



BUDGET COMMITTEE AGENDA

February 08, 2024 AT 4:00 PM, Room 312

1. Cash and Fund Balance Report, etc.....Robby Holbrook
2. Consent Agenda.....Transfers, not requiring Commission approval (1-13)
3. AC Schools/Julie Minton..... Appropriation & Transfers (14-16)
4. Highway/Gary Long..... Appropriations (17-18)
5. County Clerk/Jeff Cole..... Appropriation (19)
6. Sheriff/Russell Barker.....Appropriations & Transfer (20-25)
7. Conservation/Ben Taylor..... Appropriation (26)
8. Finance/Robby Holbrook..... Appropriations (27-29)

SECTIONS:

- Rocky Top Sewer/Commissioner Vowell (A)
- FY 24/25 Budget Preparation/Robby Holbrook (B)
- Longevity Program/HR Advisory..... (C)
- New Business (D)

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

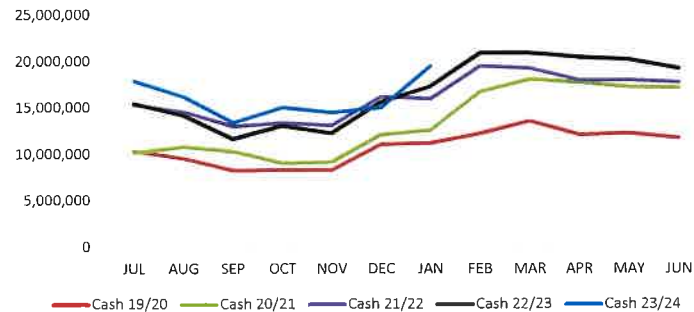
FUND	DESCRIPTION	NON-SPENDABLE	RESTRICTED FUNDS	COMMITTED FUNDS	ASSIGNED FUNDS	UNASSIGNED FUND BALANCE	TOTAL FUND BALANCE	CASH
101	General Fund	\$ -	\$ 1,579,710	\$ 1,289,965	\$ 4,123,188	\$ 10,432,662 *	\$ 17,425,525	\$ 19,384,181
115	Library Fund	\$ -	\$ 345,742	\$ -	\$ -	\$ -	\$ 345,742	\$ 363,913
116	Solid Waste/Sanitation Fund	\$ -	\$ 503,654	\$ -	\$ -	\$ -	\$ 503,654	\$ 741,686
118	Ambulance Fund	\$ -	\$ -	\$ -	\$ -	\$ 492,982	\$ 492,982	\$ 639,735
121	American Rescue Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,904,415
122	Drug Control Fund	\$ -	\$ 144,973	\$ 8,754	\$ -	\$ -	\$ 153,727	\$ 163,514
127	Channel 95 Fund	\$ -	\$ -	\$ -	\$ 62,928	\$ -	\$ 62,928	\$ 86,497
128	Tourism Fund	\$ -	\$ 365,140	\$ -	\$ 100,000	\$ -	\$ 465,140	\$ 1,118,941
131	Highway Fund	\$ 60,294	\$ 269,737	\$ 2,587,491	\$ -	\$ -	\$ 2,917,522	\$ 4,455,200
141	General Purpose School Fund	\$ -	\$ -	\$ 8,568,414	\$ -	\$ -	\$ 8,568,414	\$ 14,006,985
143	Central Cafeteria	\$ 151,640	\$ 4,302,460	\$ -	\$ -	\$ -	\$ 4,454,100	\$ 4,571,304
151	General Debt Service Fund	\$ -	\$ 846,196	\$ -	\$ -	\$ -	\$ 846,196	\$ 1,656,560
152	Rural Debt Service Fund	\$ -	\$ 728,784	\$ -	\$ -	\$ -	\$ 728,784	\$ 697,080
156	Education Debt Service Fund	\$ -	\$ 153,059	\$ 113,813	\$ -	\$ -	\$ 266,872	\$ 1,050,565
171	Capital Projects Fund	\$ -	\$ 426,393	\$ -	\$ -	\$ -	\$ 426,393	\$ 611,857
177	Education Capital Projects Fund	\$ -	\$ 640,012	\$ -	\$ -	\$ -	\$ 640,012	\$ 997,412
263	Employee Benefit Fund	\$ 33,174	\$ -	\$ -	\$ 937,843	\$ -	\$ 971,017	\$ 847,109
		\$ 245,108	\$ 10,305,860	\$ 12,568,437	\$ 5,223,959	\$ 10,925,644	\$ 39,269,008	\$ 58,296,954

* General Unassigned Fund Balance limit of \$6M requiring 2/3 (11) votes for budget amendments.

Cash Trends
November

Cash 19/20	11,102,210
Cash 20/21	12,482,769
Cash 21/22	15,870,096
Cash 22/23	17,197,688
Cash 23/24	19,384,181

General Fund Cash Trends



Local Option Sales Tax - Net Breakdown by FY.xlsx

FY2023	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Out of State	Total	+/-
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%
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	\$83,998.72	\$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	\$4,290,171.92	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%
Totals:	\$5,975,489.53	\$10,679,834.90	\$1,116,337.77	\$531,367.88	\$27,847,577.62	\$1,343,129.32	\$541,515.74	\$48,035,252.76	3%
FY2024	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Out of State	Total	+/-
July	\$499,637.60	\$935,432.32	\$102,159.70	\$46,607.31	\$2,247,025.24	\$118,499.10	\$59,819.45	\$4,009,180.72	6.0%
August	\$500,254.95	\$926,747.98	\$98,402.33	\$43,576.87	\$2,251,218.53	\$113,524.76	\$54,814.98	\$3,988,540.40	11.2%
September	\$498,267.57	\$829,693.94	\$94,982.26	\$44,472.85	\$1,967,736.93	\$123,433.87	\$66,142.24	\$3,624,729.66	5.9%
October	\$396,910.18	\$835,882.72	\$97,479.82	\$42,433.32	\$2,204,981.13	\$119,806.40	\$38,657.92	\$3,736,151.49	1.4%
November	\$571,075.78	\$904,200.44	\$99,587.51	\$49,072.97	\$2,386,633.93	\$124,162.50	\$34,294.14	\$4,169,027.27	2.1%
December	\$532,307.18	\$922,440.70	\$100,427.07	\$44,352.65	\$2,320,943.19	\$117,583.48	\$32,817.52	\$4,070,871.79	-4.2%
January									
February									
March									
April									
May									
June									
Totals:	\$2,998,453.26	\$5,354,398.10	\$593,038.69	\$270,515.97	\$13,378,538.95	\$717,010.11	\$286,546.25	\$23,598,501.33	

Local Option Sales Tax - Total Net Collections

Fiscal Year	July	August	September	October	November	December	January	February	March	April	May	June
FY2021	\$3,800,000	\$3,500,000	\$3,200,000	\$3,500,000	\$3,600,000	\$2,800,000	\$4,800,000	\$3,500,000	\$3,500,000	\$4,300,000	\$4,200,000	\$4,100,000
FY2022	\$3,800,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,800,000	\$3,800,000	\$4,600,000	\$3,000,000	\$3,000,000	\$4,000,000	\$4,000,000	\$3,900,000
FY2023	\$3,800,000	\$3,500,000	\$3,200,000	\$3,500,000	\$4,000,000	\$4,200,000	\$4,700,000	\$4,000,000	\$3,800,000	\$4,300,000	\$4,200,000	\$4,200,000
FY2024	\$4,000,000	\$4,000,000	\$3,800,000	\$3,800,000	\$4,100,000	\$4,200,000	\$4,700,000	\$4,000,000	\$3,800,000	\$4,300,000	\$4,200,000	\$4,200,000

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	\$ (8,403,602.98)	\$ (4,958,396.79)	\$ (13,361,999.77)			
	Remaining Allocation	\$ 1,596,397.02	\$ (6,322.79)	\$ 1,590,074.23			
	Project Name	BUDGETED	EXPENDED TO-DATE	BUDGETED BUT NOT EXPENDED	PROJECT STATUS	REVENUE LOSS	Date Approved by Commission
1	Employee Retention Payments -Exempt	\$ 85,013.68	\$ 85,013.68	\$ -	Complete	YES	4/18/2022
2	Employee Retention Payments -Non-Exempt	\$ 614,826.78	\$ 614,826.78	\$ -	Complete	NO	4/18/2022
3.1	TN Emergency Broadband Fund Grants -MF Highland	\$ 11,636.84	\$ 11,636.84	\$ -	Complete	YES	2/22/2022
4	GIS Digitized Stormwater System And Outfall Map	\$ 103,060.00	\$ 103,060.00	\$ -	Complete	YES	11/21/2022
5	EMS Budget Fund Balance Adjustment (Worker	\$ 280,000.00	\$ 280,000.00	\$ -	Complete	YES	8/15/2022
6	Whole Body Scanner for Jail	\$ 135,000.00	\$ 135,000.00	\$ -	Complete	YES	12/20/2021
7	County Paving Projects	\$ 766,991.63	\$ 766,991.63	\$ -	Complete	YES	8/15/2022
11	Senior Center Kitchen Improvements	\$ 667,365.84	\$ 667,365.84	\$ -	Complete	YES	5/16/2022
12	A/V Technology for Room 118A	\$ 15,182.53	\$ 15,182.53	\$ -	Complete	YES	5/16/2022
18	Family Justice Center -Building Purchase	\$ 175,000.00	\$ 175,000.00	\$ -	Complete	YES	8/15/2022
19	EMS Stretchers (12)	\$ 398,409.00	\$ 398,409.00	\$ -	Complete	YES	11/21/2022
21	Oak Ridge Fire Dept. Training Center	\$ 273,500.00	\$ 273,500.00	\$ -	Complete	YES	8/15/2022
22	Other County Capital Outlay Requests (e.g., \$10k Judges)	\$ 9,334.76	\$ 9,334.76	\$ -	Complete	YES	8/15/2022
23	Repair Chimes	\$ 18,635.00	\$ 18,635.00	\$ -	Complete	YES	1/17/2023
24	A/V Technology for Room 312	\$ 13,994.24	\$ 13,994.24	\$ -	Complete	YES	3/20/2023
26	EMS Budget Fund Balance Adjustment (FY24)	\$ 516,000.00	\$ 516,000.00	\$ -	Complete	YES	6/19/2023
30	Claxton Area Repeater	\$ 13,475.23	\$ 13,475.23	\$ -	Complete	YES	8/21/2023
3	TN Emergency Broadband Fund Grants -MF Comcast	\$ 250,000.00	\$ -	\$ 250,000.00	In Progress	NO	2/22/2022
7.1	County Paving Projects - New Eligibility	\$ 1,485,844.01	\$ 1,364,891.58	\$ 120,952.43	In Progress	NO	8/15/2022
8	County-wide Assessment for Water & Sewer Planning	\$ 92,000.00	\$ 50,715.50	\$ 41,284.50	In Progress	YES	3/10/2022
9	Claxton Sewerline Study	\$ 30,000.00	\$ 22,500.00	\$ 7,500.00	In Progress	YES	8/15/2022
10	Witness Room/Archives Relocation	\$ 1,019,170.85	\$ 736,017.85	\$ 283,153.00	In Progress	YES	8/15/2022
13	IT Infrastructure Needs (e.g., Multi-Factor Authentication)	\$ 150,000.00	\$ 64,089.24	\$ 85,910.76	In Progress	YES	8/15/2022
14	EMS Ambulances for 2 years	\$ 1,357,726.00	\$ 500,511.66	\$ 857,214.34	In Progress	NO	8/15/2022
15	Other Vehicles on Capital Requests	\$ 225,000.00	\$ 145,948.00	\$ 79,052.00	In Progress	YES	8/15/2022
16	Sheriff's Vehicles for 2 Years	\$ 900,000.00	\$ 632,405.30	\$ 267,594.70	In Progress	YES	8/15/2022
20	CDBG Waterline Project (Buchanan Ln, Judson Rd, Savage Garden)	\$ 450,000.00	\$ -	\$ 450,000.00	In Progress	YES	8/15/2022
25	Jail Medical Services	\$ 250,000.00	\$ 17,088.60	\$ 232,911.40	In Progress	YES	5/15/2023
27	TDEC ARP Water Infrastructure Investment Plan (WIIP)	\$ 379,514.92	\$ -	\$ 379,514.92	In Progress	YES	6/19/2023
28	Fire Department/Rescue Squad Equipment	\$ 550,000.00	\$ 547,389.89	\$ 2,610.11	In Progress	YES	8/21/2023
32	County-wide Emergency Communications System	\$ 1,250,000.00	\$ -	\$ 1,250,000.00	In Progress	NO	12/18/2023
17	Digital Poll Books -Election Office	\$ 100,000.00	\$ -	\$ 100,000.00	Pending	YES	8/15/2022
29	EMS AED's	\$ 275,318.46	\$ -	\$ 275,318.46	Pending	YES	8/21/2023
31	Dental Clinic Redesign/Relocation/Bldg Improvements	\$ 500,000.00	\$ -	\$ 500,000.00	Pending	YES	9/18/2023
		\$ 13,361,999.77	\$ 8,178,983.15	\$ 5,183,016.62			

DRAFT 2023-2024 Grant Inventory for Anderson County Government

County Contract#	Account Codes (101 unless specified)	Department	Description	Amount of Grant	Amnt of matching funds	Grant begin date	Grant end Date	Fed thru State	State	Grantor	Indirect Cost Recovery
23-0094	53600-VOCA	District Attorney's Office	Victim's Coordinator Grant (VOCA)	\$ 130,000	\$ -	7/1/2023	6/30/2024	\$ 130,000		OCJP/VOCA	
22-0091	53500-SAFEB	Juvenile Court	Safe Baby Court Grant	\$ 250,000	\$ -	7/1/2022	6/30/2023		\$ 100,000	TDMHSAS/ DCS	
23-0117	53330	Anderson County Drug Court	TN Certified Recovery Court (TCRCP)	\$ 100,000	\$ -	7/1/2023	6/30/2024		\$ 100,000	TDMHSAS	\$ 8,260
23-0030	53600-499-TCAD	Mayor's Office/Office on Aging	TCAD - Senior Center Maintenance	\$ 8,000	\$ -	7/1/2022	9/30/2023		\$ 8,000	TCAD	
							06/30/2023 OOA 09/30/2023				
23-0015	101-56300	Mayor's Office/Office on Aging	COVID: ETHRA/CARES Act -Office on Aging	\$ 126,904	\$ -	7/1/2022	V5	\$ 111,823	\$ 15,081	ETHRA/ TCAD	
21-0058	91170-791-CDBG1	Mayor's Office	CDBG Waterlines	\$ 523,207	\$ 107,163	10/15/2020	10/14/2024	\$ 523,207	-	TDEC/CDBG	
	53600-FJC	District Attorney's Office	Family Justice Center	\$ 200,000		7/1/2023	6/30/2024	\$ 200,000	-	OCJP/VOCA	\$ 3,685
21-0090	54410-499-	Emergency Management	Homeland Security Grant 2020	\$ 25,000	\$ -	9/1/2020	4/30/2023	\$ 25,000		TEMA/DHS	
24-0031-A1	55190-3000	Health Department	Reimburse County for Contract employees Salaries, Benefits, Travel	\$ 605,600	\$ -	7/1/2023	6/30/2024	\$ 160,894	\$ 444,706	TDH/ MULTIPLE	
23-0130	116-55739	Mayors Office/Solid Waste	Litter Grant (Pick-Up & Prevention Education)	\$ 52,100	\$ -	7/1/2023	6/30/2024		\$ 52,100	TDOT	
	101-54110	Sheriff's Department	Governor's Highway Safety Grant	\$ 22,000	\$ -	10/1/2023	9/30/2024	\$ 22,000	-	TDSHS/ NHSTA	
23-0079	54110-VCIF1	Sheriff's Department	Violent Crime Intervention Grant	\$ 210,000	\$ -	3/15/2023	6/30/2024		\$ 210,000	OCJP	
23-0061	101-54410	Emergency Management	EMA ARPA	\$ 50,000		10/1/2020	9/30/2023	\$ 50,000		TEMA	
23-0050	128-58110-ARPA	Tourism	Tourism ARPA	\$ 163,357		12/1/2021	11/30/2026	\$ 163,357		TDTD	
23-0083	51900-799-NWDSP	Mayors Office	TDOT Oliver Springs 1 of 2	\$ 942,020	\$ 216,580				\$ 942,020	TDOT	
23-0084	51900-799-NWDSP	Mayors Office	TDOT Oliver Springs 2 of 2	\$ 711,396	\$ 177,849			\$ 711,396		TDOT	
23-0088	55110-707-SPNMG	Health Department	Health Department Renovation	\$ 349,000	\$ 116,400	1/13/2023	6/30/2026		\$ 349,000	TDH	
20-0089		Mayors Office	TDOT Old State Circle Bridge	\$ 950,900				\$ 950,900		TDOT	
20-0093	54230-EBP1	Sheriff's Department	Evidenced Based Programming (EBP)	\$ 295,707		5/15/2023	6/30/2025		\$ 295,707	OCJP	
24-0033	128-58110	Tourism	Tourism Marketing Grant	\$ 30,000	\$ 30,000	7/1/2023	6/30/2024		\$ 30,000	TDTD	
23-0108	55110-707-AWN	Health Department	Immunization Funding	\$ 227,000		7/1/2023	6/30/2024	\$ 227,000		TDH	
23-0097	54410-499-EMPG	Emergency Management	Emergency Management EMPG 2024	\$ 37,080		10/1/2021	9/30/2023	\$ 37,080		TEMA	
24-0002	54110-VCIF2	Sheriff's Department	VCiF Collaborative	\$ 1,885,000		8/1/2023	6/30/2025		\$ 1,885,000	OCJP	\$ 16,900
23-0116	171-91401-TDEC1	Mayors Office/ACWA	Water Infrastructure Investment Plan (WIIP)	\$ 3,795,149	\$ 379,515	3/3/2021	9/30/2026	\$ 3,795,149	\$ -	TDEC	
23-0114	54410-499-DHS	Emergency Management	Homeland Security Grant 2023	\$ 28,250	\$ -	9/1/2022	4/30/2025	\$ 28,250		TEMA/DHS	
23-0124	53310-DVCC	Sessions Judges	STOP, DV Court	\$ 201,000		7/1/2023	6/30/2026	\$ 201,000		OCJP	
24-0001	55120-399-ANML1	Mayors Office	Animal Friendly - Spay/Neuter	\$ 1,200		7/3/2023	5/31/2024		\$ 1,200	TDA	
24-0028	54110-170	Sheriff's Department	SRO Grant	\$ 1,275,000		7/1/2023	6/30/2024		\$ 1,275,000	TDHS	
24-0023	101-56300	Mayor's Office/Office on Aging	Office on Aging and Senior Center	\$ 66,741		7/1/2023	6/30/2024	\$ 52,015		ETHRA/ETAAAD	
	54210-SMHT4	Sheriff's Department	Mental Health Transport	\$ 227,743	\$ -	7/1/2023	6/30/2024		\$ 227,743	OCJP	
	53310-399-AEM1	Mayor's Office/Gen Sessions	Alternate Electronic Monitoring	\$ 13,430	\$ 13,430	10/1/2023	6/30/2024		\$ 13,430	OCJP	
24-0061	128-58110-ENGR	Tourism	Tourism Enhancement Grant	\$ 100,000	\$ 30,000	7/1/2023	6/30/2025	\$ -	\$ 70,000	TDTD	
24-0064	55160-2001	Health Department	Safety Net Grant for Dental Extractions Adults	\$ 4,000,000		7/1/2023	6/30/2024		\$ 4,000,000	TDH	
	53200-CSEC1	Circuit/Criminal Court	Court Security Grant 2023	\$ 77,500	\$ -	12/6/2023	6/7/2024		\$ 77,500	TNAoC	
24-0071	No Budget Currently	Mayors Office	CDBG Food Insecurity	\$ 194,000	\$ -	12/15/2023	3/31/2026	\$ 194,000		CDBG	
										Total	
						Current Year Grants		\$ 7,583,072	\$10,111,213	\$ 17,694,285	\$ 28,845
						Prior Year Grants		\$ 3,659,654	\$ 6,369,217	\$ 10,028,871	

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

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

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☐

0083138

DEPARTMENT:

FROM:

Human Resources & Risk Mgmt.Kim Jeffers-Whitaker, Director2/5/2024

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
101-51310-307	Communication	\$ 30.00
101-51310-348	Postage Charges	\$ 320.00
101-51310-320	Dues & Memberships	\$ 50.00
	TOTAL	\$ 400.00

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	
101-51310-499	Other Supplies & Materials	\$ 400.00
	TOTAL	\$ 400.00

400.00

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

Detailed Justification / Explanation :

Due to an unexpected increase of mobile device, additional funds are needed to cover the cost - reoccurring.

Due to an increase in medical leave, benefit submission via overnight mail and mailout of 1095-C's, additional postage is needed to cover required communication - reoccurring.

To maintain HR requirements of L&D and processing of forms, a transfer of funds is being requested to cover additional membership of notary - not reoccurring.

A transfer of funds from 499 is being requested to cover the additional charges - the budgetd charges for this FY were submitted and paid from 435 code.

This request for transfer does have an impact on future budgets of \$350.

①

Please attach additional sheet if more information is needed

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

TYPE OF AMENDMENT

TRANSFER: X

APPROPRIATION:

0083139

DEPARTMENT:

FROM:

Finance

Robby Holbrook

DECREASE	CODE DESCRIPTION	AMOUNT
101-52100-414	Finance - Duplicating Supplies	\$ 500.00
	Total	\$ 500.00
INCREASE	CODE DESCRIPTION	
101-52100-349	Finance - Printing, Stationery, Forms	\$ 500.00
	TOTAL	\$ 500.00

1,200

Motion

☐

To Approve

☐

To Refer

☐

With

☐

W/O

Seconded

Motion

Detailed Justification / Explanation :

Increased cost for the purchase of W-2's and 1099's. Less employees have opted in to receive W-2's online which causes a need for more forms and envelopes.

Impact on 24/25 Budget - No

2

Page ____ of ____

TYPE OF AMENDMENT

2/5/24

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: X

APPROPRIATION:

0083141

DEPARTMENT:

FROM:

Conservation

Ben Taylor

DECREASE	CODE DESCRIPTION	AMOUNT
101-51240-455	Conservation Commission - Wood Products	\$ 750.00
	Total	\$ 750.00
INCREASE	CODE DESCRIPTION	
101-51240-451	Conservation Commission - Uniforms	\$ 750.00
	TOTAL	\$ 750.00

1,250

Motion

☐

To Approve

☐

To Refer

☐

With

☐

W/O

Seconded

Motion

Detailed Justification / Explanation :

Transfer is needed to purchase new boots for Parks employees.

Impact on 24/25 Budget - No

4

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

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

TYPE OF AMENDMENT

TRANSFER: ☒

APPROPRIATION: ☐

0083142

DEPARTMENT:

FROM:

Sheriff's Department

Zach Allen/ Russell Barker

1/3/2024

Increase		CODE DESCRIPTION						AMOUNT
101-54260-711		Furniture and Fixtures (commissary)						\$400.00
						TOTAL		\$400.00

Decrease		CODE DESCRIPTION						
101-54260-599		Other Charges (commissary)						\$400.00
						TOTAL		\$400.00

5,000

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

Detailed Justification / Explanation :

To purchase mattresses for inmates

Please attach additional sheet if more information is needed

6

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: ☐

0083143

DEPARTMENT:

FROM:

Sheriff's Department

Zach Allen/ Russell Barker

12/15/2023

Increase			CODE DESCRIPTION					AMOUNT
101-54210-359			Disposal Fees					\$2,200.00
TOTAL								\$2,200.00

Decrease			CODE DESCRIPTION					
101-54210-422			Food Supplies					\$2,200.00
TOTAL								\$2,200.00

5,000

<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 :

To cover increase in disposal fees.

Please attach additional sheet if more information is needed

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: ☐

0083144

DEPARTMENT:

FROM: Jeff Cole

County Clerk _____

2/1/2024 _____

Decrease	CODE DESCRIPTION	AMOUNT
101-52500-351	County Clerk-Rentals	\$ 2,000.00
	TOTAL	\$ 2,000.00

2000

Increase	CODE DESCRIPTION	
101-52500-335	County Clerk- Maint and Repair	\$ 2,000.00
	TOTAL	\$ 2,000.00

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

Detailed Justification / Explanation :

Finishing up details at new Norris location.

Impact on 23/24 budget

One Time Increase

8

Please attach additional sheet if more information is needed

TYPE OF AMENDMENT

TRANSFER:



APPROPRIATION:

DEPARTMENT:

FROM:

0083145

Trustee

DATE

1-24-24

INCREASE / <u>DECREASE</u>	CODE DESCRIPTION	AMOUNT
Furniture + Fixtures	101-52400-711	524.00
		\$ 524.00

[illegible]

Detailed Justification / Explanation :

317-Data Processing Services - Comptroller yearly bill.
332-Legal Services - Aid in paper for property taxes.

~~Please attach additional sheet if more information is needed~~

9

☒

0083146

DATE 1-24-24

[illegible]

To pay for improvements to New Norris Location.

10

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

0083147

TRANSFER: X

APPROPRIATION:

DEPARTMENT:

FROM:

Finance

Robby Holbrook

DECREASE	CODE DESCRIPTION	AMOUNT
101-51900-399	Other General Administration - Other Contracted Services	\$ 330.00
	Total	\$ 330.00
INCREASE	CODE DESCRIPTION	
101-51900-301	Other General Administration - Accounting Services	\$ 330.00
	TOTAL	\$ 330.00

23,964

Motion

☐

To Approve

☐

To Refer

☐

With

☐

W/O

Seconded

Motion

Detailed Justification / Explanation :

OPEB Actuarial Valuation for GASB 75 reporting completed by CBIZ increased \$330.

I had budgeted \$5,500 and the invoice was for \$5,830.

Impact on 24/25 Budget - No

11

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: ☐

1/11/2024

DEPARTMENT:

FROM:

0083148

Gen Ses Judge/FINANCE

Melissa Miller/Randy Walters

Increase	CODE DESCRIPTION	AMOUNT
101-53310-524-DVCC	Gen Ses Judge - Training- DV Court Coordinator	\$ 1,000.00
TOTAL		\$ 1,000.00

Decrease	CODE DESCRIPTION	AMOUNT
101-53310-355-DVCC	Gen Ses Judge - Travel - DV Court Coordinator	\$ 1,000.00
TOTAL		\$ 1,000.00

Motion

☐ To Approve

☐ To Refer

☐ With

☐ W/O

Seconded

Motion

Detailed Justification / Explanation :

This transfer is to pay for the cost of a trainer to assist the grant program.

Impact on 24/25 budget -

None

Please attach additional sheet if more information is needed

2

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: **X**

APPROPRIATION:

0083149

DEPARTMENT: Maintenance

FROM: Bobby Crawford

DATE: 2/2/2024

INCREASE	DECREASE X	CODE DESCRIPTION	AMOUNT
141-72610-720		Plant Equipment	\$30,000.00
Total			\$ 30,000.00

30,000

INCREASE X	DECREASE	CODE DESCRIPTION	AMOUNT
141-72610-499		Other Supplies	\$ 30,000.00
Total			\$ 30,000.00

Motion

To Approve

To Refer

With

W/O

Seconded

Motion

Detailed Justification / Explanation To transfer funds to cover materials and supplies needed for the
Maintenance Department

13

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: ~~X~~

0083150

DEPARTMENT: School Nutrition 143 Fund

FROM: Margaret Burrell

DATE: 1/24/2024

INCREASE	xx		AMOUNT
143	44110	Food Service Interest Earned	\$ 75,000.00
			\$ -
			\$ -
			\$ -
Total			\$ 75,000.00

A

Decrease	xx	CODE DESCRIPTION	AMOUNT
143	43521	Food Service Lunch Payments - Children	\$ 50,000.00
143	47114	Food Service SCA - USDA Other	\$ 25,000.00
			\$ -
			\$ -
Total			\$ 75,000.00

B

C

Motion _____

To Approve

To Refer

With W/O

Seconded Motion _____

Detailed Justification / Explanation : _____

A. Increase due to interest earned on investment account. We were unsure of estimated returns at the creation of the budget.

B. Projected decrease due to start of mid-year CEP at ACHS and NES

C. Supply Chain Assistance revenue will be more than anticipated and we will appropriate when it is received.

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 AMENDMENTTRANSFER: ☒ *Major Line Item*APPROPRIATION: ☐**0083151**DEPARTMENT: Fiscal ServicesFROM: Julie Minton

DATE: 1/31/2024

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72310-506		Liability Insurance	\$ 68,000.00
141-72410-213		Payments to Retirees	\$ 11,800.00
Total			\$ 79,800.00

INCREASE <input type="checkbox"/>	DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72310-210		Unemployment Compensation Insurance	\$ 3,310.00
141-72310-513		Worker's Compensation Insurance	\$ 38,706.00
141-72710-315		Contracts with Vehicle Owners	\$ 37,784.00
Total			\$ 79,800.00

Motion _____

☐ To Approve☐ To Refer☐ With☐ W/O

Seconded

Motion _____

Detailed Justification / Explanation : To transfer funds for longevity bonus to deceased employee's estate
and unanticipated increase in liability insurance costs.

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: xxxx Payroll APPROPRIATION: 0083152
DEPARTMENT: School Nutrition 143 Fund FROM: Margaret Burrell

DATE: 1/24/2024

INCREASE	xx		AMOUNT	
143	73100 119	Food Service Accountant/Bookkeepers	\$ 73,000.00	A
143	73100 201	Food Service Social Security	\$ 8,000.00	B
143	73100 204	Food Service State Retirement	\$ 6,000.00	C
143	73100 207	Food Service Medical Insurance	\$ 20,000.00	D
143	73100 422	Food Service Food Supplies	\$ 100,000.00	E
Total			\$ 207,000.00	

Decrease	xx	CODE DESCRIPTION	AMOUNT	
143	73100 105	Food Service Supervisor/Director	\$ 73,000.00	155,371 F
143	73100 710	Food Service Food Service Equipment	\$ 134,000.00	402,420 G
Total			\$ 207,000.00	

Motion _____

To Approve _____

To Refer _____

With _____ W/O _____

Seconded _____

Motion _____

Detailed Justification / E

- A. Increase to correct additional supervisor salary which was budgeted to a different code.
- B. Increase due to projections for the year exceed the original amount budgeted
- C. Increase due to projections for the year exceed the original amount budgeted
- D. Increase due to not budgeting enough for the rise in costs and employees opting for insurance
- E. Increase due to rising food costs
- F. Decrease to correct additional supervisor salary which was budgeted to a different code.
- G. Decrease based on the projected equipment needs for the remainder of the school year.

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: Gary Long

0083153

131- ACHD

DATE 1/30/2024

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
62000-408	Concrete	\$ 2,000.00
62000-409	Rock	\$ 150,000.00
62000-451	Uniform	\$ 2,000.00
63100-336	Maintenance & Equip Repair	\$ 50,000.00
63100-418	Machinery & Equipment	\$ 50,000.00
		\$ 254,000.00

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	
34550	Restricted for Hwy	\$ 254,000.00
Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		\$ 254,000.00

25

Detailed Justification / Explanation:

Needed to continue ACHD operating expenses

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

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 Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

DEPARTMENT: _____

FROM: Gary Long

0083154

DATE 1/22/2024

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
131- 62000-399	Other Contracted services	\$ 6,700.00
	Guard Rail	
		\$ 6,700.00

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	\$ 6,700.00
131-49700	Insurance Recovery	
	Guard rail	

Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded _____		
Motion		\$ 6,700.00

Detailed Justification / Explanation :

Insurance recovery for guard rail destroyed. Replacement

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

18

**Misc Receipt - 25765 - 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:	1/8/2024
Period:	January 2024
Transaction Type:	Misc Receipt
Number:	25765
Description:	Nationwide
Bank Account:	
Check Type:	
Reference:	
Debit Amount:	\$6,700.00
Credit Amount:	\$6,700.00

18

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:

0083155

County Clerk

Jeff Cole

2/1/2024

Increase	CODE DESCRIPTION	AMOUNT
101-43383	Additional Fees-Title and Registration	\$ 4,200.00
	TOTAL	\$ 4,200.00

Increase	CODE DESCRIPTION	
101-52500-709	Data Processing Equipment	\$ 2,200.00
101-52500-349	Printing, Stationery, Forms	\$ 1,000.00
101-52500-335	Main. And Repair	\$ 1,000.00
	TOTAL	\$ 4,200.00

Motion

☐

To Approve

☐

To Refer

☐

With

☐

W/O

Seconded

Motion

Detailed Justification:

Finishing up details at Norris location.

Paper Supplies for all offices.

Impact on 23/24 Budget

One Time Increase

Please attach additional sheet if more information is needed

19

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

0083156

DEPARTMENT:

FROM:

Sheriff's Department

Zach Allen/Sheriff Barker

INCREASE	CODE DESCRIPTION	AMOUNT
101-47250-DFEU	Law Enforcement Grants - Detention Facility Equipment Upgrades	\$ 1,470.18
	Total	\$ 1,470.18
INCREASE	CODE DESCRIPTION	
101-54210-499-DFEU	Law Enforcement Grants - Detention Facility Equipment Upgrades	\$ 1,470.18
	Other Supplies & Materials	
	TOTAL	\$ 1,470.18
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 linens at ACDF per grant guidelines

Impact on 24/25 Budget - No

20

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

0083157

DEPARTMENT:

FROM:

Sheriff's Department

Zach Allen/Russell Barker

INCREASE	CODE DESCRIPTION	AMOUNT
101-47250-DFEU	Law Enforcement Grants - Detention Facility Equipment Upgrades	\$ 1,470.18
	Total	\$ 1,470.18
INCREASE	CODE DESCRIPTION	
101-54210-499-DFEU	Law Enforcement Grants - Other Supplies	\$ 1,470.18
	Detention Facility Equipment Upgrades	
	TOTAL	\$ 1,470.18

Motion

☐

To Approve

☐

To Refer

☐

With

☐

W/O

Seconded

Motion

Detailed Justification / Explanation :

Remaining funds available from last years Dentention Facility Equipment Ugrades Grant to be spent on linens

per the grant guidelines.

Impact on 24/25 Budget - NO

213

Page ____ of ____

TYPE OF AMENDMENT

0083158

FROM:

Kenny Sharp/Russell Barker

1/31/2024

Please attach additional sheet if more information is needed

22

Template Name: Anderson Account Analysis
Created By: LGC

Anderson County
Account Analysis
July 2023 - February 2024

User:
Date/Time:

rholbrook
2/2/2024 10:51 AM
Page 1 of 1

Fund: 101 General Government

Account Number : 101. -49700

Insurance Recovery								
Date	Trans #	Reference #	Type	Transaction Description	Budget	Ledger Amt	Encumbrance	Balance
07/27/2023	23164		MR	Tennessee Risk Management Trust		(1,950.17)		(1,950.17)
08/10/2023	82994	82994	BG	APPROPRIATION	1,950.17			
11/07/2023	24811		MR	Tennessee Risk Management Trust		(660.00)		(660.00)
12/08/2023	25245		MR	HR		(2,495.00)		(3,155.00)
12/08/2023	25245		MR	HR		(1,856.77)		(5,011.77)
12/22/2023	25572		MCR	Human Resources		(3,481.40)		(8,493.17)
01/04/2024	83118	83118	BG	APPROPRIATION	1,856.77			(6,636.40)
01/29/2024	83118	83118	BG	Void BA 83118	(1,856.77)			(8,493.17)
01/31/2024	83118	83118	BG	APPROPRIATION	1,856.77			(6,636.40)
Account Total: 101. -49700					3,806.94	(10,443.34)		(6,636.40)
Fund Totals:			101		3,806.94	(10,443.34)		(6,636.40)

22

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: ☒

0083159

DEPARTMENT:

FROM:

Sheriff's Department

Kenny Sharp/Russell Barker

2/1/2024

Increase		CODE DESCRIPTION						AMOUNT
101-54490-148		Other Emergency Management Dispatchers						\$11,200.00
101-54490-201		Other Emergency Management Social Security						\$694.40
101-54490-204		Other Emergency Management State Retirement						\$528.00
101-54490-212		Other Emergency Management Employer Medicare						\$162.40
		TOTAL						\$12,584.80

<i>Increase</i>		CODE DESCRIPTION						
101-48130		Contributions						\$12,584.80
		TOTAL						\$12,584.80
Motion								
<input type="checkbox"/> To Approve								
<input type="checkbox"/> To Refer								
<input type="checkbox"/> With <input type="checkbox"/> W/O								
Seconded								
Motion								

Detailed Justification / Explanation :

This money was a contribution from Emergency Communications District to cover training supplement and fringe benefits for dispatchers.

FEB 2 2 47 PM 2024 FINANCE

23

Please attach additional sheet if more information is needed

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Misc Receipt - 25495 - 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:12/19/2023

Period:December 2023

Transaction Type:Misc Receipt

Number:25495

Description:Emergency Communication District of Anderson Count

Bank Account:

Check Type:

Reference:

Debit Amount:\$12,584.80

Credit Amount:\$12,584.80

23

Page ____ of ____

TYPE OF AMENDMENT

Payroll

APPROPRIATION:

FROM:

0083161

Steve Owens/ Russell Barker

12/15/2023

Decrease			CODE DESCRIPTION					
101-54110-187-9007			THSO Overtime Pay					\$1,800.00
			TOTAL					\$1,800.00

☐ To Approve

☐ To Refer

☐ With

☐ W/O

Motion

COPY

To purchase hand held radars.

I put all the grant funds in overtime code 187 in August, not aware that these funds could be used to purchase hard held rods.

Please attach additional sheet if more information is needed

25

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

0083162

DEPARTMENT:

FROM:

Conservation

Ben Taylor

DECREASE	CODE DESCRIPTION	AMOUNT
101-34610-PARKS	Committed For General Government - Parks & Recreation	\$ 4,000.00
	Total	\$ 4,000.00
INCREASE	CODE DESCRIPTION	
101-51240-790	Conservation Commission - Other Equipment	\$ 4,000.00
	TOTAL	\$ 4,000.00

57,291

Motion ☐ To Approve

☐ To Refer

☐ With ☐ W/O

Seconded _____

Motion _____

Detailed Justification / Explanation :

Purchase a new gate for the entrance of Anderson County Park up to \$4,000.

See attached minutes from the Conservation Board on January 2nd.

Impact on 24/25 Budget - No

20

Discussion held on the Policy & Application process for events held at Anderson County parks, with updates to the language in presented policy.

Motion by Lewis Ridenour, seconded by Scott Burton, to accept these updates to the Park's Policy & Application process for events.

Motion carried unanimously.

5th Item of Business:

Discussion held on the construction of an entrance gate into the Park by Ben Taylor.

Motion by Scott Burton, seconded by Lewis Ridenour, to request a budget amendment be presented to the Budget Committee moving funds not to exceed \$4,000 from the Parks Reserve Fund to complete the project.

Motion carried unanimously.

6th Item of Business:

Discussion held on the construction of a fence around the newly created basketball court.

Board requests Ben Taylor to obtain additional quotes for the project.

Item deferred to next meeting.

Meeting Adjourned

Next meeting scheduled for February 5th, 2024.

ANDERSON COUNTY CONSERVATION BOARD MINUTES

January 2nd, 2024

Members Present:

Chairman Josh Anderson, Scott Burton, Lewis Ridenour, Tony Powers

Others Present:

Ben Taylor – Parks Director, Commissioner Tracy Wandell, Commissioner Denise Palmer, Andrew Stone – Secretary

Members Absent:

John Croes

Chairman Anderson called the Conservation Board meeting to order at 5:00pm on January 2nd, 2024.

1st Item of Business:

Motion by Lewis Ridenour, seconded by Scott Burton, to amend prior meeting Minutes from October 2nd, 2023 meeting. Item 4 previously stated a motion was made for the Mayor to review the long-term viability and cost of maintenance of the Claxton playground structure. Amended Item 4 to state a discussion was held on current status of Claxton Playground and its oversight in regards to long-term viability and cost of maintenance by the Conservation Board and Park Director, with the item deferred to next meeting.

Motion carried unanimously.

2nd Item of Business:

Discussion held on current status of Claxton Playground and its maintenance oversight by the Conservation Board and Park Director.

Motion by Lewis Ridenour, seconded by Scott Burton, that effective December 1st, 2025, the Conservation Board and Park Director will no longer maintain nor be responsible for the playground structure and wooden pavilion, with a request for the Law Director to prepare a statement regarding the Conservation Board and Park Director having no role in the removal of these structures.

Motion carried unanimously.

Additional motion made by Lewis Ridenour, seconded by Tony Powers, requesting the Mayor pursue and communicate with TVA for a proposed timeline on the removal/decommission of the Claxton Bull Run site and potential new locations for a new playground structure.

Motion carried unanimously.

3rd Item of Business

Discussion held on the shoreline erosion at Anderson County Park, including the erosion on the County road leading into the Park.

Motion by Scott Burton, seconded by Tony Powers, requesting that Highway Superintendent Gary Long obtain a quote for repairing the erosion issue on the road leading into the Park, and to present to the Budget Committee requesting funds for the project with the understanding of potential reimbursement from TVA.

Motion carried unanimously.

4th Item of Business:

26

Wireless Keypad
KPW250
KPW5



KPW250

KPW5

**The Best
Wireless Keypads.
Period.**

Sleek, wireless design. Simple installation. Reliable performance. Built to deliver unbeatable operation in tough environments, LiftMaster®'s **KPW250** and **KPW5** are the ideal wireless security keypads for programming to one LiftMaster Gate Operator or Commercial Door Operator.

LiftMaster

26

KPW250 and KPW5: Unrivalled Advantages for Easy Access

Universal Features:



KPW250

KPW5

Constant Pressure Override provides a simple, keypad-based method to manually operate a gate securely and safely until a service technician arrives*

Easy wireless installation saves time and the cost of running wires

Security+ 2.0® Technology virtually eliminates interference and offers extended range when the keypad is used to communicate with LiftMaster® Gate and Commercial Door Operators

Fully sealed electronics meet NEMA 4X water protection requirements and withstand tough outdoor environments

9V lithium battery provides extended life in harsh temperatures

10 unique temporary PINs can be set for 1-9 uses each

Easy single PIN removal while maintaining full access for other users

Ideal for solar or remote location applications

KPW250 UNIQUE FEATURES

- Programs to all LiftMaster Gate and Commercial Door Operators
 - LiftMaster Security+ 2.0
 - Security+® 315 MHz and 390 MHz
 - Linear® Multi-Code® 300 MHz
- Provides constant pressure override to open or close the gate when needed*
- Enables flexible setup for multiple users with 250 permanent PINs and 10 unique temporary PINs
- Withstands harsh environments with a zinc-alloy metal front cover

KPW5 UNIQUE FEATURES

- 5 permanent PINs and 10 unique temporary PINs make it ideal for residential gates
- Provides constant pressure override to open or close the gate when needed*
- Compatible with LiftMaster Security+ 2.0
- High-impact polycarbonate front cover is perfect for residential gate access

*Only available when paired with LiftMaster UL 325 Listed Gate Operators with burgundy control boards

ADDITIONAL APPLICATIONS

Use alone or with Universal Receiver (850LM/860LM)
for expanded functionality



Commercial Door Operators



Community Pool Gates
Requires Universal Receiver



Entrances with Electronic Locks
Requires Universal Receiver



Small, Gated Cul-de-Sacs



Backup Access at Gate House

ADD TO YOUR SYSTEM



Gooseneck Pedestal (PED42)

42 in. pad-mount pedestal,
2 x 2 in. square pipe with a
black powder-coated finish,
11-gauge steel.



Gooseneck Pedestal (PED64)

64 in. in-ground mount
pedestal, 2 x 2 in. square
pipe with a black powder-
coated finish, 11-gauge steel.





Universal Receiver (850LM/860LM)

Security+ 2.0® Technology
virtually eliminates radio
interference. 3 channels
for expanded capacity
can store up to 90 remote
controls. Compatible with
most gate and commercial
door operators. 860LM has
weather-tight enclosure.

Wireless Keypad

KPW250

KPW5

		
FEATURE	KPW250	KPW5
Code and Radio Frequency	<ul style="list-style-type: none"> • LiftMaster® Security+ 2.0® (default) – Delivered on tri-band 310/315/390 MHz • LiftMaster Security+® 315 MHz • LiftMaster Security+ 390 MHz • Linear® Multi-Code® 300 MHz 	<ul style="list-style-type: none"> • LiftMaster Security+ 2.0 – Delivered on tri-band 310/315/390 MHz
PIN Capacity	<ul style="list-style-type: none"> • Up to 250 permanent 4-digit PINs • Up to 10 unique temporary PINs 	<ul style="list-style-type: none"> • Up to 5 permanent 4-digit PINs • Up to 10 unique temporary PINs
Power	9V lithium battery with battery life up to 5 years (based on 25 activations per day)	
Operating Temperature	-4°F to 140°F (-20°C to 60°C)	
Storage and Shipping Temperature Range	-40°F to 140°F (-40°C to 60°C)	
Operating Humidity	5% to 95% (non-condensing)	
Weatherization	Electronics meet NEMA 4X water protection requirements; housings meet or exceed NEMA 3R	
Enclosure	Zinc-alloy metal front cover; high-impact polycarbonate back housing	High-impact polycarbonate front cover and back housing
Lockable Housing	Restricts access to the reset button	
Memory	Non-volatile (codes are saved when battery is replaced)	
Mounting	Compatible for surface mount or standard pedestal mount (4 x 4 in.)	
Operating Range	Up to 500 ft. (open field)	
Dimensions	4.3" W x 6" H x 1.75" D	
Shipping Weight	1.2 lbs.	0.73 lbs.
Warranty	1 Year limited	



Learn more at LiftMaster.com/AccessControl
 Sales Support: 800.282.6225
 Technical Support Center: 800.528.2806
LiftMasterDealer.CustHelp.com/App/Ask

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260

Robby Holbrook

From: Andrew Stone
Sent: Friday, January 26, 2024 12:42 PM
To: Robby Holbrook
Subject: FW: Parks Budget Amendment

From Ben:

The gate will open and close automatically at certain times and will also have a pin pad for long term campers to use for entry during the winters months. Currently we have an old cattle gate that is difficult for campers to open and close. We are now open year round for long term camping but not short term.

From: Robby Holbrook
Sent: Friday, January 26, 2024 9:23 AM
To: Andrew Stone <astone@andersoncountyttn.gov>
Subject: RE: Parks Budget Amendment

Drew,

Can you get a few details on how gate will work with traffic in and out of park? Or the intent of the gate. I will get asked.



Robert J. Holbrook
Anderson County Finance Director
100 N Main St, Suite 212
Clinton, TN 37716
P: 865-264-6311 F: 865-264-6254

From: Andrew Stone <astone@andersoncountyttn.gov>
Sent: Friday, January 26, 2024 9:07 AM
To: Robby Holbrook <rholbrook@andersoncountyttn.gov>
Subject: Parks Budget Amendment

Can you help me get a budget amendment ready for this coming month for Parks. They want \$4,000 to be moved from the 101-34610-PARKS to code 101-51240-499. This is for a new gate at the park's entrance.

Supporting documentation:

- Minutes from prior meeting. 5th Item of Business
- Quote from All Security
- Lift Master gate information

Anderson County OPEB

RECEIVED ACCOUNTING

6801 Brecksville Rd, Door N
Independence, OH 44131
Ph:216.447.9000 F: 216.447.9007
www.cbiz.com/retirement

BILL TO CLIENT ID: 10006487

SEP 18 2023

Anderson County, Tennessee
Robert J. Holbrook
100 N. Main Street
Suite 212
Clinton, TN 37716

APPROVED FOR PAYMENT _____

Date Invoiced	Invoice #	Due Date
09-12-2023	10150064	10-12-2023

For the Billing Period ended August 2023

Description	Amount
-------------	--------

Financial Reporting

OPEB Actuarial Valuation for GASB 75 Reporting - June 30, 2023	\$5,500.00
Technology and Administration Fee	\$330.00

Please make payable to CBIZ Benefits & Insurance Services

Invoice Total: \$5,830.00

Remit to: 28264 Network Place, Chicago, IL 60673-1282

Less: Payments/ \$0.00

JPMorgan Chase Wire: Account # 651912771 Routing # 021-000-021

Credits Applied:

JPMorgan Chase ACH: Account # 651912771 Routing # 044-000-037

Balance Due: \$5,830.00

To ensure your payment is credited to your account, please reference this invoice number on your remittance.

Account Summary					
Current	1-30	31-60	61-90	Over 90	Total Due
\$5,830.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,830.00



RETIREMENT & INVESTMENT SOLUTIONS
a practice of CBIZ

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

0083163

DEPARTMENT:

FROM:

Finance

Robby Holbrook

DECREASE	CODE DESCRIPTION	AMOUNT
152-34580	Restricted For Debt Service -	\$ 6,500.00
	Total	\$ 6,500.00
INCREASE	CODE DESCRIPTION	
152--82330-325	Debt Service - Education - Fiscal Agent Charges	\$ 1,500.00
152-82330-510	Debt Service - Education - Trustee's Commission	\$ 5,000.00
	TOTAL	\$ 6,500.00

728,784

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

Seconded _____

Motion _____

Detailed Justification / Explanation :

Trustee's commission and fiscal agent charges for Debt Service Fund 152.

These codes were not in original budget.

Impact on 24/25 Budget - Yes

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

0083164

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-46190-FIG	Other General Government Grant - Food Insecurity Grant	\$ 194,000.00
	Total	\$ 194,000.00
INCREASE	CODE DESCRIPTION	
101-58190-399-FIG	Other Economic & Comm Develop - Other Contracted Services	\$ 10,000.00
101-58190-499-FIG	Other Economic & Comm Develop - Other Supplies & Materials	\$ 2,500.00
101-58190-799-FIG	Other Economic & Comm Develop - Other Capital Outlay	\$ 181,500.00
	TOTAL	\$ 194,000.00
Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded _____		
Motion _____		
Detailed Justification / Explanation :		
Budget amendment to place food insecurity grant on the books.		
Impact on 24/25 Budget - No		

28

ATTACHMENT B

GRANT BUDGET				
CDBG – CV Addressing Food Insecurity				
The Grant Budget line-item amounts below shall be applicable only to expenses incurred during the following applicable period:				
BEGIN: December 15, 2023		END: March 31, 2026		
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE MATCH	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes	\$0.00	\$0.00	\$0.00
4, 15	Professional Fee, Grant & Award ²	\$10,000.00	\$0.00	\$10,000.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings	\$0.00	\$0.00	\$0.00
13	Interest ²	\$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 ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$2,500.00	\$0.00	\$2,500.00
20	Capital Purchase ²	\$181,500.00	\$0.00	\$181,500.00
22	Indirect Cost	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
n/a	Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above)	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$194,000.00	\$0.00	\$194,000.00

¹ 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: <http://www.state.tn.us/finance/act/documents/policy3.pdf>).

² Applicable detail follows this page if line-item is funded.

ATTACHMENT B**GRANT BUDGET LINE-ITEM DETAIL:**

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Grant Administration	\$10,000.00
TOTAL	\$10,000.00

OTHER NON-PERSONNEL	AMOUNT
Food distribution supplies (freezer bags, plates, trays, etc.)	\$2,500.00
TOTAL	\$2,500.00

CAPITAL PURCHASE	AMOUNT
Truck for distribution and delivery	\$181,500.00
TOTAL	\$181,500.00

**ANDERSON COUNTY
COMMISSION
MINUTES
DECEMBER 18, 2023
REGULAR SESSION**

Jena Marie Lee
Richard T Loggins
Jaime Martin
Cheryl McFarland

Theresa Tunnell
Salvatore W Varsalona
Teresa J Waldroop
Shane West

Notary Bonds

Travelers Casualty

Lisa K Armes
Alicia Ann Emert
Bryan Edward Emert
Kristi Freels
Paula Patrice Sellers

Merchants

Aubree Farmer
Lynette Felicilda Waite

CBIC

Christy Davis

SBCA

Brandy Neal

RLI

Jennifer Renee Rutherford

Old Republic

Melinda Wright

Erie Insurance

Mary Anne Moser

2. Commissioner Wandell made a motion to approve the regular agenda as presented. Seconded by Commissioner Verran. Motion carries by voice vote.

Elections

3. Commissioner Vandagriff made a motion to approve the following appointments to the Anderson County Agriculture Committee. Seconded by Commissioner Smallridge. Motion carries by voice vote.

- Michael Foster (Commissioner) replacing Phil Yager (Commissioner)
- Jeremy Horne (Farmer) replacing Robbie Giles (Farmer)
- Kathy Turpin (Farm Woman) replacing Mindy Wells (Farm Woman)

Mayor

4. Commissioner Anderson made a motion to approve the contract between ACS and Anderson County for purposes of provision of services for the Food Insecurity Grant (EXHIBIT A). Seconded by Commissioner Allen. Motion carries by voice vote.



ANDERSON COUNTY GOVERNMENT

TERRY FRANK
COUNTY MAYOR

December 12, 2023

Commissioner Tyler Mayes
Chairman, Anderson County Board of Commissioners

RE: Mayor's Report

Dear Chairman Mayes and Honorable Members of Commission,

I wish to add the following items to the Agenda:

1. Anderson County received a Food Insecurity Grant from Tennessee Economic and Community Development. The grant contract is on the Purchasing Agenda for your approval. As the Anderson County School system will be managing the grant, it was recommended that we memorialize the understanding of responsibilities between ACS and Anderson County. Requesting Motion to Approve the contract between ACS and Anderson County for purposes of provision of services for the Food Insecurity Grant. (Attached)
2. Veterans Bridge. Anderson County has been working quite awhile through the processes for improvements to create landscaping and a monument for Veterans Bridge in Anderson County. This is next step in the process. Requesting motion to approve the 10-year renewable licensing agreement REQ # 7055, Project F-079-1(2) with TDOT. (Documents attached)

Sincerely,

A handwritten signature in black ink, appearing to read "Terry Frank", with a long horizontal flourish extending to the right.

CONTRACT
between
Anderson County, Tennessee
and
Anderson County Schools

THIS CONTRACT, by and between Anderson County, Tennessee, and Anderson County Schools

WITNESSTH: In consideration of the mutual promises herein contained, the parties have agreed and do hereby enter into this contract according to the provisions set out herein for the purposes of provision of services under the State of Tennessee Department of Economic and Community Development Food Insecurity Grant:

A. Anderson County Schools agrees to perform the services as follows:

1. Maintain an active SAM Registration.
2. Prepare and submit a monthly report to the East Tennessee Development District that contains the following:
 - Number of Participants
 - Surveys of each new participant
3. Anderson County Schools will bear all insurance, operating and repair costs.
4. Prepare and submit closeout report to the East Tennessee Development District.
(Forms will be provided upon completion)
5. Assist the County in obtaining quotes (if needed and requested);
6. Any changes in scope of work must be approved by the County;
7. Anderson County Schools will be responsible for all aspects of public/customer relations during the course of this project. Anderson County may assist when needed to explain State and Federal Regulations.
8. No participant can be denied service based on Anderson County's Title VI Policy.
9. Anderson County Schools must maintain all equipment and supplies in good working condition.

B. The GRANTEE agrees to perform the following services for this project:

1. Anderson County, Tennessee, will allow the use of the following equipment and supplies. (See Attachment)

2. Anderson County will advertise or secure quotes for the equipment and supplies in accordance to State and Federal Guidelines.
3. Anderson County will contract with East Tennessee Development District to administer the project, adhering to all Federal and State Guidelines.

IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

ACCEPTED:

ACCEPTED:

Terry Frank, Anderson Co. Mayor

Dr. Tim Parrot, Director, Anderson Co. Schools

Date

Date

APPROVED AS TO LEGAL FORM:

APPROVED:

Anderson Co. Law Director

Anderson Co. Finance Director

28

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 the Monday before the Budget Committee meeting.

TYPE OF AMENDMENT

0083165

TRANSFER: ☐

APPROPRIATION: ☐

DEPARTMENT:

FROM:

2/1/2024

FINANCE

Randy Walters

INCREASE	CODE DESCRIPTION	AMOUNT
263-51900-399-THRV	Other G & A -Other Contracted Services THRV/Clinic	\$ 45,000.00
263-51900-599-THRV	Other General Administration - Other Charges	\$ 10,000.00
	TOTAL	\$ 55,000.00

DECREASE	CODE DESCRIPTION	
263-39900	Net Assets - Unrestricted	\$ 55,000.00
	TOTAL	\$ 55,000.00

9378B

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

Detailed Justification / Explanation :

This appropriation allocates funds for the Vendor Implementation Fee and miscellaneous minor equipment purchases (e.g., medication/lab refrigerator and freezer; bariatric chairs), and other costs

associated with changing our Employee Health Clinic service provider and updating the clinic.

All unspent funds will roll to the Fund 263 fund balance.

Impact on 24/25 budget -

No impact.

Please attach additional sheet if more information is needed

29

ANDERSON COUNTY GOVERNMENT BUDGET GUIDELINES 2024/2025

February 8, 2024

1. Objective

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

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

2. Guidelines

The budgets proposed for fiscal year 2024/2025 are to be based on the following:

- Revenues should be forecasted based on actual trends and/or actual commitments.
- Expenses should be estimated based on actual expenditures and adjusted for anticipated changes. All increases over prior year expenditures must include a justification.
- Departments should submit a “no increase budget”.
- Health Insurance costs will be budgeted by the Finance Department.
- Capital outlay for equipment should not be budgeted in operational department budgets.

3. Budget Process

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

The Budget Committee will vote to approve or reject proposed budgets before they are submitted to County Commission for consideration. Budgets that adhere to the *Budget Guidelines for Fiscal Year 2024/2025* may be approved without much, if any, additional discussion. However, budgets that do not adhere to the *Guidelines* and/or budgets that need additional review may be discussed in the Budget Committee meetings and at any scheduled hearing.

The timeline for the budgetary approval process is detailed in the “*Budget Schedule for the 2024/2025 Fiscal Year.*” This schedule is included as part of the budget materials. It details all of the tentative dates for specific budget activities to meet the deadlines set by state law.

ANDERSON COUNTY GOVERNMENT BUDGET GUIDELINES 2024/2025

February 8, 2024

The budget approval process for Anderson County Schools will follow a separate calendar that is incorporated within the *"Budget Schedule for the 2024/2025 Fiscal Year."*

4. Budget Forms & Worksheets

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

- *"Budget Worksheet"* by general ledger departmental account code for respective revenues and expenditures.
- *"Employee Payroll Tax & Fringe Benefit Calculations"* for full-time and part-time staff.
 - The calculations in the worksheet reflect the anticipated payroll taxes and fringe benefit costs. The Finance Department will budget the health insurance object codes 206, 207 and 208.
 - Salaries and compensation are to be the same as, or lower than, the amounts in the 2023/2024 amended appropriations. Any increase requires justification and presentation to the Budget Committee during the hearing process.
- *"Explanation of Expenditure Codes"* is used to provide expenditure descriptions and details for object codes 300 to 999, especially if several expenditures are consolidated in one account code. This document useful in discussing several expenditures consolidated into one code; one-time, non-recurring costs; and significant purchases that are expected.
- *"Five-Year Capital Outlay Worksheet"* is used for planning capital purchases anticipated over the next 5 fiscal years. These purchases should not be included within the departmental operating budget. Approved capital purchases will have an object code of 700-799.
 - Refer to the *"Capital Project Prioritization"* form for determining the priority of the requested asset.
- *"County Government Grant Pre-Application Notification Form"* must be completed for any grant that is new and/or renewing in the fiscal year. A copy of the *"Grant Amendment"* form that details the contract number, State/Federal funding, and other grant information is to be submitted as additional documentation. Each department must also complete the grants inventory list for all currently active grants.

ANDERSON COUNTY GOVERNMENT BUDGET GUIDELINES 2024/2025

February 8, 2024

5. Summary

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

The Budget Committee approved the budget documents at the Committee meeting on February 08, 2024.

Budget Schedule for the 2024/2025 Fiscal Year

Dates for specific activities: Tenn. Code Ann. §§ 5-21-110 and 5-21-111		
February 8 th 4:00 pm	Budget Committee	Budget Committee establishes calendar, forms and procedures as well as guidelines and direction in projecting budget needs. (TCA §-110 a)
January 29 th Through February 8 th	Finance Department	Budget forms prepared with historical data pertaining to prior and current year expenditures. Transmittal letter developed with budget guidelines and instructions. (already working on this in Finance)
February 9 th	Finance Department	Budget forms and information distributed to all departments. (TCA §-110 e 1)
February 23 th	All Departments	All departments submit their proposed budget to Finance Director, except for Schools. (TCA §-110 b & -110 e 2)
February 23 th through March 01 th	Finance Department	Information received from departments is reviewed and compiled. Initial revenue projections are calculated. Proposed budget document is prepared. (TCA §-110 e 1-3)
March 4 th	Finance Director	Finance Director distributes the proposed budgets to the Budget Committee. (TCA §-110 d 1-3)
March 7 th 4:00 pm	Budget Committee	Budget Committee discusses the departments' proposed budgets and determines those to present at departmental budget hearings.
March 8 th through March 15 th	Departments and Finance Director	Budget meetings between departments with Finance Department as needed, except Schools.
March 21 rd 4:00 pm	Budget Committee	Budget hearings held by Budget Committee with departments/offices, except Schools at special called meeting.
April 4 th 4:00 pm	Budget Committee	Budget Committee votes to approve or reject proposed budgets, except for Schools. (TCA §-110 e 3 A & -110 e 6)
April 5 th	Finance Director	Finance Director notifies departments of rejected budgets. Finance Director notifies Commission of approved budgets, and forwards the approved, proposed budgets to Commission. (TCA §-110 e 3 B-C & 110 e 3 B)
April 11 th	Departments	If previously rejected, departments submit new budget proposals to the Finance Director. (TCA §-110 e 3 C)

Budget Schedule for the 2024/2025 Fiscal Year

April 19 st	Schools	Schools submit proposed budget to the Finance Director. (TCA §-110 e 4)
April 23 th	Finance Director	Finance Director distributes the School's proposed budget to the Budget Committee.
May 9 th 4:00 pm	Budget Committee	Budget Committee reviews School's proposed budget and votes to approve or reject. Budget Committee also reviews resubmitted budgets from departments previously rejected and votes again to approve or reject. (TCA §-110 e 5 A)
May 9 th	Finance Director	If the Budget Committee approved the School's budget, then the School's budget will be forwarded to Commission. If the Budget Committee rejected the School's budget, then the schedule and meeting dates for the remainder of the budget process will be revised accordingly. (TCA §-110 e 5 B-C & -110 e 6) Budget Committee shall vote on the School's proposed budget no later than June 1 st . (TCA §-110 5 A)
Prior to May 15 th	Finance Director	At least 10 days prior to presentation to Commission for approval, publish proposed annual operating budget and notice of public hearing conducted by the Budget Committee. Publication shall also contain a notice recognizing citizens' right to appear and state their views with 5 days written request. (TCA §-111 a 1-2)
June 6 th 4:00 pm	Budget Committee	Budget Committee holds public hearing, including budget appropriation resolution and tax levy resolution. (TCA §-111 a 2)
June 17 th 6:00 pm	Commission	Commission discusses the budget approved by the Budget Committee, including appropriation resolution and tax levy resolution. Commission may vote to approve the proposed budgets and resolutions or defer if a special called meeting is desired. (TCA §-110 e 7 & -110 f & -111 b-e)
June 24 th 6:00 pm	Commission	Commission adopts the budget, including appropriation resolution and tax levy resolution. If necessary, Commission approves appropriations needed for fiscal year end. (TCA §-111 f-h) Commission must adopt the budget on/before August 31 st , unless an extension is approved by the Comptroller's Office of State and Local Finance. (TCA §-111 h 1-2)

**ANDERSON COUNTY GOVERNMENT
EMPLOYEE PAYROLL TAX & FRINGE BENEFIT CALCULATIONS
BUDGET YEAR 2024/2025**

DEPARTMENT: _____

PREPARED BY: _____

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

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).

**Finance Department
will complete codes
206, 207 & 208**

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
				\$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	\$0
				\$0	\$0	\$0				\$0	\$0	\$0
				\$0	\$0	\$0				\$0	\$0	\$0
Total by object code				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

TOTAL

\$0

SEC B

ANDERSON COUNTY GOVERNMENT CAPITAL PROJECT PRIORITIZATION

Budget for Fiscal Year 2024-2025

CAPITAL PROJECT IMPROVEMENTS PRIORITIZATION CATEGORIES

1. Priority 1 – Imperative (Must Do)

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

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

2. Priority 2 – Essential (Should Do)

Projects that address clearly demonstrated needs or objectives.

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

3. Priority 3 – Important (Could Do)

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

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

4. Priority 4 – Desirable (Another Year)

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

SEC B

ANDERSON County Government Grant Pre-Application Notification Form	
Department or Organization Applying for Grant :	
Grant/Program Title:	
Grant Beginning Period :	
Grant Ending Period :	
Grant Amount:	
Funding Agency (i.e. State, Federal , Private):	
Funding Agency Contact Information	
Name	
Address	
Phone	
Fax	
Email	
Funding Percentage or Match (i.e. 100% or 75%/ 25%):	
Funding Type (Revenue Advanced or Reimbursed) :	
Ongoing Funding Requirements(Yes/No & Length Required):	
Indirect Cost Availability (Yes/No) :	
Grant Beneficiary:	
Purpose of Grant:	
Person/Dept. Responsible for Grant Program Management :	
Person/ Dept. Responsible for Reporting Expenditures:	
Person/ Dept. Responsible for Requesting Revenue Claims:	
Grant Requirements for Continuation of Program or Cooperative Agreements:	
Grant Requirements for Equipment, Ownership & Insurance :	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.:	
Grant Requirements for Employment or Contracted Services:	
Will this grant add Value to Anderson County Fixed Assets? (Yes/ No):	
Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No):	
Approving Official Signature:	Date:

Sec B



Anderson County Government

Human Resources and Risk Management

100 N. Main Street • Suite 102 • Clinton, Tennessee 37716

Phone: (865) 264-6300 • Fax: (865) 264-6259

Email: kwhitaker@andersoncountyttn.org

February 5th, 2024

Commissioner Michael Foster
Chairman, Anderson County Budget Committee

RE: Budget Committee February 8th, 2024 Agenda
Anderson County Longevity Program (excluding Anderson County Sheriff's Office)

Dear Chairman Foster,

Please accept the attached as formal submission of the Longevity Program scenarios for the Budget Committee Review during the February 8th Budget Committee meeting scheduled for 4 pm.

The HR Advisory Committee met on January 30th, 2024 and concluded with the Mayor's approval to submit the attached program scenarios for possible Longevity Program.

As Budget Committee reviews and entertains compensation for our county employees during your 2024.025 FY budget process, we thought it would be helpful to provide some options to the Budget Committee.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kim", is written over a horizontal line.

Kim Jeffers-Whitaker

Enclosures: 1-Year Longevity Program Scenario
3-Year Longevity Program Scenario
5-Year Longevity Program Scenario

CC: County Mayor
Finance Director

SEC C

Anderson County
Human Resource Advisory Committee Minutes
January 30th, 2024
2:00pm in Room 118A of the Anderson County Courthouse
100 N. Main Street, Clinton TN 37716

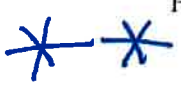
HR Director Report

HR Director, Kim Jeffers-Whitaker, presented the following item to the Committee:

- Employee Survey – HR Director presented the results from the Anderson County Government Employee Survey
 - No motion required.
- Handbook Updates – HR Director discussed the current status of the employee-assigned Handbook Update Acknowledgement in the employee's secure portal. HR Director to provide additional status update in 30-45 days.
 - No motion required.
- W-2 / 1095-C Status – HR Director updated Committee of current status of the 1095/W2 consents completed in the secure employee portal and provided each department head their specific staffing data.
 - No motion required.
- Evacuation Plan Discussion – Operations Captain Steve Owens and EMA Director Brice Kidwell discussed the recent evacuation at the Anderson County Courthouse. Mayor Terry Frank informed she will meet with them to revisit the Emergency Action Plan for updates.
 - No motion required.

Unfinished Business

HR Director, Kim Jeffers-Whitaker, presented the following items to the Committee:

- 
- Longevity Program – HR Director presented the three options of the Longevity Plan for the Committee to present to the Budget Committee. The HR Director is to submit the options at the next Budget Committee meeting for review.
 - Item deferred to next meeting.
 - Spring Picnic – Deferred to next meeting due to time constraints.
 - Policy Updates – Deferred to next meeting due to time constraints.
 - MFA Policy – Deferred to next meeting due to time constraints.

Next Meeting

April 10th, 2024 at 11am in Room 118A of the Anderson County Courthouse

Adjourned

DRAFT --1 YEAR LONGEVITY PROGRAM POLICY LANGUAGE -- DRAFT

Longevity Program

In an effort to show appreciation to the employees who have provided continuous service to the County, Anderson County shall implement the Anderson County Longevity Program, effective _____.

Upon annual approval by the Anderson County Commission for allocation of funds, all active qualified Full Time and Part Time employees of Anderson County Government, excluding the Anderson County Sheriff's Office and Schools, who have been employed with the County for one (1) year on or before October 31st are eligible for the County's Longevity Program under the provisions stated herein. The Longevity Program will be calculated by the employee's anniversary date of compliance.

The maximum benefit of the Longevity Program is twenty (20) years of service. Time that is not creditable in calculating County service includes Part Time employment (other than as described below), termination of employment, medical leave, or leave without pay.

- Qualifying Part Time employee status is determined by twenty (20) hours worked per week and must maintain a minimum of 70% of hours worked in the anniversary year.
- Qualifying Full Time employees must maintain a thirty (30) hours per week average and must maintain a minimum of 70% hours worked in the anniversary year.
- Full Time employees with one (1) year of service shall receive payment for prior Part Time hourly service if the length and required hours of such Part Time and Full time service is equivalent to not less than one (1) year of active, continued service.

Longevity Pay will be included in the first payday of December following the completion of a creditable year of County service through October 31st. This will constitute the employee's longevity date.

COMBINED FULL AND PART TIME EMPLOYEE LONGEVITY ESTIMATE WITH EMPLOYER PAID BENEFITS

245 FTE Longevity Estimated Annual Amount	\$	182,000
Estimated Employer Benefits	\$	24,843
	\$	206,843

32 PTE Longevity Estimated Annual Amount	\$	6,001
Estimated Employer Benefits	\$	459
	\$	6,460

\$ 213,303 Est. Total Cost for 277 FTE/PTE 1-YEAR Longevity Program

SEC C

FTE \$100 Per Year : after 1 YOS and Caps at 20 YOS							
Longevity Annual Program - \$182,000 est. 1st year cost of program							
The program below is based upon continuous years of service (YOS) with the County.							
Re-hires reset upon rehire date. \$100 each year beginning at year 1 with a cap at 20 years of continued service.							
Must be a regularly active, <u>FT</u> employee to be eligible - classification is determined by ACG Policy.							
MIRRORS BUT EXCLUDES ACG SHERIFF'S OFFICE STAFF. EXCLUDES SCHOOLS.							
Continued Years of Service (YOS) Increments	Number of FT & PT ACG EE's	\$50 for Each Continued Year of Service					
		Year 1	Year 2	Year 3	Year 4	Year 5	
1 \$ 100	43	\$ 4,300					
2 \$ 200	39	\$ 7,800	\$ 8,600				
3 \$ 300	15	\$ 4,500	\$ 11,700	\$ 12,900			
4 \$ 400	12	\$ 4,800	\$ 6,000	\$ 15,600	\$ 17,200		
5 \$ 500	17	\$ 8,500	\$ 6,000	\$ 7,500	\$ 19,500	\$ 21,500	
6 \$ 600	14	\$ 8,400	\$ 10,200	\$ 7,200	\$ 9,000	\$ 23,400	
7 \$ 700	10	\$ 7,000	\$ 9,800	\$ 11,900	\$ 11,200	\$ 10,500	
8 \$ 800	12	\$ 9,600	\$ 8,000	\$ 11,200	\$ 13,600	\$ 11,200	
9 \$ 900	9	\$ 8,100	\$ 10,800	\$ 9,000	\$ 12,600	\$ 15,300	
10 \$ 1,000	9	\$ 9,000	\$ 9,000	\$ 12,000	\$ 10,000	\$ 14,000	
11 \$ 1,100	8	\$ 8,800	\$ 9,900	\$ 9,900	\$ 13,200	\$ 11,000	
12 \$ 1,200	2	\$ 2,400	\$ 9,600	\$ 10,800	\$ 10,800	\$ 14,400	
13 \$ 1,300	4	\$ 5,200	\$ 2,600	\$ 10,400	\$ 11,700	\$ 11,700	
14 \$ 1,400	3	\$ 4,200	\$ 5,600	\$ 2,800	\$ 11,200	\$ 12,600	
15 \$ 1,500	3	\$ 4,500	\$ 4,500	\$ 6,000	\$ 3,000	\$ 12,000	
16 \$ 1,600	4	\$ 6,400	\$ 4,800	\$ 4,800	\$ 6,400	\$ 3,200	
17 \$ 1,700	9	\$ 15,300	\$ 6,800	\$ 5,100	\$ 5,100	\$ 6,800	
18 \$ 1,800	3	\$ 5,400	\$ 16,200	\$ 7,200	\$ 5,400	\$ 5,400	
19 \$ 1,900	2	\$ 3,800	\$ 5,700	\$ 17,100	\$ 7,600	\$ 5,700	
20 \$ 2,000	27	\$ 54,000	\$ 58,000	\$ 64,000	\$ 82,000	\$ 90,000	
245		Total No. Of Employees - Year 1					
\$ 182,000		Total Projected Amount - Year 1					

* This program caps at 20 years of service

** The above calculations do not include ACSO or CTAS specific recommended salaries/elected officials, etc., commissioners, seasonal/temp/contract labor.

***The above program emulates Anderson County Sheriff's Office tenure program and assumes no turnover, therefore listing maximum liability.

Sec C

PTE \$50 Per Year : after 1 YOS and Caps at 20 YOS							
Longevity Annual Program - \$6,001 est. 1st year cost of program							
The program below is based upon continuous years of service (YOS) with the County as of January 1							
Re-hires reset upon rehire date. \$50 each year beginning at year 1 with a cap at 20 years of continued service.							
Must be a regularly active, <u>PT</u> to be eligible - classification is determined by ACG Policy.							
MIRRORS BUT EXCLUDES ACG SHERIFF'S OFFICE STAFF. EXCLUDES SCHOOLS.							
Continued Years of Service (YOS) Increments	Number of FT & PT ACG EE's	\$50 for Each Continued Year of Service					
		Year 1	Year 2	Year 3	Year 4	Year 5	
1 \$ 50	8	\$ 400					
2 \$ 100	6	\$ 600	\$ 800				
3 \$ 150	3	\$ 450	\$ 900	\$ 1,200			
4 \$ 200	6	\$ 1,200	\$ 600	\$ 1,200	\$ 1,600		
5 \$ 250	4	\$ 1,000	\$ 1,500	\$ 750	\$ 1,500	\$ 2,000	
6 \$ 300	0	\$ -	\$ 1,200	\$ 1,800	\$ 900	\$ 1,800	
7 \$ 350	2	\$ 700	\$ -	\$ 1,400	\$ 2,100	\$ 1,050	
8 \$ 400	1	\$ 400	\$ 800	\$ -	\$ 1,600	\$ 2,400	
9 \$ 450	1	\$ 450	\$ 450	\$ 900	\$ -	\$ 1,800	
10 \$ 500	0	\$ -	\$ 500	\$ 500	\$ 1,000	\$ -	
11 \$ 550	0	\$ -	\$ -	\$ 550	\$ 550	\$ 1,100	
12 \$ 600	0	\$ -	\$ -	\$ -	\$ 600	\$ 600	
13 \$ 650	0	\$ -	\$ -	\$ -	\$ -	\$ 650	
14 \$ 700	0	\$ -	\$ -	\$ -	\$ -	\$ -	
15 \$ 750	0	\$ -	\$ -	\$ -	\$ -	\$ -	
16 \$ 800	1	\$ 800	\$ -	\$ -	\$ -	\$ -	
17 \$ 850	0	\$ -	\$ 850	\$ -	\$ -	\$ -	
18 \$ 900	0	\$ -	\$ -	\$ 900	\$ -	\$ -	
19 \$ 950	0	\$ -	\$ -	\$ -	\$ 950	\$ -	
20 \$ 1,000	0	\$ 1	\$ -	\$ -	\$ -	\$ 1,000	
32		Total No. Of Employees - Year 1					
\$ 6,001		Total Projected Amount - Year 1					

* This program caps at 20 years of service

** The above calculations do not include ACSO or CTAS specific recommended salaries/elected officials, etc., commissioners, seasonal/temp/contract labor.

***The above program emulates Anderson County Sheriff's Office tenure program and assumes no turnover, therefore listing maximum liability.

SEC C

1-Year Longevity Program

Full-time Employees (FTE)

Gross Annual	Social Security	Retirement	Medicare
Salary	201	204	212
\$182,000	\$11,284	\$10,920	\$2,639
<u><u>\$206,843</u></u>			

Part-time Employees (PTE)

Gross Annual	Social Security	Retirement	Medicare
Salary	201	204	212
\$6,001	\$372	\$0	\$87
<u><u>\$6,460</u></u>			

\$213,303

SFC C

DRAFT -- 3-YEAR LONGEVITY PROGRAM POLICY LANGUAGE -- DRAFT

Longevity Program

In an effort to show appreciation to the employees who have provided continuous service to the County, Anderson County shall implement the Anderson County Longevity Program, effective _____.

Upon annual approval by the Anderson County Commission for allocation of funds, all active qualified Full Time and Part Time employees of Anderson County Government, excluding the Anderson County Sheriff's Office and Schools, who have been employed with the County for three (3) years on or before October 31st are eligible for the County's Longevity Program under the provisions stated herein. The Longevity Program will be calculated by the employee's anniversary date of compliance.

The maximum benefit of the Longevity Program is twenty (20) years of service. Time that is not creditable in calculating County service includes Part Time employment (other than as described below), termination of employment, medical leave, or leave without pay.

- Qualifying Part Time employee status is determined by twenty (20) hours worked per week and must maintain a minimum of 70% of hours worked in the anniversary year.
- Qualifying Full Time employees must maintain a thirty (30) hours per week average and must maintain a minimum of 70% hours worked in the anniversary year.
- Full Time employees with three (3) years of service shall receive payment for prior Part Time hourly service if the length and required hours of such Part Time and Full time service is equivalent to not less than three (3) years of active, continued service.

Longevity Pay will be included in the first payday of December following the completion of a creditable year of County service through October 31st. This will constitute the employee's longevity date.

COMBINED FULL AND PART TIME EMPLOYEE LONGEVITY ESTIMATE WITH EMPLOYER PAID BENEFITS

163 FTE Longevity Estimated Annual Amount	\$	169,900
Estimated Employer Benefits	\$	23,191
	\$	<u>193,091</u>

18 PTE Longevity Estimated Annual Amount	\$	5,000
Estimated Employer Benefits	\$	383
	\$	<u>5,383</u>

\$ 198,474 Est. Total Cost for 181 FTE/PTE 3-YEAR Longevity Program

Sec C

FTE \$100 Per Year : after 3 YOS and Caps at 20 YOS

Longevity Annual Program - \$169,900 est. 1st year cost of program

The program below is based upon continuous years of service (YOS) with the County.

Re-hires reset upon rehire date. \$100 each year beginning at year 3 with a cap at 20 years of continued service.

Must be a regularly active, FT employee to be eligible - classification is determined by ACG Policy.

EXCLUDES ACG SHERIFF'S OFFICE STAFF. EXCLUDES SCHOOLS.

Continued Years of Service (YOS) Increments	Number of FT & PT ACG EE's	\$50 for Each Continued Year of Service				
		Year 1	Year 2	Year 3	Year 4	Year 5
3 \$ 300	15	\$ 4,500				
4 \$ 400	12	\$ 4,800	\$ 6,000			
5 \$ 500	17	\$ 8,500	\$ 6,000	\$ 7,500		
6 \$ 600	14	\$ 8,400	\$ 10,200	\$ 7,200	\$ 12,000	
7 \$ 700	10	\$ 7,000	\$ 9,800	\$ 11,900	\$ 11,200	\$ 14,000
8 \$ 800	12	\$ 9,600	\$ 8,000	\$ 11,200	\$ 13,600	\$ 11,200
9 \$ 900	9	\$ 8,100	\$ 10,800	\$ 9,000	\$ 12,600	\$ 15,300
10 \$ 1,000	9	\$ 9,000	\$ 9,000	\$ 12,000	\$ 10,000	\$ 14,000
11 \$ 1,100	8	\$ 8,800	\$ 9,900	\$ 9,900	\$ 13,200	\$ 11,000
12 \$ 1,200	2	\$ 2,400	\$ 9,600	\$ 10,800	\$ 10,800	\$ 14,400
13 \$ 1,300	4	\$ 5,200	\$ 2,600	\$ 10,400	\$ 11,700	\$ 11,700
14 \$ 1,400	3	\$ 4,200	\$ 5,600	\$ 2,800	\$ 11,200	\$ 12,600
15 \$ 1,500	3	\$ 4,500	\$ 4,500	\$ 6,000	\$ 3,000	\$ 12,000
16 \$ 1,600	4	\$ 6,400	\$ 4,800	\$ 4,800	\$ 6,400	\$ 3,200
17 \$ 1,700	9	\$ 15,300	\$ 6,800	\$ 5,100	\$ 5,100	\$ 6,800
18 \$ 1,800	3	\$ 5,400	\$ 16,200	\$ 7,200	\$ 5,400	\$ 5,400
19 \$ 1,900	2	\$ 3,800	\$ 5,700	\$ 17,100	\$ 7,600	\$ 5,700
20 \$ 2,000	27	\$ 54,000	\$ 58,000	\$ 64,000	\$ 82,000	\$ 90,000
	163	Total No. Of Employees - Year 1				
	\$ 169,900	Total Projected Amount - Year 1				

* This program caps at 20 years of service

** The above calculations do not include ACSO or CTAS specific recommended salaries/elected officials, etc., commissioners, seasonal/temp/contract labor.

***The above program assumes no turnover, therefore listing maximum liability.

SEC C

PTE \$50 Per Year : after 3 YOS and Caps at 20 YOS

Longevity Annual Program - \$5,000 est. 1st year cost of program

The program below is based upon continuous years of service (YOS) with the County as of January 1
Re-hires reset upon rehire date. \$50 each year beginning at year 3 with a cap at 20 years of continued service.

Must be a regularly active, PT to be eligible - classification is determined by ACG Policy.

EXCLUDES ACG SHERIFF'S OFFICE STAFF. EXCLUDES SCHOOLS.

Continued Years of Service (YOS) Increments	Number of FT & PT ACG EE's	\$50 for Each Continued Year of Service				
		Year 1	Year 2	Year 3	Year 4	Year 5
3 \$ 150	3	\$ 450				
4 \$ 200	6	\$ 1,200	\$ 600			
5 \$ 250	4	\$ 1,000	\$ 1,500	\$ 750		
6 \$ 300	0	\$ -	\$ 1,200	\$ 1,800	\$ 900	
7 \$ 350	2	\$ 700	\$ -	\$ 1,400	\$ 2,100	\$ 1,050
8 \$ 400	1	\$ 400	\$ 800	\$ -	\$ 1,600	\$ 2,400
9 \$ 450	1	\$ 450	\$ 450	\$ 900	\$ -	\$ 1,800
10 \$ 500	0	\$ -	\$ 500	\$ 500	\$ 1,000	\$ -
11 \$ 550	0	\$ -	\$ -	\$ 550	\$ 550	\$ 1,100
12 \$ 600	0	\$ -	\$ -	\$ -	\$ 600	\$ 600
13 \$ 650	0	\$ -	\$ -	\$ -	\$ -	\$ 650
14 \$ 700	0	\$ -	\$ -	\$ -	\$ -	\$ -
15 \$ 750	0	\$ -	\$ -	\$ -	\$ -	\$ -
16 \$ 800	1	\$ 800	\$ -	\$ -	\$ -	\$ -
17 \$ 850	0	\$ -	\$ 850	\$ -	\$ -	\$ -
18 \$ 900	0	\$ -	\$ -	\$ 900	\$ -	\$ -
19 \$ 950	0	\$ -	\$ -	\$ -	\$ 950	\$ -
20 \$ 1,000	0	\$ -	\$ -	\$ -	\$ -	\$ 1,000
18		Total No. Of Employees - Year 1				
\$ 5,000		Total Projected Amount - Year 1				

* This program caps at 20 years of service

** The above calculations do not include ACSO or CTAS specific recommended salaries/elected officials, etc., commissioners, seasonal/temp/contract labor.

***The above program assumes no turnover, therefore listing maximum liability.

Sec C

3-Year Longevity Program

Full-time Employees (FTE)

Gross Annual	Social Security	Retirement	Medicare
Salary	201	204	212
\$169,900	\$10,534	\$10,194	\$2,464
<u><u>\$193,091</u></u>			

Part-time Employees (PTE)

Gross Annual	Social Security	Retirement	Medicare
Salary	201	204	212
\$5,000	\$310	\$0	\$73
<u><u>\$5,383</u></u>			

\$198,474

SEC C

DRAFT -- 5-YEAR LONGEVITY PROGRAM POLICY LANGUAGE -- DRAFT

Longevity Program

In an effort to show appreciation to the employees who have provided continuous service to the County, Anderson County shall implement the Anderson County Longevity Program, effective _____.

Upon annual approval by the Anderson County Commission for allocation of funds, all active qualified Full Time and Part Time employees of Anderson County Government, excluding the Anderson County Sheriff's Office and Schools, who have been employed with the County for five (5) years on or before October 31st are eligible for the County's Longevity Program under the provisions stated herein. The Longevity Program will be calculated by the employee's anniversary date of compliance.

The maximum benefit of the Longevity Program is twenty (20) years of service. Time that is not creditable in calculating County service includes Part Time employment (other than as described below), termination of employment, medical leave, or leave without pay.

- Qualifying Part Time employee status is determined by twenty (20) hours worked per week and must maintain a minimum of 70% of hours worked in the anniversary year.
- Qualifying Full Time employees must maintain a thirty (30) hours per week average and must maintain a minimum of 70% hours worked in the anniversary year.
- Full Time employees with five (5) years of service shall receive payment for prior Part Time hourly service if the length and required hours of such Part Time and Full time service is equivalent to not less than five (5) years of active, continued service.

Longevity Pay will be included in the first payday of December following the completion of a creditable year of County service through October 31st. This will constitute the employee's longevity date.

COMBINED FULL AND PART TIME EMPLOYEE 5-YEAR LONGEVITY ESTIMATE WITH EMPLOYER PAID BENEFITS

136 FTE Longevity Estimated Annual Amount	\$	160,600
Estimated Employer Benefits	\$	21,922
	\$	182,522

9 PTE Longevity Estimated Annual Amount	\$	3,350
Estimated Employer Benefits	\$	256
	\$	3,606

\$ 186,128 Est. Total Cost for 145 FTE/PTE 5-YEAR Longevity Program

SEC

FTE \$100 Per Year : after 5 YOS and Caps at 20 YOS
Longevity Annual Program - \$160,600 est. 1st year cost of program

The program below is based upon continuous years of service (YOS) with the County.
 Re-hires reset upon rehire date. \$100 each year beginning at year 5 with a cap at 20 years of continued service.
 Must be a regularly active, FT employee to be eligible - classification is determined by ACG Policy.

EXCLUDES ACG SHERIFF'S OFFICE STAFF. EXCLUDES SCHOOLS.

Continued Years of Service (YOS) Increments	Number of FT & PT ACG EE's	\$50 for Each Continued Year of Service					
		Year 1	Year 2	Year 3	Year 4	Year 5	
5 \$ 500	17	\$ 8,500					
6 \$ 600	14	\$ 8,400	\$ 10,200				
7 \$ 700	10	\$ 7,000	\$ 9,800	\$ 11,900			
8 \$ 800	12	\$ 9,600	\$ 8,000	\$ 11,200	\$ 13,600		
9 \$ 900	9	\$ 8,100	\$ 10,800	\$ 9,000	\$ 12,600	\$ 15,300	
10 \$ 1,000	9	\$ 9,000	\$ 9,000	\$ 12,000	\$ 10,000	\$ 14,000	
11 \$ 1,100	8	\$ 8,800	\$ 9,900	\$ 9,900	\$ 13,200	\$ 11,000	
12 \$ 1,200	2	\$ 2,400	\$ 9,600	\$ 10,800	\$ 10,800	\$ 14,400	
13 \$ 1,300	4	\$ 5,200	\$ 2,600	\$ 10,400	\$ 11,700	\$ 11,700	
14 \$ 1,400	3	\$ 4,200	\$ 5,600	\$ 2,800	\$ 11,200	\$ 12,600	
15 \$ 1,500	3	\$ 4,500	\$ 4,500	\$ 6,000	\$ 3,000	\$ 12,000	
16 \$ 1,600	4	\$ 6,400	\$ 4,800	\$ 4,800	\$ 6,400	\$ 3,200	
17 \$ 1,700	9	\$ 15,300	\$ 6,800	\$ 5,100	\$ 5,100	\$ 6,800	
18 \$ 1,800	3	\$ 5,400	\$ 16,200	\$ 7,200	\$ 5,400	\$ 5,400	
19 \$ 1,900	2	\$ 3,800	\$ 5,700	\$ 17,100	\$ 7,600	\$ 5,700	
20 \$ 2,000	27	\$ 54,000	\$ 58,000	\$ 64,000	\$ 82,000	\$ 90,000	
	136	Total No. Of Employees - Year 1					
	\$ 160,600	Total Projected Amount - Year 1					

* This program caps at 20 years of service

** The above calculations do not include ACSO or CTAS specific recommended salaries/elected officials, etc., commissioners, seasonal/temp/contract labor.

***The above program assumes no turnover, therefore listing maximum liability.

SECC

PTE \$50 Per Year : after 5 YOS and Caps at 20 YOS								
Longevity Annual Program - \$3,350 est. 1st year cost of program								
The program below is based upon continuous years of service (YOS) with the County as of January 1								
Re-hires reset upon rehire date. \$50 each year beginning at year 5 with a cap at 20 years of continued service.								
Must be a regularly active, <u>PT</u> to be eligible - classification is determined by ACG Policy.								
EXCLUDES ACG SHERIFF'S OFFICE STAFF. EXCLUDES SCHOOLS.								
Continued Years of Service (YOS) Increments		Number of FT & PT ACG EE's	\$50 for Each Continued Year of Service					
			Year 1	Year 2	Year 3	Year 4	Year 5	
5	\$ 250	4	\$ 1,000					
6	\$ 300	0	\$ -	\$ 1,200				
7	\$ 350	2	\$ 700	\$ -	\$ 1,400			
8	\$ 400	1	\$ 400	\$ 800	\$ -	\$ 1,600		
9	\$ 450	1	\$ 450	\$ 450	\$ 900	\$ -	\$ 1,800	
10	\$ 500	0	\$ -	\$ 500	\$ 500	\$ 1,000	\$ -	
11	\$ 550	0	\$ -	\$ -	\$ 550	\$ 550	\$ 1,100	
12	\$ 600	0	\$ -	\$ -	\$ -	\$ 600	\$ 600	
13	\$ 650	0	\$ -	\$ -	\$ -	\$ -	\$ 650	
14	\$ 700	0	\$ -	\$ -	\$ -	\$ -	\$ -	
15	\$ 750	0	\$ -	\$ -	\$ -	\$ -	\$ -	
16	\$ 800	1	\$ 800	\$ -	\$ -	\$ -	\$ -	
17	\$ 850	0	\$ -	\$ 850	\$ -	\$ -	\$ -	
18	\$ 900	0	\$ -	\$ -	\$ 900	\$ -	\$ -	
19	\$ 950	0	\$ -	\$ -	\$ -	\$ 950	\$ -	
20	\$ 1,000	0	\$ -	\$ -	\$ -	\$ -	\$ 1,000	
		9	Total No. Of Employees - Year 1					
		\$ 3,350	Total Projected Amount - Year 1					

* This program caps at 20 years of service

** The above calculations do not include ACSO or CTAS specific recommended salaries/elected officials, etc., commissioners, seasonal/temp/contract labor.

***The above program assumes no turnover, therefore listing maximum liability.

SEC C

5-Year Longevity Program

Full-time Employees (FTE)

Gross Annual	Social Security	Retirement	Medicare
Salary	201	204	212
\$160,600	\$9,957	\$9,636	\$2,329
<u><u>\$182,522</u></u>			

Part-time Employees (PTE)

Gross Annual	Social Security	Retirement	Medicare
Salary	201	204	212
\$3,350	\$208	\$0	\$49
<u><u>\$3,606</u></u>			

\$186,128

SECC