



BUDGET COMMITTEE AGENDA

April 10, 2025 at 4:00 PM, Room 312

1. Appearance of Citizens
2. Approval of Agenda
3. Purchasing Contracts with Legal Review

- A. State of Tennessee, Dept. of Environment & Conservation, Office of Mayor, Contract #25-0114** – Twenty-four-month grant in the amount of \$99,395.63 for Investigation of Brownfield Sites.
- B. Hicks Construction, Board of Education, Contract #25-0115** – Construction Management contract for the new Anderson County High School Sports Training Center. Total not to exceed \$80,000.
- C. Catalis, Circuit Court Clerk, Contract #25-0120** – Three-year software agreement. First year fee is \$9854.77 with annual cost increases of 6%.
- D. State of Tennessee, Department of Emergency Management, Contract #25-0121** – Two-year Emergency Management Grant in the amount of \$32,023.67
- E. Delta Dental, Board of Trustees, Contract #25-0124** – Two-year contract for Dental Insurance.
- F. State of Tennessee, Department of Transportation, Office of the Mayor, Contract #25-0126** – Agreement to establish County and TDOT roles for the grant funded Gibbs Ferry Park renovations.
- G. S&ME Inc, Board of Education, Contract #25-0128** – Construction Materials Testing for the new Claxton Elementary School. Work will be performed throughout the construction project.



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- H. **State of Tennessee, Department of Energy, EMA, Contract #25-0129** – One-year Off-site Emergency Planning and Response Grant in the amount of \$21,000.
 - I. **State of Tennessee, Department of Veteran Services, Veteran Services, Contract #25-0131** – Non-binding MOU that outlines partnership between the State and the County’s Veteran Services Office. To be reviewed every five years or when a new VSO is hired.
 - J. **State of Tennessee, Department of Economic and Community Development, EMS, Contract #25-0132** – Forty-month grant for new EMS Training Facility in the amount of 817,092 with the County providing an equal match.
 - K. **State of Tennessee, Department of Transportation, Office of the Mayor, Contract #25-0133** - \$25,000 Grant for CSX Transportation to complete railroad construction services.
4. Purchasing Contracts Pending Legal Review
- A. **Merit Construction, Board of Education, Contract #25-0127** – New Claxton Elementary School. Construction to be completed within 672 days. Cost is \$27,896,600, negotiated down from \$28,474,000.
 - B. **Studio Four, Office of the Mayor, Contract #25-0134** – Architectural Services for a new EMS Services Center. Base cost is \$108,000 with construction estimated to be completed by October 2026.
 - C. **Mountain View Community Action Corporation, Office of the Mayor, Contract #25-0125** – Five-year lease agreement for \$1 per year.



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5. **Bid Protest-** Zayo Education Networks of America protesting award of School's Erate Managed Internet Access and Telecommunications Services RFP to United Data Technologies.

6. Capital Asset Surplus Request

DESCRIPTION	DEPARTMENT	Condition	Starting Bid
2009 Ford Escape	Fleet Services	Operable	\$500
2013 Ford Taurus	Sheriff	Operable	\$500
2015 Dodge Charger	Sheriff	Operable	\$500
2015 Dodge Charger	Sheriff	Inoperable	\$500
1991 Ford E-350 Ambulance	ACCTC	Inoperable – Parts Only	\$200
2004 Chevy Impala	ACCTC	Inoperable – Parts Only	\$200

7. Cash and Fund Balance Report, etc.....Robby Holbrook
8. Consent Agenda.....Transfers, not requiring Commission approval (1-15)
9. AC Schools/Marcus Bullock..... Appropriations & Transfer (16-18)
- 10.Highway/Gary Long..... Appropriation (19)
- 11.Conservation/Ben Taylor..... Appropriation (20)
- 12.Solid Waste/Geoff Trabalka..... Appropriation (21)
- 13.EMS/Nathan Sweet..... Appropriation (22)
- 14.Finance/Robby Holbrook..... Appropriations (23-25)
- 15.Mayor/Terry Frank..... Appropriations (26-31)
- 16.Sheriff's Dept/Russell Barker..... Appropriations & Transfer (32-37)



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17.Tourism/Stephanie Wells..... Transfer (38)

18.Library Board/Clinton..... Transfer (39)

SECTIONS:

Grant Contract Pre-Applications (9) (A)

AC EMS Station Concept Design/Mayor Frank (B)

Microsoft Office 365 G3 with MFA/Brian Young (C)

Vacation Payout Policy/Commissioner Palmer (D)

FY 25/26 Proposed Budgets/Robby Holbrook..... (E)

New Business (F)

Unfinished Business(G)

**ANDERSON COUNTY GOVERNMENT
CASH AND FUND BALANCE REPORT
March 31, 2025**

FUND	DESCRIPTION	NON-SPENDABLE	RESTRICTED FUNDS	COMMITTED FUNDS	ASSIGNED FUNDS	UNASSIGNED FUND BALANCE	TOTAL FUND BALANCE	CASH
101	General Fund	\$ -	\$ 2,118,231	\$ 518,537	\$ 4,149,328	\$ 11,062,435 *	\$ 17,848,531	\$ 24,704,451
115	Library Fund	\$ -	\$ 269,205		\$ -	\$ -	\$ 269,205	\$ 429,752
116	Solid Waste/Sanitation Fund	\$ -	\$ 774,553	\$ -	\$ -	\$ -	\$ 774,553	\$ 1,310,692
121	American Rescue Plan							\$ 2,646,771
122	Drug Control Fund	\$ -	\$ 148,377	\$ 8,754	\$ -	\$ -	\$ 157,131	\$ 166,336
127	Channel 95 Fund	\$ -	\$ -	\$ -	\$ 55,114	\$ -	\$ 55,114	\$ 47,242
128	Tourism Fund	\$ -	\$ 438,618	\$ 233,650	\$ 100,000	\$ -	\$ 772,268	\$ 963,897
131	Highway Fund	\$ 75,128	\$ 269,737	\$ 1,141,902	\$ -	\$ -	\$ 1,486,767	\$ 4,048,888
141	General Purpose School Fund	\$ -	\$ -	\$ 10,539,372	\$ -	\$ -	\$ 10,539,372	\$ 23,208,160
143	Central Cafeteria	\$ 88,414	\$ 4,454,127	\$ -	\$ -	\$ -	\$ 4,542,541	\$ 4,722,320
151	General Debt Service Fund	\$ -	\$ 971,128	\$ -	\$ -	\$ -	\$ 971,128	\$ 3,258,262
152	Rural Debt Service Fund	\$ -	\$ 1,173,967	\$ -	\$ -	\$ -	\$ 1,173,967	\$ 1,194,662
156	Education Debt Service Fund	\$ -	\$ 128,972	\$ -	\$ -	\$ -	\$ 128,972	\$ 1,639,621
171	Capital Projects Fund	\$ -	\$ 482,565	\$ -	\$ -	\$ -	\$ 482,565	\$ 796,729
177	Education Capital Projects Fund		\$ 954,077	\$ -	\$ -	\$ -	\$ 954,077	\$ 1,388,325
263	Employee Benefit Fund	\$ 30,555	\$ -	\$ -	\$ 961,103	\$ -	\$ 991,658	\$ 751,005
		\$ 194,097	\$ 12,183,557	\$ 12,442,215	\$ 5,265,545	\$ 11,062,435	\$ 41,147,849	\$ 71,277,113

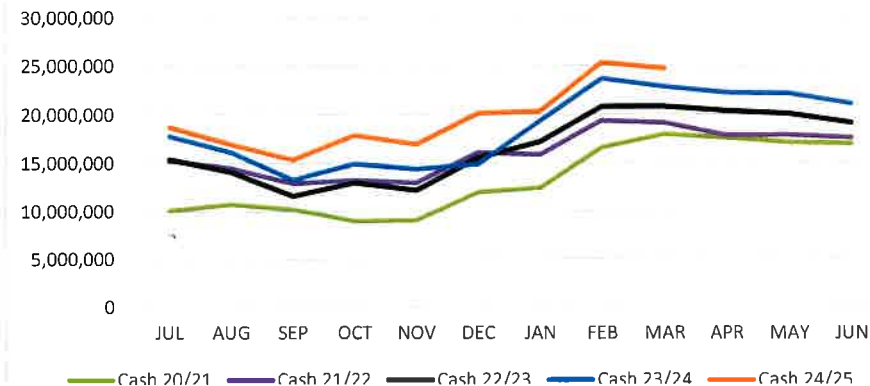
* General Unassigned Fund Balance limit of \$6M requiring 2/3 (11) votes for budget amendments.

Cash Trends

March

Cash 20/21	17,967,775
Cash 21/22	19,126,638
Cash 22/23	20,811,036
Cash 23/24	22,844,864
Cash 24/25	24,704,451

General Fund Cash Trends



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%
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%
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	6%
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%
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%
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%
January	\$597,913.34	\$1,249,551.98	\$101,379.14	\$50,729.98	\$3,109,781.97	\$132,529.68	\$54,001.85	\$5,295,887.94	13%
February	\$463,197.93	\$840,801.01	\$85,022.91	\$36,322.45	\$2,257,927.65	\$123,286.98	\$45,658.68	\$3,852,217.61	-5%
March	\$441,473.00	\$900,598.83	\$86,804.45	\$44,262.92	\$2,261,867.52	\$116,953.82	\$61,480.38	\$3,913,440.92	4%
April	\$508,342.61	\$948,424.49	\$106,095.26	\$47,724.45	\$2,660,226.92	\$128,789.00	\$44,311.95	\$4,443,914.68	4%
May	\$493,848.18	\$922,182.17	\$101,604.30	\$45,094.65	\$2,698,535.39	\$121,936.01	\$52,740.49	\$4,435,941.19	5%
June	\$567,955.36	\$976,246.00	\$107,120.87	\$45,031.06	\$2,446,928.85	\$117,326.50	\$86,206.98	\$4,346,815.62	3%
Totals:	\$6,071,183.68	\$11,192,202.58	\$1,181,065.62	\$539,681.48	\$28,813,807.25	\$1,457,832.10	\$630,946.58	\$49,886,719.29	4%
FY2025	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Out of State	Total	+/-
July	\$491,168.50	\$930,859.52	\$108,725.51	\$44,448.53	\$2,411,025.21	\$124,410.32	\$66,990.18	\$4,177,627.77	4.2%
August	\$511,851.31	\$800,787.50	\$101,851.85	\$47,875.06	\$2,774,632.51	\$124,698.62	\$15,001.64	\$4,376,662.49	9.7%
September	\$512,025.95	\$802,463.06	\$101,803.19	\$46,608.41	\$2,597,731.30	\$137,204.98	\$52,173.02	\$4,250,009.91	17.3%
October	\$497,462.45	\$887,229.76	\$100,691.60	\$41,831.66	\$2,353,123.16	\$126,512.93	\$63,185.12	\$4,070,036.68	8.9%
November	\$506,343.21	\$953,771.87	\$99,110.32	\$48,467.91	\$2,527,615.95	\$126,803.66	\$47,951.78	\$4,310,064.70	3.4%
December	\$507,665.20	\$971,899.48	\$105,362.12	\$40,481.03	\$2,490,047.05	\$136,616.12	\$46,588.25	\$4,298,659.25	5.6%
January	\$602,686.44	\$1,051,538.71	\$115,188.16	\$53,396.68	\$2,981,517.91	\$134,690.93	\$65,305.67	\$5,004,324.50	-5.5%
February	\$454,113.16	\$873,735.49	\$90,892.13	\$36,505.29	\$2,178,194.50	\$125,295.15	\$51,888.55	\$3,810,624.27	-1.1%
March									
April									
May									
June									
Totals:	\$4,083,316.22	\$7,272,285.39	\$823,624.88	\$359,614.57	\$20,313,887.59	\$1,036,232.71	\$409,084.21	\$34,298,009.57	

Local Option Sales Tax - Total Net Collections

The chart displays the monthly net collections for four fiscal years. FY2025 (orange line) generally shows higher collections than the previous years, peaking in January. FY2024 (black line) also shows a significant peak in January. FY2022 (green line) and FY2023 (blue line) show more stable but lower collection levels throughout the year.

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	\$ (10,012,969.51)	\$ (5,120,393.55)	\$ (15,133,363.06)			
	Remaining Allocation	\$ (12,969.51)	\$ (168,319.55)	\$ (181,289.06)			
	Interest earned and balance of allocations	\$ 388,688.77	\$ (181,289.06)				
	Total Interest Remaining			\$ 207,399.71			
	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	Comp/Building/Contents/MotorPool)	\$ 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	9/20/2021
7	County Paving Projects	\$ 766,991.63	\$ 766,991.63	\$ -	Complete	YES	8/15/2022
7.1	County Paving Projects - New Eligibility	\$ 1,485,844.01	\$ 1,485,844.01	\$ -	Complete	NO	8/15/2022
8	County-wide Assessment for Water & Sewer Planning	\$ 92,000.00	\$ 92,000.00	\$ -	Complete	YES	3/10/2022
9	Claxton Sewerline Study	\$ 30,000.00	\$ 30,000.00	\$ -	Complete	YES	8/15/2022
10	Witness Room/Archives Relocation	\$ 1,019,170.85	\$ 1,019,170.85	\$ -	Complete	YES	8/15/2022
11	Senior Center Kitchen Improvements	\$ 670,200.00	\$ 670,200.00	\$ -	Complete	YES	5/16/2022
12	A/V Technology for Room 118A	\$ 15,182.53	\$ 15,182.53	\$ -	Complete	YES	5/16/2022
15	Other Vehicles on Capital Requests	\$ 224,823.00	\$ 224,823.00	\$ -	Complete	YES	8/15/2022
16	Sheriff's Vehicles for 2 Years	\$ 899,349.03	\$ 899,349.03	\$ -	Complete	YES	8/15/2022
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
25	Jail Medical Services	\$ 250,000.00	\$ 250,000.00	\$ -	Complete	YES	5/15/2023
26	EMS Budget Fund Balance Adjustment (FY24)	\$ 516,000.00	\$ 516,000.00	\$ -	Complete	YES	6/19/2023
28	Fire Department/Rescue Squad Equipment	\$ 547,389.89	\$ 547,389.89	\$ -	Complete	YES	8/21/2023
29	EMS AED's	\$ 272,669.74	\$ 272,669.74	\$ -	Complete	YES	8/21/2023
30	Claxton Area Repeater	\$ 13,475.23	\$ 13,475.23	\$ -	Complete	YES	8/21/2023
32	Contributions Child Advocacy Center & American Legion	\$ 18,405.00	\$ 18,405.00	\$ -	Complete	YES	3/18/2024
33	County-wide Emergency Communications System	\$ 1,250,000.00	\$ 1,250,000.00	\$ -	Complete	NO	12/18/2023
34	Parks Bobcat	\$ 53,161.25	\$ 53,161.25	\$ -	Complete	YES	5/20/2024
35	Anderson County Fire Commission Funding for Departments	\$ 330,000.00	\$ 330,000.00	\$ -	Complete	YES	5/20/2024
36	Auto Purchases	\$ 170,281.35	\$ 170,281.35	\$ -	Complete	YES	6/17/2024
39	Archives Security Cameras	\$ 13,802.94	\$ 13,802.94	\$ -	Complete	YES	8/19/2024
42	County Auto Purchases	\$ 100,000.00	\$ 100,000.00	\$ -	Complete	YES	11/18/2024
44	Employee Retention Payments 2024	\$ 469,288.25	\$ 469,288.25	\$ -	Complete	YES	12/16/2024
3	TN Emergency Broadband Fund Grants -MF Comcast	\$ 250,000.00	\$ -	\$ 250,000.00	In Progress	YES	2/22/2022
13	IT Infrastructure Needs (e.g., Multi-Factor Authentication)	\$ 150,000.00	\$ 127,200.79	\$ 22,799.21	In Progress	YES	8/15/2022
14	EMS Ambulances for 2 years	\$ 1,346,903.66	\$ 500,511.66	\$ 846,392.00	In Progress	NO	8/15/2022
27	TDEC ARP Water Infrastructure Investment Plan (WIIP)	\$ 379,514.92	\$ 213,074.14	\$ 166,440.78	In Progress	YES	6/19/2023
31	Dental Clinic Redesign/Relocation/Bldg Improvements	\$ 604,000.00	\$ -	\$ 604,000.00	In Progress	YES	9/18/2023
37	EMS Vehicles FY25	\$ 422,819.10	\$ 8,857.10	\$ 413,962.00	In Progress	NO	8/19/2024
38	Sheriff's Vehicles FY25	\$ 571,962.02	\$ 511,294.02	\$ 60,668.00	In Progress	YES	8/19/2024
40	Senior Center Badge System	\$ 11,218.36	\$ 11,053.36	\$ 165.00	In Progress	YES	9/16/2024
41	Blockhouse Valley Recycling Center	\$ 56,500.00	\$ -	\$ 56,500.00	In Progress	YES	10/21/2024
43	Blockhouse Valley Recycling Center	\$ 14,000.00	\$ -	\$ 14,000.00	In Progress	YES	12/16/2024
		\$ 15,133,363.06	\$ 12,698,436.07	\$ 2,434,926.99			

2024-2025 Grant Inventory for Anderson County Government

Account Codes (101 unless specified)	Department	Description	Amount of Grant	Amnt of matching funds	Grant begin date	Grant end Date	Fed thru State	State	Fed Direct	Grantor	Indirect Cost Recovery
53330	Anderson County Drug Court	TN Certified Recovery Court (TCRCP)	\$ 133,500		7/1/2024	6/30/2025		\$ 133,500		TDMHSAS	\$ 8,260
53600-FJC	District Attorney's Office	Family Justice Center	\$ 200,000		7/1/2024	6/30/2025	\$ 200,000			OCJP/VOCA	\$ 3,685
	District Attorney's Office	JAG - 7th CTF	\$ 70,000		7/1/2024	6/30/2025	\$ 70,000			OCJP	
53600-VOCA	District Attorney's Office	Victim's Coordinator Grant (VOCA)	\$ 130,000		7/1/2024	6/30/2025	\$ 130,000			OCJP/VOCA	
54710-790-EMSE1	EMS	EMS Equipment Grant	\$ 134,180	\$ -	7/1/2023	9/30/2024	\$ -	\$ 134,180		TDH	
54410-499-EMPG	Emergency Management	Emergency Management EMPG 2023	\$ 33,709	\$ 33,709	10/1/2022	9/30/2024	\$ 33,709			TEMA	
54410-499-DHS	Emergency Management	Homeland Security Grant 2023	\$ 28,250		9/1/2022	4/30/2025	\$ 28,250			TEMA/DHS	
54410-499-DHS	Emergency Management	Homeland Security Grant 2024	\$ 28,250		9/1/2023	4/30/2026	\$ 28,250			TEMA/DHS	
54410-706-EOC	Emergency Management	Emergency Operations Center	\$ 2,942,940	\$ 980,980	9/1/2024	4/30/2027	\$ 2,942,940	\$ -		TEMA/DHS	
54410-499-DOE	Emergency Management	Off-Site Emergency Planning and Response	\$ 21,000		12/1/2023	7/31/2024	\$ 21,000			TEMA/DHS	
55110-707-SPNMG	Health Department	Health Department Renovation	\$ 349,000	\$ 116,400	1/13/2023	6/30/2026		\$ 349,000		TDH	
55110-707-AWN	Health Department	Immunization Funding Grant (awning)	\$ 227,000		3/1/2025	7/31/2026	\$ 227,000			TDH	
55190-3000	Health Department	Reimburse County for Contract employees Salaries	\$ 663,600		7/1/2024	6/30/2025	\$ 155,738	\$ 507,862		TDH	
55160-2001	Health Department	Safety Net Grant for Dental	\$ 4,000,000		7/1/2024	6/30/2025		\$ 4,000,000		TDH	
55160-2001	Health Department	Safety Net Grant for Dental (Emory Valley)	\$ 4,000,000		7/1/2024	6/30/2025		\$ 4,000,000		TDH	
	Highway/Mayors Office	TDOT Old State Circle Bridge (State Run Project)	\$ 950,900				\$ 950,900			TDOT	
53500-1000	Juvenile Court	Juvenile Court State Supplement Funds	45,000.00		7/1/2024	6/30/2029		\$ 45,000		DCS	
51900-799-NWDSP	Mayors Office	TDOT Oliver Springs 1 of 2	\$ 942,020	\$ 216,580				\$ 942,020		TDOT	
51900-799-NWDSP	Mayors Office	TDOT Oliver Springs 2 of 2	\$ 711,396	\$ 177,849			\$ 711,396			TDOT	
	Mayors Office	Gibbs Ferry Park (FLAP Grant)	\$ 1,860,000	\$ 201,400					\$ 1,860,000	USDOT	
58190-FIG	Mayors Office	CDBG Food Insecurity	\$ 194,000		12/15/2023	3/31/2026	\$ 194,000			CDBG	
91170-791-CDBG1	Mayor's Office	CDBG Waterlines	\$ 523,207	\$ 107,163	10/15/2020	10/14/2025	\$ 523,207			TDEC/CDBG	
	Mayor's Office	Broadband Accessibility Grant (BRC)	\$ 100,000		7/1/2024	12/31/2026	\$ 100,000			TNECD	
	Mayors Office	Brownfield Identification Grant	\$ 20,000	\$ -	8/1/2024	7/31/2025	\$ -	\$ 20,000	\$ -	TDEC	
	Mayors Office	Senior Center Grant (Vehicle)	\$ 45,000	\$ -	11/1/2024	3/31/2026	\$ -	\$ 45,000	\$ -	TNDDA	
	Mayors Office	ORHA Brownfield Identification Grant	\$ 100,000	\$ -	8/1/2024	7/31/2026	\$ -	\$ 100,000	\$ -	TDEC	
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	
116-55739	Mayors Office/Solid Waste	Litter Grant (Pick-Up & Prevention Education)	\$ 52,100		7/1/2024	6/30/2025		\$ 52,100		TDOT	
TBD	Mayors Office/ORRCA	Oak Ridge Reservation Community Alliance	\$ 381,587		4/15/2024	6/30/2028	\$ 381,587			TDEC	
101-56300	Mayor's Office/Office on Aging	Office on Aging and Senior Center	\$ 143,687		7/1/2023	9/30/2024	\$ 128,961	\$ 14,726		ETHRA/ETAAAD	
101-56300	Mayor's Office/Office on Aging	Office on Aging and Senior Center	\$ 66,576		7/1/2024	6/30/2025	\$ 51,744	\$ 14,832		ETHRA/ETAAAD	
53310-399-AEM1	Mayor's Office/Gen Sessions	Alternate Electronic Monitoring	\$ 13,005	\$ 13,005	10/21/2024	6/30/2025		\$ 13,005		OCJP	
	Norris Library	East Tennessee Foundation	\$ 3,000		5/1/2024	4/30/2025				ETF	
53310-DVCC	Sessions Judges	STOP, DV Court	\$ 201,000		7/1/2023	9/19/2024	\$ 201,000			OCJP	
101-54110	Sheriff's Department	Governor's Highway Safety Grant	\$ 22,000		10/1/2023	9/30/2024	\$ 22,000			TDSHS/ NHSTA	
54230-EBP1	Sheriff's Department	Evidenced Based Programming (EBP)	\$ 295,707		5/15/2023	6/30/2025		\$ 295,707		OCJP	
54110-VCIF2	Sheriff's Department	VCIF Collaborative	\$ 1,885,000		8/1/2023	6/30/2025		\$ 1,885,000		OCJP	\$ 16,900
54110-188-SORR1	Sheriff's Department	Sheriff's Office Recruitment and Retention	\$ 200,000		6/30/2023	3/7/2028		\$ 200,000		TDCl	
54110-170	Sheriff's Department	SRO Grant	\$ 1,275,000		7/1/2024	6/30/2025		\$ 1,275,000		TDHS	
54210-SMHT4	Sheriff's Department	Mental Health Transport	\$ 280,208	\$ -	7/1/2024	6/30/2025		\$ 280,208		OCJP	
101-54110	Sheriff's Department	Governor's Highway Safety Grant	\$ 23,800	\$ -	10/1/2024	9/30/2025	\$ 23,800	-		TDSHS/ NHSTA	
128-58110-ARPA	Tourism	Tourism ARPA	\$ 326,715		12/1/2021	11/30/2026	\$ 326,715			TDTD	
128-58110-ENGR	Tourism	Tourism Enhancement Grant	\$ 100,000	\$ 30,000	7/1/2023	6/30/2025		\$ 70,000		TDTD	
128-58110	Tourism	Tourism Marketing Grant	\$ 30,000	\$ 30,000	7/1/2024	6/30/2025		\$ 30,000		TDTD	
54410-499-EMPG	Emergency Management	Emergency Management EMPG 2023	\$ 32,024	\$ 32,024	10/1/2023	9/30/2025	\$ 32,024			TEMA	
55130-131-EMST1	EMS	EMS Trainging Supplement	\$ 28,800	\$ 2,203	12/31/2024	6/30/2025	\$ -	\$ 28,800		TDH	
										Total	
					Current Year Grants		\$11,279,370	\$14,435,940	\$ 1,860,000	\$ 27,575,310	\$ 28,845
					Prior Year Grants		\$ 8,680,171	\$10,387,755		\$ 19,067,927	

TYPE OF AMENDMENT

APPROPRIATION

0083634

FROM:

ROM: Nichole Brooks

DATE 4-17-25

3644

[illegible]

Detailed Justification / Explanation

Item	Amount	Detailed Justification / Explanation
Cover travel for Jamie & Nichole for yearly TCAA meeting		
Cover office supplies		
Cover new set of Code books (42 Books)		

permanent increase)

One time

Please attach additional sheet if more information is needed

①

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

TYPE OF AMENDMENT

TRANSFER: X

APPROPRIATION:

DEPARTMENT:

FROM:

0083635

Purchasing

Robby Holbrook

Increase	CODE DESCRIPTION	AMOUNT
101-52200-204	Purchasing - Retirement	\$ 500.00
101-52200-299	Purchasing - Vision	\$ 45.00
	Total	\$ 545.00
DECREASE		
101-52200-201	Purchasing - Social Security	\$ 545.00
	TOTAL	\$ 545.00
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 increased use of Purchasing payroll funds, retirement and vision were underbudgeted.		
Impact on 25/26 Budget - No		

②

TYPE OF AMENDMENT

TRANSFER:

☒

DEPARTMENT:

Trustee

APPROPRIATION:

FROM:

FROM: Rogina Copeland 008
11-2-95

0083636

DATE 4/15/2014

4-2-25

INCREASE	DECREASE	CODE DESCRIPTION	AMOUNT
		Building Improvements	800.00
			\$ -

[illegible]

Detailed Justification / Explanation :

mail out 2024 Delinquent bills.

TYPE OF AMENDMENT

APPROPRIATION: ☐

FROM:

0083638

Zach Allen/ Russell Barker

4/4/2025

5000
2436.50
5000
9061

5

These transfers will be used to install a galvanized chain link fence. This fence will be used as an outdoor rec yard.

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: L

0083639

DEPARTMENT:

FROM:

Sheriff's Department

Steve Owens/ Russell Barker

3/27/2025

Decrease		CODE DESCRIPTION						AMOUNT
101-54490-451		Other Emergency Management- Uniforms						\$300.00
						TOTAL		\$300.00

3000

Increase		CODE DESCRIPTION						
101-54490-309		Other Emergency Management- Contracts with						\$300.00
		Government Agencies						
						TOTAL		\$300.00
Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O								
Seconded								
Motion								

Detailed Justification / Explanation :

To pay DCI Software connection fees

6

TYPE OF AMENDMENT

0083640

John Vickery, Fleet Service Director

INCREASE) DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
101-54900-453	Vehicle Parts	\$ 14,000.00
		\$ 14,000.00

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	
101-54900-320	Dues and Memeberships	\$ 2,500.00
101-54900-338	Repairs and Maintenance Vehicle	\$ 5,500.00
101-54900-355	Travel	\$ 2,000.00
101-54900-424	Garage Supplies	\$ 4,000.00

Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		\$ 14,000.00

Due to rising cost of parts line item increased is needed to try to finish year end.

One time transfer.

Please attach additional sheet if more information is needed

7

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:

DEPARTMENT:

FROM:

0083641

Mayor/Animal Control

Terry Frank

Increase	CODE DESCRIPTION	AMOUNT
101-55120-499	Other Supplies & Materials	\$ 3,000.00
	Total	\$ 3,000.00
DECREASE		
101-55120-790	Other Equipment	\$ 3,000.00
	TOTAL	\$ 3,000.00

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 :	
Additional funds are needed in the 499 code where vaccines, medications, and medical test are purchased.	
Impact on 25/26 Budget - No	

ANDERSON COUNTY GOVERNMENT BUDGET AMENDMENT REQUEST

Important Note: This form is due to the Budget Director's Office by 2:00 p.m. on the Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☒APPROPRIATION: ☐DEPARTMENT: Veteran Service OfficeFROM: Scott Nation
(Department Contact Person)DATE: April 7, 2025

0083642

<u>INCREASE / DECREASE CODE:</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
101-58300-399	Other Contracted Services	\$1,000.00

2,950

<u>INCREASE / DECREASE CODE:</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
101-58300-435	Office Supplies	\$1,000.00

Justification / Explanation: To purchase general office supplies.

***Please attach additional sheet if necessary for additional information.*

(9)

TRANSFER: ☒

APPROPRIATION:

DEPARTMENT:

FROM:

51500 Election Commission

M. Stephens

0083643

DATE _____

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
5150 - 334	Maintenance Agreements	\$ 5,200.00
		\$ 5,200.00

INCREASE / DECREASE (circle one)		CODE DESCRIPTION	
SISD - 332	Legal Notices	\$	2,100.00
SISD - 351	Rentals		\$1,000.00
SISD - 524	Staff Development	\$	2,100.00
Motion			
<input type="checkbox"/> To Approve			
<input type="checkbox"/> To Refer			
<input type="checkbox"/> With			
<input type="checkbox"/> W/O			
Seconded			
Motion		\$	5,200.00

Detailed Justification-

Explanation

Additional funds needed to offset the increase in our annual hardware licensing fee from our machine vendor,
with the new Verity Duo voting system.

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

Possibly/ depending on potential new legislation with future elections Please attach additional sheet if more information is needed

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

TRANSFER: **X**

APPROPRIATION:

DEPARTMENT:

FROM:

0083644

AC Library Board

Norris Community Library

Decrease	CODE DESCRIPTION	AMOUNT
115-56500-317-4000	Data Processing & Equipment	\$ 49.79
115-56500-348-4000	Postage	\$ 6.00
115-56500-499-4000	Other Supplies & Materials	\$ 304.20
115-56500-435-4000	Office Supplies	\$ 300.20
115-56500-432-4000	Book Purchases	\$ 99.81
	Total	\$ 760.00
INCREASE		
115-56500-307-4000	Communications	\$ 560.00
115-56500-452-4000	Utilities	\$ 200.00
	TOTAL	\$ 760.00

Motion

☐ To Approve

☐ To Refer

☐ With ☐ W/O

Seconded _____

Motion _____

Detailed Justification / Explanation :

Transfer to cover shortfall in utilities for the fiscal year and to communications for monthly comcast and T-Mobile bills.

49.79
6.00
471.87
300.20
615.56

Impact on 25/26 Budget - No

ANDERSON COUNTY BUDGET AMENDMENT REQUEST**TYPE OF AMENDMENT**

TRANSFER:

☒

APPROPRIATION:

0083645

DEPARTMENT:

Tourism

FROM:

Stephanie Wells

DECREASE	CODE DESCRIPTION	AMOUNT
128-58110-335	Committed for Social, Cultural, Rec.	\$1,350.00
	TOTAL	\$1,350.00

2/000

INCREASE	CODE DESCRIPTION	AMOUNT
128-58110-709	Data Processing Equipment	\$1,250.00
128-58110-320	Dues and Memberships	\$100.00
	TOTAL	\$1,350.00

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

Detailed Justification / Explanation :

Transferring funds to Data Processing Equipment to purchase a Cisco Switch to replace obsolete equipment for network.

Transferring funds to Dues and Membership to cover increase in fees.

Impact on next year's budget : None

Page ____ of ____

(12)

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

TYPE OF AMENDMENT

TRANSFER: APPROPRIATION: 

DEPARTMENT:

FROM:

0083646

Finance

John Prince

Decrease	CODE DESCRIPTION	AMOUNT
263-51900-340-BCBS	Other G &A -Medical & Dental Services- BCBS Claims	\$ 100,000.00
263-51900-399-BCBS	Other G &A - Other Contracted Services - BCBS ADMIN	\$ 50,000.00
263-51900-399-PRES	Other G &A - Other Contracted Services - RX Admin	\$ 30,000.00
	TOTAL	\$ 180,000.00

910976
109,970
64,655

Increase	CODE DESCRIPTION	
263-51900-340-PRES	Other G &A -Medical & Dental Services - RX Claims	\$ 140,000.00
263-51900-340-THRV	Other G &A -Medical & Dental Services - Clinic	\$ 35,000.00
263-51900-399-CBIZ	Other G &A - Other Contracted Services - Consulting	\$ 5,000.00
	TOTAL	\$ 180,000.00

Detailed Justification / Explanation :

To align expenditures with available funds due to the reclassification of medical claims expenses.

Impact on Next Year's Budget - No effect

TRANSFER: ☒

APPROPRIATION: ☐

FROM: Bobby Crawford

0083647

41,612

INCREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
DECREASE <input type="checkbox"/>		
141-72620-499	Other supplies and materials	\$ 30,000.00
	Total	\$ 30,000.00

Motion _____

☐ To Approve

☐ To Refer

☐ With ☐ W/O

Seconded
Motion _____

Detailed Justification / Explanation : To transfer funds for materials and supplies as needed for the maintenance department.

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

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

TYPE OF AMENDMENT

TRANSFER: ☒APPROPRIATION: ☐DEPARTMENT: MaintenanceFROM: Bobby Crawford

0083648

DATE: 4/1/2025

INCREASE <input type="checkbox"/> DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72610-720	Plant Operation Equipment	\$ 1,800.00
141-72610-351	Rentals	\$ 30,000.00
Total		\$ 31,800.00

1800
36,359

INCREASE <input checked="" type="checkbox"/> DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72610-499	Other Supplies and Materials	\$ 31,800.00
Total		\$ 31,800.00

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

Detailed Justification / Explanation : To transfer funds for materials and supplies as needed for the maintenance department.

(5)

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

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

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒DEPARTMENT: Fiscal ServicesFROM: Marcus BullockDATE: 4/4/2025

0083649

INCREASE <input type="checkbox"/> DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-34690	Committed for Other Purposes	\$ 311,792.00
Total		\$ 311,792.00

10.5m

INCREASE <input checked="" type="checkbox"/> DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-71100-449	Regular Instruction - Textbooks	\$ 250,000.00
141-72310-513	Board of Education - Workman's Comp	\$ 11,792.00
141-99100-590	Operating Transfers - Transfers to Other Funds	\$ 50,000.00
Total		\$ 311,792.00

Motion _____

☐ To Approve

☐ To Refer

☐ With ☐ W/O

Seconded Motion _____

Detailed Justification / Explanation :

To appropriate funds for textbooks, workers compensation billing adjustments and to provide system support to the employee childcare program.

16

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: ☐APPROPRIATION: ☒DEPARTMENT: Fiscal ServicesFROM: Marcus BullockDATE: 4/4/2025**0083650**

INCREASE <input type="checkbox"/> DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-34685	Committed for Capital Projects	\$ 2,000,000.00
Total		\$ 2,000,000.00

10.5m

INCREASE <input checked="" type="checkbox"/> DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-76100-706	Regular Capital Outlay - Building Construction	\$ 2,000,000.00
Total		\$ 2,000,000.00

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 :

Appropriation for construction costs related to the new Claxton Elementary School project.

(17)

18

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: ☐

DEPARTMENT:

FROM: Gary Long

131- ACHDDATE 3/18/2018March
3/18/25

0083652

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
131-49700	Insurance recovery Claim VA 111720	\$ 29,224.00
	Mac Truck 366	
Total		

INCREASE / <u>DECREASE</u> (circle one)	CODE DESCRIPTION	
131-68000-714	ACHD Equipment	\$ 29,224.00
Total		\$ 29,224.00

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 :

Insurance Recovery for ACHD Mac truckd 366 January 2025 Snow Storm

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

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

TYPE OF AMENDMENT

TRANSFER:

APPROPRIATION: X

DEPARTMENT: Conservation

FROM: Ben Taylor

0083653

INCREASE	CODE DESCRIPTION	AMOUNT
101-49700	Insurance Recovery	\$ 550.00
	Total	\$ 550.00
INCREASE	CODE DESCRIPTION	
101-51240-336	Conservation - Maintenance & Repair Svcs.	\$ 550.00
	TOTAL	\$ 550.00
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 : Moving funds for insurance recovery into a expenditure code to pay for roof damage at AC Park.		
Impact on 25/26 Budget - No		

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

TYPE OF AMENDMENT

TRANSFER:

APPROPRIATION: X

DEPARTMENT:

FROM:

Solid Waste

Geoff Trabalka

0083654

Increase	CODE DESCRIPTION	AMOUNT
116-55710-510	Solid Waste - Trustee's Commission	\$ 5,000.00
	Total	\$ 5,000.00
DECREASE		
116-34530	Restricted for Public Health & Welfare - Solid Waste	\$ 5,000.00
	TOTAL	\$ 5,000.00

774553

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 :

Trustee's Commission will be short at year end around \$5,000. It was increased this fiscal year \$2,000, but that still wasn't enough due to increased revenues.

Impact on 25/26 Budget - No

21

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

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

TYPE OF AMENDMENT

TRANSFER:

APPROPRIATION: ☒

DEPARTMENT: Emergency Medical Services FROM: Nathan Sweet

0083655

INCREASE	CODE DESCRIPTION	AMOUNT
101-46390-EMST1	State Health and Welfare Grant - EMS Training Supplement	\$ 28,800.00
		\$ 28,800.00

INCREASE	CODE DESCRIPTION	
101-55130-131-EMST1	Medical Personnel - EMS Training Supplement	\$ 28,000.00
101-55130-105-EMST1	Supervisor/Director - EMS Training Supplement	\$ 800.00
		\$ 28,800.00

Detailed Justification / Explanat

TN State approved training supplement for EMS personnel that qualify. There were 36 ACEMS employees who met all of the requirements to receive the training supplement. This is to be an annual supplement, employees must meet all requirements each year.

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

Annual supplement at the discretion of the State Legislature. The County will incur matching SS and Medicare costs of \$2,203.20 which will be paid out of previously budgetd funds in 201 and 212.

22

TYPE OF AMENDMENT

APPROPRIATION: X

FROM:

Katherine Kleehammer

0083656

INCREASE	CODE DESCRIPTION	AMOUNT
101-52200-399-GOVD	Purchasing - Contracted Services - Gov Deals	\$ 6,000.00
	Total	\$ 6,000.00
INCREASE		
101-44530-GOVD	Sale of Equipment - Cost to Conduct Sale	\$ 6,000.00
	TOTAL	\$ 6,000.00

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 :

With increased surplus items sold this year, this code only has \$1,300 for the remainder of the year.

Gov deals host the sale of these items and collects a 7.5% fee.

Impact on 25/26 Budget - No

23

TYPE OF AMENDMENT

Robby Holbrook

Increase			CODE DESCRIPTION	AMOUNT
101-34735-SHOR	Assigned - Shorline - Monsanto Settlement Funds		\$	41,500.00
Total			\$	41,500.00
DECREASE				
101-51240-399-SHOR	Conservation - Other Contracted Services - Shorline		\$	41,500.00
TOTAL			\$	41,500.00
Motion		<input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded				
Motion				
Detailed Justification / Explanation :				
Funds available after Conservation contracted to have trees cut down on shorline to help with stalbalization of the shorline.				
Assigning funds for future use of shorline stalbalization.				

Impact on 25/26 Budaet - No

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

TYPE OF AMENDMENT

TRANSFER:

APPROPRIATION: X

DEPARTMENT:

FROM:

0083579

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-51240-399-SHOR	Other Contracted Services	\$ 70,000.00
Total		\$ 70,000.00
DECREASE		
101-39000	Unassigned	\$ 70,000.00
TOTAL		\$ 70,000.00

Handwritten: COPY

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 :

Anderson County received \$79,878 in a PCB Settlement-Monsanto that we moved into Conservation code last year, but the project did not get started. Those funds rolled into unassigned at fiscal year end. Again we would like to utilize the Monsanto-PCB funds for the stabilization of shoreline at Anderson County Park

Once permits are approved by TDEC & TVA, Conservation Board would solicit quotes or go to bid.

Any amount leftover would roll back into fund balance.

Impact on 24/25 Budget - No

241

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

TYPE OF AMENDMENT

TRANSFER:

APPROPRIATION: X

DEPARTMENT:

FROM:

0083658

Finance

Robby Holbrook

Increase	CODE DESCRIPTION	AMOUNT
151-82310-510	Debt Service - Trustee's Commission	\$ 10,000.00
	Total	\$ 10,000.00
DECREASE		
151-34580	Restricted for Debt Service	\$ 10,000.00
	TOTAL	\$ 10,000.00
Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded _____		
Motion _____		
Detailed Justification / Explanation :		
Increase in Trustee's Commission due to increased revenue.		
Impact on 25/26 Budget - No		

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

DEPARTMENT:

FROM:

0083659

Mayor/Animal Control

Terry Frank

Increase	CODE DESCRIPTION	AMOUNT
101-51910-169	Preservation Of Records - Part Time Help	\$ 4,000.00
101-51910-201	Social Security	\$ 275.00
101-51910-212	Medicare	\$ 75.00
101-51910-399	Other Contracted Services	\$ 5,094.00
	Total	\$ 9,444.00
DECREASE		
101-34510-ARCHV	Restricted For General Government - Archives & Records	\$ 9,444.00
	TOTAL	\$ 9,444.00

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 :

Needed additional part-time to cover Archives during period of leave, and to clean out vault.

The requested funds for contracted services is for preservation of two books. (Quote attached).

The proposal will be presented to Records Committee for approval.

Impact on 25/26 Budget - No

26

Proposal for:

Government Records Preservation Services



Prepared for:

Client name Zach Foster

Organization name Anderson County Archives, TN.

Project: Archival Book Preservation

Prepared by:

Tim Baumgardner

tbaumgardner@hfgroup.com

(513) 659-3267

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HFGROUP 





Quotation

The price quoted is based on estimated page counts. Final invoicing will be determined by page counts performed while processing.

QUOTE SCHEDULE					
RECORD SERIES	QUANTITY/DESCRIPTION	LEVEL (See key)	NOTES	RECORD TYPE	TOTAL
EXECUTORS BONDS & LETTERS 1915 - 1954	HEAVY MOLD PRESENT THROUGHOUT BOOK	3	FULL PRESERVATION & DIGITAL SCANNING -- ALSO MOLD REMEDICATION, DISBIND, TAPE REMOVAL, SURFACE CLEAN, MEND/STABILIZE, DEACIDIFY, HOUSE IN 2 MIL MYLAR SLEEVES, NEW LOOSE LEAF BINDER(S), DIGITIZE	\$3060.00	\$3060.00
ADMINISTRATORS BONDS & LETTERS 1928 - 1937	FULL ARCHIVAL PRESERVATION	1	FULL PRESERVATION -- NO MOLD PRESENT -- DISBIND, SURFACE CLEAN, MEND/STABILIZE, DEACIDIFY, HOUSE IN 2 MIL SLEEVES, NEW LOOSE LEAF BINDERS, DIGITIZE	\$1984.00	\$1984.00
				DELIVERY	\$50.00
PROJECT TOTAL					\$5094.00

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

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☐

DEPARTMENT:

FROM:

0083660

General Administration

Mayor Terry Frank

Increase	CODE DESCRIPTION	AMOUNT
101-58190-706-ARC	Other Economic & Comm Develop - Building Construction	\$ 857,840.00
	TOTAL	\$ 857,840.00

Increase	CODE DESCRIPTION	
101-47590-ARC	Other Federal through State- ARC Grant	\$ 857,840.00
	TOTAL	\$ 857,840.00

Detailed Justification / Explanation :

To allocate ARC Grant funds to the EMS Training Facility Construction Project. The Match portion of the project budget authorized in August 2024.

Impact on Next Year's Budget - No effect

TYPE OF AMENDMENT

3/12/25

404 4 25 24 430 = 34943

28

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

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

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☐

DEPARTMENT:

FROM:

Senior Center

Mayor Terry Frank

0083662

Increase	CODE DESCRIPTION	AMOUNT
101-47590-SCHWI	Other Fed thru State- Senior Center Health & Wellness Initiative	\$ 27,779.00
TOTAL		\$ 27,779.00

Increase	CODE DESCRIPTION	
101-56300-169-SCHWI	Part-time Personnel - Senior Center Health & Wellness Initiative	\$ 15,359.00
101-56300-201-SCHWI	Social Security - Senior Center Health & Wellness Initiative	\$ 242.00
101-56300-212-SCHWI	Employer Medicare - Senior Center Health & Wellness Initiative	\$ 1,033.00
101-56300-499-SCHWI	Other Supplies and Materials - Senior Center Health & Wellness Initiative	\$ 11,111.00
101-56300-513-SCHWI	Workers Comp - Senior Center Health & Wellness Initiative	\$ 34.00
TOTAL		\$ 27,779.00

Detailed Justification / Explanation :

To allocate Senior Center Health & Wellness Initiative Grant funds

Impact on Next Year's Budget -

No effect

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

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☐

DEPARTMENT:

FROM:

Senior Center

Mayor Terry Frank

0083663

Increase	CODE DESCRIPTION	AMOUNT
101-47590-SCEBH	Other Fed thru State- Senior Center Evidence-Based Health	\$ 11,126.00
	TOTAL	\$ 11,126.00

Increase	CODE DESCRIPTION	
101-56300-169-SCEBH	Part-time Personnel - Senior Center Evidence-Based Health	\$ 6,152.00
101-56300-201-SCEBH	Social Security - Senior Center Evidence-Based Health	\$ 414.00
101-56300-212-SCEBH	Employer Medicare - Senior Center Evidence-Based Health	\$ 97.00
101-56300-499-SCEBH	Other Supplies and Materials - Senior Center Evidence-Based Health	\$ 4,450.00
101-56300-513-SCEBH	Workers Comp - Senior Center Evidence-Based Health	\$ 13.00
	TOTAL	\$ 11,126.00

Detailed Justification / Explanation :

To allocate Senior Center Evidence-Based Health Grant funds

Impact on Next Year's Budget - No effect

30

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

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☐

DEPARTMENT:

FROM:

0083664

Senior Center

Mayor Terry Frank

Increase	CODE DESCRIPTION	AMOUNT
101-47590-OAASS	Other Fed thru State- Office On Aging Supportive Services	\$ 38,041.00
	TOTAL	\$ 38,041.00

Increase	CODE DESCRIPTION	
101-56300-169-OAASS	Part-time Personnel - Office On Aging Supportive Services	\$ 21,033.00
101-56300-201-OAASS	Social Security - Office On Aging Supportive Services	\$ 1,415.00
101-56300-212-OAASS	Employer Medicare - Office On Aging Supportive Services	\$ 331.00
101-56300-499-OAASS	Other Supplies and Materials - Office On Aging Supportive Services	\$ 15,216.00
101-56300-513-OAASS	Workers Comp - Office On Aging Supportive Services	\$ 46.00
	TOTAL	\$ 38,041.00

Detailed Justification / Explanation :

To allocate Senior Center Office On Aging Supportive Services Grant funds

Impact on Next Year's Budget -

No effect

31

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

TYPE OF AMENDMENTTRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

0083665

Sheriff's Department

Kenny Sharp/Russell Barker

4/4/2025

Increase			CODE DESCRIPTION					AMOUNT
101-49700			Insurance Recovery					\$12,626.00
						TOTAL		\$12,626.00

Increase			CODE DESCRIPTION					
101-54410-338			EMA Vehicle Maintenance & Repair					\$12,626.00
						TOTAL		\$12,626.00

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 :

Insurance recovery for Anderson County Sheriff's Office vehicle to be transferred to EMA

**Anderson County
Miscellaneous Receipt**

Misc. Receipt No: 32703
POS Receipt No: 129722
Receipt Date: 03/18/2025

Received By: Grace Rutherford
Received On: 03/18/2025 7:53 AM

Customer ID: 1013
Name: TNRMT
Description: ACSD INSURANCE PAYMENT

Miscellaneous Receipt Total
\$12,626.00

GL Account Number	GL Account Description	Debit	Credit
101. -49700	Insurance Recovery	\$0.00	\$12,626.00
Miscellaneous Receipt Totals:		\$0.00	\$12,626.00

Thank You!

TYPE OF AMENDMENT

0083666

Zach Allen / Russell Barker

Increase			CODE DESCRIPTION					AMOUNT
34520-4000			Sexual Offender- restricted funds					\$3,000.00
						TOTAL		\$3,000.00

Increase			CODE DESCRIPTION					
101-54210-599-5700			Sexual Offender- Other charges					\$3,000.00
			TOTAL					\$3,000.00

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

This is to pay the state collection fees.

33

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

TYPE OF AMENDMENTTRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

Sheriff's DepartmentSteve Owens/ Russell Barker3/27/2025

Increase			CODE DESCRIPTION					AMOUNT
101-46210			Law Endorcement Training Program					\$51,200.00
TOTAL								\$51,200.00

Increase			CODE DESCRIPTION					
101-54110-188			Sheriff's Department- Bonus/Retention Payments					\$51,200.00
TOTAL								\$51,200.00

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 :

2024 Salary Supplement from the Tennessee Peace Officers Standards Training (POST)

(34)

Anderson County Miscellaneous Receipt

Misc. Receipt No: 32635
POS Receipt No: 129654
Receipt Date: 03/13/2025

Received By: Grace Rutherford
Received On: 03/13/2025 8:01 AM

Customer ID: 312
Name: STATE OF TENNESSEE
Description: 2024 POLICE SALARY SUPPLEMENT

Miscellaneous Receipt Total
\$51,200.00

GL Account Number	GL Account Description	Debit	Credit
101. -46210	Law Enforcement Training Progr	\$0.00	\$51,200.00
Miscellaneous Receipt Totals:		\$0.00	\$51,200.00

Thank You!

FA-0234 (Rev 07/08)

Warrant Date: 3/7/2025

Warrant Amount: \$51,200.00

State of Tennessee

Remittance Advice

Warrant No: 0008542853

Supplier Number: 0000004147

Agency Information	Invoice Date	Invoice ID	Voucher Number	Paid Amount
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Commerce & Insurance (615) 741-2241
 2024 Police Salary Supplements

2/27/2025 Police Batch 9-2025

00157723 \$51,200.00



34

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

TYPE OF AMENDMENTTRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

Sheriff's Department

Steve Owens/ Russell Barker

3/27/2025

Increase	CODE DESCRIPTION	AMOUNT
101-54490-187	Others Emergency Management Overtime Pay	\$65,834.00
101-54490-201	Social Security	2,000. ⁰⁰ *
101-54490-204	Retirement	6,500. ⁰⁰ *
101-54490-213	Medicare	500. ⁰⁰ *
	TOTAL	\$74,834.00

Decrease	CODE DESCRIPTION	
101-48140-DISPT	Contracted Services- Dispatch Revenue	\$74,834.00
	TOTAL	\$74,834.00

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

Detailed Justification / Explanation :

This is to cover overtime and supplement pay for dispatchers

Benefits added as well. Revenue from cities should be over \$142,000, budget was only 65,000

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: ☒

0083669

DEPARTMENT:

FROM:

Sheriff's Department

Kenny Sharp/Russell Barker

4/4/2025

Increase			CODE DESCRIPTION					AMOUNT
101-49700			Insurance Recovery					\$2,137.28
TOTAL								\$2,137.28

Increase			CODE DESCRIPTION					
101-54110-338			Vehicle Maintenance & Repair					\$2,137.28
TOTAL								\$2,137.28

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 :

Insurance recovery for Anderson County Sheriff's Office vehicle

30

Anderson County **Miscellaneous Receipt**

Misc. Receipt No: 32033
POS Receipt No: 129052
Receipt Date: 02/04/2025

Received By: Grace Rutherford
Received On: 02/04/2025 9:14 AM

Customer ID: 1013
Name: TNRMT
Description: ACSD INSURANCE PAYMENT

Miscellaneous Receipt Total
\$2,137.28

GL Account Number	GL Account Description	Debit	Credit
101. -49700	Insurance Recovery	\$0.00	\$2,137.28
Miscellaneous Receipt Totals:		\$0.00	\$2,137.28

Thank You!

36

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

TYPE OF AMENDMENTTRANSFER: ☒ *Payroll*APPROPRIATION: ☐

DEPARTMENT:

FROM:

0083670

Sheriff's Department

Zach Allen/ Russell Barker

4/4/2025

Decrease		CODE DESCRIPTION						AMOUNT
101-54210-160		Jailers pay						\$70,000.00
						TOTAL		\$70,000.00

1.7m

Increase		CODE DESCRIPTION						
101-54210-187		Jail overtime pay						\$70,000.00
						TOTAL		\$70,000.00
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 :

This transfer is to cover the overtime

Please attach additional sheet if more information is needed

37

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

TRANSFER: ☒ *Payroll* TYPE OF AMENDMENT
 APPROPRIATION: ☐

0083671

DEPARTMENT: Tourism FROM: Stephanie Wells

DECREASE	CODE DESCRIPTION	AMOUNT
128-58100-162	Clerical Personnel	\$1,404.00
	TOTAL	\$1,404.00

INCREASE	CODE DESCRIPTION	AMOUNT
128-58110-207	Medical Insurance	\$1,404.00
	TOTAL	\$1,404.00

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

Detailed Justification / Explanation :

Transferring funds to medical insurance to cover employee's elected benefits. Code 162 has excess funds this current fiscal year due to vacancy in position for six months.

Impact on next year's budget : None

Page ____ of ____

A1:I41

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

Payroll

APPROPRIATION:

DEPARTMENT:

FROM:

00 83672

AC Library Board

Clinton Public Library

Decrease	CODE DESCRIPTION	AMOUNT
115-56500-129-2000	Librarians - Clinton	\$ 2,500.00
	Total	\$ 2,500.00
INCREASE		
115-56500-169-2000	Part-Time	\$ 2,500.00
	TOTAL	\$ 2,500.00

9,150

Motion

☐

To Approve

☐

To Refer

☐

With

☐

W/O

Seconded

Motion



Detailed Justification / Explanation :

This is a result of staffing needs being different than expected this fiscal year.



Full time employee out on extended leave and used more part-time.

Impact on 25/26 Budget - No



39

ANDERSON County Government Grant Pre-Application Notification Form	
Department/Office/Agency Applying for Grant: Emergency Management Application Deadline: 11/15/2024	
Fund Source Type (i.e. State-Direct, Federal thru State, Federal-Direct Other): State	
Funding Agency Name: Tennessee Emergency Management Agency	
Grant/Program Title: Homeland Security Grant	
Grant Period Begins 09/01/2024	
Grant Period Ends: 04/30/2027	
Total Grant Project Costs: \$25,425.00	
Grant Amount Provided by Funding Agency: \$25,425.00	
Is a County Match Required? (Yes/No): No Cash <input type="checkbox"/> or In-Kind <input type="checkbox"/> or Both <input type="checkbox"/>	
County Matching Amount Required: \$	
Grant Revenue Type (Advance Payment or Reimbursement) : Reimbursement	
Indirect Cost Availability (Yes/No): Yes but no room in the budget	
Purpose of Grant:	
Funding of training, exercises, planning and equipment purchases allowable	
Person Responsible for Grant Program Management (Program Manager): Karen Ooten	
Person Responsible for Approving Allowable Costs: Brice Kidwell	
Person Responsible for Requesting Revenue Claims: Karen Ooten	
Post Grant Obligations(Yes/No): Yes	
Post Grant Obligation Information (ongoing staffing, programing, maintenance, etc.):	
Any maintenance or upgrades on equipment purchased on grant will be funded by EMA	
Grant Requirements for Equipment, Ownership & Insurance	
The Grantee shall notify the State, in writing, of any equipment or motor vehicle loss describing the reasons for the loss	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.:	
Grantee is responsible for all upgrades and maintenance	
Grant Requirements for Contracted Services Such procurement shall be made on a competitive basis, including the use of competitive bidding procedures, where practical	
Will this grant add Value to Anderson County Fixed Assets? (Yes/ No): Yes	
Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No): Yes	
Funding Agency Contact Information	
Contact Name/Title	Gary Baker, Homeland Security Grant Program Supervisor
Phone	615-741-7037
Email	Gary.baker@tn.gov
Submitting Department Head Signature: 	Date: 2-20-25
Grant Coordinator Signature: 	Date: 3-5-25


SECA

ANDERSON County Government Grant Pre-Application Notification Form	
Department/Office/Agency Applying for Grant: Emergency Management Application Deadline:	
Fund Source Type (i.e. State-Direct, Federal thru State, Federal-Direct, Other): State	
Funding Agency Name: Tennessee Emergency Management Agency	
Grant/Program Title: Emergency Management Performance Grant	
Grant Period Begins 10/01/2023	
Grant Period Ends: 09/30/2025	
Total Grant Project Costs \$33,709.13	
Grant Amount Provided by Funding Agency: \$33,709.13	
Is a County Match Required? (Yes/No): Yes Cash <input type="checkbox"/> or In-Kind <input type="checkbox"/> or Both <input type="checkbox"/>	
County Matching Amount Required: 50%	
Grant Revenue Type (Advance Payment or Reimbursement) : Reimbursement	
Indirect Cost Availability (Yes/No): Yes but no room in the budget	
Purpose of Grant:	
Funding of training, exercises, planning, management, administration and equipment purchases allowable	
Person Responsible for Grant Program Management (Program Manager): Karen Ooten	
Person Responsible for Approving Allowable Costs: Brice Kidwell	
Person Responsible for Requesting Revenue Claims: Karen Ooten	
Post Grant Obligations(Yes/No): Yes	
Post Grant Obligation Information (ongoing staffing, programing, maintenance, etc.):	
Any maintenance or upgrades on equipment purchased on grant will be funded by EMA	
Grant Requirements for Equipment: Ownership & Insurance	
This Grant Contract does not involve the acquisition and disposition of equipment or motor vehicles acquired with funds proved under this Grant Contract	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.:	
Grantee is responsible for all upgrades and maintenance	
Grant Requirements for Contracted Services Such procurement shall be made on a competitive basis, including the use of competitive bidding procedures, where practical	
Will this grant add Value to Anderson County Fixed Assets? (Yes/ No): Yes	
Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No): Yes	
Funding Agency Contact Information	
Contact Name/Title	Todd Jones, Director
Phone	865-594-5664
Email	Todd.jones@tn.gov
Submitting Department Head Signature: 	
Date: 2-20-25	
Grant Coordinator Signature: 	
Date: 3-5-25	

SECA

ANDERSON County Government Grant Pre-Application Notification Form	
Department/Office/Agency Applying for Grant: Emergency Management Application Deadline:	
Fund Source Type (i.e. State-Direct, Federal thru State, Federal-Direct, Other): State	
Funding Agency Name: Tennessee Emergency Management Agency	
Grant/Program Title: Emergency Operations Center Grant Program	
Grant Period Begins: 09/01/2024	
Grant Period Ends: 04/30/2027	
Total Grant Project Costs: \$ 2,942,940.00	
Grant Amount Provided by Funding Agency: \$2,942,940.00	
Is a County Match Required? (Yes/No): Yes Cash <input type="checkbox"/> or In-Kind <input type="checkbox"/> or Both <input type="checkbox"/>	
County Matching Amount Required: \$ 980,980.00	
Grant Revenue Type (Advance Payment or Reimbursement) : Reimbursement	
Indirect Cost Availability (Yes/No): Yes but no room in the budget	
Purpose of Grant:	
Construction of Emergency Operation Center	
Person Responsible for Grant Program Management (Program Manager): Karen Ooten	
Person Responsible for Approving Allowable Costs: Brice Kidwell	
Person Responsible for Requesting Revenue Claims: Karen Ooten	
Post Grant Obligations(Yes/No):Yes	
Post Grant Obligation Information (ongoing staffing, programing, maintenance, etc.):	
Any maintenance or upgrades on building and/or equipment purchased on grant will be funded by EMA	
Grant Requirements for Equipment, Ownership & Insurance	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.:	
Grantee is responsible for all upgrades and maintenance	
Grant Requirements for Contracted Services Such procurement shall be made on a competitive basis, including the use of competitive bidding procedures, where practical	
Will this grant add Value to Anderson County Fixed Assets? (Yes/ No): Yes	
Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No): Yes	
Funding Agency Contact Information	
Contact Name/Title	Gary Baker, Homeland Security Gran Program Supervisor
Phone	615-741-7037
Email	Gary.baker@tn.gov
Submitting Department Head Signature: 	Date: 2-20-25
Grant Coordinator Signature: 	Date: 3-5-25

Sec A



ANDERSON County Government Grant Pre-Application Notification Form	
Department or Organization Applying for Grant :Anderson County Dental Clinic and Emory Valley Dental Clinic	
Grant/Program Title: Safety Net Grant for Adults Dental services	
Grant Beginning Period : July 1, 2025	
Grant Ending Period : June 30, 2026	
Grant Amount: \$20,000 to \$60,000	
Funding Agency (i.e. State, Federal , Private): State of Tennessee	
Funding Agency Contact Information	
Name	Alle Crampton MS, MPH Director State Office of Rural Health, Safety Net Program
Address	710 James Roberston Parkway, Nashville TN 37243
Phone	629-208-5444
Fax	n/a
Email	Alle.m.crampton@tn.gov
Funding Percentage or Match (i.e. 100% or 75%/ 25%):no	
Funding Type (Revenue Advanced or Reimbursed) :reimbursed	
Ongoing Funding Requirements(Yes/No & Length Required):yes	
Indirect Cost Availability (Yes/No) :no	
Grant Beneficiary: Anderson County Dental Clinic	
Purpose of Grant: Reimbursement of examinations, teeth extracted, and also cleanings for adult age 19-34	
Person/Dept. Responsible for Grant Program Management :Dr. Lacy Hudson	
Person/ Dept. Responsible for Reporting Expenditures: Edwina Jordan	
Person/ Dept. Responsible for Requesting Revenue Claims: Dr. Lacy Hudson	
Grant Requirements for Continuation of Program or Cooperative Agreements:	
Patients meet guidelines for service reimbursement	
Grant Requirements for Equipment, Ownership & Insurance :	
n/a	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.:	
n/a	
Grant Requirements for Employment or Contracted Services:	
n/a	
Will this grant add Value to Anderson County Fixed Assets? (Yes/ No):yes	
Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No):no	
Approving Official Signature: 	

Date: 3/4/25

3/5/25

Grant Coordinator

SECA

ANDERSON County Government Grant Pre-Application Notification Form	
Department/Office/Agency Applying for Grant: Emergency Management Application Deadline:	
Fund Source Type (i.e. State-Direct, Federal thru State, Federal-Direct. Other): State	
Funding Agency Name: Tennessee Emergency Management Agency	
Grant/Program Title: Department of Energy	
Grant Period Begins 12/01/2024	
Grant Period Ends: Unknown at the time	
Total Grant Project Costs: \$ Unknown at this time	
Grant Amount Provided by Funding Agency: \$	
Is a County Match Required? (Yes/No): No Cash <input type="checkbox"/> or In-Kind <input type="checkbox"/> or Both <input type="checkbox"/>	
County Matching Amount Required: \$	
Grant Revenue Type (Advance Payment or Reimbursement) : Reimbursement	
Indirect Cost Availability (Yes/No): Yes but no room in the budget	
Purpose of Grant:	
Off-site emergency planning and response	
Person Responsible for Grant Program Management (Program Manager): Karen Ooten	
Person Responsible for Approving Allowable Costs: Brice Kidwell	
Person Responsible for Requesting Revenue Claims: Karen Ooten	
Post Grant Obligations(Yes/No):Yes	
Post Grant Obligation Information (ongoing staffing, programing, maintenance, etc.):	
Any maintenance or upgrades on equipment purchased on grant will be funded by EMA	
Grant Requirements for Equipment, Ownership & Insurance :	
The Grantee shall notify the State, in writing, of any equipment or motor vehicle loss describing the reasons for the loss	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.:	
Grantee is responsible for all upgrades and maintenance	
Grant Requirements for Contracted Services Such procurement shall be made on a competitive basis, including the use of competitive bidding procedures, where practical	
Will this grant add Value to Anderson County Fixed Assets? (Yes/ No): Yes	
Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No): Yes	
Funding Agency Contact Information	
Contact Name/Title	Roger Thompson, DOI: Program Manager
Phone	865-594-5660
Email	Roger.thompson@tn.gov
Submitting Department Head Signature:	 Date: 2-20-25
Grant Coordinator Signature:	 Date: 3-5-25

ANDERSON County Government Grant Pre-Application Notification Form	
Department/Office/Agency Applying for Grant: FJC	Application Deadline: Pending
Fund Source Type (i.e. State-Direct, Federal thru State, Federal-Direct, Other): VSSG Funds	
Funding Agency Name: Office of Criminal Justice Programs	
Grant/Program Title: Anderson County Family Justice Center	
Grant Period Begins: 7/1/2025	
Grant Period Ends: 6/30/2026	
Total Grant Project Costs: \$ 200,000	
Grant Amount Provided by Funding Agency: \$ 200,000	
Is a County Match Required? (Yes/No): No Cash <input type="checkbox"/> or In-Kind <input type="checkbox"/> or Both <input type="checkbox"/>	
County Matching Amount Required: \$ 0	
Grant Revenue Type (Advance Payment or Reimbursement) : Reimbursement	
Indirect Cost Availability (Yes/No): Yes	
Purpose of Grant: This grant maintains the operations of the Anderson County Family Justice Center and pays the salary for two staff members, the Navigator and the CCR Specialist.	
Person Responsible for Grant Program Management (Program Manager): Melissa Miller	
Person Responsible for Approving Allowable Costs: Dave Clark	
Person Responsible for Requesting Revenue Claims: John Prince	
Post Grant Obligations(Yes/No): No	
Post Grant Obligation Information (ongoing staffing, programing, maintenance, etc.): NA	
Grant Requirements for Equipment, Ownership & Insurance :Grant funds cover equipment expenses and insurance costs for vehicle ownership and building maintenance/ownership.	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.:	
Grant Requirements for Contracted Services: NA	
Will this grant add Value to Anderson County Fixed Assets? (Yes/ No): No	
Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No): No	
Funding Agency Contact Information	
Contact Name/Title	Chelsie Leonard, OCJP Program Manager
Phone	(615) 253-9952
Email	Chelsie.leonard@tn.gov
Submitting Department Head Signature: <i>Melissa Miller</i>	Date: <i>2/24/25</i>
Grant Coordinator Signature: <i>[Signature]</i>	Date: <i>3/17/25</i>

SECA

ANDERSON County Government Grant Pre-Application Notification Form	
Department or Organization Applying for Grant : Solid Waste	
Grant/Program Title: TDEC Recycling Equipment Grant	
Grant Beginning Period : 7/1/2025	
Grant Ending Period : 6/30/2026	
Grant Amount: \$125,000.00	
Funding Agency (i.e. State, Federal , Private): State	
Funding Agency Contact Information	
Name	Robin Chance
Address	Department of Environment & Conservation William R. Snodgrass Tennessee Tower 312 Rosa L. Parks Avenue, 14th Floor Nashville, TN 37243
Phone	615-571-6364
Fax	
Email	Robin.Chance@tn.gov
Funding Percentage or Match (i.e. 100% or 75%/ 25%): 50%	
Funding Type (Revenue Advanced or Reimbursed) : Reimbursed	
Ongoing Funding Requirements(Yes/No & Length Required): No	
Indirect Cost Availability (Yes/No) : No	
Grant Beneficiary: Anderson County Solid Waste	
Purpose of Grant: Purchase of conveyors and horizontal baler for use a potential Materials Recovery Facility at new potential Blockhouse Valley Facility.	
Person/Dept. Responsible for Grant Program Management : Geoff Trabalka	
Person/ Dept. Responsible for Reporting Expenditures: Geoff Trabalka	
Person/ Dept. Responsible for Requesting Revenue Claims: Geoff Trabalka	
Grant Requirements for Continuation of Program or Cooperative Agreements: N/A	
Grant Requirements for Equipment, Ownership & Insurance : Ownership and insurance for equipment fall to the County Equipment must be in place and operational by 6/30/2026	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.: Maintenance required for 5 year Grant period	
Grant Requirements for Employment or Contracted Services: N/A	
Will this grant add Value to Anderson County Fixed Assets? (Yes/ No): Yes	
Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No): Yes	
Approving Official Signature: Geoff Trabalka	

Date: 2/26/2025

Grant Coordinator



3/17/25

SECA

ANDERSON County Government Grant Pre-Application Notification Form	
Department or Organization Applying for Grant: Anderson County EMS	
Grant/Program Title: Tennessee Highway Safety Office	
Grant Beginning Period: July 01, 2025	
Grant Ending Period: June 30, 2026	
Grant Amount: 19,006	
Funding Agency (i.e., State, Federal, Private): Federal	
Funding Agency Contact Information	
Name	Tennessee Highway Safety Office
Address	Tennessee Tower – 25 th Floor, 312 Rosa L. Parks Avenue, Nashville, TN 37243
Phone	615-906-2449
Fax	
Email	Daniel.Locke@tn.gov
Funding Percentage or Match (i.e., 100% or 75%/ 25%): 100%, no match	
Funding Type (Revenue Advanced or Reimbursed): Reimbursed	
Ongoing Funding Requirements (Yes/No & Length Required): No	
Indirect Cost Availability (Yes/No): No	
Grant Beneficiary: Anderson County Government	
Purpose of Grant: The purchase and payment for HAAS digital alerting hardware and software for 26 EMS vehicles, four EMA vehicles, and four Animal Control vehicles.	
Person/Dept. Responsible for Grant Program Management: Nathan Sweet / EMS	
Person/ Dept. Responsible for Reporting Expenditures: Nathan Sweet / EMS	
Person/ Dept. Responsible for Requesting Revenue Claims: Nathan Sweet / EMS	
Grant Requirements for Continuation of Program or Cooperative Agreements: Participate in regional quarterly meetings. provide reports on effectiveness of equipment.	
Grant Requirements for Equipment. Ownership & Insurance: N/A	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.: N/A, if we continue to use the equipment after one year, we would be required to pay for the annual service fee, which is the whole cost of the grant.	
Grant Requirements for Employment or Contracted Services: N/A	
Will this grant add Value to Anderson County Fixed Assets? (Yes/ No): No	
Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No): No	
Approving Official Signature	Date: 3/28/25

Grant Coordinator




3/28/25

SCA

Anderson County Government Grant Pre-Application Notification Form	
Department or Organization Applying for Grant: Anderson County EMS	
Grant/Program Title: Robert F. Lash Emergency Medicine Fund	
Grant Beginning Period: 04/11/2026	
Grant Ending Period: Grant: 05/02/2026	
Grant Amount: \$2536	
Funding Agency (i.e., State, Federal, Private): Private	
Funding Agency Contact Information	
Name	Heather Tiftickjian, MSN, RN, NEA-BC
Address	
Phone	
Fax	
Email	jiblythe@utmck.edu
Funding Percentage or Match (i.e., 100% or 75% / 25%): 100% - no match required	
Funding Type (Revenue Advanced or Reimbursed): Revenue Advanced	
Ongoing Funding Requirements (Yes/No & Length Required): No	
Indirect Cost Availability (Yes/No): No	
Grant Beneficiary: Anderson County EMS	
Purpose of Grant: Purchase of Updated Emergency Medical Responder Textbooks and Instructor Material for the classes we teach first responder departments.	
Person/Dept. Responsible for Grant Program Management: Bobbi Jo Henderson	
Person/Dept. Responsible for Reporting Expenditures: Bobbi Jo Henderson	
Person/Dept. Responsible for Requesting Revenue Claims: Nathan Sweet	
Grant Requirements for Continuation of Program or Cooperative Agreements: None	
Grant Requirements for Equipment, Ownership & Insurance: None	
Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.: None	
Grant Requirements for Employment or Contracted Services: None	
Will this grant add Value to Anderson County Fixed Assets? (Yes/ No): No	
Will this grant add Expense to Anderson County's Insurance Expense? (Yes/No): No	
Approving Official Signature	Date 3/28/25

Grant Coordinator



3/28/25

SECA

Robby Holbrook

From: Terry Frank
Sent: Monday, April 7, 2025 10:39 AM
To: Robby Holbrook
Subject: Budget Committee
Attachments: 121824_AndersonCoEMS_Final Concept Design.pdf

Robby,

Could you place this request on the budget committee, please?

I know the funds are budgeted, but as this is a larger amount I would like to request Budget Committee approval.

The request is for funds from 171-91110-799 Other capital in the amount of \$64,800 for Studio Four Design, a Michael Graves Company. I have attached the breakdown of cost for Design Development and Construction Documents phase for EMS station(s). Station design is prototype that can be replicated for any community in order to save architectural fees should multiple stations be built over the next decade or so. The Intent of this request is to complete construction documents for firm estimation of facility/facilities cost. Schematic design has been completed. (See attached)

Thank you so much!

Terry



Terry Frank
Anderson County Mayor
100 North Main Street, Suite 208
Clinton, Tennessee 37716
865-457-6200
tfrank@andersoncountyttn.gov

SECB

§ 11.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus « » percent (« »%), or as follows:
(Insert amount of, or basis for computing, Architect's consultants' compensation for Supplemental or Additional Services.)

« »

§ 11.5 When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

Schematic Design Phase	« \$16,200.00 »	(« 15 »	%)
Design Development Phase	« \$27,000.00 »	(« 25 »	%)
Construction Documents Phase	« \$37,800.00 »	(« 35 »	%)
Permitting	« \$5,400.00 »	(« 5 »	%)
Bidding Phase	« \$5,400.00 »	(« 5 »	%)
Construction Phase	« \$16,200.00 »	(« 15 »	%)
Total Basic Compensation	\$108,000.00	(100	%)

Compensation for Supplemental Services in Section 11.2 shall be billed at intervals appropriate to their level of completion.

§ 11.6 When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work.

§ 11.6.1 When compensation is on a percentage basis and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.6.2 Should the Owner's budget for the Cost of the Work be increased by 10% or greater at any time due to the Owner's approval, the Architect shall be entitled to a Basic Services fee increase proportional to the budget increase for any remaining phases of the project that have not been completed at the time the increase in the increase in the budget for the Cost of the Work is approved.

§ 11.6.3 Should the Owner's budget for the Cost of the Work be decreased by 10% or greater prior to the completion of the Construction Documents phase, the Architect's fee shall be decreased proportional to the budget decrease only for any remaining phases of the project that have not commenced at the time of approval for the decrease in budget for the Cost of the Work. If a decrease in the Owner's budget for the Cost of the Work prior to the conclusion of the Construction Documents Phase requires any alterations to the design, the Architect shall be entitled to Additional Services per Article 4 to implement any modifications to the design documents prior to commencing with Design Development and/or Construction Document Phase(s).

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.
(If applicable, attach an exhibit of hourly billing rates or insert them below.)

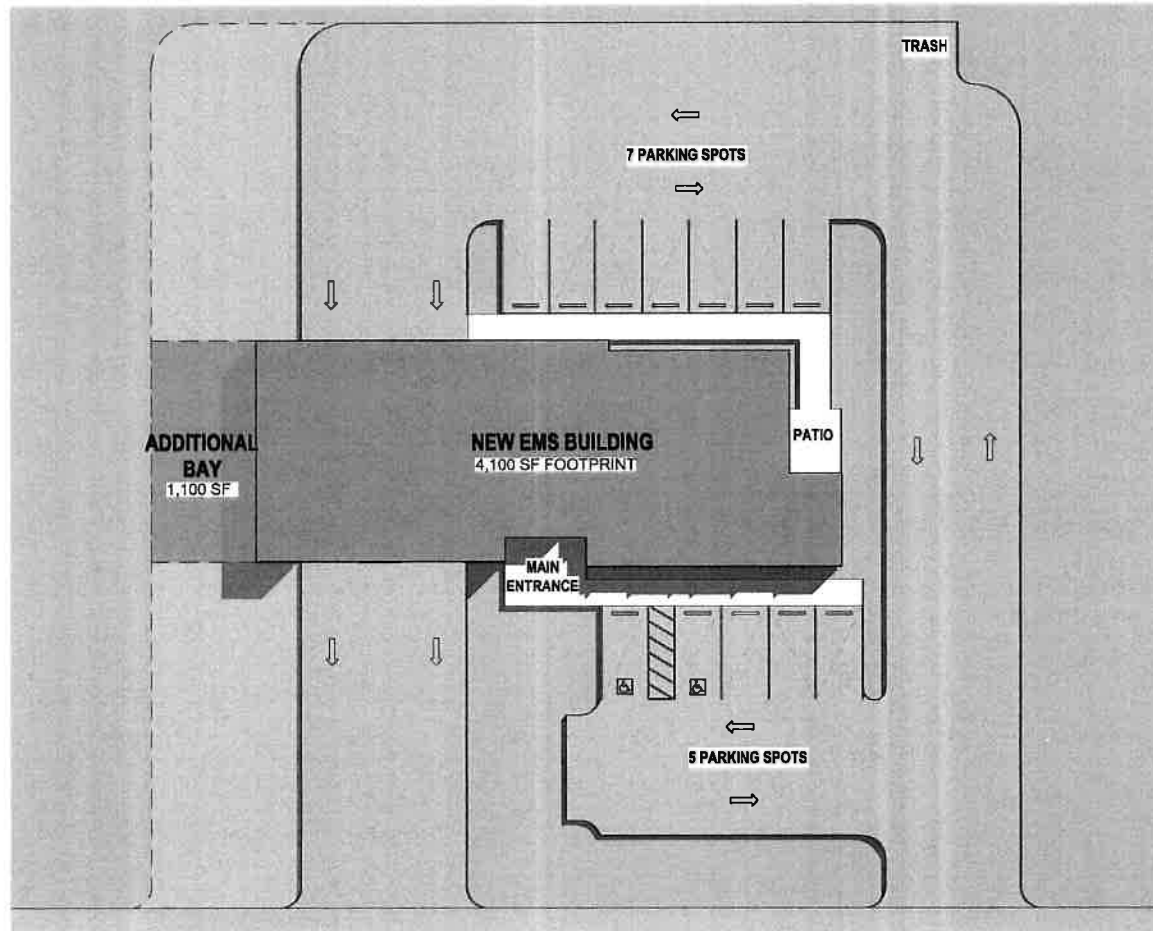
«Billing rates of Architect and Consultants shall be provided if requested by the Owner »

Employee or Category

Rate (\$0.00)

Site Plan

Min. Acre : 1.0



Prototype Station for
Anderson County EMS

Concept Design

12-18-2024



**MICHAEL
GRAVES** +



Floor Plan

Total SF : 4,100sf



Prototype Station for:
Anderson County EMS

Concept Design

12.18.2024



**MICHAEL
GRAVES**

+



Sec B

Expanded Floor Plan

Total SF : 5,200sf



Prototype Station for
Anderson County EMS
Concept Design

12.18.2024



**MICHAEL
GRAVES**

+



Exterior - 2 Bay Prototype

Exterior Rendering



Prototype Station for
Anderson County EMS

Concept Design

12.18.2024



**MICHAEL
GRAVES**

+



Exterior - 3 Bay Prototype
Exterior Rendering



Prototype Station for
Anderson County EMS
Concept Design

12.18.2024



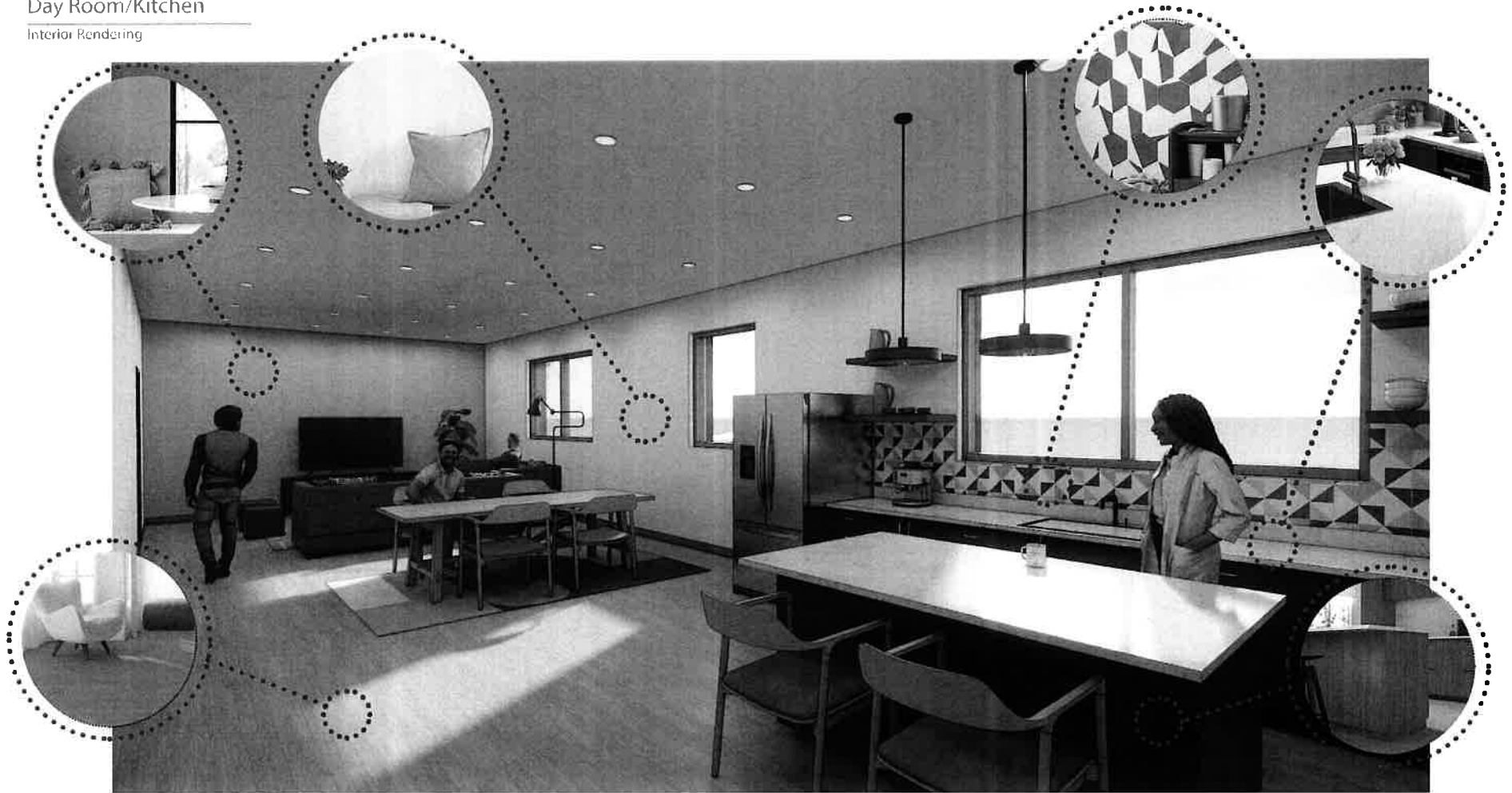
**MICHAEL
GRAVES**

+



Day Room/Kitchen

Interior Rendering



Prototype Station for
Anderson County EMS

Concept Design

12.18.2024



**MICHAEL
GRAVES**

+



Feb

Apparatus Bay

Interior Rendering



Prototype Station for
Anderson County EMS

Concept Design

12.18.2024



**MICHAEL
GRAVES** +



Robby Holbrook

From: IT Director Brian Young
Sent: Monday, April 7, 2025 12:17 PM
To: Robby Holbrook; Terry Frank
Subject: Microsoft Office 365 G3 with MFA

Robby,

There are several Microsoft portal items we need. We need Microsoft Office we are not licensed to run Microsoft Office anywhere in the County except the Courts. We also need the MFA components for the Cyber security which is an additional fee. We narrowed its down to 302 users need Office.

Microsoft Office includes:

Word
Excel
Outlook
Power Point

We have Hosted Exchange Email engine at Microsoft which is part of this fee

We have Microsoft 365 "MFA (multi-factor-authentication) Link to Duo security for the MFA process thru the Microsoft 365 Exchange Email engine. Also various users need encryption on protected emails for instance HR sends encrypted health information on those type secure emails.

Terry and I discussed and I went out for Volume pricing with 3 Vendors and will bring those to you shortly. It appears Avero Group has the best price. If we do the purchases through our current Microsoft portal they cost 88k. Using 3rd party Volume License dealers it saves us another 10k.

Thank you,

Brian S. Young

Anderson County Government

IT Director / Communications

Office - 865-206-7762

Cell – 865-216-2890



“IMPORTANT WARNING: This message is intended for the use of the person or entity to which it is addressed and may contain information that is confidential or privileged, the disclosure of which is governed by applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this information is strictly prohibited. If you have received this message by error, please notify us immediately at the number listed above and destroy the related message.”

SEC C

Avero Infrastructure LLC
512 W Broadway
Maryville, TN 37801 US
av@averoadvisors.com



Estimate

ADDRESS

Anderson County Government
Brian Young
100 N Main St
Clinton, TN 37716

ESTIMATE # 1689

DATE 03/31/2025

PMT METHOD

Check

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Licensing	O365 G3 GCC License (Annual License Prepaid)	302	258.00	77,916.00

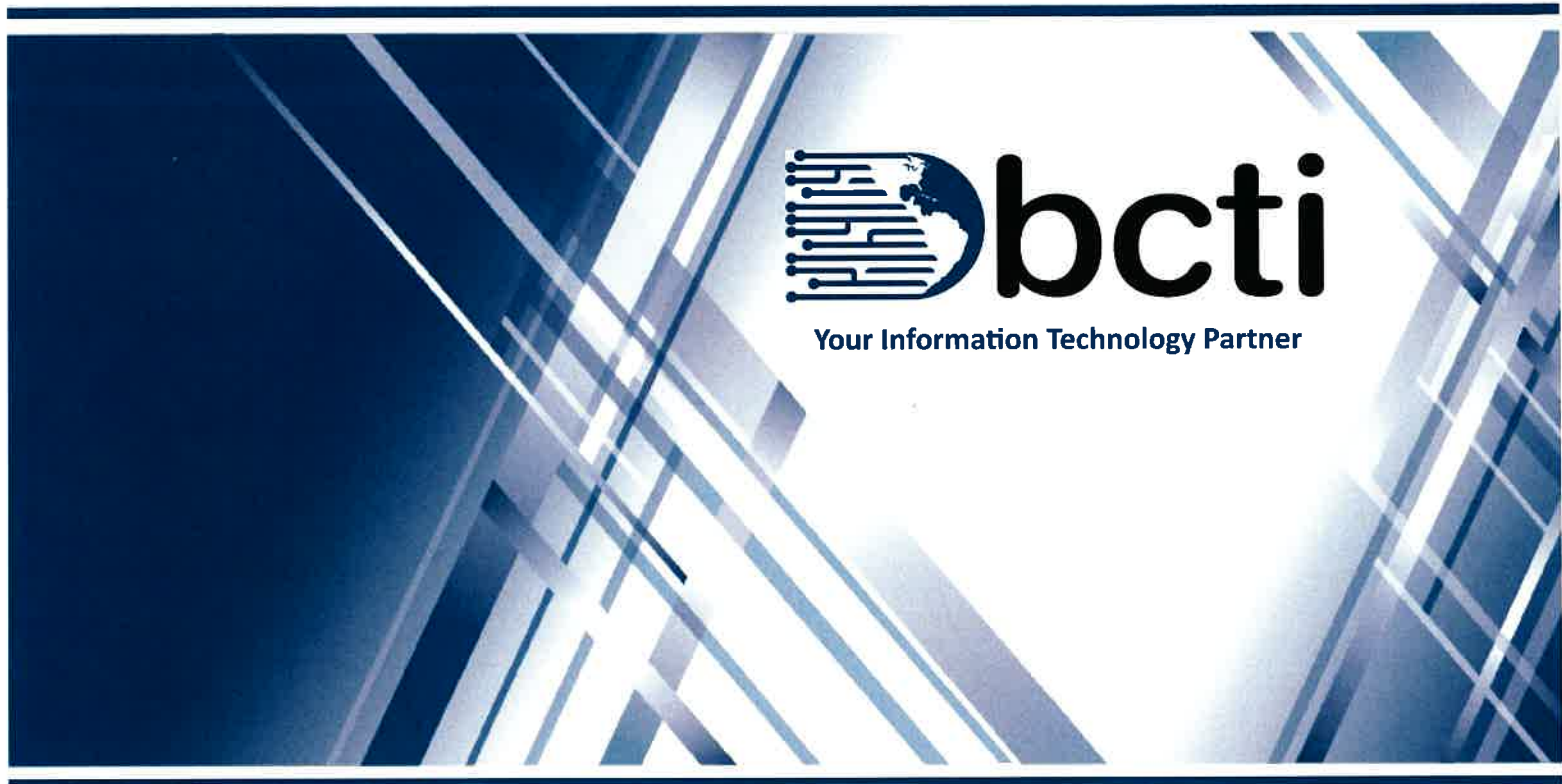
NASPO 62 3030
Licenses priced at \$21.50 per user per month.

SUBTOTAL	77,916.00
TAX	0.00
TOTAL	\$77,916.00

Accepted By

Accepted Date

Sec C
Quote 1



We have prepared a quote for you

NCPA 01-169 Microsoft

Quote # 008453
Version 1

Prepared for:

Anderson County

Brian Young
it@andersoncountyttn.gov

Sec C
Quote 2

P.O. Box 8456
Gray, TN 37615
www.bcti.com
423-283-0543



Software

Description	NCPA DNE	Price	Qty	Ext. Price
Microsoft Office 365 G3 - Government (GCC) (Annual Prepaid)  The Office suite for PC and Mac with apps for tablets and phones, plus email, instant messaging, HD video conferencing, 1 TB personal file storage and sharing, and available add-ons like PSTN calling.	\$270.48	\$258.69	302	\$78,124.38

Subtotal: **\$78,124.38**

SFC

P.O. Box 8456
Gray, TN 37615
www.bcti.com
423-283-0543



NCPA 01-169 Microsoft



Prepared by:

BCTI

Cyndee Purdy-Godsey
423-283-0543
cpurdy-godsey@bcti.com

Prepared for:

Anderson County

100 N Main Street
Room 209a
Clinton, TN 37716-3623
Brian Young
(865) 806-9459
it@andersoncountyttn.gov

Quote Information:

Quote #: 008453

Version: 1
Delivery Date: 03/31/2025
Expiration Date: 04/27/2025

Quote Summary

Description	Amount
Software	\$78,124.38
Total: \$78,124.38	

NOTE: Unless otherwise stated pricing includes shipping and delivery to customer site. Pricing does not include sales tax. Organizations exempt from sales tax must provide a copy of their exemption certificate. A minimum of 75% down payment is required for all orders. Pricing for labor is tiered and based on the skills required to perform the work. Tier pricing ranges from \$138.75 to \$277.50/hr weekdays (8:00am-5:00pm), weekends and after business hours are billed at 1.5 times, holidays at 2 times, unless otherwise noted. Service, travel, and remote support will be billed in 15 min increments with a one hour minimum for onsite service. This quote is confidential and not to be shared, copied, or distributed outside the organization named on this quote. Pricing is valid until the quote expiration date. Expired products are subject to additional reinstatement fees.

BCTI

Signature: *Cyndee Purdy-Godsey*
Name: Cyndee Purdy-Godsey
Title: Account Executive
Date: 03/31/2025

Anderson County

Signature: _____
Name: Brian Young
Date: _____

SEC C



We have prepared a quote for you

Microsoft CSP Licensing - G3

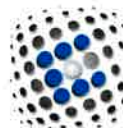
Quote # 026727
Version 1

Prepared for:

Anderson County Government

Brian Young
it@andersoncountyttn.gov

SECC
Quote 3



Products

Description	Price	Qty	Ext. Price
MS 365 G3 Microsoft 365 G3 (Governmental Community Cloud Pricing)	\$375.00	302	\$113,250.00

Subtotal: **\$113,250.00**



Statement of Work

CSP ORDER DETAILS

CSP orders must include your tenant domain (xxx.onmicrosoft.com) and you must accept the link to connect to Ingram Micro, the distributor for us to place your order.

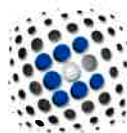
Click the following link to accept this invitation and authorize Ingram Micro Inc to be your Microsoft Cloud Solution Provider and accept the Microsoft Customer Agreement.

<https://admin.microsoft.com/Adminportal/Home?invType=ResellerRelationship&partnerId=a27ac673-9a4c-446c-bd28-280c0bf7cf71&msspId=0&DAP=true#/BillingAccounts/partner-invitation>

Purchasing Vehicle

Description	Qty
TIPS-USA TIPS-USA CONTRACT - 240101 - Technology Solutions CONTRACT - 240101	1

Sec



Microsoft CSP Licensing - G3

Prepared by:

Knoxville HQ

Andy Pryor
865-719-0934
apryor@centralinc.com

Prepared for:

Anderson County Government

100 N Main Street
Room 209a
Clinton, TN 37716
Brian Young
(865) 806-9459
it@andersoncountyttn.gov

Quote Information:

Quote #: 026727

Version: 1
Delivery Date: 04/01/2025
Expiration Date: 04/24/2025

Quote Summary

Description	Amount
Products	\$113,250.00
Total: \$113,250.00	

Knoxville HQ

Signature:

Name: Andy Pryor

Title: Account Executive

Date: 04/01/2025

Anderson County Government

Signature:

Name: Brian Young

Date:

SECC

Robby Holbrook

From: Randy Walters
Sent: Monday, April 7, 2025 11:13 AM
To: Terry Frank; Robby Holbrook
Subject: Vacation Payout Policy

Mayor Frank and Robby,

At the March 6 Budget Committee meeting, Commissioner Palmer requested a draft vacation payout policy to address the unbudgeted liability situation that occurs when a long-term employee retires With a large earned vacation balance.

I have been researching different way to address this and here are some ideas:

Policy Idea #1: Cap Payout at a Set Maximum (e.g., 160 Hours)

Revise the termination payout clause to state that no more than 160 hours (or another defined cap) of accrued vacation will be paid upon separation, regardless of actual balance.

Pros:

- Predictable financial liability
- Encourages employees to use leave rather than hoard it
- Aligns with our existing carryover cap

Cons:

- Could be seen as taking away earned benefits if not phased in
- Might require grandfathering existing balances



Policy Idea #2: Convert Excess Vacation to Sick Leave for Separation Payouts

Clarify that only up to 160 hours of vacation is eligible for payout. Any accrued vacation above that converts to sick leave for retirement credit but is not paid in cash.

Pros:

- Builds on existing policy (conversion to sick leave)
- Reduces large one-time expenditures
- Honors service in a non-cash way (retirement credit)

Cons:

- Still may feel like a loss to some employees if they were expecting cash

Policy Idea #3: Create a Vacation Payout Reserve Fund (This could be used in combination with #1 or #2, or not at all)

Begin budgeting an amount each year to a dedicated fund for vacation payout liabilities.

Pros:

- Honors current promises
- Avoids sudden budget strain in any one year
- Provides long-term funding solution

Cons:

- Requires new budget line item and fiscal discipline
- Doesn't immediately solve the current issue

If the committee can determine which approach (or combination of approaches they prefer), I can have language available for the next Finance Committee meeting.

Let me know what you think.
Randy

SEC D

Draft Vacation Leave Payout Upon Separation

Upon separation from employment, Anderson County will pay out up to **160 hours** of accrued, unused vacation leave.

Any vacation hours in excess of 160 will not be paid out but will be **converted to sick leave** for retirement credit purposes, in accordance with applicable Tennessee Consolidated Retirement System (TCRS) rules.

This policy applies to all employees who accrue vacation leave, including appointed officials, unless otherwise stated in an employment contract or agreement. Elected officials do not accrue vacation leave and are not subject to this provision.

This policy shall take effect for all separations occurring on or after **July 1, 2025**.

Anderson County may budget for anticipated vacation payouts by establishing and funding a **Vacation Leave Reserve**, to be used for eligible separation payouts as needed.

Anderson County Vacation Payout Policy – Committee Decision Checklist

Policy Design

- ☐ Will the County cap vacation payouts upon separation?
- ☐ If yes, what should the maximum payout be? (e.g., 160 hours)
- ☐ What should happen to hours above the cap?
 - ☐ Convert to sick leave for retirement credit
 - ☐ Forfeit
 - ☐ Other: _____

Effective Date & Transition

- ☐ What is the effective date of the new policy?
- ☐ Will a phase-in or grace period be provided?
- ☐ Should current employees with large balances be grandfathered or required to use down excess leave?

Employee Categories

- ☐ Should the policy apply equally to all employees who accrue vacation?
- ☐ Are appointed officials included in the policy?
- ☐ Should elected officials be formally excluded from accrual and payout provisions?

Financial Planning

- ☐ Will the County establish a vacation payout reserve fund?
- ☐ Where will the reserve fund be budgeted?
 - ☐ Centralized (e.g., General Fund)
 - ☐ By department
- ☐ How will annual funding needs be estimated and tracked?

Legal and Compliance

- ☐ Has the draft policy been reviewed by legal counsel?
- ☐ Does the policy comply with TCRS rules for converting leave to retirement credit?
- ☐ Are there any existing employment contracts or agreements that conflict with the new policy?

Implementation and Communication

- ☐ How will the change be communicated to employees?
- ☐ Will the County provide tools to help employees manage leave balances?
- ☐ Who will oversee the transition and ensure consistency across departments?

SECD

Robby Holbrook

From: Andrew Stone
Sent: Monday, April 7, 2025 11:02 AM
To: Robby Holbrook
Subject: RE: County Leave Policies
Attachments: Roane County Leave Policy.pdf; Knox County Leave Policy.pdf; Sevier County Leave Policy.pdf

From: Andrew Stone
Sent: Monday, March 10, 2025 11:58 AM
To: Commissioner Denise Palmer <dpalmer@andersoncountyttn.gov>
Cc: Robby Holbrook <rhobrook@andersoncountyttn.gov>; Terry Frank <tfrank@andersoncountyttn.gov>
Subject: County Leave Policies

Good morning everyone,

I've reached out to a few Counties to obtain their employee handbook and leave information. While I haven't had luck hearing back from anyone 😊 I was able to download a few handbooks from their respective websites. I've attached just the leave policies for Knox, Sevier, Roane County.

Each of them accrue their leave on a per pay period or monthly basis, whereas Anderson County awards employees their time annually. Sevier County is the only one that caps their leave payout for terminated employees (at 96hrs, which I think may be a bit low).

I hope to obtain more information from other Counties and will forward over once received.



Andrew Stone

Human Resources & Risk Management
Interim Director
100 N. Main Street, Suite 102
Clinton, TN 37716
P: 865-264-6330 F: 865-264-6259

From: Jennifer Suter <jennifer.suter@roanecountyttn.gov>
Sent: Monday, March 10, 2025 12:12 PM
To: Andrew Stone <astone@andersoncountyttn.gov>
Subject: External: Re: County Leave Policies

SPCD

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

Hi Andrew!

Anderson County, Tennessee		FY2025	FY 2025	FY 2026	FY 2026	Increase												
General Fund		Original	Amended	Proposed	No Increase	in												
		Budget	Budgeted	Revenues &	Revenues &	Budget												
Dept			Expenses	Expenses	Expenses		Comments											
Revenues																		
40000	Local Taxes	\$21,410,120	\$21,533,120	\$21,533,120	\$21,533,120		Reappraisal Year, no increse											
41000	Licenses and Permits	\$360,950	\$361,000	\$361,000	\$361,000													
42000	Fines, Forfeitures, and Penalties	\$371,340	\$3	\$369,600	\$369,600													
43000	Charges for Current Services	\$7,268,800		\$8,049,700	\$8,049,700													
44000	Other Local Revenues	\$496,163	\$496,163	\$930,500	\$930,500													
45000	Fees Received From County Officials	\$4,680,000	\$4,689,200	\$5,150,000	\$5,150,000													
46000	State of Tennessee	\$6,632,611	\$6,927,318	\$6,816,394	\$6,816,394		Some Grant Funds											
47000	Federal Government	\$1,627,442	\$1,947,460	\$622,047	\$622,047		Grant Funds, FJC, Sheriff OT Grants											
48000	Other Governments and Citizens Group	\$816,590	\$837,389	\$415,140	\$415,140													
49000	Other Sources	\$0	\$10,311	\$0	\$0													
	Total Revenues	\$43,664,016	\$36,801,964	\$44,247,501	\$44,247,501		Total Revenues											
Expenditures																		
General Government																		
51100	County Commission	\$413,869	\$413,869	\$415,021	\$415,021	\$1,152	CTAS 3%, Benefits											
51210	Board of Equalization	\$16,148	\$16,148	\$31,148	\$16,148	\$15,000	Increase Reappraisal 15,000											
51240	Conservation/Parks & Recreation	\$386,804	\$386,804	\$397,791	\$397,791	\$10,987	\$7,000 increase in Utilities											
51300	County Mayor/Executive	\$337,778	\$337,778	\$342,578	\$342,578	\$4,800	CTAS 3%											
51310	Personnel Office	\$270,583	\$284,293	\$229,758	\$229,758	(\$40,825)	Cuts											
51400	County Attorney	\$492,681	\$537,681	\$513,287	\$513,287	\$20,606	CPI 2.9%, Benefit increase											
51500	Election Commission	\$564,721	\$564,721	\$526,178	\$526,178	(\$38,543)	CTAS 3%, Only 1 Election this year											
51600	Register of Deeds	\$498,849	\$498,849	\$507,119	\$507,119	\$8,270	CTAS 3%											
51720	Planning	\$393,400	\$393,400	\$401,963	\$401,963	\$8,563	\$8,469 increase in benefits											
51800	County Buildings	\$954,287	\$954,287	\$955,411	\$955,411	\$1,124												
51810	Other Facilities	\$83,278	\$83,278	\$87,672	\$87,672	\$4,394	Vehicle Insurance, Gas											
51900	Other General Administration	\$814,691	\$989,691	\$545,900	\$545,900	(\$268,791)	Reduced WC \$150,000, ORRCA Grant taken out											
51910	Preservation of Records	\$67,836	\$67,836	\$90,334	\$67,856	\$22,498	Benefits, Medical Ins, Part-Time											
	Finance					\$0												
52100	Accounting	\$727,267	\$738,267	\$744,580	\$744,580	\$17,313	CTAS 3%, New Time & Attendance Contract											
52200	Purchasing	\$213,943	\$213,943	\$216,064	\$216,064	\$2,121	Vendor Registry & Asset Works Contract, Benefits											
52300	Property Assessor's Office	\$820,672	\$820,672	\$1,025,970	\$913,557	\$205,298	CTAS 3%, \$205,298 increase, salary increase, Eagleview, \$60K PT											
52400	County Trustee's Office	\$801,397	\$801,397	\$837,422	\$836,439	\$36,025	CTAS 3%, CashVest Contract, Benefits											
52500	County Clerk's Office	\$1,108,449	\$1,142,349	\$1,120,955	\$1,092,439	\$12,506	CTAS 3%, Added half a position, \$9,800 in other codes											
52600	Data Processing	\$454,273	\$454,273	\$505,834	\$505,834	\$51,561	Contracted Services increase											
	Administration of Justice					\$0												
53100	Circuit Court	\$1,471,649	\$1,570,849	\$1,464,829	\$1,455,335	(\$6,820)	CTAS 3%, \$9,000 New Part-Time											
53200	Criminal Court	\$1,550	\$1,550	\$1,550	\$1,550	\$0	No Change											
53310	General Sessions Judge	\$743,484	\$743,484	\$640,777	\$640,777	(\$102,707)	CPI 2.9% for Judges, Travel Increase											
53330	Drug Court	\$104,500	\$134,500	\$134,500	\$134,500	\$30,000	133,500 Grant											
53400	Chancery Court	\$597,354	\$609,814	\$602,932	\$602,932	\$5,578	CTAS 3%											
53500	Juvenile Court	\$736,855	\$736,855	\$743,674	\$743,674	\$6,819	CPI 2.9% for Judge											
53600	District Attorney General	\$475,196	\$467,678	\$333,655	\$333,655	(\$141,541)	FJC Grant \$189,389											
53610	Office of Public Defender	\$41,895	\$41,895	\$41,895	\$41,895	\$0	No Change											
53700	Judicial Commissioners	\$2,000	\$2,000	\$2,000	\$2,000	\$0	No Change											
53800	Probate Court	\$2,200	\$2,200	\$2,200	\$2,200	\$0	No Change											
53900	Pre-Trial/Other Administration of Ju	\$148,620	\$148,620	\$201,191	\$201,191	\$52,571	Added position approved in Feb., Benefits											
53920	Courtroom Security	\$23,000	\$23,000	\$23,000	\$23,000	\$0	No Change											
53930	Victim Assistance Programs	\$35,000	\$35,000	\$35,000	\$35,000	\$0	Revenue Backed											
	Public Safety					\$0												
54110	Sheriff's Department	\$8,083,665	\$8,162,276	\$7,831,061	\$7,434,440	\$460,113	CTAS 3% for Sheriff, has a 5% raise for other employees included											
54210	Jail	\$8,354,471	\$8,491,227	\$8,658,364	\$8,412,318	\$303,893	5% Increase for all employees											
54230	Correctional Incentive Prog Improv	\$237,917	\$237,917	\$113,556	\$110,227	\$2,430	5% salary increase, Grant not included											

SEC E

R:\Budget 2026\1 Budget Forms\Summary of Proposed Budgets 25-26

<u>Anderson County, Tennessee</u> <u>Other Funds</u>		FY 2025 Original Budget	FY 2025 Amended Budgeted Amounts	FY 2026 Revenues & Expenditures	
Fund					
Libraries					
115	Revenues	\$596,985	\$596,985	\$599,265	Property Tax and City Contribution
	Expenditures	\$674,469	\$678,094	\$677,163	Projected Reserves of \$270,000
	Excess (Deficiency) of Revenues Over Expenditures	<u>(\$77,484)</u>	<u>(\$81,109)</u>	<u>(\$77,898)</u>	
Solid Waste/Sanitation					
116	Revenues	\$2,255,352	\$2,255,352	\$2,521,252	Property Tax and Other Revenues
	Expenditures	\$2,272,416	\$2,272,416	\$2,698,537	Reserves of \$800,000
	Excess (Deficiency) of Revenues Over Expenditures	<u>(\$17,064)</u>	<u>(\$17,064)</u>	<u>(\$177,285)</u>	
Drug Control (Financially Healthy Fund)					
122	Revenues	\$60,000	\$60,000	\$62,500	Fines, Proceeds from Confiscated Property
	Expenditures	\$60,000	\$60,000	\$60,000	Reserves \$153,727
	Excess (Deficiency) of Revenues Over Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$2,500</u>	3
Channel 95					
127	Revenues	\$183,400	\$183,400	\$185,000	Special Revenue
	Expenditures	\$197,488	\$197,488	\$197,117	Reserves \$55,000
	Excess (Deficiency) of Revenues Over Expenditures	<u>(\$14,088)</u>	<u>(\$14,088)</u>	<u>(\$12,117)</u>	
Tourism (Financially Healthy Fund)					
128	Revenues	\$742,172	\$984,485	\$849,000	Hotel Motel Tax
	Expenditures	\$781,959	\$981,727	\$847,787	Projected Reserves \$800,000
	Excess (Deficiency) of Revenues Over Expenditures	<u>(\$39,787)</u>	<u>\$2,758</u>	<u>\$1,213</u>	
Highways (Financially Healthy Fund)					
131	Revenues	\$8,207,455	\$8,246,477	\$7,742,948	Property & Sales Tax, State Revenues
	Expenditures	\$8,242,304	\$9,889,326	\$7,719,148	Projected Fund Balance over \$3,000,000
	Excess (Deficiency) of Revenues Over Expenditures	<u>(\$34,849)</u>	<u>(\$1,642,849)</u>	<u>\$23,800</u>	

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<u>Anderson County, Tennessee</u> <u>Other Funds</u>		FY 2025 Original Budget	FY 2025 Amended Budgeted Amounts	FY 2026 Revenues & Expenditures	Comments
Fund					
General Debt Service					
151	Revenues	\$1,909,430	\$1,909,430	\$1,949,430	
	Expenditures	\$1,787,119	\$1,787,119	\$1,797,019	
	Excess (Deficiency) of Revenues Over Expenditures	\$122,311	\$122,311	\$152,411	Projected Reserves over 1M
Rural School Debt Service					
152	Revenues	\$1,220,845	\$1,220,845	\$1,258,845	
	Expenditures	\$1,732,013	\$1,732,013	\$1,724,263	
	Excess (Deficiency) of Revenues Over Expenditures	(\$511,168)	(\$511,168)	(\$465,418)	Projected Reserves over \$1.5M
High School Debt Service					
156	Revenues	\$1,777,484	\$1,777,484	\$1,790,484	
	Expenditures	\$1,911,194	\$1,911,194	\$1,940,006	
	Excess (Deficiency) of Revenues Over Expenditures	(\$133,710)	(\$133,710)	(\$149,522)	Projected Reserves \$300,000
General Capital Projects					
171	Revenues	\$430,291	\$3,857,070	\$430,291	TDEC Grant/ARPA
	Expenditures	\$430,291	\$3,857,070	\$430,291	
	Excess (Deficiency) of Revenues Over Expenditures	\$0	\$0	\$0	Projected Reserves over \$500,000
Educational Capital Projects					
177	Revenues	\$924,766	\$924,766	\$924,766	
	Expenditures	\$924,766	\$924,766	\$924,766	
	Excess (Deficiency) of Revenues Over Expenditures	\$0	\$0	\$0	Projected Reserves over \$1M

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**ANDERSON COUNTY, TN
SCENARIOS FOR COMPENSATION INCREASES**

FUND	INCREASE								
	PAYROLL	1%	2%	3%	4%	5%	6%	7%	13%
GENERAL	\$20,091,271	\$228,337	\$456,675	\$685,012	\$913,349	\$1,141,686	\$1,370,024	\$1,598,361	\$2,975,235
LIBRARY	\$314,963	\$3,580	\$7,159	\$10,739	\$14,318	\$17,898	\$21,477	\$25,057	\$46,642
SOLID WASTE	\$130,884	\$1,487	\$2,975	\$4,462	\$5,950	\$7,437	\$8,925	\$10,412	\$19,382
TOURISM	\$122,888	\$1,397	\$2,793	\$4,190	\$5,586	\$6,983	\$8,380	\$9,776	\$18,198
HIGHWAY	\$1,640,398	\$18,643	\$37,286	\$55,929	\$74,572	\$93,216	\$111,859	\$130,502	\$242,920
CHANNEL 95	\$57,866	\$658	\$1,315	\$1,973	\$2,631	\$3,288	\$3,946	\$4,604	\$8,569
TOTAL	\$22,358,270	\$254,102	\$508,203	\$762,305	\$1,016,407	\$1,270,509	\$1,524,610	\$1,778,712	\$3,310,946

FUND	INCREASE								
	PAYROLL	500	750	1,000	1,200	1,500	1,750	2,000	2,500
GENERAL	387	\$220,571	\$330,856	\$441,141	\$529,370	\$661,712	\$771,997	\$882,283	\$1,102,853
LIBRARY	9	\$5,130	\$7,694	\$10,259	\$12,311	\$15,389	\$17,953	\$20,518	\$25,648
SOLID WASTE	2	\$1,140	\$1,710	\$2,280	\$2,736	\$3,420	\$3,990	\$4,560	\$5,700
TOURISM	2	\$1,140	\$1,710	\$2,280	\$2,736	\$3,420	\$3,990	\$4,560	\$5,700
HIGHWAY	24	\$13,679	\$20,518	\$27,358	\$32,829	\$41,036	\$47,876	\$54,715	\$68,394
CHANNEL 95	1	\$570	\$855	\$1,140	\$1,368	\$1,710	\$1,995	\$2,280	\$2,850
TOTAL	425	\$242,229	\$363,343	\$484,458	\$581,349	\$726,686	\$847,801	\$968,915	\$1,211,144

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