
Anderson County Board of Commissioners

Regular Agenda **Monday, December 15, 2025 @ 6:30 P.M.**

- 1. Call to Order / Roll Call**
- 2. Prayer**
- 3. Pledge of Allegiance**
- 4. Appearance of Citizens** – Items on or not on the agenda
- 5. Approval and Correction of Agendas**
 - Consent Agenda
 - Regular Agenda
- 6. Public Hearing Report – by Vice Chair Vandagriff**
- 7. Nomination for Animal Shelter Advisory Committee**
 - Anthony Allen – requests to be nominated.
- 8. Presentation of Reports:**
 - A. Elected Officials
 1. County Mayor – Terry Frank
 - Requesting motion to approve Resolution No. 25-12-1243 Giving the Anderson County Mayor and Delinquent Tax Attorney the Authority to File for Relief with the Court System on a Property Purchased at Tax Sale.
 - Requesting motion to approve contract with Place Services, Inc. for the construction of the Anderson County Animal Shelter.
 - B. Department Heads
 1. Director of Finance – Robby Holbrook
 - Purchasing and Budget Reports
 2. Director of Schools – Dr. Tim Parrott
 - Written Report
 3. Law Director’s Office Report – Jamie Brooks
 - A. Contract Approvals
 - B. Zoning Violations
 - C. Bankruptcies
 - D. Other
 - Memorandum re: Use of A.I. in County Government
 - E. Litigation Updates
 - C. Committees/Boards Reports
 1. Operations Committee Report – Commissioner Isbel
 - Request to rescind the current Fireworks Private Act.
 - Request a letter to send to Representative Rick Scarbrough regarding Google recognition of the Rosedale Community.
- 9. New Business**
 - Resolution No. 25-12-1244 Establishing Meeting Dates and Times for Anderson County Board of Commissioners for 2026

10. Announcements

11. Adjourn

**Respectfully Submitted
B. Denise Palmer, Chairman**



ANDERSON COUNTY GOVERNMENT

TERRY FRANK
COUNTY MAYOR

December 10, 2025

Commissioner Denise Palmer
Chairman, Anderson County Board of Commissioners

RE: Agenda

Dear Chairman Palmer and Honorable Members of Commission,

I wish to add the following items to the agenda:

1. Information only: monthly shelter statistics
2. **Requesting Motion to Approve Resolution No. 25-12-1243** giving the Anderson County Mayor and Delinquent Tax Attorney the authority to file for relief with the court system on a property purchased at tax sale identified as Blackstone Energy, LTD on New River Highway. I may be bringing another parcel next month known as the Hoskins Oil Co., Inc. property in Rocky Top, but am still reviewing the parcel with an environmental consultant to see feasibility of Anderson County maintaining ownership. Under T.C.A., we have 120 days after the entry of the order confirming the sale. The date of the order entry was November 24, 2025. Resolution, exhibits, and supporting documents are attached.
3. **Requesting motion to approve contract with Place Services, Inc.** for the construction of the Anderson County Animal Shelter. See attached. Contract is being reviewed by the Law Director. See attached AIA contract document based on low bidder. Bid was awarded December 1, 2025, following recommendation by Architect Blakenship & Partners, LLC and concurrence by USDA Rural Development.
4. Application: Information only. Attached is the application for mayoral appointments to the Animal Care & Control Advisory Board.

A handwritten signature in blue ink, appearing to read "T. Frank", with a long, sweeping underline.



Shelter Stats: November 2025

Adoption:

Dog: 9 / Cat: 29
Total = 38

Reclaim:

Dog: 1 / Cat: 1
Total = 2

Transfer

Dog: 5 / Cat: 1
Goat: 8
Horse: 1
Pony: 1
Pigs: 4
Total: 6 (14 Livestock) =20

Euthanasia:

Medical: Cat: 1 ACAS
1 Karns Animal Clinic
Total = 2

Finalized Total:

Dog: 15 / Cat: 33 / Livestock: 14 (62)

In House Numbers:

In Shelter:

Dogs: 6 / Cats: 19
Total = 25

In Foster:

Dogs: 10 / Cats: 27
Total = 37

PetSmart:

Cats: 5

Total = Dog: 16 / Cat: 51 (67)

Intake Number YTD: 788

Anderson County, Tennessee
Board of Commissioners

RESOLUTION NO. 25-12-1243

A RESOLUTION GIVING THE ANDERSON COUNTY MAYOR AND DELINQUENT TAX ATTORNEY THE AUTHORITY TO FILE FOR RELIEF WITH THE COURT SYSTEM ON A PROPERTY PURCHASED AT TAX SALE

WHEREAS, Tennessee Code Annotated § 67-5-2501 and TCA 67-5-2507 lay out the requirements for counties that purchase properties at tax sales; and

WHEREAS, TCA § 67-5-2507 states, “If the county mayor determines that such financial obligations or environmental risks exceed the value of the parcel, the county legislative body may adopt a resolution, by a two-thirds (2/3) vote, concurring in the county mayor’s determination and directing the county mayor to request relief from the court in which the parcel was sold. Such relief shall be sought by motion pursuant to Rule 60 of the Tennessee Rules of Civil Procedure filed within one hundred-twenty (120) days after the entry of the order confirming the sale”; and

WHEREAS, some of the delinquent tax properties included in the 2019 and 2020 Tax Sale, conducted on November 6, 2025, received no bids, leaving the county as the potential buyer. The county mayor has reviewed those “no bid” properties and has concluded that the environmental risks and financial obligations associated with the property, identified as Tax Parcel ID 01-049-049-044.00-000 and Tax Parcel ID 01-049-049-044.00-001 (*see Exhibit A, Pages 1 - 7*) could exceed the value of that property.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Anderson County, Tennessee, that we do hereby authorize the county mayor to seek relief with the court as it relates to the property identified as Tax Parcel ID 01-049-049-044.00-000 and Tax Parcel ID 01-049-049-044.00-001, according to the processes and procedures allowable by the referenced law.

BE IT FURTHER RESOLVED, that this resolution shall become effective immediately upon its passage, the public welfare requiring it.

APPROVED:

Denise Palmer, Commission Chairwoman

Terry Frank, Anderson County Mayor

ATTEST:

Jeff Cole, Anderson County Clerk

Requires 2/3 vote of Commission:

AYEs _____

NOs _____

ABSTAIN _____

TAX SALE NO. 7

TAX PARCEL ID NO:

01-049-049-044.00-000

and

01-049-049-044.00-001

OWNER(S):

Blackstone Energy, Ltd.

PROPERTY ADDRESS:

New River Hwy

LEGAL DESCRIPTION:

SITUATED in the First Civil District of Anderson County, Tennessee, and being referred to as the "Baldwin Tract", and being more particularly described as follows:

BEGINNING on a ½ inch rebar and having a northing of 663,696.43 and easting of 2,443,184.27 (State of Tennessee NAD-83); thence North 40 deg. 46 min. 08 sec. West, a distance of 1697.27 feet to a railroad spike; thence North 09 deg. 37 min. 47 sec. East, a distance of 897.06 feet to a hacked 25 inch poplar; thence North 65 deg. 23 min. 47 sec. East, a distance of 1285.01 feet to a hacked 10 inch maple; thence South 83 deg. 31 min. 51 sec. East, a distance of 3458.41 feet to a nail in the centerline of the railroad tract; thence South 32 deg. 20 min. 01 sec. West, a distance of 2585.69 feet to a nail in the centerline of a gravel road; thence South 86 deg. 42 min. 10 sec. West, a distance of 2267.27 feet to the true POINT OF BEGINNING, containing 210.77 acres, more or less.

BEING the same property conveyed from Ranger Energy Investments, LLC, to Blackstone Energy, Ltd., by Quit Claim Deed dated December 31, 2018 and recorded on May 9, 2019 in Book 1700, Page 912, in the Anderson County Register of Deeds Office.

ENCUMBRANCES:

Deed of Trust securing Greensill Capital (UK) Limited recorded in Book 1700, Page 916 and rerecorded in Book 1701, Page 1715 in the Register of Deeds Office, Anderson County, Tennessee.

PROBATE INFORMATION:

Not applicable.

A2
Anderson (001)

Jan 1 Owner

Current Owner

NEW RIVER HWY

Tax Year 2026 | Reappraisal 2025

BLACKSTONE ENERGY, LTD
302 S. JEFFERSON STREET
ROANOKE VA 24011

Ctrl Map:	Group:	Parcel:	Pl:	St:
049		044.00		000

Value Information

Land Market Value:	\$576,300
Improvement Value:	\$0
Total Market Appraisal:	\$576,300
Assessment Percentage:	25%
Assessment:	\$144,075

Additional Information

01 049 049 04400 000

PARCEL AAA

General Information

Class: 10 - Farm

City:

City #:

Special Service District 2: 000

Special Service District 1: 000

Neighborhood: M01

District: 01

Number of Mobile Homes: 0

Number of Buildings: 0

Utilities - Electricity: 00 - NONE

Utilities - Water/Sewer: 12 - NONE / NONE

Zoning:

Utilities - Gas/Gas Type: 00 - NONE

Outbuildings & Yard Items

Building #	Type	Description	Area/Units
------------	------	-------------	------------

Sale Information

Long Sale Information list on subsequent pages

Land Information

Deed Acres: 210.77

Calculated Acres: 0

Total Land Units: 210.77

Land Code	Soil Class	Units
62 - WOODLAND 2	P	190.77
23 - NONPROD		20.00

A3

Sale Information

Sale Date	Price	Book	Page	Vacant/Improved	Type Instrument	Qualification
12/31/2018	\$0	1700	912		QC - QUITCLAIM DEED	-
4/19/2010	\$8,240,700	1520	1798	V - VACANT	WD - WARRANTY DEED	R - PERSONAL PROPERTY
3/3/2006	\$0	1417	480		-	-
11/5/2004	\$0	1377	2337		-	-
7/26/1994	\$0	Z-18	162		-	-

Tennessee Property Assessment Data - Parcel Details Report - <https://assessment.col.tn.gov/>

Anderson (001)

Tax Year 2026 | Reappraisal 2025

Jan 1 Owner
BLACKSTONE ENERGY, LTD
302 S JEFFERSON STREET
ROANOKE VA 24011

Current Owner

NEW RIVER HWY

Ctrl Map: 049 Group: 044.00 Parcel: 001 Pl: SI:

Value Information

Land Market Value: \$21,300
Improvement Value: \$77,100
Total Market Appraisal: \$98,400
Assessment Percentage: 40%
Assessment: \$39,360

Additional Information

01 049 049 04400 000

PARCEL AAA

General Information

Class: 08 - Commercial

City #:

Special Service District 1: 000

District: 01

Number of Buildings: 1

Utilities - Water/Sewer: 12 - NONE / NONE

Utilities - Gas/Gas Type: 00 - NONE

Outbuildings & Yard Items

Building #	Type	Description	Area/Units
------------	------	-------------	------------

Sale Information

Long Sale Information list on subsequent pages

Land Information

Deed Acres: 210.77

Calculated Acres: 0

Total Land Units: 4

Land Code	Soil Class	Units
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10 - COM

4.00

Commercial Building #: 1

Improvement Type:

40 - WAREHOUSE

Quality:

1 - AVERAGE

Foundation:

02 - CONTINUOUS FOOTING

Roof Framing:

05 - BAR JOIST/RIGID FRAME

Cabinet/Millwork:

02 - BELOW AVG

Interior Finish:

01 - UNFINISHED

Bath Tiles:

00 - NONE

Shape:

01 - RECTANGLE

Heat and AC:

01 - UNIT HEATER

Building Sketch



Actual Year Built:

1960

Business Living Area:

4400

Floor System:

01 - SLAB ON GRADE

Roof Cover/Deck:

13 - PREFIN METAL CRIMPED

Floor Finish:

01 - CONCRETE FINISH

Paint/Decor:

03 - AVERAGE

Electrical:

03 - AVERAGE

Structural Frame:

05 - RIGID FRAME

Plumbing Fixtures:

4

Interior/Exterior Areas

Type	Square Feet	Exterior Wall
40 - WAREHOUSE	2,000	19 - PREFIN METAL CRIMPED
40 - WAREHOUSE	2,400	19 - PREFIN METAL CRIMPED

Commercial Features

Type	Units
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5
A

Sale Information

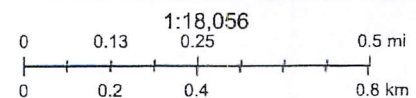
Sale Date	Price	Book	Page	Vacant/Improved	Type Instrument	Qualification
12/31/2018	\$0	1700	912		QC - QUITCLAIM DEED	-
4/19/2010	\$8,240,700	1520	1798	V - VACANT	WD - WARRANTY DEED	R - PERSONAL PROPERTY
3/3/2006	\$0	1417	480		-	-
11/5/2004	\$0	1377	2337		-	-
7/26/1994	\$0	Z-18	162		-	-

Anderson County - Parcel: 049 044.00



Date: November 7, 2025

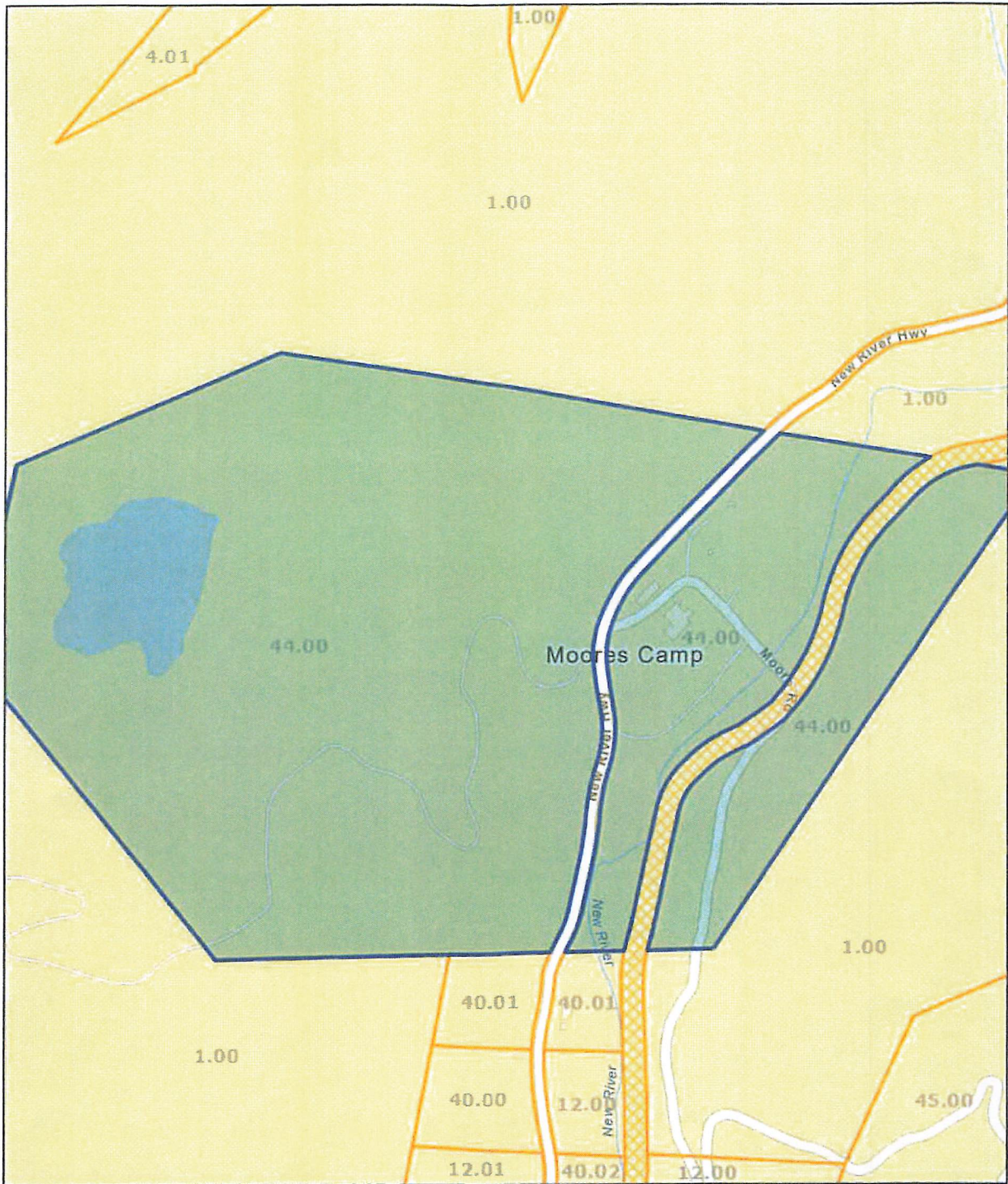
County: ANDERSON
 Owner: BLACKSTONE ENERGY, LTD
 Address: NEW RIVER HWY
 Parcel ID: 049 044.00
 Deeded Acreage: 210.77
 Calculated Acreage: 0
 Vexcel Imagery Date: 2023



State of Tennessee, Comptroller of the Treasury, Division of Property Assessments (DPA), Esri Community Maps Contributors, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

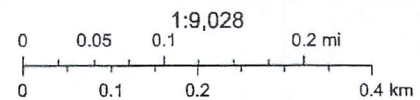
The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

Anderson County - Parcel: 049 044.00



Date: November 7, 2025

County: ANDERSON
 Owner: BLACKSTONE ENERGY, LTD
 Address: NEW RIVER HWY
 Parcel ID: 049 044.00
 Deeded Acreage: 210.77
 Calculated Acreage: 0



State of Tennessee, Comptroller of the Treasury, Division of Property Assessments (DPA), Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc. METI/ NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

other
background
exhibit

County Purchase Details - Anderson County

Parcel Count: 28

PDF Generated: 11/06/2025 12:01:02 PM EST

Reporting Period: Current Auctions Only

Date Purchased	Unique #	Bidder ID	Entity Name	Buyer Address	City	State	Zip	Primary Owner	Parcel Number	Parcel Location	Face Value	Overbid Amount	Overbid %	Total
11/06/2025	2	110156	Yulia Galyon	1615 Birch Dr	Sevierville	TN	37876	Sam Bailey (deceased)	01-009-009-008.00	Longfield Road	\$2,734.46	\$3,850.00	140.80 %	\$6,584.46
11/06/2025	4	111438	Tax Lien Fund L.P.	P.O. Box 132	San Francisco	CA	94104	Best Money Strategies LLC	01-028-028-007.00	603 Air Base Lane	\$5,944.05	\$31,450.00	529.10 %	\$37,394.05
11/06/2025	7		Anderson County					Blackstone Energy, Ltd.	01-049-049-044.00-000 & 01-049-049-044.00-001	New River Highway	\$54,589.16	\$0.00	0.00 %	\$54,589.16
11/06/2025	8	116959	Jerry Weisgarber	797 pine ridge rd	Clinton	TN	37716	Rosa Brooks (deceased) & Evelyn Brooks	01-081-081-018.07	466 Laurel Road	\$7,437.64	\$40,050.00	538.48 %	\$47,487.64
11/06/2025	9	118524	Katherine Sterling	1666 Oliver Springs Hwy	Clinton	TN	37716	Sammie Carroll (deceased) & Willie Carroll (deceased)	01-049-049-046.00	Patterson Mountain	\$1,352.68	\$25,050.00	1,851.88 %	\$26,402.68
11/06/2025	10	118311	Dylan Collins	6201 Silver Bell Circle	Knoxville	TN	37921	Seleanor Cole (deceased) c/o William Thomas	02-099C-D-099C-042.00	270 Highland Avenue	\$10,479.02	\$45,250.00	431.82 %	\$55,729.02
11/06/2025	12	19018	Brent Galloway	4523 High Vista Ln	Knoxville	TN	37931	Conseco Finance Servicing	01-071-071-012.08	Grave Hill Lane	\$1,505.41	\$950.00	63.11 %	\$2,455.41
11/06/2025	14	118524	Katherine Sterling	1666 Oliver Springs Hwy	Clinton	TN	37716	Joseph M. Foust	01-093-093-040.03	338 Haney Hollow Road	\$3,880.68	\$59,050.00	1,521.64 %	\$62,930.68
11/06/2025	15	117946	Kingstar Group LLC	3512 Emory Green St	Knoxville	TN	37931	Amanda M. Greer	14-092H-D-092H-014.00	Main Street	\$3,504.91	\$550.00	15.69 %	\$4,054.91
11/06/2025	21		Anderson County					Hoskins Oil Co. LLC	12-008-008-036.00	1008 Main Street	\$16,608.12	\$0.00	0.00 %	\$16,608.12
11/06/2025	24	85772	Eric Rainey	458 center valley rd	Clinton	TN	37716	Victor J. Patterson	01-099-099-008.03	Bill Key Lane	\$1,373.92	\$3,350.00	243.83 %	\$4,723.92
11/06/2025	25	27154	Morgan property LLC-S series investment	240 E. Vine St.	Montpelier, In	IN	47359	Christopher S. Lane and wife, Jessica Lane	02-094F-B-094F-062.00	170 Oak Ridge Turnpike	\$63,035.70	\$33,050.00	52.43 %	\$96,085.70

County Purchase Details - Anderson County

Parcel Count: 28

PDF Generated: 11/06/2025 12:01:02 PM EST

Reporting Period: Current Auctions Only

Date Purchased	Unique #	Bidder ID	Entity Name	Buyer Address	City	State	Zip	Primary Owner	Parcel Number	Parcel Location	Face Value	Overbid Amount	Overbid %	Total
11/06/2025	26	117946	Kingstar Group LLC	3512 Emory Green St	Knoxville	TN	37931	Glenn E. Mahaney, Jr. (deceased) & wife, Frances Mahaney (deceased)	01-033-033-010.01	4988 Hickory Valley Road	\$1,564.41	\$11,750.00	751.08 %	\$13,314.41
11/06/2025	27	13136	Caleb Chandler LLC	PO BOX 34695	BARTLETT	TN	38184	Jerry Mars and Jesse Mars	01-009-009-077.01	1388 Norris Freeway	\$19,605.96	\$100.00	0.51 %	\$19,705.96
11/06/2025	28	27154	Morgan property LLC-S series investment	240 E. Vine St.	Montpelier, In	IN	47359	Jerry Mars and Jesse Mars	01-009-009-077.26	Norris Freeway	\$9,533.50	\$7,050.00	73.95 %	\$16,583.50
11/06/2025	31	80315	Padden LLC	10 Spyglass hill	brentwood	TN	37027	National Coal Corporation	01-025-025-008.00	New River Highway	\$71,292.00	\$300.00	0.42 %	\$71,592.00
11/06/2025	32	57604	Bobby Lane	Powell TN	Powell	TN	37849	National Coal Corporation	01-048-048-014.00	New River Road/Indian Fork Lane	\$5,260.39	\$1,150.00	21.86 %	\$6,410.39
11/06/2025	33	83136	Patricia N Meisenholder	107 Country Side Ln	Simpsonville	SC	29681	National Coal Corporation	01-048-048-015.00	Indian Fork Lane	\$3,404.16	\$550.00	16.16 %	\$3,954.16
11/06/2025	34	47689	Osvaldo Bucio	1471 Gallatin Pike North	Madison	TN	37115	National Coal Corporation	01-048-048-016.00	Indian Fork Lane	\$1,788.56	\$1,050.00	58.71 %	\$2,838.56
11/06/2025	35	107033	Orlando lopez	447 dudley creek rd apt #4	Gatlinburg	TN	37738	National Coal Corporation	01-049-049-047.00	Patterson Mountain	\$4,614.90	\$150.00	3.25 %	\$4,764.90
11/06/2025	36	57604	Bobby Lane	Powell TN	Powell	TN	37849	National Coal Corporation	01-049-049-048.00	Patterson Mountain	\$6,211.57	\$300.00	4.83 %	\$6,511.57
11/06/2025	37	105724	Nolan Graves	124 Honeysuckle Ln, Ashland City, TN, USA	Ashland City, Tennessee, United States	TN	37015	National Coal Corporation	01-050-050-003.00	New River Highway	\$23,919.04	\$50.00	0.21 %	\$23,969.04
11/06/2025	38	25978	SCRR Investments	2215 Remington Park Dr	Maryville	TN	37803	Dannie Lee Phillips, Sr. (deceased)	01-074H-A-074I-010.00	Webber Lane	\$1,340.96	\$1,950.00	145.42 %	\$3,290.96

County Purchase Details - Anderson County

Parcel Count: 28

PDF Generated: 11/06/2025 12:01:02 PM EST

Reporting Period: Current Auctions Only

Date Purchased	Unique #	Bidder ID	Entity Name	Buyer Address	City	State	Zip	Primary Owner	Parcel Number	Parcel Location	Face Value	Overbid Amount	Overbid %	Total
11/06/2025	39	57937	Rena John Investment Group LLC	849 Las Palomas Drive	Las Vegas	NV	89138	Orlando P. Phillips (deceased) & wife, Margaret Phillips (deceased)	01-074H-A-074I-008.00	815 Coward Road	\$2,548.18	\$5,150.00	202.11 %	\$7,698.18
11/06/2025	40	116959	Jerry Weisgarber	797 pine ridge rd	Clinton	TN	37716	Velma Louise White Rhodey (deceased)	01-086-086-072.00	107 Shields Lane	\$3,748.79	\$16,450.00	438.81 %	\$20,198.79
11/06/2025	41	25978	SCRR Investments	2215 Remington Park Dr	Maryville	TN	37803	Steven Arthur Seiber	01-029C-A-029C-009.00	259 Andys Ridge Road	\$1,346.52	\$2,950.00	219.08 %	\$4,296.52
11/06/2025	42	25978	SCRR Investments	2215 Remington Park Dr	Maryville	TN	37803	Michelle R. Surface	01-043-043-147.03-000	281 Buffalo Road	\$18,513.75	\$100,150.00	540.95 %	\$118,663.75
11/06/2025	43	94341	Clabough Investments llc	111 Poplar dr	Brush Creek	TN	38547	Victoria A. Kosa	01-096G-B-096G-012.01	Edgewood Heights Lane	\$4,130.16	\$10,150.00	245.75 %	\$14,280.16
											\$351,268.60	\$401,850.00	114.40 %	\$753,118.60



AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the Eighth day of December in the year Two Thousand Twenty-Five

(In words, indicate day, month and year.)

BETWEEN the Owner:

(Name, legal status, address and other information)

Anderson County Government
100 N. Main Street
Suite 208
Clinton, Tennessee 37716-3617

and the Contractor:

(Name, legal status, address and other information)

Place Services, Inc.
201 Gateway Drive
Canton, GA 30115

for the following Project:

(Name, location and detailed description)

Anderson County Animal Shelter
1100 Carden Farm Dr.
Clinton, TN 37716

Project consists of a 14,000 SF one-story facility for the housing and care of domestic non-farm animals, including spaces to facilitate surgery, quarantine, adoption, and euthanasia. The work includes all grading, sitework, utilities, and construction of the building. The building is slab-on-grade, masonry and metal stud walls, brick and Hardiboard cladding, and standing seam metal roof.

The Architect:

(Name, legal status, address and other information)

Blankenship & Partners, LLC
PO Box 53434
Knoxville, Tennessee 37950

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

- ☐ The date of this Agreement.
- ☒ A date set forth in a notice to proceed issued by the Owner.
- ☐ Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

- ☒ Not later than Three Hundred Sixty-Five (365) calendar days from the date of commencement of the Work.

[] By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Five Million Seven Hundred and Ninety-Seven Thousand Five Hundred Twelve Dollars and Zero Cents (\$ 5,797,512.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
Alternate No. 1: Wood Roof Trusses - Deduct	-\$42,935.00
Alternate No. 2: Asphalt Shingles - Deduct	-\$158,553.00

Therefore, the logic is as follows:

Base Bid:	\$599,000.00
Alternate No.1 - Deduct:	- \$42,935.00
<u>Alternate No.2 - Deduct:</u>	<u>-\$158,533.00</u>
Contract Amount:	\$5,797,512.00

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.

(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions of Acceptance
No conditional alternates are included.		

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price
No allowances are included.	

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
No unit prices are included.		

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

\$500.00 per Calendar Day

§ 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

Nothing added here.

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month.

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the First day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the Fifteenth day of the same month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than Fifteen (15) days after the Architect receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™-2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201-2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201-2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

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User Notes:

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(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Five Percent (5%)

§ 5.1.7.1.1 The following items are not subject to retainage:

(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

Nothing added here.

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

Nothing added here.

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:
(Insert any other conditions for release of retainage upon Substantial Completion.)

Nothing added here.

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

0.00 %

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

☐ Arbitration pursuant to Section 15.4 of AIA Document A201–2017

☒ Litigation in a court of competent jurisdiction

☐ Other (Specify)

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall not pay the Contractor a termination fee.

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

In the event of such termination for the Owner's convenience the Contractor's sole and exclusive remedy shall be to receive payment for the reasonable value of the completed portion of Work plus a portion ("P") of the remaining balance of the Contract Sum calculated under the following formula:

"P" = [(Remaining Balance of Contract Sum) x (0.05)] x [(Value of the Work Completed) / (Contract Sum)]

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:

(Name, address, email address, and other information)

Terry Frank
100 N. Main Street, Suite 208
Clinton, Tennessee 37716-3617

§ 8.3 The Contractor's representative:

(Name, address, email address, and other information)

Troy Place, President & CEO
Place Services, Inc.
201 Gateway Drive
Canton, GA 30115
678-880-4777

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

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§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with a building information modeling exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with a building information modeling exhibit, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

Nothing added here.

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

.1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor

.2 AIA Document A201™-2017, General Conditions of the Contract for Construction

.3 Drawings

Number	Title	Date
Refer to the Drawings - "Exhibit A"		

.4 Specifications

Section	Title	Date	Pages
Refer to the Specifications - "Exhibit B" Table of Contents			

.5 Refer to the Submitted Bid Form and its Attachments - "Exhibit 1."

.6 Addenda, if any:

Number	Date	Pages
Addendum No. 1	October 6, 2025	4
Addendum No. 2	October 15, 2025	58
Addendum No. 3	October 23, 2025	18
Addendum No. 4	October 28, 2025	52
Addendum No. 5	November 4, 2025	59
Addendum No. 6	November 11, 2025	31

All portions of Addenda relating to bidding or proposal requirements are a part of the Contract Documents.

.7 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

No other exhibits are included.

☐ AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

.8 Refer to the Attachment to the Owner-Contractor Agreement, "Exhibit 2".

☐ The Sustainability Plan: Nothing added here.

Title

Date

Pages

[X] Supplementary and other Conditions of the Contract:
Supplementary and other Conditions of the Contract: Refer to the Project Manual of Specifications - Section 00 73 00.

Document

Title

Date

Pages

.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

Nothing added here.

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

BY: Terry Frank, Mayor

(Printed name and title)

CONTRACTOR (Signature)

BY: Troy Place, President & CEO

(Printed name and title)

Additions and Deletions Report for AIA® Document A101® – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 15:41:38 EST on 12/09/2025.

Changes to original AIA text

PAGE 3

Item	Price
Alternate No. 1: Wood Roof Trusses - Deduct	-\$42,935.00
Alternate No. 2: Asphalt Shingles - Deduct	-\$158,553.00

Therefore, the logic is as follows:

Base Bid:	\$599,000.00
Alternate No.1 - Deduct:	- \$42,935.00
<u>Alternate No.2 - Deduct:</u>	<u>-\$158,553.00</u>
Contract Amount:	\$5,797,512.00

Therefore, the logic is

Base Bid:	\$5,999,000.00
Alternate No. 1 - Deduct:	- \$42,935.00
<u>Alternate No. 2 - Deduct:</u>	<u>- \$158,553.00</u>
Proposed Contract Amount:	\$5,797,512.00

Base Bid:	\$5,999,000.00
Alternate No. 1 - Deduct:	- \$42,935.00
<u>Alternate No. 2 - Deduct:</u>	<u>- \$158,553.00</u>

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Proposed Contract
Amount: \$5,797,512.00

Item	Price
Alternate No. 1: Wood Roof Trusses - Deduct	- \$42,935.00
Alternate No. 2: Asphalt Shingles - Deduct	- \$158,553.00

Item	Price	Conditions of Acceptance
No conditional alternates are included.		

Item	Price
No allowances are included.	

Item	Units and Limitations	Price per Unit (\$0.00)
No unit prices are included.		

PAGE 4

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, ~~or as follows:~~

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the First day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the Fifteenth day of the same month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than Fifteen (____ 15) days after the Architect receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

PAGE 5

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, ~~or as follows:~~

The ~~Architect~~ Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201-2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

PAGE 6

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201-2017, then the Owner shall not pay the Contractor a termination fee, ~~as follows:~~

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

PAGE 7

- ~~2~~ AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- ~~3~~ AIA Document A201™-2017, General Conditions of the Contract for Construction
- ~~4~~ Building information modeling exhibit, dated as indicated below:
(Insert the date of the building information modeling exhibit incorporated into this Agreement.)

~~.53~~ Drawings

Number	Title	Date
<u>Refer to the Drawings - "Exhibit A"</u>		

~~.64~~ Specifications

Section	Title	Date	Pages
<u>Refer to the Specifications -</u> <u>"Exhibit B" Table of Contents</u>			

~~.5~~ Refer to the Submitted Bid Form and its Attachments - "Exhibit 1."

~~.76~~ Addenda, if any:

Number	Date	Pages
Addendum No. 1	October 6, 2025-	4
Addendum No. 2	October 15, 2025-	58
Addendum No. 3	October 23, 2025	18
Addendum No. 4	October 28, 2025	52
Addendum No. 5	November 4, 2025	59
Addendum No. 6	November 11, 2025	31

All portions of Addenda relating to bidding or proposal requirements are ~~not~~ part of the Contract Documents, unless the bidding or proposal requirements are also enumerated in this Article 9.

~~.87~~ Other Exhibits:
(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

No other exhibits are included.

PAGE 8

~~.8~~ Refer to the Attachment to the Owner-Contractor Agreement, "Exhibit 2".

[] The Sustainability Plan: Nothing added here.

Supplementary and other Conditions of the Contract: Refer to the Project Manual of Specifications - Section 00 73 00.

Document	Title	Date	Pages
----------	-------	------	-------

Variable Information

PAGE 1

AGREEMENT made as of the Eighth day of December in the year Two Thousand Twenty-Five
(In words, indicate day, month and year.)

Anderson County Government

100 N. Main Street
Suite 208
Clinton, Tennessee 37716-3617

Place Services, Inc.

201 Gateway Drive
Canton, GA 30115

Anderson County Animal Shelter

1100 Carden Farm Dr.
Clinton, TN 37716

Project consists of a 14,000 SF one-story facility for the housing and care of domestic non-farm animals, including spaces to facilitate surgery, quarantine, adoption, and euthanasia. The work includes all grading, sitework, utilities, and construction of the building. The building is slab-on-grade, masonry and metal stud walls, brick and Hardiboard cladding, and standing seam metal roof.

Blankenship & Partners, LLC

PO Box 53434
Knoxville, Tennessee 37950

PAGE 2

- ☐ The date of this Agreement.
- ☒ A date set forth in a notice to proceed issued by the Owner.
- ☐ Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)
- ☒ Not later than Three Hundred Sixty-Five (365) calendar days from the date of commencement of the Work.
- ☐ By the following date:

PAGE 3

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Five Million Seven Hundred and Ninety-Seven Thousand Five Hundred Twelve Dollars and Zero Cents (\$ 5,797,512.00), subject to additions and deductions as provided in the Contract Documents.

PAGE 4

\$500.00 per Calendar Day

Nothing added here.

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the First day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the Fifteenth day of the same

month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than Fifteen (15) days after the Architect receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

PAGE 5

Five Percent (5%)

Nothing added here.

Nothing added here.

Nothing added here.

0.00 % per annum monthly

PAGE 6

☐ Arbitration pursuant to Section 15.4 of AIA Document A201-2017

☒ Litigation in a court of competent jurisdiction

☐ Other *(Specify)*

In the event of such termination for the Owner's convenience the Contractor's sole and exclusive remedy shall be to receive payment for the reasonable value of the completed portion of Work plus a portion ("P") of the remaining balance of the Contract Sum calculated under the following formula:

"P" = [(Remaining Balance of Contract Sum) x (0.05)] x [(Value of the Work Completed) / (Contract Sum)]

Terry Frank

100 N. Main Street, Suite 208
Clinton, Tennessee 37716-3617

Troy Place, President & CEO

Place Services, Inc.
201 Gateway Drive
Canton, GA 30115

678-880-4777

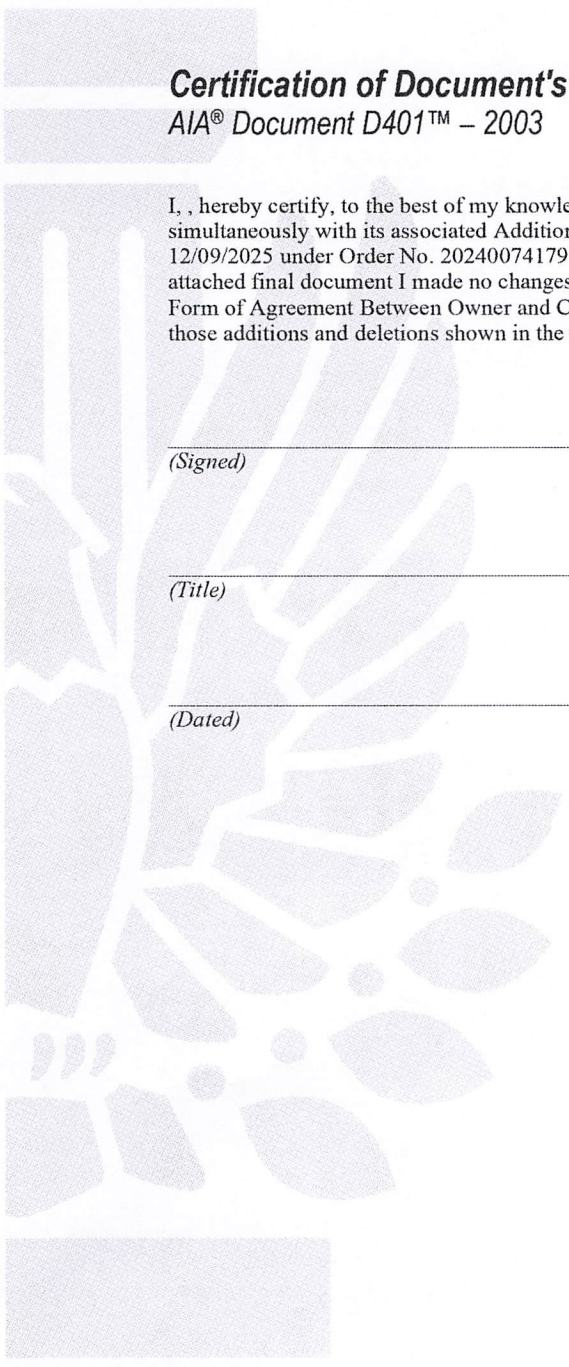
PAGE 7

Nothing added here.

PAGE 8

☒ Supplementary and other Conditions of the Contract:

Nothing added here.



Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, , hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 15:41:38 EST on 12/09/2025 under Order No. 20240074179 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A101™ - 2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)



Anderson County Animal Care & Control Advisory Board Membership Application

If you are interested in being considered to serve on the Anderson County Animal Care & Control Advisory Board you must complete this application and submit it to the Anderson County Mayor's Office, via e-mail at tfrank@andersoncountyttn.gov.

NAME: _____

E-MAIL ADDRESS: _____

PHONE NUMBER: _____

ADDRESS: _____

MAILING ADDRESS: (if different from above) _____

ZIP CODE: _____

Please explain why you are interested in serving on the Animal Care & Control Advisory Board.

What knowledge, education or skills would you bring to this Board? _____

Which of the following most interests you? (Choose 5)

Overpopulation Prevention	Law Enforcement	Mobile Services	Adoption	Statistics/Data
Animal Health/Disease Management	Marketing/Media	Policies/Procedures	Information Technology/IT	
Behavior/Training	Cruelty	Education	Community Assistance	Animal Enrichment
Employee Retention	Animals-at-Large			

Provide specific examples you have of personal experience collaborating with others.

Are you available to meet 1 time per month? YES NO

Please attach any other information you feel it is important to share.

**ANDERSON COUNTY GOVERNMENT
SUMMARY OF BUDGET AMENDMENTS**

December 4, 2025

<u>PAGE NO.</u>	<u>ITEM NO.</u>	<u>FUND - DEPARTMENT</u>	<u>AMOUNT</u>
Group 1 Financial Reports			
		Cash & Fund Balance, Sales Tax, ARPA and Grant Reports	
Group 2 Purchasing Contracts & Surplus Vehicles - Legal Review - Commission Approval			
1	4A	Comcast, Norris Library, Contract #26-0073	
1	4B	University Health System, EMS, Contract #26-0077	
7	Sec B	Catalis, Circuit Clerk, Contract #25-0120 Amendment A-1	
2	5	Surplus Vehicles (1 vehicle)	
Group 3 Consent Agenda - Transfers (No Commission Action Necessary)			
2	1	Fund 171 - Capital Projects	\$ 25,000.00
Group 4 - Appropriations - School (Commission Approval by Board Vote)			
2	2	Fund 141 - Fiscal Services	\$ 119,174.08
3	3	Fund 141 - Special Education	\$ 60,000.00
3	4	Fund 177 - Educational Capital Projects - Claxton Elem.	\$ 1,000,000.00
Group 5 - Transfers - School (Commission Approval by Board Vote)			
Group 6 - Appropriations - NonSchool (Commission Approval by Board Vote)			
4	5	Fund 131 - Highway	\$ 400,000.00
4	6	Fund 128 - Tourism	\$ 188.90
4	7	General Fund 101 - County Clerk	\$ 30,000.00
5	8	General Fund 101 - Archives & Records	\$ 23,097.14
5	9	General Fund 101 - Mayor	\$ 39,799.00
6	11	Fund 151 - General Debt Service	\$ 300,000.00
7	12	Fund 171 - Capital Projects	\$ 50,000.00
Group 7 - Appropriations - General Fund Unassigned Fund Balance (Commission Approval by Board Vote)			
6	10	General Fund 101 - Finance	\$ 250,000.00
7	13	Fund 101 - Circuit Clerk	\$ 12,000.00
Group 8 - Transfers - NonSchool (Commission Approval by Board Vote)			
Group 9 - Miscellaneous			
8	A	District Attorney Litigation Tax	Motion To Approve
8	B	Catalis Contract and Funding	Motion To Approve
8	C	CDBG Grant Opportunity	Motion To Approve
8	D	Park Road	Motion To Approve
8	E	Sheriff Salary Survey/Budget Workshop	Motion To Approve
Group 10 - Additional Items not discussed during budget committee (requires 3/4 majority vote)			

BUDGET COMMITTEE MINUTES

DECEMBER 4, 2025

Members Present:

Shain Vowell, Commissioner-Chairman
Denise Palmer, Commissioner-Vice-Chair
Anthony Allen, Commissioner
Bob Smallridge, Commissioner
Sabra Beauchamp, Commissioner
Shelly Vandagriff, Commissioner
Chad McNabb, Commissioner

Members Absent:

Jerry White, Commissioner

Meeting Facilitator:

Robby Holbrook, Finance Director

Committee Chair Shain Vowell called the meeting to order.

1. Appearance of Citizens (None)

2. Approval of Agenda

Motion by **Commissioner Denise Palmer**, seconded by **Commissioner Anthony Allen**, to approve the agenda as presented. *Motion Passed.*

3. Purchasing Contracts with Legal Review (None)

4. Purchasing Contracts Pending Legal Review

A. Comcast, Norris Library, Contract #26-0073 – Two-year contract for \$290.52 per month. This contract will be cancelled once services provided by recently executed County contract are operating.

B. University Health System, EMS, Contract #26-0077 – Two-year clinical experiences contract for AEMT students.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Anthony Allen**, to approve Items 4A&B pending legal approval. *Motion Passed.*

5. Capital Asset Surplus Request

Description	Department	Condition	Starting Bid
2009 Ford Crown Victoria	Fleet Services	Operable	\$300

Motion by **Commissioner Bob Smallridge**, seconded by **Commissioner Anthony Allen**, to approve the sale of Capital Assets. *Motion passed*

6. Sale of Capital Surplus Items – Informational Only

Description	Department	Condition	Starting Bid	Winning Bid
2008 Nissan Quest	Senior Center	Operable	\$200	\$1750
2017 Ford Explorer	Sheriff	Needs Repair	\$500	\$2200
2017 Ford Explorer	Sheriff	Needs Repair	\$500	\$3375

TRANSFERS (Approved through Consent Agenda)

THE 1st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robert Holbrook, Finance, that the following **TRANSFER** in Fund 171 be approved.

Increase Expenditure Code:

171-91110-799	General Administration Projects – Other Capital Outlay	\$25,000.00
---------------	--------------------------------------------------------	-------------

Decrease Expenditure Code:

171-91150-799-NLATS	Other Capital Outlay	\$25,000.00
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Justification: Transferring funds to the appropriate capital code to align expenditures with the intended and necessary use.

Motion by **Commissioner Anthony Allen**, seconded by **Commissioner Bob Smallridge**, and passed to approve the transfer request.

APPROPRIATIONS REQUIRING FULL COMMISSION APPROVAL

THE 2nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Marcus Bullock, Fiscal Services, that the following **APPROPRIATION** in Fund 141 be approved.

Increase Revenue Code:

141-46790-ISM	Other Vocational	\$119,174.08
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Increase Expenditure Code:

141-76100-706-ISM	Capital Projects – Building Construction	\$119,174.08
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Justification: To appropriate carry over funds from the state Innovative School Models grant for the completion of the CTE building at Clinton High School.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Anthony Allen**, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 3rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Kim Towe, the Special Education Department, that the following **APPROPRIATION** in Fund 141 be approved.

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$60,000.00
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(Amendment will be from 141-34555-SEFFS Special Education Fees for Services, and a JE will replenish the reserve for 39000)

Increase Expenditure Codes:

141-72220-189-SEFFS	Other Salaries & Wages	51,594.00
141-72220-201-SEFFS	Social Security	3,720.00
141-72220-204-SEFFS	State Retirement	3,816.00
141-72220-212-SEFFS	Employer Medicare	870.00
		<hr/>
		\$60,000.00

Justification: To appropriate funds for semester stipends for PCM-trained Classified Staff, stipends for Sped department chairs, instructional coaches, and stipends for related service providers.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Anthony Allen**, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 4th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Marcus Bullock, Fiscal Services, that the following **APPROPRIATION** in Fund 177 be approved.

Increase Expenditure Code:

177-76100-706-CLAES	Regular Capital Outlay – Building Construction – Claxton Elem School	\$1,000,000.00
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Decrease Reserve Code:

177-34585	Restricted for Capital Projects	\$1,000,000.00
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Justification: Appropriation of funds towards the completion of Claxton Elementary School.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Anthony Allen**, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 5th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Highway Department, that the following **APPROPRIATION** in Fund 131 be approved.

Increase Expenditure Code:

131-62000-402	Asphalt Roads	\$400,000.00
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Decrease Reserve Code:

131-34550	Restricted for Highway	\$400,000.00
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Justification: Asphalt AC roads.

Motion by **Commissioner Shelly Vandagriff**, seconded by **Commissioner Chad McNabb**, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 6th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Stephanie Wells, Tourism, that the following **APPROPRIATION** in Fund 128 be approved.

Increase Expenditure Code:

128-58110-799-TGELB	Tourism – Other Capital Outlay – Lost Bottom Park	\$188.90
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Decrease Reserve Code:

128-34635-SDAG	Committed for Tourism – State Direct Appropriation Grant	\$188.90
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Justification: Unspent funds of \$188.90 remain available from the State Direct Appropriation Grant from FY 20-21 that may be used for signage at Lost Bottom Park.

Motion by **Commissioner Anthony Allen**, seconded by **Commissioner Bob Smallridge**, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 7th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Jeff Cole, County Clerk, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-43383	County Clerk – Additional Fees Tilting and Registration	\$30,000.00
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Increase Expenditure Code:

101-52500-709	Data Processing Equipment	\$30,000.00
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Justification: Purchasing new computers to meet Windows 11 hardware requirements for security, speed, and reliability.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Chad McNabb**, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 8th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Frank, Archives and Records, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51910-719	Archives Equipment	\$23,097.14
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$23,097.14
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(Amendment will be from 101-34510-ARCHIV Restricted for Archives, and a JE will replenish the reserve for 39000)

Justification: Shelving for archives space that will hold 945 boxes. Amendment is based on a quote for TAB steel shelving, supports, reinforcements, delivery, and installation. Unless this quote is on a state contract, we will need to obtain additional quotes.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Anthony Allen**, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 9th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Frank, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54310-105	Fire Prevention & Control - Director	35,000.00
101-54310-201	Fire Prevention & Control – Social Security	2,170.00
101-54310-204	Fire Prevention & Control – Retirement	2,100.00
101-54310-210	Fire Prevention & Control – Unemployment	21.00
101-54310-212	Fire Prevention & Control – Medicare	<u>508.00</u>
		\$39,799.00

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$39,799.00
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(Amendment will be from 101-34790-48991 Assigned for Other Purposes – Opioid Past Remediation, and a JE will replenish the reserve for 39000)

Justification: In October, the County Commission approved moving forward with funding for a Fire Marshal, with funds to come from the damages portion of the opioid funding as relating to first response. This amendment is to place funds into the proper expenditure codes. Payroll worksheet attached to show breakdown.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Anthony Allen**, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 10th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robert Holbrook, Finance, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51900-599	Other General Administration – Other Charges	\$250,000.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$250,000.00
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Justification: This budget amendment requests an additional \$250,000 to cover our TN Risk Management Trust (TRNMT) insurance premium. I did a full audit this fiscal year, but did not capture the premium increase in the budget development process, and our current allocation is insufficient to meet the invoice amount. TRNMT premiums are based on updated exposure data, claims history, and statewide rate adjustments. The most recent renewal reflected an increase driven by these factors.

Motion by **Commissioner Denise Palmer**, seconded by **Commissioner Sabra Beauchamp**, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 11th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robert Holbrook, Finance, that the following **APPROPRIATION** in Fund 151 be approved.

Increase Expenditure Codes:

151-82210-603-ANMLS	General Government – Interest on Bonds – Animal Shelter	253,500.00
151-82210-606-ANMLS	General Government – Other Debt Issuance Charges – Animal Shelter	46,500.00
		\$300,000.00

Decrease Reserve Code:

151-34680	Restricted for Debt Service	\$300,000.00
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Justification: This budget amendment is needed to properly record and expense the interest and other issuance-related costs associated with the animal shelter bond. When the bond was issued, the county incurred several required charges – such as initial interest, underwriting fees, financial advisory fees, and other closing costs. These expenses are standard for any debt issuance and must be recorded in the appropriate expenditure codes within the Debt Service Fund.

Motion by **Commissioner Anthony Allen**, seconded by **Commissioner Sabra Beauchamp**, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 12th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robert Holbrook, Finance, that the following **APPROPRIATION** in Fund 171 be approved.

Increase Expenditure Code:

171-91110-799	General Administration Projects – Other Capital Outlay	\$50,000.00
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Decrease Reserve Code:

171-34585	Restricted for Capital Project	\$50,000.00
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Justification: A purchase order from the prior fiscal year was closed in error, causing the associated funds to lapse and roll into the fund balance.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Anthony Allen**, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 13th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robert Holbrook, Finance, that the following **APPROPRIATION** in Fund 101 be approved.

Increase Expenditure Code:

101-53100-310	Circuit Clerk – Contracts with Public Agencies	\$12,000.00
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Decrease Reserve Code:

101-39000	Unassigned	\$12,000.00
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Justification: Budget Committee approved funding for an addendum to the existing Catalis contract combining with VINE that provides victims communication capabilities. Approved under Section B of budget agenda.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Shelly Vandagriff**, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

SECTION A, District Attorney General Litigation Tax

The District Attorney General Litigation Tax Resolution was presented.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Chad McNabb**, to approve. *Motion Passed.*

SECTION B, Catalis Contract Addition.

Finance Director, Robby Holbrook, presented the Catalis Contract Addendum, Contract #25-0120 A-1. Circuit Court Clerk, Rex Lynch, explained the need for Vine integration. This request is to approve the addendum of the contract and funding for the one-time service fees of \$12,000 only. The increase to the annual subscription will be absorbed into the Circuit Court Clerk's budget.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Shelly Vandagriff**, to approve pending legal approval. *Motion Passed*

SECTION C, CDBG Grant opportunity

Mayor, Terry Frank, presented a Community Development Block Grant opportunity. If awarded the grant could help fund an EMS station in Rocky Top. This would not interfere with the prioritization of future Oak Ridge and Claxton stations.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Shelly Vandagriff**, to authorize a CDBG application for the purpose of constructing an EMS station in Rocky Top. *Motion Passed.*

SECTION D, Park Road

Finance Director, Robby Holbrook, presented the Conservation Board Minutes concerning Park Road.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Denise Palmer**, asking in good faith if the Road Superintendent, Gary Long, will repair the road with his budget and bring the cost estimate back to inform the Budget Committee next meeting. *Motion Passed.*

SECTION E, Sheriff Salary Comparison

Sheriff, Russell Barker, presented the salary comparison of other Sheriff's departments and requested a 15% raise for the entire department.

Motion by Commissioner Chad McNabb, seconded by Commissioner Shelly Vandagriff, to hold a workshop exploring Sheriff department raises.

Motion Amended by Commissioner Denise Palmer, seconded by Commissioner Anthony Allen, to change the scope of the workshop to all public safety departments provided by Anderson County. *Amendment passed.* Voting “No” Commissioner Shane Vowell. *Motion as amended passed.*

SECTION F, Unfinished Business None

SECTION G, New Business None

Meeting Adjourned.

Robby Holbrook, Finance Director

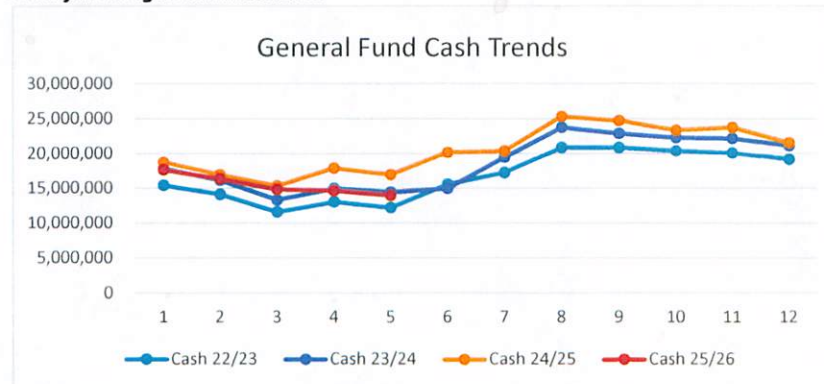
**ANDERSON COUNTY GOVERNMENT
CASH AND FUND BALANCE REPORT
November 30, 2025**

FUND	DESCRIPTION	NON-SPENDABLE	RESTRICTED FUNDS	COMMITTED FUNDS	ASSIGNED FUNDS	UNASSIGNED FUND BALANCE	TOTAL FUND BALANCE	CASH
101	General Fund	\$ -	\$ 1,205,462	\$ 343,761	\$ 1,627,153	\$ 13,712,507 *	\$ 16,888,883	\$ 13,940,460
115	Library Fund	\$ -	\$ 181,320		\$ -	\$ -	\$ 181,320	\$ 142,672
116	Solid Waste/Sanitation Fund	\$ -	\$ 721,662	\$ -	\$ -	\$ -	\$ 721,662	\$ 1,039,453
120	Opioid Abatement			\$ 752,610			\$ 795,135	\$ 795,135
121	American Rescue Plan							\$ 1,271,020
122	Drug Control Fund	\$ -	\$ 139,101	\$ 8,754	\$ -	\$ -	\$ 147,855	\$ 155,988
127	Channel 95 Fund	\$ -	\$ -	\$ -	\$ 21,056	\$ -	\$ 21,056	\$ 15,597
128	Tourism Fund	\$ -	\$ 782,789	\$ 5,705	\$ 101,440	\$ -	\$ 889,934	\$ 916,728
131	Highway Fund	\$ 47,550	\$ 269,737	\$ 2,787,633	\$ -	\$ -	\$ 3,582,370	\$ 4,378,931
141	General Purpose School Fund	\$ -	\$ -	\$ 11,968,412	\$ -	\$ -	\$ 11,968,412	\$ 10,361,032
143	Central Cafeteria	\$ 112,744	\$ 4,328,521	\$ -	\$ -	\$ -	\$ 4,328,521	\$ 4,173,528
151	General Debt Service Fund	\$ -	\$ 1,172,902	\$ -	\$ -	\$ -	\$ 1,172,902	\$ 1,562,938
152	Rural Debt Service Fund	\$ -	\$ 587,730	\$ -	\$ -	\$ -	\$ 587,730	\$ 986,805
156	Education Debt Service Fund	\$ -	\$ 96,991	\$ -	\$ -	\$ -	\$ 96,991	\$ 421,718
171	Capital Projects Fund	\$ -	\$ 108,600	\$ -	\$ -	\$ -	\$ 108,600	\$ 648,350
177	Education Capital Projects Fund		\$ 1,064,899	\$ -	\$ -	\$ -	\$ 1,064,899	\$ 3,922,148
263	Employee Benefit Fund	\$ 27,936	\$ -	\$ -	\$ 821,748	\$ -	\$ 821,748	\$ 1,221,770
		\$ 188,230	\$ 10,659,714	\$ 15,866,875	\$ 2,571,397	\$ 13,712,507	\$ 43,378,018	\$ 45,954,273

* General Unassigned Fund Balance limit of \$8M requiring 2/3 (11) votes for budget amendments.

Cash Trends
November

Cash 21/22	12,975,594
Cash 22/23	12,159,761
Cash 23/24	14,366,668
Cash 24/25	16,923,325
Cash 25/26	13,940,460



Copy of Local Option Sales Tax - Net Breakdown by FY

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	\$454,042.03	\$831,939.65	\$84,925.57	\$36,233.61	\$2,260,444.64	\$115,754.23	\$47,288.01	\$3,830,627.14	-2.1%
April	\$553,490.99	\$957,685.24	\$105,129.31	\$46,031.00	\$2,816,318.47	\$125,009.35	\$34,833.56	\$4,638,497.92	4.4%
May	\$557,524.13	\$964,901.26	\$100,437.63	\$42,535.44	\$2,632,140.41	\$133,489.15	\$80,207.03	\$4,511,235.05	1.7%
June	\$560,683.20	\$1,046,259.14	\$103,912.07	\$44,201.70	\$2,756,562.11	\$130,311.67	\$56,019.68	\$4,697,949.57	8.1%
Totals:	\$6,209,056.57	\$11,073,070.68	\$1,218,029.46	\$528,616.32	\$30,779,353.22	\$1,540,797.11	\$627,432.49	\$51,976,319.25	4.2%
FY2026	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Out of State	Total	+/-
July	\$507,648.99	\$978,010.26	\$103,015.61	\$47,199.51	\$2,685,169.88	\$128,128.33	\$64,001.18	\$4,513,173.76	8.0%
August	\$551,353.91	\$1,006,909.31	\$105,299.07	\$46,667.94	\$2,941,555.02	\$127,918.15	\$19,038.15	\$4,798,741.55	9.6%
September	\$544,006.51	\$987,949.30	\$99,955.24	\$44,455.23	\$2,919,298.05	\$137,201.46	\$30,527.34	\$4,763,393.13	12.1%
October	\$611,382.00	\$927,031.25	\$100,382.46	\$47,428.45	\$2,556,417.96	\$133,076.18	\$27,730.35	\$4,403,448.65	8.2%
November									
December									
January									
February									
March									
April									
May									
June									
Totals:	\$2,214,391.41	\$3,899,900.12	\$408,652.38	\$185,751.13	\$11,102,440.91	\$526,324.12	\$141,297.02	\$18,478,757.09	

23%

Local Option Sales Tax - Total Net Collections

Month	FY2023	FY2024	FY2025	FY2026
1	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
2	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
3	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
4	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
5	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
6	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
7	\$4,000,000	\$4,000,000	\$5,400,000	\$4,000,000
8	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
9	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
10	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
11	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
12	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000

2025-2026 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	\$ -	7/1/2025	6/30/2026		\$ 133,500		TDMHSAS	\$ 8,260	
53600-FJC	District Attorney's Office	Family Justice Center	\$ 200,000		7/1/2025	6/30/2026	\$ 200,000	-		OCJP/VOCA	\$ 3,685	
53600-VOCA	District Attorney's Office	Victim's Coordinator Grant (VOCA)	\$ 95,350	\$ -	7/1/2025	6/30/2026	\$ 76,280	\$ 19,070		OCJP/VOCA	\$ 11,850	
	District Attorney's Office	JAG - 7th CTF	\$ 225,000	\$ -	7/1/2025	6/30/2028	\$ 225,000	\$ -	\$ -	OCJP		
55130-131-EMST1	EMS	EMS Trainging Supplement	\$ 28,800	\$ 2,203	12/31/2024	6/30/2025	\$ -	\$ 28,800		TDH		
	EMS	EMS Training Facility	\$ 857,840	\$ 857,841	10/1/2024	12/31/2027	\$ 857,840	\$ -		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-EMPG	Emergency Management	Emergency Management EMPG 2023	\$ 32,024	\$ 32,024	10/1/2023	9/30/2025	\$ 32,024			TEMA		
54410-499-DOE	Emergency Management	Off-Site Emergency Planning and Response	\$ 21,000	\$ -	12/1/2024	11/30/2025	\$ 21,000	\$ -		TEMA/DHS		
54410-499-EMPG	Emergency Management	Emergency Management EMPG 2024	\$ 32,024	\$ 32,024	10/1/2023	9/30/2025	\$ 32,024			TEMA		
55110-707-SPNMG	Health Department	Health Department Renovation	\$ 699,000	\$ 616,400	1/13/2023	6/30/2026		\$ 1,315,400		TDH		
55190-3000	Health Department	Reimburse County for Contract employees Salaries	\$ 684,000	\$ -	7/1/2025	6/30/2026	\$ 181,724	\$ 502,276		TDH		
	Highway/Mayors Office	TDOT Old State Circle Bridge (State Run Project)	\$ 950,900				\$ 950,900			TDOT		
53500-1000	Juvenile Court	Juvenie 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		
55120-399-ANML1	Mayors Office	Animal Friendly - Spay/Neuter	\$ 1,200		8/1/2025	6/30/2026		\$ 1,200		TDA		
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		
TBD	Mayors Office/ORRCA	Oak Ridge Reservation Community Alliance	\$ 797,090	\$ -	4/15/2024	6/30/2028	\$ 797,090	\$ -		TDEC		
101-56300	Mayor's Office/Office on Aging	Office on Aging and Senior Center	\$ 196,181	\$ 28,420	7/1/2024	6/30/2026	\$ 166,419	\$ 29,762		ETHRA/ETAAD		
53310-399-AEM1	Mayor's Office/Gen Sessions	Alternate Electronic Monitoring	\$ 13,005	\$ 13,005	10/21/2024	6/30/2026		\$ 13,005		OCJP		
56300-499	Mayor's Office/Senior Center	Senior Center Sound Panels	\$ 48,000	\$ -	11/1/2025	3/31/2027	\$ -	\$ 48,000				

ARPA PROJECTS

	ARPA Funding Eligibility Category	REVENUE LOSS	OTHER ELIGIBILITIES	TOTAL			
	Total ARPA Allocation	\$ 10,000,000.00	\$ 4,952,074.00	\$ 14,952,074.00			
	-Less Budgeted To-Date	\$ (10,262,639.51)	\$ (5,120,393.55)	\$ (15,383,033.06)			
	Remaining Allocation	\$ (262,639.51)	\$ (168,319.55)	\$ (430,959.06)			
	Interest earned and balance of allocations	\$ 450,678.80	\$ (430,959.06)				
	Total Interest Remaining			\$ 19,719.74			
	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
13	IT Infrastructure Needs (e.g., Multi-Factor Authentication)	\$ 150,000.00	\$ 150,000.00	\$ -	Complete	YES	8/15/2022
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
38	Sheriff's Vehicles FY25	\$ 571,962.02	\$ 571,962.02	\$ -	Complete	YES	8/19/2024
39	Archives Security Cameras	\$ 13,802.94	\$ 13,802.94	\$ -	Complete	YES	8/19/2024
40	Senior Center Badge System	\$ 10,888.36	\$ 10,888.36	\$ -	Complete	YES	9/16/2024
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
14	EMS Ambulances for 2 years	\$ 1,346,903.66	\$ 923,707.66	\$ 423,196.00	In Progress	NO	8/15/2022
27	TDEC ARP Water Infrastructure Investment Plan (WIIP)	\$ 379,514.92	\$ 307,735.98	\$ 71,778.94	In Progress	YES	6/19/2023
31	Dental Clinic Redesign/Relocation/Bldg Improvements	\$ 604,000.00	\$ 506,538.99	\$ 97,461.01	In Progress	YES	9/18/2023
37	EMS Vehicles FY25	\$ 422,819.10	\$ 284,669.10	\$ 138,150.00	In Progress	NO	8/19/2024
41	Blockhouse Valley Recycling Center	\$ 56,500.00	\$ 22,600.00	\$ 33,900.00	In Progress	YES	10/21/2024
43	Blockhouse Valley Recycling Center	\$ 14,000.00	\$ 9,800.00	\$ 4,200.00	In Progress	YES	12/16/2024
45	Health Dept Reno ARPA Interest Last Dollar	\$ 250,000.00	\$ -	\$ 250,000.00	In Progress	YES	9/15/2025
		\$ 15,383,033.06	\$ 14,114,347.11	\$ 1,268,685.95			

Current Projects as of 11-30-25



Office of the Director of Schools
101 South Main Street, Suite 501
Clinton, Tennessee 37716
Office: (865) 463-2800
Fax: (865) 457-9157

Dr. Tim Parrott, Director

MEMORANDUM

TO: County Commission Members
Terry Frank, County Mayor
Robbie Holbrook, Finance Director

FROM: Dr. Tim Parrott, Director of Schools *Dr. T. Parrott*

DATE: November 2025

RE: Report to County Commission

ATTENDANCE

Student enrollment stands at 5,660 students including Kindergarten standing at 345 students.

HIGH SCHOOL

Clinton

Clinton High School's inaugural unified bowling team had two big wins against Alcoa! Each unified pair match consists of one athlete from the CDC department and one typical pair that work together against another school's unified pair. Ray Allen and Peighton Dejarnette were the first to take down Alcoa, followed by Lydia Williams and Ryn Jones who also beat their Alcoa opponent. The CHS Unified Bowling Team is headed to the regional match in January!





The accolades keep rolling in for CHS students! Junior Madeleine Rawdon was selected as a finalist for the Honors Performance Series in New York City next semester. Madeleine will be taking her trombone skills on the road to join other outstanding young musicians from around the world to perform under the direction of master conductors on one of the most prestigious stages in the world: Carnegie Hall. We are so proud of Madeleine and the hard work and dedication that led her to this highly selective and amazing opportunity!

Fourteen DECA members also competed at the DECA District Career Development Conference in Knoxville this month, and twelve of them qualified for the State Conference in February! These students studied key performance indicators and industry trends, tackling a 100-question exam and demonstrating 21st Century Skills in a challenging role play event. A huge congratulations to all of them and especially to the twelve competitors who finished in the top of their events!



Anderson County

At Anderson County High School, students are actively preparing for life beyond graduation through meaningful, real-world opportunities. The business Swig (opening soon in Clinton) visited campus to conduct open interviews with our students during lunch, giving them valuable firsthand experience with the hiring process and potential



pathways to employment. Also highlighted are some seniors engaging in important conversations with Kayce Scott, one of our school counselors, and speakers from the state following their mandatory Tennessee Promise meeting, ensuring they fully understand the college scholarship program and their next steps. These moments reflect our commitment to providing students with practical support, career readiness, and informed postsecondary planning.

MIDDLE SCHOOL

Clinton

The CMS Beta Club traveled to Nashville for state competitions with several members placing and qualifying for the national competition! Future Me Day was just one special day of

College and Career Week as student envisioned their future careers. The Veteran's Day program honored many community members and highlighted the sacrifices of our veterans and their families. Finally, CMS students and local churches partnered to provide 13 overflowing Thanksgiving baskets to local families!





**CMS Basketball
Student Gate Discount**

**11/6 vs Cedar Bluff
11/10 vs Horace Maynard**

**Bring Food to the Gate!
Get into the game!**

----->>>

Ticket Price - \$5
One food item - \$4
Two food items - \$3
Three food items - \$2
Four food items - \$1
Five+ food items - Free



CLINTON MIDDLE
*Thanksgiving
Food Drive*

OUR SCHOOL IS COLLECTING FOOD TO
PROVIDE BASKETS FOR FAMILIES IN NEED
AND WE COULD USE YOUR HELP. EACH
GRADE LEVEL WILL BE IN CHARGE OF
COLLECTING CERTAIN FOOD ITEMS FOR
THE BASKETS.

6TH GRADE- CANNED CORN, CANNED YAMS,
GRAVY(JARS OR PACKETS),
AND COOKIE MIX

7TH GRADE- EVAPORATED MILK, CORNBREAD,
MASHED POTATOES, CANNED FRUIT,
AND CAKE MIX

8TH GRADE- CANNED GREEN BEANS,
STUFFING, MACARONI AND CHEESE,
CRANBERRY SAUCE, AND BROWNIE MIX

**We will be collecting
food through
November 13th, 2025**





Norris

Norris had a lot to celebrate this month as they were both a Level 5 school AND named a Reward School by the TDOE! The basketball teams collected donations for the NVFD and NPD toy drive and presented Fire Chief Rick Roach with a check. They also honored local veterans and the PTO hosted a wonderful Thanksgiving meal for staff!

NORRIS MIDDLE SCHOOL

2024 ★ 2025

**REWARD
SCHOOL**

 **Department of
Education**

ONE OF THE HIGHEST POSSIBLE DESIGNATIONS BY
THE TENNESSEE DEPARTMENT OF EDUCATION



Lake City



Families enjoyed a wonderful Thanksgiving lunch in the LCMS cafeteria. The Rocky Top Cracker Barrel partnered with the students and staff to provide coffee for veterans at their Veteran's Day Program. The Daddy Daughter Dance was a huge success and the Lego Club was in full swing this month!



Norwood



Band, choir, poems, speakers, singers, staff, students and community did a great job of honoring our Veterans! Thank you, Veterans, for your service!



Thank you, community partners. NWMS staff, Kristi Ilar Bus lines, Beechpark Baptist Church and our beloved silent partners. We started our hot and ready family meals to support our community. We hope you enjoyed every bite and sweet treat (spaghetti, Rolls, Pan of Brownies and Gallon of milk).



With the support of our community, friends and staff at Norwood Middle we prepared hot and ready meals to our families tonight. On the menu tonight was Rotisserie chicken, mashed potatoes, Mac & Cheese, Green Beans, apples, Rolls & Gallon of milk! Enjoy it is sure made with Love.



It is always a great day when families sit down for turkey dinner. Thanks for joining us. Mrs. Rhonda and Mrs. Maria are top notch!



ELEMENTARY

Andersonville



We are so grateful for those that came to our Thanksgiving lunch. We want to thank our food service staff, volunteers, Anderson County Career and Technical Center students, and others who made it all happen.

Thanks to Andersonville Elementary School SRO Wendy for visiting our Pre-K classroom and coming to talk to us about road safety and ways to stay safe. We have the best SRO around!



Mrs. Mounger's STEM class is teaching math standards like telling time, counting money, addition, and place value while coding with Bee Bots. These 2nd graders had fun learning!

Briceville



We would like to recognize our 2025–2026 Briceville Elementary Teacher of the Year, Ms. Brooklin McCoy. Ms. McCoy completed her internship with us several years ago, and we were fortunate to be able to keep her as part of our school community.

She currently teaches 3rd grade and has also taught 2nd and 1st grades at Briceville Elementary. In addition, she serves as the Head Coach of the BES Hornets basketball team.

Ms. McCoy is deeply committed to ensuring that her students receive strong academic support while also feeling valued and cared for. Her ability to build meaningful relationships with students is evident in the way they engage with her both inside and outside the classroom.

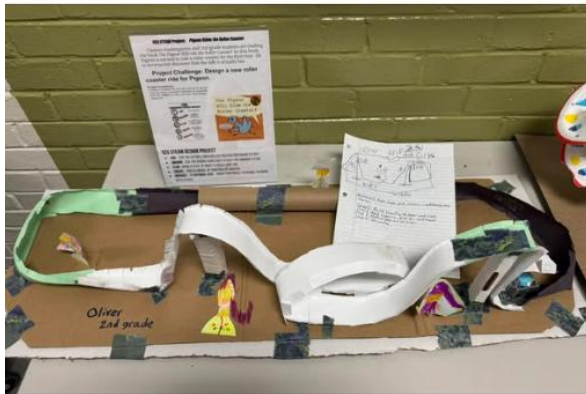


Thank you to our veterans for your service, sacrifice, courage, and dedication to protecting freedom and safety. We recently held a special event at Briceville Elementary to honor our veterans. We hosted a breakfast in their honor, followed by student performances featuring several songs prepared for the occasion.

We are very proud of our Hornets on their recent win against Lake City. This victory advances the team in the tournament, and the next game will be held at Grand Oaks Elementary. Go Hornets!



Claxton



Our Claxton engineers put their creativity to work with at-home engineering challenges. Kindergarten–2nd grade: Inspired by *The Pigeon Will Ride the Roller Coaster*, students designed and built their very own roller coasters using simple household materials. They planned, tested, and improved their designs—just like real engineers. 3rd grade–5th grade: After reading *The Cardboard Kingdom*, our upper-grade students engineered cardboard costumes. We are so proud of the imagination, problem-solving, and design thinking our Claxton students showed at home.

At the recent Tennessee Financial Literacy Reception, Claxton Elementary was honored to receive the 2025 Financial Literacy Leadership Award. This award was presented by Governor Bill Lee, Lt. Governor Randy McNally, State Treasurer David Lillard and other state officials on November 6th.

This recognition celebrates our school's outstanding commitment to empowering Tennessee students with financial knowledge and leadership skills. As a newly designated Tennessee STEAM school, we are proud to continue to prepare students to think critically, innovate and lead in the area of financial literacy. Our Claxton teachers recognized for implementing financial literacy programs include: Kayla Murphy, Jana Payne and Elaina Wise.



Dutch Valley



Our PTO recently hosted the annual DVES Chili Supper. It was a wonderful and successful event. The funds raised will go directly back to the students, staff, and community throughout the year. We extend our sincere thanks to everyone who helped plan the event, donated items, picked up items, volunteered their time, and supported us in any way. We also thank our chili judges and auctioneers for their contributions.



Students and staff took time to honor our veterans this month. The school served breakfast for the veterans, followed by a program to celebrate them. Our students performed songs, shared the story of The White Table, and participated in the tradition of creating a Circle of Protection. This event is one of our favorites of the year. We extend our sincere gratitude to all veterans for their service and sacrifice.



Dutch Valley Elementary is honored to recognize our 2025-2026 Teacher of the Year, Mrs. Jessica Parker, and our Novice Teacher of the Year, Mrs. Ryan Tilley. These outstanding educators exemplify the spirit of excellence and we are fortunate to have them on our team. Thank you for inspiring our students and school family to strive for excellence.



Fairview



What a busy month. Our 4th grade started the month off with a Glow Party to celebrate all the hard work they have put in this year. Students got to wear neon, glow sticks and glow in the dark hats and accessories. This is an incentive that they all love to work towards.



Mrs. Rauhuff was announced as our Teacher of the Year. Mrs. Rauhuff teaches 4th Grade English Language Arts and Social Studies. She is known for her passion, creativity, and dedication to her students. She works diligently to meet the different needs of her students, ensuring they feel supported and challenged to reach their full potential. Her classroom is a warm and welcoming place where kindness shines and her students feel valued. In true teacher form, Mrs. Rauhuff was showing her school spirit by being dressed for Decade Day when it was announced that she was the recipient this year. She is an incredible teacher and an inspiration to her students and colleagues alike.

We also celebrated our Veterans! Fairview was honored to host our annual Veterans Day Program and breakfast. Each year the staff hosts the veterans and their families for a wonderful breakfast prepared by our teachers and staff. The veterans are served a warm breakfast and time to celebrate with old friends and family. Each year our Third Grade gets the honor of singing and performing during our Veterans Program. We honor them with songs, poems and hand shakes. It is our honor to carry on this tradition. Thank you to all who have served!



Grand Oaks



What a season! What a team! Our Eagles capped an undefeated season with the district title this year. We're almost sad to see it end. This group has been such a joy to watch. Their determination, grit, and teamwork is something special. Coach Vaden is the best, and we are so thankful for her leadership. Her commitment to our team is such a gift.

So proud of you, Eagles!

Congratulations to our GOES Teacher of the Year, Mrs. Christy Hicks! Mrs. Hicks serves our school as a reading interventionist, RTI team leader, and the staff member who writes and oversees Individual Learning Plans for students with characteristics of dyslexia. She champions literacy for every child, builds strong relationships, delivers targeted reading instruction, and partners with teachers so students get exactly what they need.

We're so grateful for you and proud of you, Mrs. Hicks. Thank you for your leadership, your heart for our students, and the way you lift our entire school community - one reader at a time.

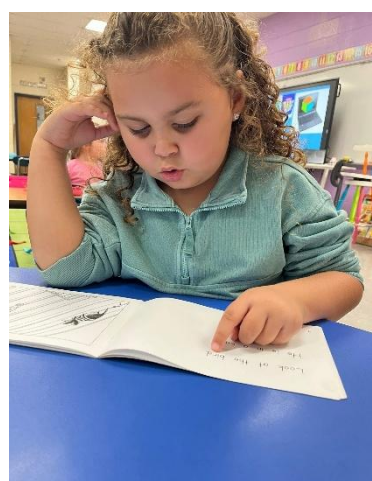
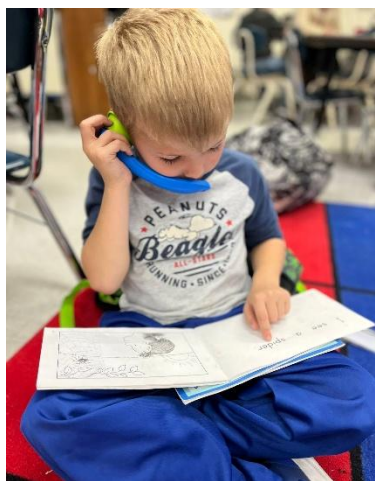


Congratulations to our first-ever Novice Teacher of the Year, Coach Chase Lockard! Being recognized by your peers is a special honor, and Coach Lockard earned it. He's a fantastic PE teacher who makes the gym a highlight of students' week. His lessons are purposeful, high-energy, and full of skill-building, teamwork, and sportsmanship! In addition to his PE classes, he also uses his open periods in his day to lead math small groups, planning intervention lessons, analyzing data, and partnering with classroom teachers to help our students learn at high levels. We're so proud of you, Coach!

Thanks for loving our Eagles and lifting our school every single day.



Mrs. Lorna was voted this year's Employee of the Year, and it's easy to see why. She is the heartbeat of Grand Oaks. Beyond her work as our librarian, she runs our UTrust program so staff feel appreciated, leads the G-Force gratitude club, writes grants to make the library a place students love to visit, helps students fall in love with reading, supports struggling readers, and so much more. She even spends her summers handing out free books and hosting a reading challenge capped with a pool party, because she believes every child deserves to feel like a reader. Both students and staff light up when they see her. As one colleague said, "It wouldn't be Grand Oaks without her." Congratulations, Mrs. Lorna. We're so grateful for your kindness, your excellence, and the way you love our kids.



Our kindergarten students are becoming amazing readers. It's such a joy to watch their faces light up as they learn new words and dive into their very first books. They've been working so hard, and now they're so proud to take their books home to share their reading skills with their families. Way to go, little readers. Your love for learning is growing every day!

Lake City



Congratulations to our LCES Teacher of the Year - Mrs. Heather Daniel. Heather goes above and beyond every single day to ensure that our students are not only taught, but also feel loved and valued. She pours her heart into everything she does... building strong relationships with families, supporting her colleagues, and creating a classroom where every child feels welcomed and encouraged.

Her colleagues describe her as a teacher who greets every challenge with a can-do attitude, lifts others up with her positivity, and always leads with love. She truly embodies what it means to put students first and serves our school and community with her whole heart.

Heather's compassion, leadership, and dedication make a lasting impact on everyone at LCES. We are so proud to celebrate her as our 2025 Teacher of the Year!

Congratulations to our LCES Novice Teacher of the Year — Mrs. Karanna Bailey. Mrs. Bailey has quickly become an essential part of the LCES family. Her patience, kindness, and empathy shine through in everything she does. She's built strong, supportive relationships with students and families and is always on the move...

balancing work, meetings, and after-school activities with ease.

Her colleagues describe her as punctual, positive, and always willing to jump in and help. She's a great advocate for her students, manages a huge caseload amazingly well, and goes above and beyond to support everyone around her. One coworker shared, "You'd never know this is her first year, she's already an amazing Laker!"



Our first annual Chili Cookoff was a huge success. We had fantastic entertainment provided by our very own Music Makers while we ate some absolutely delicious chili. We would like to thank Chief Thomas with RTPD, Sergeant Wendy Garrison with ACSO, Krista Golden with RTFD, and Mayor Kerry Templin and Carolyn Templin who came out to judge. We really do have the most wonderful community, and get ready for this: to support our school's food pantry, prior to the event, we raised \$2000! The Chili Cookoff raised an ADDITIONAL \$1075.18, with a grand total of \$3,075.16! All money raised will be put directly toward helping our local community. We are so very thankful.



Norris



We are so proud to announce our 2025-2026 NES Teacher of the Year, Ms. Sarah Abbott. Ms. Abbott works tirelessly to provide students with the best instruction and is such a vital part of our team.



Our 3rd graders wrapped up a three-part artist residency series in collaboration with Borderless Arts, a non- profit out of Nashville. Song writing, dance & choreography and visual art/STEAM, all projects based on two third grade science topics - the water cycle and the solar system. NES is so honored and delighted to be a part of this partnership, bringing such wonderful arts integrated learning opportunities to our students.



In connection with our Imagination Expo, we congratulate the winners of the Six-Word Stories winners. We honored first-place and runner-up writers across four categories. Our judges had a hard time choosing—so many great stories. Look for the winning entries in the Norris Bulletin.

Norwood


Congratulations to Norwood Elementary's Novice Teacher of the Year — Mrs. Kendall McDonnell! We are so excited to celebrate Mrs. McDonnell, who was voted by her peers as Norwood's 2025 Novice Teacher of the Year. This new award in Anderson County Schools recognizes outstanding educators who are in the early years of their teaching career and are already making a powerful impact in the classroom. The Novice Teacher of the Year exemplifies passion, dedication, and innovation — and Mrs. McDonnell does just that! Her energy, compassion, and commitment to student success have quickly made her a valued member of the Norwood Elementary family. "The best teachers are those who show you where to look, but don't tell you what to see." Please join us in congratulating Mrs. McDonnell on this wonderful achievement!





Congratulations to Norwood Elementary's Teacher of the Year — Ms. Bridgette Gaddis! We are thrilled to celebrate Ms. Gaddis, who was selected by her peers as our 2025 Teacher of the Year! Her dedication, creativity, and passion for education inspire both her students and fellow staff members every single day. Ms. Gaddis is a phenomenal educator who goes above and beyond to make learning meaningful and fun. Her positive energy and commitment to helping every child succeed truly make her a shining example of excellence in teaching. "A great teacher takes a hand, opens a mind, and touches a heart." Please join us in congratulating Ms. Gaddis on this well-deserved honor!




School Nutrition



November News

Anderson County School Nutrition

<p>For Thanksgiving Lunch, our staff, volunteers, and ACHS Culinary students served a total of 6,009 meals—which is incredible! Here's the breakdown of the impact they made:</p>	<p>Elementary Schools:</p> <p>2,023 students</p> <p>102 staff</p> <p>83 SNP staff</p> <p>1,221 visitors</p>	<p>Middle & High Schools:</p> <p>2,281 students</p> <p>38 staff</p> <p>63 SNP staff</p> <p>198 visitors</p>
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Student Services

Student Services and the Family Resource Center (FRC) has served families across the district with the following:

- The FRC Clothing closet has served 36 students and 4 adults from across the district. Each person was allowed to "shop" for items they needed and/or wanted.
- 10 families were referred to a hygiene outreach event resulting in 70 people receiving items. 32 students/adults have received items from the FRC closet.
- 7 families have been referred to a Christmas outreach program (31 people total). These families will receive a meal while attending and one meal to take home. Twenty students will receive wrapped gifts for the parents to take home.
- FRC pantry has served 21 families, totaling 91 students/adults. 75 weekend food bags are distributed at LCMS each Friday. 83 families (403 people) have been referred to a mobile food pantry. There will also be a December mobile food pantry at LCMS in partnership with Second Harvest where 225 families will receive food.
- FRC program has received over \$4,000 in donations through November. Donations include food, clothing, food, shoes, hygiene items, diapers, and wipes.
- Student Services Department received 15 food boxes for November distribution for Thanksgiving. Each box had a full Thanksgiving meal, including the turkey.

2025-2030+ Capital Projects

- Yearly maintenance priorities - \$1 million per year for roofs, safety cameras, floors, gym floors refinished, painting, playground mulch, and other needed maintenance
- CES- new Claxton Elementary School – construction at **20% completed**. \$28,474,000 and 672 days to complete.
- CHS softball locker room - \$90,000 **design work completed**.
- GOES- new parking lot – Est. \$125,000
- CHS - Welding and Agriculture building, building is **90% completed** \$3,000,000.00
- ACHS - multi-sport facility - ½ cost from district ½ cost from donors- **Building purchased for \$625,000.00**
- CES HVAC – scheduled to start in the spring of 2025
- BES - Waste water upgrade - work in progress \$800,000.00
- CHS/CMS – Replace bleachers and fieldhouse at football stadium partnership with City of Clinton – design phase \$500,000.00.
- NES, GOES – add safety vestibule to school main entrances.
- NES, AVES, DVES, and FES - replace gym floors, Est. \$80,000.00 per floor, in bid process.
- LCMS- new auditorium seats 2025, in process Est. 85,000.00, **installing mid-Oct.**
- CHS – replace windows at CHS in Walkway
- BES - update gym Est \$200,000.00
- ACHS - replace turf at ACHS 2028- **Field conditioned in the summer of 2024**. Est \$500,000.00
- NES - replace classrooms to provide space for growth and safety. 2029-30
- Start replacing HVC from first ESG -2028?

- All schools - upgrade door scanners for safety, 2024-25 CHS, CHS completed ACHS-summer 2026, \$300,000.00
- NWES/ NWMS – replace lights on softball field, spring 2026
- NMS – update lower hallway

**OFFICE OF THE COUNTY LAW DIRECTOR
ANDERSON COUNTY, TENNESSEE**

101 South Main Street, Suite 310
CLINTON, TENNESSEE 37716

TELEPHONE: (865) 457-6290
FACSIMILE: (865) 457-3775

MEMORANDUM

TO: Ms. Annette Prewitt
CC: County Commission
FROM: Law Director's Office
DATE: December 10, 2025
RE: Law Director's Report – December 15, 2025

This Report contains the following Action Items:

1. Memorandum re: Use of A.I. in County Government;

A. Contract Approvals:

1. Blue Cross Blue Shield of Tennessee
2. Arch Insurance Co. -Bond
3. Nationwide Electronic Monitoring
4. Comcast Business -Norris Library
5. Blount County Juvenile Interlocal Agreement
6. Lively Reflective Concrete
7. Leads Online Subscription Services
8. University Health Systems
9. Immigration and Customs Enforcement 287(g)
10. University Health Systems – ACEMS
11. Lamar
12. Catalis
13. Anderson County Animal Shelter – A101

B. Anderson County Zoning Violations:

Closed: none

Newly Filed: none

Motion for Default Judgment:

Contempt:

1. 438 Old Fratersville Hollow Lane- If contempt is granted will allow us to record a lien on the property until it is brought into compliance.

Liens:

1. 230 Haney Hollow Road- daily fine of \$100 beginning August 26, 2024
2. 177 Scott Brogan Lane- daily fine of \$50 beginning December 9, 2024
3. 1824 Lake City Highway- daily fine of \$20 beginning August 8, 2025

C. Bankruptcies:

The following is a list of status of all currently filed Bankruptcies within Anderson County in which Anderson County Government has a claim. Following reports will include only status changes and new filings. *

1. Grubb-awaiting Order confirming Chapter 13 plan
2. Genesis Healthcare-monitoring only-no claim filed by AC
3. Cox-received Order confirming Chapter 13 plan
4. Chitwood-awaiting discharge
5. McClane-awaiting discharge
6. Newman-awaiting discharge order
7. Great Smoky Mountain Enterprises-AC claim paid in full; monitoring for dismissal
8. Morgan-awaiting discharge
9. Williams-awaiting discharge
10. Burt-Chapter 13 plan received
11. Long-awaiting discharge
12. Maness-awaiting discharge
13. Moody-Chapter 13 plan received
14. Weber-awaiting discharge order
15. Big Lots-pending final Chapter 7 report
16. Kendall-awaiting Order confirming Chapter 13 plan
17. Mungro-file opened to monitor
18. Averill-awaiting Order confirming Chapter 13 plan
19. Asher-awaiting Order confirming Chapter 13 plan
20. Fine-received Notice of Chapter 13; proof of claim to be filed

D. Other:

1. Memorandum- Requested by Purchasing Department RE: Sufficiency of Response to Request for Bid (RFB) #2609 (Animal Shelter).
2. Senior Center Copyright Claim (Pixsy) – No Developments since November.
3. Demand letters sent to AA Bonding regarding collection of forfeited Bonds.
4. General Sessions II update – Proposed strategy to Legal Services Advisory Committee (LSAC) to obtain MOU with City of Oak Ridge. (See LSAC Minutes from October 31).
5. Civil Air Patrol (CAP) –Approval of use of Dental Clinic pending Life Safety Re-inspection by City of Oak Ridge.
6. Memorandum – Artificial Intelligence in County Government.

7. Collaborating with Commissioner Capshaw on correspondence with TDOT regarding Lewallen Hollow Road/Sinking Springs and Highway 61 intersection.
8. Researched obligation of ACSO in contract dispute with Trinity Food Service.
9. Researched and advised ACSO regarding lease vs. sale of vehicles to other agencies.
10. Investigated Notice of Intent to File Complaint filed by Phillip Feters against Anderson County and A.C. Juvenile Court – Notified Insurance Carrier.
11. Executed Indigent Cremation Authorization – Gibson.
12. Conservation Board- Prepared Special Events Application.
13. Prepared Response to Open Records Request Regarding ACASAC.
14. Prepared and Sent Letter to State Representatives regarding Cemetery Access Rights.
15. Prepared letter to TN Waste to Jobs Act
16. Solicitors Permit for Edgemoor Rd. Intersection – Updated Policy
17. Reviewing complaint regarding livestock seizure

E. Litigation Updates:

1. Pro-Vision- Request Executive Session to Discuss Meeting with Potential Co-Counsel.
2. Rick Schubert v. Terry Frank and Webster Heirs v. Terry Frank- Dismissed.
3. Zayo v. AC Commission, ACS, & AC Purchasing- Trial scheduled on Friday, January 9, 2026 at 1:00 p.m. in Anderson County Chancery Court.
4. Samuel Marra v. ACSO et. al- Dismissed.
5. Shane Dietlin v. Kirk, et al.– No developments – Continue to monitor status.
6. Nathan Partin v. ACSO, et al.–Trial date has been set for March 27, 2027. We will continue to monitor status
7. Michael Harber et.al. v. A.C. and the Estate of Jay Yeager. Answer filed by Knoxville attorney Ron Attanasio on behalf of Estate of Jay Yeager. No developments. We are in the discovery phase.
8. Williams Manor, Inc. v. AC and the BZA – Writ of Certiorari and Claim for Damages pending in Chancery Court. Trial date is set for April 16, 2026. Case is defended by Art Knight at this time.

Respectfully submitted,

James W. Brooks, Jr.
Law Director

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December 10, 2025

Anderson County, Tennessee
Office of the County Mayor / Human Resources

MEMORANDUM

From: Cassandra M. Powell
Re: Use of Artificial Intelligence (AI) by Anderson County Employees —
Open Records, Confidentiality, Safety, Training, and Legal Considerations

Questions

1. Are A.I. search histories and outputs subject to the Open Records Act?
2. What legal, operational, and policy issues should Anderson County consider regarding county employee use of A.I.?
3. Is there any legislative or state-level guidance on the use of A.I. that applies to Anderson County?
4. What safety measures should Anderson County employees be taking when using A.I. tools?
5. What should Anderson County expect in the near- and medium-term future regarding A.I. governance, technology, and operational impact?

Executive Summary

Anderson County should view employee use of A.I. as a governance priority with consideration of legal, operational, cybersecurity, privacy, records-retention, procurement, workforce, and reputational standards.

Tennessee has taken statewide steps to coordinate A.I. policy. On May 21, 2024, the Tennessee Artificial Intelligence Advisory Council Act¹ was signed into law and placed the Tennessee Artificial Intelligence Advisory Council (the “Advisory Council”) under the Department of Finance and Administration (DFA). The Council’s mandate is to provide expertise and recommendations to advance ethical A.I. use across state government in areas including education, evaluation of use cases, communications and transparency, workforce development, deployment, and policy. The Council is charged with establishing priorities, recommending best practices, and advising on state A.I. road mapping — developments that will inform county practice and may produce model policies and guidance counties should adopt or align with.

¹ T.C.A. § 4-3-3101 – Tennessee Artificial Intelligence Advisory Council Act.

The Advisory Council has been active: it submitted a status report to the General Assembly on May 1, 2025² (attached to this memo), and its subcommittees (Engagement, Labor & Economy, Policy, Outcomes, and a Deep Seek AI Risks Special Subcommittee) are preparing further reports and recommendations in December 2025. In addition, on September 26, 2025 the Department of Finance and Administration issued an Enterprise A.I. Policy aligned with NIST's AI Risk Management Framework (attached).

The Tennessee Attorney General issued a March 2025 warning regarding specific foreign-based A.I. products³ (notably "Deep Seek"), highlighting severe data-privacy and national-security risks and urging state and local governments to ban Deep Seek on government devices. That guidance recommends extreme caution with A.I. products hosted in or controlled from adversarial jurisdictions.

Immediate recommended safety measures for Anderson County employees include prohibiting submission of confidential/sensitive data to consumer A.I. tools, restricting use to pre-approved vendors and county-controlled accounts hosted in the U.S., training and documentation requirements, logging and preserving A.I. outputs as public records when used for county business, mandatory human review for material decisions, vendor vetting for data residency and security, and establishing an internal governance committee to oversee adoption and procurement.

Anderson County should expect continued state-level recommendations and likely model policies from the Advisory Council, evolving federal guidance and litigation, greater public scrutiny and transparency expectations (including disclosures when A.I. materially affects decisions), and increasing availability of government-oriented A.I. vendor solutions. The county should adopt a living governance framework, invest in training, and build procurement and audit processes that align with state work products.

Research Report — Background, Legal & Operational Considerations, and Guidance

I. Background

A.I. (including LLM's, generative A.I., predictive analytics, automated decision systems) is already being used in government for tasks like constituent communication, drafting, permitting, triage, maintenance, public-safety analytics, and workflow automation. These tools can boost efficiency but also create legal, privacy, cybersecurity, procurement, records-management, and oversight risks if deployed without controls.

County governments must apply Tennessee and federal law and develop local policies to manage the operational benefits of A.I. while also considering their obligation as to public records, open meetings, privacy, procurement, and workforce management.

II. Tennessee State-Level Developments Relevant to Anderson County

Tennessee Artificial Intelligence Advisory Council (enacted May 21, 2024): The General Assembly created the Advisory Council by statute, and Governor Lee signed the act into law on May 21, 2024. The Council operates under the Department of Finance and Administration. The Council's purpose

² Tennessee AI Advisory Council Status Report to the General Assembly ([https://www.tn.gov/content/dam/tn/finance/aicouncil/documents/AI Advisory Council Status Report - May 2025 - FINAL.pdf](https://www.tn.gov/content/dam/tn/finance/aicouncil/documents/AI_Advisory_Council_Status_Report_-_May_2025_-_FINAL.pdf))

³ Warning from Tennessee Attorney General re: Deep Seek ([TN AG Warns Consumers: Beware of DeepSeek](#))

is to provide a collaborative source of knowledge, expertise, and information-sharing to advance the state's use of A.I. in an ethical manner and to recommend implementation of policies and strategies regarding A.I. adoption. Primary focus areas include:

- Education: promote understanding of A.I. capabilities and limitations and address workforce impacts and development.
- Evaluation: identify beneficial use cases for state government services.
- Communications, engagement, and transparency: communicate goals, uses, and limitations of A.I.; measure and report outcomes and progress.
- Programs for developing highly skilled A.I. professionals in Tennessee.
- A.I. Deployment: acquire, develop, implement, and optimize A.I. to improve efficiency, accuracy, and effectiveness of services.
- Policy: ensure responsible, secure, and effective use of A.I. in state decision-making and services.

Responsibilities: establish A.I. priorities for the state, recommend best practices, and advise on the State of Tennessee A.I. roadmapping⁴. The Council's products (status reports, inventories, model policies) are relevant to counties and are likely to shape expectations for vendors and grant/procurement terms.

Advisory Council Timeline: The Council submitted a May 1, 2025 status report to the General Assembly². Subcommittee work is ongoing with additional reports expected December 2025, including policy recommendations, engagement strategies, and ROI/economic analyses. On September 26, 2025 the Department of Finance and Administration published an Enterprise A.I. Policy⁵ aligned with the NIST AI Risk Management Framework⁶; that policy is attached to this opinion for review and guidance.

III. Advisory Council findings — condensed (May 1, 2025 status report²)

- Engagement Subcommittee
 - Current use: ~18% of local gov't officials; 38% in education; 0–8% in courts/elected offices.
 - 54% plan to adopt A.I.
 - Needs: training, funding, a local A.I. professionals database, and literacy programs.
 - Recommendation: counties should consider forming local IT/A.I. subcommittees to develop policy.
- Labor & Economy Subcommittee
 - Collecting data to measure A.I. ROI and error management for high-stakes tasks; report due December 2025.

⁴ STS Roadmap for Artificial Intelligence - Deploying and Managing Generative AI
(https://www.tn.gov/content/dam/tn/finance/aicouncil/documents/STS_Roadmap_for_AI.pdf)

⁵ Department of Finance and Administration Enterprise A.I. Policy
(https://www.tn.gov/content/dam/tn/finance/artificial-intelligence/200-POL-007_Enterprise_Artificial_Intelligence_Policy.pdf)

⁶ NIST Risk Management Framework (<https://nvlpubs.nist.gov/nistpubs/ai/NIST.AI.100-1.pdf>)

- Policy Subcommittee
 - Building a governance framework with STS; exploring:
 - a. Transparency — disclosures when interacting with A.I. or when A.I. makes material decisions.
 - b. Prohibited uses — ban A.I. social scoring and emotion recognition in workplaces/schools.
 - c. Appeal rights — human review for materially adverse A.I. decisions.
 - d. Agency policies — ethical A.I., data governance, privacy, oversight, workforce upskilling.
 - e. Workforce development — A.I. education in K–12/higher ed.
 - f. Incentives — tax incentives for A.I. investment/job creation.
 - g. Liability — define A.I.-related liability standards.
- Outcomes Subcommittee
 - Compiling agency inventories of A.I. use (in use, in development, desired), procurement models, and distinguishing generative/decisioning A.I. from RPA; agencies will submit annual inventories via STS. Counties should adopt a similar inventory requirement for departments.
- DeepSeek Risks Special Subcommittee
 - Investigated risks from DeepSeek; provided a report (April 2, 2025). See AG’s March 2025 warning³ recommending bans on high-risk foreign-hosted A.I. tools.

IV. Attorney General Warning (March 2025) and DeepSeek Risks

The Tennessee Attorney General issued a consumer and government warning in March 2025 concerning certain A.I. products notably “DeepSeek.” Key points:

1. Data residency and access: DeepSeek stores data in the People’s Republic of China and thus data may be accessible under Chinese law to intelligence agencies; data is reportedly not protected by strong encryption and has no effective limits on use by Chinese authorities.
2. Data weaponization risk: DeepSeek allegedly collects keystrokes, behavioral patterns, IP addresses, and other sensitive telemetry that can be used to produce detailed profiles for disinformation campaigns and targeted scams.
3. National-security concern: the Attorney General urged extreme caution and recommended banning DeepSeek on government devices; notices were issued to state employees directing a ban.

Operational implication for Anderson County: adopt strict vendor and data-residency vetting. A conservative approach is to allow only pre-approved A.I. products with servers physically located in the United States and governed by U.S. law, thereby reducing the risk that county metadata or other data is accessible to foreign governments or malicious actors.

Cybersecurity considerations beyond data residency: malware and supply-chain risk, model “hallucinations” producing false or misleading outputs, inadequate encryption in transit or at rest, adversarial/exploitation risks, and data exfiltration via third-party vendors or APIs. These require contractual, technical, and policy mitigations.

V. Public Records, Open Records, and Transparency

Tennessee public records law (Tenn. Code Ann. § 10-7-503 et seq.) broadly defines public records and provides public access. A.I.-generated outputs, A.I. search histories performed on county devices, and chat logs used in official business are likely public records when they relate to official government business or were created on county devices despite the lack of current legislative guidance. The Anderson County Law Director's Office has requested an opinion from the Open Records Council on this matter for additional guidance. The Open Records Council did not opine that A.I. search histories or outputs would be protected; however, there is a potential that confidential information contained within the history would require redaction⁷.

- Practical effects:
 - A.I. use in official work must be logged and preserved under county records-retention schedules. Search histories on county devices may be discoverable.
 - Employees should be trained that A.I. chat histories and prompts may be subject to open-records requests and that use of personal accounts to evade records retention may be improper.
 - County policy should require that A.I.-generated outputs used for county business be treated as public records and saved to the county recordkeeping system with appropriate retention, redaction, and privacy protections as necessary.

VI. Legal Issues for Anderson County to Consider

Public Records and Transparency: A.I. outputs and usage logs used for official business are public records and subject to retention and disclosure obligations. Establish logging and preservation practices and include A.I. usage in records-retention schedules.

Privacy and Confidentiality: prohibitions and limits on submitting Personally Identifiable Information (PII), health data, Social Security numbers, criminal investigative data, juvenile records, or confidential personnel information to third-party A.I. services without contractual protections and appropriate legal bases. Ensure compliance with state and federal privacy laws where applicable.

Open Meetings / Decision-Making: where A.I. materially informs decisions made by a public body, ensure human deliberation and transparency; consider whether A.I.-assisted recommendations that are part of a public meeting should be disclosed.

Procurement and Contracting: procurement processes and vendor contracts must include strong data-protection, data-residency, audit, and indemnity provisions; require vendors to disclose model provenance, training data limitations where possible, and security posture. Consider cooperative purchasing with the state or vetted vendors.

Liability and Risk Allocation: clarify in contracts who is responsible for harms arising from incorrect A.I. outputs (e.g., erroneous benefit denials), and ensure vendors carry appropriate insurance and indemnities. Consider local liability exposure and need for human oversight.

⁷ 2025-11-18 Email from Open Records Council (attached)

Employment and Labor Considerations: A.I. may change job duties, require retraining, or affect employment decisions. Coordinate with Human Resources to address performance, discipline, and workforce development; consider union or collective-bargaining implications if applicable.

Records Retention & Evidence Preservation: as above, manage chat logs, prompts, and outputs as records; adopt policies for retention, redaction, and discovery response.

Cybersecurity & National Security: block or prohibit A.I. tools that pose national-security risks (e.g., foreign-hosted tools with access to sensitive metadata). Implement technical controls (network filtering, endpoint protections) and contractual protections.

VII. Practical Guidance and Safety Measures for Employees (Immediate and Medium-Term)

Approved Vendors Only: permit use only of A.I. products approved by county IT and legal following vendor security and data-residency review. Block access to known risky foreign-hosted models (e.g., DeepSeek) and related APIs at the network level.

County-Controlled Accounts: require use of county-controlled A.I. accounts or vendor contracts that ensure data residency in the U.S., contractual limits on data use, and rights to audit. Consider centrally managed enterprise accounts for transparency and records management.

Sensitive Data Prohibition: expressly prohibit entry of confidential, sensitive, or proprietary information (PII, health information, criminal investigative details, juvenile records, personnel records, protected health information) into non-approved A.I. platforms. If a function requires processing such data, require an approved, isolated, and contractually protected solution.

Human Material Decision Review: require staff to review and verify A.I.-generated outputs before relying on them for material decisions; require human sign-off for any action with materially adverse effects on individuals. Ensure appeal and human-review processes for decisions affected by A.I. (*This is specifically for AI decision making uses such as using AI to make a disciplinary decision, requesting AI come to a legal conclusion, requesting AI to develop a process for employees to follow, etc.*)

Records Logging and Retention: require employees to log use of A.I. tools in a centralized system; save transcripts, prompts, and outputs used in county business to the county records system consistent with Tennessee retention schedules. HR/Records should issue guidance for redaction and retention.

Training & Certification: mandate periodic training (e.g., “A.I. Safety for County Employees”) and require completion of relevant CTAS or state-recommended courses; build role-based training for high-risk departments (Sheriff, EMS, Health, Courts). (*According to the AI Advisory Council, the State of Tennessee is developing training platforms that will be accessible to State and local officials.*)

Acceptable Use Policy & Employee Handbook Updates: incorporate A.I. policies into the employee handbook and acceptable-use policies covering permitted uses, prohibited data inputs, records expectations, auditing, and disciplinary consequences for violations.

Vendor Vetting & Contracts: include data-residency, encryption, security, audit, liability, and termination/return-of-data clauses in vendor contracts; require subcontractor disclosure. Avoid using vendors that rely on foreign-hosted models in adversarial jurisdictions.

Incident Response & Reporting: integrate A.I.-related incidents into county cybersecurity incident response plans; require prompt reporting of suspected data exfiltration, model-manipulation, or suspicious behavior.

Departmental Inventories: require each county department to submit an annual A.I. inventory (in-use, in-development, desired) similar to the state model. Use the IT/AI committee to review and approve uses by risk profile.

Pilot Programs & ROI Measurement: for efficiency gains, authorize limited pilots under strict oversight, with pre-specified metrics, error-management controls for high-stakes tasks, and assessment of ROI and risk while continuing to monitor incoming reports and policies from the A.I. Advisory Council.

VIII. Records & Open-Records Specific Guidance

Treat A.I.-generated outputs and related logs used for county business as public records under Tenn. Code Ann. § 10-7-503 et seq. Create procedures for saving transcripts, prompts, versions, and source citations into the county record system.

Educate employees that A.I. search histories and prompts on county devices are discoverable and that personal accounts should not be used to conduct county business to evade public-records obligations.

In responding to requests, coordinate with county legal and records officers to identify sensitive information subject to statutory exemptions and apply redactions consistent with law.

IX. Recommendations from State Products and AG Guidance — Practical County Actions

Follow the Tennessee Advisory Council's forthcoming policy work and the DFA Enterprise A.I. Policy (9/26/2025). Adopt county policies consistent with NIST's AI Risk Management Framework as incorporated in DFA guidance.

Immediately implement the Attorney General's directive regarding DeepSeek: ban DeepSeek on county devices; block access to the DeepSeek domain and API endpoints; and vet vendors to ensure they are not using DeepSeek or comparable foreign-hosted models. Require vendor attestations of data-residency and that metadata not be stored outside the U.S.

Form an internal AI Governance Committee comprised of Mayor's office, IT, County Attorney, HR, Finance, and representatives from high-risk departments (Sheriff, EMS, Health, Schools), as recommended below.

Conclusion

A.I. can make county services faster and more effective, but it also brings multi-factor risks that cannot be ignored. Tennessee's Advisory Council, the DFA's Enterprise A.I. Policy, and the Attorney General's warning about DeepSeek show the state is actively shaping expectations for responsible A.I. use. Anderson County should move now to manage these risks and align with state guidance. Practical first steps include rigorous vendor vetting and data-residency controls, clear records-retention and transparency practices, mandatory employee training, and creation of a governance structure to evaluate and oversee A.I. adoption in measured, auditable phases.

Recommendations

1. Create an AI Governance Committee for Anderson County: establish a standing committee (Mayor's Office, IT, County Attorney, HR, Finance, and representatives from EMS, Sheriff, Health Department, and Schools) tasked to (a) develop countywide policy; (b) review departmental use cases; (c) approve vendor contracts; and (d) report periodically to the County Commission.
2. Adopt a Countywide Prohibition on High-Risk Foreign-Hosted AI: immediately ban DeepSeek and similar models hosted in or controlled by foreign adversarial jurisdictions.
3. Segregation and Approval of Accounts: require segregation of personal and official government accounts.
4. Records Management & Open-Records Treatment: treat A.I.-generated outputs, prompts, and search histories used for county business as public records under Tenn. Code Ann. § 10-7-503 et seq.
5. Employee Handbook & Mandatory Training: update the employee handbook and acceptable-use policies to include A.I. usage rules, prohibited data types for input, and approval processes. Require completion of A.I. safety training (including CTAS or state-recommended courses) for all employees and role-based training for high-risk departments.
6. Policy on Confidential/Sensitive Information: adopt a clear policy specifying what information may not be entered into non-approved A.I. services (PHI, SSNs, juvenile and investigative records, proprietary data).
7. Vendor Procurement & Contracting Controls: require A.I. vendor contracts to include strong data-residency requirements, encryption standards (in transit and at rest), audit rights, model origin disclosure, subcontractor lists, liability and indemnification, and termination/return-of-data clauses. Vet vendors for supply-chain risk and prohibit vendors that rely on banned models. (*This should be a combined effort with I.T. and legal departments*)
8. Departmental A.I. Inventories: require each department to submit an annual A.I. inventory (in-use, in-development, or desired), modeled on the state's inventory approach.

Sincerely,



Cassandra M. Powell

Office of the Anderson County Law Director

GLOSSARY

Generative A.I.: A type of A.I. that creates new content (text, images, code, audio, video) in response to user prompts. ChatGPT is an example.

Large Language Model (LLM): A type of A.I. trained on massive amounts of text to generate human-like responses, answer questions, summarize documents, or draft materials.

Machine Learning (ML): A technique where computer systems “learn” patterns from data and improve over time without being explicitly programmed for each task.

Predictive Analytics: A.I. systems that use statistical models and historical data to predict future outcomes (e.g., workload forecasting, maintenance schedules).

Automated Decision System (ADS): A computer system that makes, recommends, or significantly influences decisions without full human analysis. Examples include automated eligibility checks or risk scoring tools.

Model “Hallucination”: When an A.I. system generates incorrect, fabricated, or misleading information that appears confident and believable.

Model Training Data: The text, images, code, or other data used to teach an A.I. model. The quality and origin of training data affect reliability and bias.

Data Exfiltration: Unauthorized transfer of data from a system—intentionally or through insecure software. A concern with foreign-hosted A.I. systems.

API (Application Programming Interface): A mechanism that allows software systems to communicate. Used when a vendor embeds an A.I. model inside another service.

RPA (Robotic Process Automation): Automation software that performs repetitive tasks (form-filling, data transfer). Different from A.I., but often used together.

Risk Management Framework (RMF): A structured approach to identifying, reducing, and monitoring A.I. risks. Tennessee's policy aligns with the NIST AI RMF (*National Institute of Standards and Technology Artificial Intelligence Risk Management Framework*).

Acronyms/Entities Referenced in Memo:

A.I. — Artificial Intelligence

Computer systems that perform tasks traditionally requiring human intelligence.

LLM — Large Language Model

A type of A.I. trained to process and generate text.

ML — Machine Learning

A method that enables computers to learn patterns from data.

NIST — National Institute of Standards and Technology

A federal agency that develops technical standards. NIST created the **AI Risk Management Framework**, now used in Tennessee's state A.I. policy.

DFA — Department of Finance and Administration (Tennessee)

State agency responsible for statewide financial, administrative, and technology oversight. The Tennessee A.I. Advisory Council operates under DFA.

STS — Strategic Technology Solutions (Tennessee)

The information technology division of the State of Tennessee that supports statewide tech policy, including A.I. oversight and inventories.

PII — Personally Identifiable Information

Data that can identify a person (e.g., name + DOB, address, SSN, phone number).

PHI — Protected Health Information

Medical or health-related data protected under HIPAA.

PRC — People's Republic of China

API — Application Programming Interface

Software that allows programs to communicate or exchange data.

ADS — Automated Decision System

A system that automatically generates recommendations or decisions.

RPA — Robotic Process Automation

Automation software that performs repetitive computer tasks.

Anderson County Board of Commissioners
OPERATIONS COMMITTEE
MINUTES
December 8, 2025
6:00 PM Room 312

Members Present: Tim Isbel, Josh Anderson, Ebony Capshaw, Michael Foster, Phil Yager and Stephen Verran.

Members Absent: Tracy Wandell and Robert McKamey

Call to Order: Chairman Isbel called the meeting to order.

Commissioner Vowell said the prayer.

Commissioner Anderson led the Pledge of Allegiance

Commissioner Foster made a motion to approve the agenda as presented. Second by Commissioner Verran. Motion passed.

Appearance of Citizens

Donna Hejtmanek

Todd Waterman

Heather Kiser

Breanna Stanford

The Committee recognized Emily Crabtree, a reporter with Channel 10, for help with road issues in New River through the media.

Intergovernmental

Commissioner Foster made a motion to defer Telehealth for Animals to the January meeting. Second by Commissioner Yager. Motion Passed.

Legislative

Commissioner Foster made a motion to rescind the current Fireworks Private Act. Second by Commissioner Yager. Motion passed to forward to full commission for approval.

Rails To Trails in New River

Commissioner Foster made a motion to defer to next month. Second by Commissioner Capshaw. Motion passed.

Mayor

No Report.

Law Director

No Action.

Norris Water Treatment Plant

No Action.

Google Recognition of Rosedale Community

Commissioner Yager made a motion to send a letter to Representative Scarbrough. Second by Commissioner Foster. Motion passed to forward to full commission for approval.

Collection of money at Edgemoor & Claxton

Commissioner Foster made a motion for Commissioner McNabb to work with the Law Director to create a master document of what is needed to obtain a license to put on the website and bring back to this committee next month. Second by Commissioner Capshaw. Motion passed.

Claxton Kids Palace Update

Discussion. No Action.

Rosedale Water Update

No Action.

Animal Shelter Update

We have USDA concurrence on all the bid documents, bid was awarded to Place Services, Inc. on December 1st.

RFP has been issued for Bond Anticipation Notes with Regions Bank – to close December 15th. Next Phase is creation of the contract which is being worked on and will come back to commission in January for approval.

New website is up and running.

ACWA Minutes

No Minutes provided.

Strategic Planning Update

No Action.

Unfinished Business:

None.

New Business:

None.

With No Further Business- Meeting Adjourned

OFFENSES

FIREWORKS

PRIVATE ACTS OF 1947

CHAPTER 291

SECTION 1. That from and after the effective date of this Act, it shall be unlawful for any person, firm or corporation to possess, store, use, manufacture or sell pyrotechnics, as hereinafter defined, in all Counties of this State having a population of not less than 26,500 and not more than 26,510 inhabitants, according to the Federal Census of 1940 or any subsequent Federal Census.

The term "pyrotechnics" as used in this Act shall be held to mean any sparkler, squibb, rocket, firecracker, Roman candle, fire balloon, flashlight composition, fireworks or other similar device or composition used to obtain a visible or audible pyrotechnic display.

SECTION 2. That any article or articles of merchandise coming within the definition of "pyrotechnics" as defined in this Act are hereby declared to be contraband, and subject to confiscation whenever found within the boundaries of any County within this State to which this Act is applicable, and it shall be the duty of the Sheriff of any such County, and all peace officers, to seize such article or articles and destroy the same.

SECTION 3. That any person guilty of violating any of the provisions of this Act shall be guilty of a misdemeanor and upon conviction shall be punished by a fine of not less than Fifty (\$50.00) Dollars and not more than Four Hundred (\$400.00) Dollars, or by confinement in the County jail for not less than thirty days and not more than eleven months and twenty-nine days, or by both such fine and imprisonment in the discretion of the Court.

SECTION 4. That nothing in this Act shall be construed as applying to persons, firms and corporations conducting public displays of pyrotechnics by contract or arrangement with any State Fair, patriotic assembly or similar public functions, who acquire all articles used in such pyrotechnic displays from points outside the Counties in this State to which this Act is applicable, and keep such pyrotechnic articles in their possession at all times during the public gathering, and transport the same out of this County upon the conclusion of the arrangement or contract under which such pyrotechnics are displayed for public entertainment.

SECTION 5. That the provisions of this Act are hereby declared to be severable, and if any of its sections, provisions, clauses, or parts be held unconstitutional or void, then the remainder of this Act shall continue in full force and effect, it being the legislative intent now hereby declared, that this Act would have been adopted even if such unconstitutional or void matter had not been included therein.

SECTION 6. That this Act shall take effect from and after its passage, the public welfare requiring it.

Passed: February 13, 1947.

Anderson County, Tennessee
Board of Commissioners
RESOLUTION No: 25-12-1244

**RESOLUTION ESTABLISHING MEETING DATES AND TIMES FOR
THE ANDERSON COUNTY BOARD OF COMMISSIONERS.**

WHEREAS, notice is hereby given to all County Commissioners and residents of Anderson County, and to all other interested persons, that open, public and regular meetings of the Anderson County Board of Commissioners will be held on the third Monday of each month for the 2026 calendar year excluding January and February which will be held on the third Tuesday due to the holidays. Schedule is as follows:

January 20, 2026 at 6:30 P.M. (Tuesday)
February 17, 2026 at 6:30 P.M. (Tuesday)
March 16, 2026 at 6:30 P.M.
April 20, 2026 at 6:30 P.M.
May 18, 2026 at 6:30 P.M.
June 15, 2026 at 6:30 P.M.
July 20, 2026 at 6:30 P.M.
August 17, 2026 at 6:30 P.M.
September 21, 2026 at 6:30 P.M.
October 19, 2026 at 6:30 P.M.
November 16, 2026 at 6:30 P.M.
December 21, 2026 at 6:30 P.M.

WHEREAS, meetings will be conducted in Room 312 of the Anderson County Courthouse located at 100 North Main Street, Clinton, TN, 37716.

WHEREAS, the Commission Chairman and County Clerk reserve the right to call for Special Called Sessions of the Board of Commissioners as needed with due public notice.

NOW THEREFORE, BE IT RESOLVED, by the Anderson County Board of Commissioners meeting in regular session this 15th day of December, 2025, that we hereby approve and establish the above-recited meeting dates and times as the official calendar for the 2026 year.

RESOLVED, DULY PASSED, APPROVED AND EFFECTIVE this 15th day of December 2025.

B. Denise Palmer, County Commission Chairman

Terry Frank, County Mayor

ATTEST:

Jeff Cole, County Clerk