Sale Of Capital	\$0.00	\$674,060.00
<b>Miscellaneous Receipt Totals:</b>		<b>\$0.00</b>	<b>\$674,060.00</b>

**Thank You!**

Sec F

## **Robby Holbrook**

---

**From:** Sheila Reed <Sheila.Reed@cot.tn.gov>  
**Sent:** Tuesday, July 18, 2023 8:22 PM  
**To:** Terry Frank  
**Cc:** Robby Holbrook; Steve Osborne; William Wood; Whitney Playl  
**Subject:** External: Anderson County - Letter From Tennessee Comptroller Division of Local Government Finance  
**Attachments:** Anderson County Budget-County\_Metro Letter 07-19-2023.pdf

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mayor Frank,

Attached is a letter the fiscal year 2024 budget for Anderson County. Please share this letter with your governing body.

If you need a hard copy of this document, please print a copy and retain for your records. The attached file is your official communication from this office. You will not receive one in the U.S. Mail.

If we may be of further assistance, or if you have any questions, please feel free to contact our office.

Thank you,  
*Sheila*

**Sheila Reed**

*Director*  
Comptroller of the Treasury  
Division of Local Government Finance  
425 Rep. John Lewis Way N. | Nashville, TN 37243  
[Sheila.Reed@cot.tn.gov](mailto:Sheila.Reed@cot.tn.gov) | Direct Line 615.401.7906



**Mission: To Make Government Work Better**

SEC G





JASON E. MUMPOWER  
*Comptroller*

July 18, 2023

Honorable Theresa Frank, Mayor  
and Honorable Board of Commissioners  
Anderson County  
100 North Main Street, Room 208  
Clinton, TN 37716-3687

Dear Mayor Frank and Board of Commissioners:

This letter acknowledges receipt of a certified copy of the fiscal year 2024 budget.

We have reviewed the budget and have determined that projected revenues and other available funds are sufficient to meet anticipated expenditures. Our review of the budget is based solely on the information we have received. With regard to programs included in the budget such as education, roads, and corrections, we have not attempted to determine that the local government has complied with specific program statutes or guidelines, or with any financing requirements prescribed by any state or federal agency. Please note local officials are required to ensure the budget remains balanced throughout the fiscal year and that all maintenance of effort requirements are met – our office has not reviewed or approved any maintenance of effort programs in this budget. Budget amendments must be sent to our office for formal acknowledgement after they are approved by the local governing body (submit to: [LGF@cot.tn.gov](mailto:LGF@cot.tn.gov)).

This letter constitutes approval, by this office, for the County's fiscal year 2024 budget as adopted by the County Commission.

*American Rescue Plan Spending*

The governing body budgeted the use American Rescue Plan (ARP) funds. This budget approval is not an approval for the planned use of the ARP funds and the governing body, with the assistance of its attorney, should determine that the planned use complies with Federal regulations concerning the use of ARP funds. ARP funds spent contrary to Federal regulations must be returned.

ARP funds are non-recurring and should only be used for one-time expenses. When purchasing capital items, ongoing maintenance and operating expenses should be analyzed to show future demand on recurring revenues.

SELG

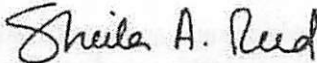
Anderson County  
Budget Approval Letter  
July 18, 2023

*Commendation*

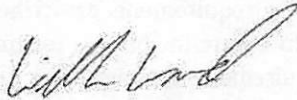
We commend the governing body for adopting this year's budget prior to the beginning of the budget year. Timely adoption will result in better management of public dollars in the coming year by immediately instituting appropriate budgetary controls. Adopting the budget in a timely manner allows your financial staff more time to close the official accounting records and have those records available for audit no later than two months after the close of your fiscal year as required by Tenn. Code Ann. § 9-2-102.

If you should have questions or need assistance, please refer to our online resources on our website or feel free to contact your financial analyst, William Wood, at 615.401.7893 or [william.wood@cot.tn.gov](mailto:william.wood@cot.tn.gov).

Sincerely,



Sheila Reed, Director  
Division of Local Government Finance



William Wood, Financial Analyst  
Division of Local Government Finance

cc: Mr. Robert Holbrook, Finance Director, Anderson County

SR:ww

Sen C



## Bill of Materials

**Account Name:**

Anderson County Government (TN)

**Quote Name:**

I - MAR 2023 - Dante PA Upgrade - General Sessions I - Anderson County Courthouse - Anderson County Government (TN)

**Quote Number:**

Q-8022614

**Quote Amount:**

\$24,229.74

**Date:**

3/8/23

**Quote Expiration Date:**

9/7/23

**Account Rep:**

Jody Holland

**Account Rep Email:**

jody.holland@bisdigital.com

**Account Rep Phone:**

(800) 834-7674 x4551

Item	Product Code	Qty	Unit Price	Total Price
DANTE Virtual Sound Card (up to 64ch)	BIS-DANTE-V64	1.00	\$149.00	\$149.00
Network Switch w/PoE 8-port (Series 8)	BIS-NS-POE-8-S8	1.00	\$625.00	\$625.00
Surface Mount Control (For Professional Digital PA Mixer Only)   Touch-Enabled   12 Button	BIS-MX-SMX-TE-12B	1.00	\$615.00	\$615.00
Professional Digital PA Mixer DANTE Capable w/8ch USB out and POTS/VoIP Interface	BIS-MX-DAN-USB8PV	1.00	\$5,200.00	\$5,200.00
Power Amplifier   8ch. 250W   Series 4	BIS-AMP-8C250-S2	1.00	\$3,900.00	\$3,900.00
Power Distribution System (Series 2)	BIS-PWR-DIST-S2	1.00	\$450.00	\$450.00
Gooseneck Desk Stand w/Programmable Mute Switch (Series 2)	BIS-M-GN-LPS-S2	5.00	\$205.00	\$1,025.00
18" Gooseneck Microphone (Series 2)	BIS-MIC-GN18-S2	5.00	\$405.00	\$2,025.00
Microphone Wire 22AWG (Plenum) - 500ft Roll	BIS-W-MP-22AWG-500ft	1.00	\$120.00	\$120.00
Speaker Wire 16AWG (Plenum) - 500ft Roll	BIS-W-SPKR-16AWG-500ft	1.00	\$215.00	\$215.00
USB Gigabit NIC (10/100/1000)	BIS-NIC-GB	1.00	\$45.00	\$45.00
1U Rack Shelf (Series 2)	BIS-RSLF-1S2	1.00	\$110.00	\$110.00
Desk Rack (10U)	BIS-RCK-DR10	1.00	\$535.00	\$535.00
1U Brush Grommet Cable Pass-Through Panel (Series 1)	BIS-BGCPT-1U-S1	1.00	\$88.00	\$88.00
On-site Setup, Installation and Training	SIT	1.00	\$5,940.00	\$5,940.00
Shipping/Handling	S/H	1.00	\$1,057.14	\$1,057.14
Annual ON-SITE SERVICE / SUPPORT - Contract to be Issued Upon Installation	NMNT-DCR	1.00	\$2,130.60	\$2,130.60

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**«BISDIGITAL**

Item	Product Code	Qty	Unit Price	Total Price
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**Total (Before Tax): \$24,229.74**

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## Terms and Conditions

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<b>Effective Period</b>	This quote is valid through <b>September 7, 2023</b>
<b>Tax Status</b>	Sales tax will be added to an invoice unless a Tax-Exempt Form is on file with the BIS Digital corporate office.
<b>Payment Terms</b>	<p><b>Deposit:</b> All orders above \$5,000 require a 50% deposit. Once the deposit for an order is received by BIS Digital, installation scheduling and shipment of goods will occur.</p> <p><b>Balance:</b> For installations, the remaining balance is to be paid on the completion of the installation. For orders, the remaining balance is to be paid on the delivery of goods at the customer site.</p>
<b>Cancellation</b>	<p>In the event a customer cancels or postpones an order after a deposit has been received, BIS Digital reserves the right to invoice for hardware, software, shipping costs, and any other materials procured for the order.</p> <p><b>Restocking Fee:</b> A 20% restocking fee will be charged for all cancelled orders.</p>
<b>Limited Warranty</b>	New software supplied by BIS Digital are covered for 90 days from the date of installation. New hardware supplied by BIS Digital are covered for 90 days from the date of delivery. Manufacturer Warranties do not cover On-Site Technical Support, Shipping costs, or Software upgrades.
<b>Software Assurance</b>	Annual Software Assurance entitles user to software upgrades at the cost of \$380 per license per year.
<b>Substitutions</b>	Unforeseen supply chain disruptions or component shortages may impact availability of goods. As a result, some items may require substitution and may be subject to price and/or delivery time variances. In these instances, BIS Digital will consult with the customer about options and alternatives.

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