

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. PRAYER

IV. PLEDGE OF ALLEGIANCE

V. PROCLAMATIONS & COURTESY RESOLUTIONS

- a. Grateful Nation Project
Jimmy Russell
- b. Barbara Jean Sheets
Terry Stanley
James Gordon Pack
Charles Tipton
C.A.R.E.

VI. PUBLIC HEARING

VII. APPROVAL & CORRECTIONS OF THE AGENDA

VIII. CONSENT AGENDA

IX. ELECTION OF OFFICERS

- a. Chairman
- b. Chairman Pro Tempore
- c. Chaplin
- d. Parliamentarian

X. APPROVAL OF MINUTES

- a. Regular Quarterly Session for Jefferson County Board of Commissioners on Monday, July 15, 2024 (Packet)
- b. Beer Board July 15, 2024 (Packet)

XI. APPEARANCE OF CITIZENS

Citizens who wish to address the County Commission for items of concern that may or may not be on the agenda need to complete a “Citizen Input Form” located on the table just inside the door and hand it to the Chairman before the meeting “Call to Order”.

XII. APPROVAL OF NOTARIES & BONDS (Packet)

XIII. NOMINATING COMMITTEE/ELECTION OF COMMITTEES, BOARDS & COMMISSIONS

a. Nominating Committee

XIV. REPORTS FROM ELECTED OFFICIALS, DEPARTMENT HEADS, OTHERS

a. County Mayor – Mark Potts

Mayoral Appointments

a. E-911 Board

Joe Gibson	October 2024	October 2028
Brad Phillips	October 2024	October 2028

b. EMS Board

Ronnie Coleman	October 2024	October 2028
Paul Lowe	October 2024	October 2028
Colin McRae	October 2024	October 2028

C. Ethics Committee

Heidi Thomas	October 2024	October 2026
Austin Brooks	October 2024	October 2026
Joe Coleman	October 2024	October 2026
Ransom Douglas	October 2024	October 2026

D. Jefferson Memorial Oversight

David Hensley	October 2024	October 2027
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E. Sanitation Board

Todd Kesterson	October 2024	October 2027
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F. Long Range Planning

Jimmy Carmichael	October 2024	July 2025
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b. Chairman’s Comments – Jimmy Carmichael

c. Other Elected Officials

a. Circuit/Sessions Court Clerk – Kevin Poe (Packet)

b. County Clerk – Frank Herndon

1. Write off uncollectable debt greater than 10 years (packet)

c. Highway Department – Joe Patterson (Packet)

d. Register of Deeds – Ed Stiner (Packet)

- e. Sheriff's Department – Jeff Coffey
- f. Assessor of Property – Susan Gass
- g. County Trustee – Jennifer Boling Hall (Packet)
- h. Jefferson County Constables – Jacob Thompson (Packet)

d. County Attorney

e. Department/Director Reports

- a. Building Inspector – Rob Wilson (Packet)
- b. Sanitation Department – David Gaut (Packet)
- c. Department of Education – Dr. Tommy Arnold
- d. Emergency Communications District – Justin Crowther (Packet)
- e. Emergency Medical Services – Brad Phillips
- f. Environmental – Tom Carter (Packet)
- g. Finance Department – Jessica Elder (Packet)
 - 1. June 2024 Financials
 - 2. August 2024 Financials
 - 3. Local Government Finance, TN Comptroller's Office 24/25 Budget Approval Letter
- h. Health Department – Jennifer Gilbert (Packet)
- i. Tech (IT) Danielle Pullen
- j. Jefferson Park – Roger Mynatt
- k. Office on Aging – Arlita Brisbin (Packet)
- l. Soil Conservation Office – David Jessie (Handout)
- m. Tourism – Lauren Hurdle (Handout)
- n. UT Extension – Karen Nelms (Handout)
- o. Veterans Service

f. Reports of Committees, Boards & Commissions, Other

a. Budget Committee

1. Budget Amendments

County

- Fund 101 BA#3 items 1-37
- Fund 101 BA#4 items 1-2
- Fund 121 BA#1 item 1
- Fund 127 BA#1 item 1
- Fund 131 BA#1 items 1-2
- Fund 171 BA#2 items 1-5
- Fund 207 BA#1 items 1-3

Schools

- Fund 141 BA#1 items 1-15
- Fund 141 BA#2 item 1
- Fund 141 BA#3 items 1-6

Fund 141 BA#4 items 1-2

Fund 142 BA#1 item 1-3

Fund 142 BA#2 item 1

Fund 142 BA#3 items 1-6

Fund 177 BA#1 items 1-5

Fund 177 BA#2 items 1

Fund 177 BA#3 items 1

2. Interlocal Cooperative Purchasing Agreements

Choice Partners – Contract

PEPPM Cooperative Purchasing

3. FY25/26 Budget Parameters and Calendar

4. Law Library Fund Fund ceased to Thomsen Reuters Contract

b. Personnel Committee

Hiring of Veteran Service Officer – (Packet)

Marissa King

c. Non-Profits/Others

a. Jefferson Alliance (Packet)

b. Jefferson County Auxiliary Radio Emergency Services (JCARES)

c. Companion Animal Rescue & Education (Packet)

d. Fire & Rescue

1. Baneberry Volunteer Fire Department

2. Chestnut Hill Volunteer Fire Department

3. Dandridge Volunteer Fire Department (Packet)

4. Jefferson City Fire Department

5. Jefferson County Rescue Squad (Packet)

6. Kansas Talbott Volunteer Fire Department

7. Lakeway Central Volunteer Fire Department

8. New Market Volunteer Fire Department

9. Parrott's Chapel Community Fire Department (Packet)

10. White Pine Volunteer Fire Department

e. Libraries

i. Dandridge Memorial Public Library (Packet)

ii. Jefferson City Public Library (Packet)

iii. Parrott-Wood Memorial Library (Packet)

iv. White Pine Public Library (Packet)

f. Safe Harbor Child Advocacy Center (Packet)

g. Safe Space

XV. OLD BUSINESS

XVI. NEW BUSINESS

- a. Resolution 2022-15 Resolution Amending the “Zoning Resolution of Jefferson County, Tennessee” by Establishing I-3 Zoning District in Jefferson County, Tennessee
- b. Resolution 2022-16 Resolution Amending the “Zoning Resolution of Jefferson County, Tennessee” by Defining, Permitting, and Regulating, Cryptocurrency Mining Facilities in I-3 Zoning District of Jefferson County, Tennessee
- c. Resolution 2024-23 Resolution Amending the “Zoning Map of Jefferson County, Tennessee” by Rezoning Property from A-1, Agricultural-Forestry to C-2, General Commercial, Deep Springs Road, Dandridge, Map 074 a portion of 016.04 (1 Acre) by Nicolas and Brecklynn Sample.
- d. Resolution 2024-24 – Surplus Resolution Surplus and Transfer to Landfill 1999 GMC
- e. Resolution 2024-25 – Resolution Sheriff’s Department Flock Cameras
- f. Resolution 2024-26 – Resolution Authorizing an Additional Motor Vehicle Privilege Tax and Providing for the Disposition of the Proceeds thereof.
- g. Resolution 2024-27- Surplus Resolution County Clerk
- h. Resolution 2024-28 – Surplus Resolution Parrott Wood Library
- i. Resolution 2024-29 - Surplus Resolution County Mayor Office
- j. Resolution 2024-30 – Resolution Recommending Approval of the Town of Dandridge’s Request to expand Their Urban Growth Boundary in Jefferson County, Tennessee
- k. Resolution 2024-31 - Resolution to Levy A Mineral Tax on All Sand, Gravel, Sandstone, Chert and Limestone Severed From the Ground in Jefferson County, Tennessee – Rob Blevins
- l. Resolution 2024-33 Surplus Resolution Dandridge Library

- m. Resolution 2024-34 Surplus Resolution Jefferson City Library
- n. Ad Hoc Committee – Terry Dockery
- o. Lobby Expense David Seal “Tennessee Property Rights Protection Act.” Up to 3,500.00
Ronny Coleman
- p. 2024 Home Program Homeowners Rehabilitation Program Policies and Procedure
- q. INTERLOCAL AGREEMENT FOR EMERGENCY AID
AND EMERGENCY JAIL RESOURCES by and between
Cocke County, Tennessee, Cocke County Sheriff's Department & Jefferson
County, Tennessee and Jefferson County Sheriff's Department
- r. Kevin Poe Public Safety Memorial Project

XVII. ANNOUNCEMENTS

XVIII. ADJOURN.

HONORARY PROCLAMATION

HOMETOWN HERO

WHEREAS, James A. "Jimmy" Russell III was born to parents James II and Hazel McGeorge Russell on March 30, 1947. They resided in the New Market community located in Jefferson County, Tennessee; and

WHEREAS, Jimmy Russell was a student at New Market School and Jefferson High School. He was active in multiple sports and was a gifted athlete.

WHEREAS, At the height of the Vietnam War, Corporal Jimmy Russell was sent to Vietnam and assigned as a rifleman with Company B, 1st Battalion, 26th Marine Regiment, 3rd Marine Division, 3rd Marine Amphibious Force; and

WHEREAS, In January 1968, North Vietnamese and communist Viet Cong forces launched an attack against American and South Vietnamese military targets in South Vietnam. The operation was known as the "Tet Offensive" because it was launched during the Vietnamese Lunar New Year holiday; and

WHEREAS, Corporal Jimmy Russell's 1st Battalion was mobilized on May 27, 1968, as part of Operation Allen Brook. The U. S. Marine Corps compiled a report entitled U.S. Marines in Vietnam: The Defining Year 1968. Its authors described the challenges faced the 26th Marine Regiment; and

WHEREAS, the regiment's orders called for an ongoing "search and clear" operation for enemy personnel, facilities, supplies, and equipment. The extreme heat, with terrain that included man-high elephant grass, as well as a hostile, uncooperative local population, and frequent encounters with boobytraps and mines, made the "search and clear" mission far more challenging than its name implied; and

WHEREAS, On May 29, 1968, Corporal James "Jimmy" A. Russell III was killed by small arms fire in Quang Nam Province, Republic of Vietnam. Lost at age 21, he was posthumously awarded a Purple Heart Medal; and

WHEREAS, Corporal Russell was laid to rest in New Market, Tennessee and is honored at the Vietnam Veterans Memorial in Washington, D.C., and at the East Tennessee Veterans Memorial in Knoxville, Tennessee; and

WHEREAS, Corporal Jimmy Russell lived a life in service to others and is worthy of special recognition and appreciation for dedicated service; and

NOW THEREFORE I, Mark Potts by virtue of the authority vested in me as Mayor of Jefferson County, Tennessee, and in conjunction with the Jefferson County Commissioners express our sincere thanks, deepest sympathy and condolences to the family and friends of the late Corporal James "Jimmy" A. Russell III. He will always be remembered for the sacrifices he made to Jefferson County, Tennessee, and the United States of America; and

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of Jefferson County, Tennessee, to be affixed this twenty-first day of October in the year of our Lord two thousand twenty-four.

His Honor the Mayor: _____



October 21, 2024



BOARD OF COMMISSIONERS

HONORARY RESOLUTION

**AN HONORARY RESOLUTION TO COMMEMORATE AND HONOR
BARBARA JEAN SHEETS FOR HER PUBLIC SERVICE
TO THE CITIZENS OF JEFFERSON COUNTY**

WHEREAS, Barbara Jean Sheets, served the residents of Jefferson County, Tennessee with dedication, integrity, and uncompromising principal; and

WHEREAS, Barbara Jean Sheets represented District 10 of the Jefferson County Commission and served diligently for 20 years. As an Elected Official she served in an ethical and professional manner; and

WHEREAS, Barbara Jean Sheets served to promote the well-being and advancement of Jefferson County during both difficult and good times. She was a caring, loving person who tried to help anyone in need; and

WHEREAS, Barbara Jean Sheets took great pride in her family. She was loved by family and friends and lived a life in service to others. She was a very active member of the Martha Davis Baptist Church, serving as a Trustee, Sunday School Teacher, and Usher; and

WHEREAS, Barbara Jean Sheets, admired and respected, is worthy of special recognition and appreciation for dedicated service.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Jefferson County, Tennessee recognizes and gratefully acknowledges the exemplary spirit, outstanding leadership, and commitment; and

BE IT FURTHER RESOLVED that the Jefferson County legislative body commemorates a dedicated and cherished colleague who worked tirelessly serving Jefferson County; and

BE IT FURTHER RESOLVED that this honorary resolution be presented to the family of Barbara Jean Sheets and a copy be spread across the minutes of the County Commission meeting to be a permanent record of thanks and gratitude to Barbara Jean Sheets.

Adopted this the 21st day of October 2024

ATTEST:

Frank Herndon, Jefferson County Clerk

APPROVED:



Mark Potts,
Mayor of Jefferson County, Tennessee



**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

HONORARY RESOLUTION

WHEREAS: Terry F. Stanley having served with great affection and dedication to Jefferson County Custodial Department is worthy of special recognition and appreciation; and

WHEREAS: Terry F. Stanley took great pride and his attention to detail went above and beyond in performing his custodial duties. His strong faith, determination and belief in God remained positive when faced with many challenges; and

WHEREAS: Terry F. Stanley loved his country and was a proud Vietnam veteran. He loved helping others and felt a stranger was only a friend he had not yet met; and

WHEREAS: Terry F. Stanley will be remembered for his helpful, caring attitude, and friendship and is loved by many friends and family; and

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of Jefferson County, Tennessee recognizes and gratefully acknowledges a dedicated and cherished colleague who worked tirelessly serving Jefferson County; and

BE IT FURTHER RESOLVED that this honorary resolution be presented to the family of Terry F. Stanley and a copy be spread across the minutes of the County Commission meeting to be a permanent record of thanks and gratitude to Terry F. Stanley.

Adopted this the 21st day of October 2024

ATTEST:

Frank Herndon, Jefferson County Clerk

APPROVED:



Mark Potts
Mayor of Jefferson County, Tennessee



JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS

HONORARY RESOLUTION

WHEREAS: James Gordon Pack served the residents of Jefferson County, Tennessee for many years with dedication, integrity, and uncompromising principles. He was the epitome of the volunteer spirit; and

WHEREAS: James Gordon Pack served as a dedicated Jefferson County Commissioner from January 1968 to August 1982 in District 2. He was a pillar of his community; and

WHEREAS: James Gordon Pack not only loved his family but loved God and demonstrated his true Christian spirit by serving others. He was an active member of Harvest Outreach Church; and

WHEREAS: James Gordon Pack was a business man owning and operating Easy-In Market and Deli for 37 years. He will be remembered for his helpful, caring attitude, and friendship; and

WHEREAS: James Gordon Pack saw the need for fire protection in White Pine and was instrumental in forming the Volunteer Fire Department. He served as Fire Chief for 28 years, with the Pack Fire Hall named in his honor.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of Jefferson County, Tennessee recognizes and gratefully acknowledges the exemplary spirit, outstanding leadership, and commitment; and

BE IT FUTHER RESOLVED that the Jefferson County legislative body commemorates a dedicated and cherished colleague who worked tirelessly serving Jefferson County; and

BE IT FURTHER RESOLVED that this honorary resolution be presented to the family of James Gordon Pack and a copy be spread across the minutes of the County Commission meeting to be a permanent record of thanks and gratitude to James Gordon Pack.

Adopted this the 21st day of October 2024

ATTEST:

Frank Herndon, Jefferson County Clerk

APPROVED:



Mark Potts
Mayor of Jefferson County, Tennessee



JEFFERSON COUNTY, TENNESSEE

BOARD OF COMMISSIONERS

HONORARY RESOLUTION

AN HONORARY RESOLUTION TO HONOR CHARLES TIPTON

WHEREAS, Charles H. Tipton, with the Jefferson County Highway Department, retired on August 31, 2024, after serving forty-eight years with the highway department; and

WHEREAS, Charles H. Tipton has served as a road worker, mechanic, asphalt technician, quarry operator and shop foreman for a total of twenty-four years; and

WHEREAS, Charles H. Tipton has served as Highway Superintendent for twenty-four years; and

WHEREAS, Charles H. Tipton has served the residents of Jefferson County with great dedication, professionalism and integrity and treated all with respect and dignity; and

WHEREAS, Charles H. Tipton is worthy of special recognition and appreciation of all of Jefferson County for the many years of faithful service; and

WHEREAS, Charles H. Tipton took immense pride in his attention to detail in performing the duties of his job, He served with distinction, and **will be** remembered with appreciation and gratitude; and

NOW, THEREFORE, BE IT RESOLVED Charles H. Tipton will be remembered for his helpful, caring attitude, and friendship. He is a respected and cherished colleague who worked tirelessly serving Jefferson County; and

BE IT FURTHER RESOLVED that the Jefferson County Board of Commissioners present this honorary resolution to Charles H. Tipton and a copy be spread across the minutes of this County Commission meeting to be a permanent record of thanks and gratitude to Charles H. Tipton.

Adopted this 21st day of October 2024

ATTEST: _____

Frank Herndon, Jefferson County Clerk

APPROVE: Mark Potts

Mark Potts
Mayor of Jefferson County, Tennessee



MAYORAL PROCLAMATION

WHEREAS, Companion Animal Rescue and Education, C.A.R.E, Animal Shelton became a "Refugee Camp," when sixty-eight dogs were removed by Animal Control Officers; and

WHEREAS, volunteers were cleaning cages, walking dogs providing compassion and care to these dogs; and

WHEREAS, the goal was to prioritize fostering of these dogs; and

WHEREAS, cleaning the dogs was a top priority and involved many volunteers, along with Mimi Slanga, groomer; and

WHEREAS, Jefferson County owes a debt of gratitude to C.A.R.E and all the nonprofits, businesses and the many volunteers who helped with the care, treatment, and relocation of these dogs; and

NOW THEREFORE, I, Mark Potts by virtue of the authority vested in me as Mayor of Jefferson County, Tennessee, express sincere thanks, and gratitude to C.A.R.E. and everyone who help with this crisis; and

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of Jefferson County, Tennessee, to be affixed this twenty-first day of October in the year of our Lord two thousand twenty-four.



His Honor the Mayor:

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

October 21, 2024

STATE OF TENNESSEE

COUNTY OF JEFFERSON

BE IT REMEMBERED THAT, the Quarterly Session of the Jefferson County Board of Commissioners began and was held in and for the aforementioned State and County on the 15th day of July 2024 A.D. at 6:30 P.M., at the Jefferson County Courthouse in Dandridge, Tennessee. Present and Presiding were Chairman, Commissioner James E. Carmichael; County Clerk Frank Herndon; and the following County Commissioners answering to Roll Call Docket Book 4 Page 200 to-wit: Katy Huffaker, Janet Norton, Joe Coleman, Austin Brooks, Jim Snodgrass, Greg Byrd, John Johnson, Tim Seals, Sammy Solomon, Rob Blevins, Ransom Douglas, Randy Bales, John Neal Scarlett, Ronny Coleman, Jimmy Carmichael, A. J. Walker, and Marcus Reed. Seventeen (17) members were present, four (4) were absent: Jimmy Dale Patterson, Paul Lowe, Terry Dockery, and Hilda "Heidi" Thomas.

The Meeting was called to order by Chairman Carmichael. An invocation was given by Chaplain J. Coleman, and Chairman Carmichael led the Pledge of Allegiance.

PROCLAMATIONS & COURTESY RESOLUTIONS

Grateful Nation Project – Hometown Hero: Estel Ray Skeen – This Honorary Proclamation was read by Mayor Potts and presented to family members in attendance.

Mayoral Proclamation - Hugh J. Moser III – This Mayoral Proclamation was read by Mayor Potts and presented to the family of the late Hugh J. Moser III.

Honorary Resolution - Curtis Blaine Hudson, Sr. – This Honorary Resolution was read by Mayor Potts and presented to the family of the late Curtis Blaine Hudson, Sr.

APPROVAL & CORRECTIONS OF THE AGENDA:

There were no corrections requested to the agenda and the agenda was approved with no objection voiced.

APPROVAL OF THE MINUTES:

Commissioner Solomon moved to approve the minutes of the Jefferson County Board of Commissioners, April 15, 2024, Regular Quarterly Session; May 13, 2024, Special Called Session; June 3, 2024, Special Called Session; and June 24, 2024, Special Called Session, seconded by Commissioner Brooks. The minutes were **approved** on a Roll Call vote 17-0 (in favor: all present).

APPEARANCE OF CITIZENS:

Linda McSmith 8th District – Spoke in favor of funding volunteer fire departments in the county. Requested a follow through in the zoning process. Requested approval of funding for the additional position in the building inspection office to assist with backlogs in that department.

James Fox 8th District – Requested strengthening of regulations against overnight rentals.

James Lance 4th District – Questions what options have been explored to differentiate the operating revenue of the county.

Kathleen Villars 8th District – Questioned the use of the wheel tax and how it could lessen the burden of other revenue streams.

Kyle Birdsell 8th District – Questioned the process of approval of properties through the planning commission and the follow-up completed to make sure that what someone presents is truthful and accurate.

Michelle Henderson 8th District – Questioned regulations as related to Lakeside Getaway on Douglas, campgrounds in general and zoning.

Beth Nelson 6th District – Spoke to the need for better zoning in Jefferson County, zoning enforcement and codes enforcement.

APPROVAL OF NOTARIES & BONDS:

County Clerk Frank Herndon requested to add the names of David B. Taylor and Kristi L. Thomas to the list presented. Commissioner Solomon moved to approve the list of notaries as presented with the verbal additions, Commissioner R. Coleman seconded the motion. The motion **carried** on a Roll Call vote 17-0 (in favor: all present), and the below named applicants for Notary Public were **approved** providing the proper bonds or property affidavits are filed in the office of the County Clerk.

Jennifer Buckner	Matt Coughlin	Gwendolyn Hopper	Chelsea Hinkle
Brandy Gibson	Jennie Burchfield	Marian G. Carrier	Damaris Wood
Shannon L. Williams	Leah Shipe	Michael D. Scott	Taylor L. Cox
Jerry Baugh	Michelle L. Templin	Tina R. Griffin	Leanna Barnes
Richard Venable	Toni Lynn King	Joann J. Bitner	Adam W. Couch
Patricia Rashkind	Patricia A. Livesay	Ronald Stacy Large	Patricia A. LeValley
Barbarie Allen Jones	Crystal Tipton	Jeremy L. Gass	Gerald David Lockhart Jr.
Shawna Cecilia Reed	Kayla Dawn Tate	Sherry Snyder	Emily Brianne Cameron
Nancy Brady Fisher	Amanda Epps	Steven Amos	Carlos Wolfe
Michelle D. Brown	David B. Taylor	Kristi L. Thomas	

NOMINATING COMMITTEE/ELECTION OF COMMITTEES, BOARDS, & COMMISSIONS

Commissioner Bales announced that the nominating committee was unable to meet a quorum during their scheduled meeting, however he presented the below nominees that they were set to vote on during their scheduled meeting. He stated that these recommendations would have to come from the floor in the absence of a nominating committee recommendation.

- A. Animal Control Oversight Board: Commissioner Austin Brooks Sept 24 - Sept 27
Moved for approval by Commissioner Huffaker, seconded by Commissioner Solomon. Hearing no further nominations from the floor, Commissioner Brooks' nomination was **approved** with a Roll Call vote 17-0 (in favor: all present).
- B. Budget Committee: Commissioners Katy Huffaker, Joe Coleman, Austin Brooks, Greg Byrd, Tim Seals, Rob Blevins, John Neal Scarlett, Ronny Coleman, Jimmy Carmichael, and Heidi Thomas Sept 2024 – Sept 2026.
- C. Nominating Committee: Commissioners Janet Norton, Jimmy Dale Patterson, Jim Snodgrass, John Johnson, Sammy Solomon, Ransom Douglas, Randy Bales, Terry Dockery, A. J. Walker, and Marcus Reed Sept 2024 – Sept 2026.
- D. Building Inspection Board of Appeals: Licensed Building Contractor Kenny Carr, Certified Home Inspector Steve Motruk, and Citizen Mike Dockery Sept 2024 – Sept 2026.
The three above committee nominees were moved for approval by Commissioner Huffaker and seconded by Commissioner Brooks. Hearing no further nominations from the floor a Roll Call vote was taken 17-0 (in favor: all present) and the above listed nominees were **approved**.

REPORTS FROM ELECTED OFFICIALS, DEPARTMENT HEADS, AND OTHER OFFICIALS:

- A. County Mayor, Mark Potts
 - 1. Mayoral Appointments for Confirmation:
 - a. Nursing Home Board – Commissioner Tim Seals Sept 2024 – Sept 2027
 - b. Jefferson Health Care Foundation Board of Directors – Susan Moser Sep 2024 – Sept 2027
 - c. Urban Growth Committee – Clint Hodges (CT Jay Moser) through Aug 2026
 - d. JECDB – Clint Hodges (CT Jay Moser) through Aug 2026
 - e. E-911 Communications Board – Chad Ballinger (CT Dean Ballinger) through Oct 2028Commissioner Scarlett moved to confirm the above-named appointments as a group. Commissioner Huffaker provided a second. A Roll Call vote was taken 17-0 (in favor: all present), and the appointments were **confirmed**.
 - 2. Grants Update: Mayor Potts reported that Jefferson County had received approximately \$750,000 for this cycle of the “Homes Grant” and that citizens could begin applying for these grants for qualifying home improvements.
 - 3. Industry Update: Mayor Potts yielded the floor to Joe Gibson who shared a press release from TN Governor Lee and TNECD Commissioner McWhorter regarding the expansion of Steel Warehouse into Jefferson County that will be in the old Footwear Industries of Tennessee building.
- B. Chairman’s Comments – Chairman Jimmy Carmichael – Chairman Carmichael stated that he had been requested by a fellow Commissioner to enter into the minutes that when next years expected revenues are compared to current expected expenses we will be at a deficit of \$1.57 million dollars or approximately .07 cents on the current property tax.
- C. Circuit Court Clerk, Kevin Poe
 - 1. 4th Quarter FY 2023-2024 Report: Presented and Filed.
 - 2. Circuit, Sessions, & Juvenile Court Annual Financial Reports FY 2023-2024: Presented and Filed.
- D. County Clerk, Frank C. Herndon
 - 1. 4th Quarter/Annual FY 2023-2024 Report: Presented and Filed.
 - 2. 4th Quarter FY 2023-2024 Wheel Tax Report: Presented and Filed.
- E. Highway Superintendent, Charles Tipton
 - 1. 4th Quarter FY 2023-2024 Work Acc. Report: Presented and Filed.
 - 2. Joe Patterson Resignation from Highway Commission – Commissioner Seals moved to accept the resignation of Joe Patterson. Commissioner Brooks provided a second. A Roll Call vote was taken 16-0 (in favor: all present except commission Commissioner Snodgrass who was temporarily excused from the meeting).
- F. Register of Deeds, Ed Stiner – Annual FY 2023-2024 Report: Presented and Filed.
- G. Sheriff, Jeff Coffey – 4th Quarter/Annual FY 2023-2024 Report: Presented and Filed.
- H. Trustee, Jennifer Boling Hall
 - 1. 4th Quarter FY 2023-2024 Report: Presented and Filed.
 - 2. 2023-2024 Annual Financial Report: Presented and Filed.
- I. Jefferson County Constables – 4th Quarter FY 2023-2024 Report: Presented and Filed.
- J. Building Inspector, Rob Wilson – 4th Quarter FY 2023-2024 Permit Report: Presented and Filed.
- K. Director of Schools, Dr. Tommy Arnold
 - 1. 4th Quarter FY 2023-2024 Report: Presented and Filed.

2. Schools Resolutions 2024-125, 2024-127, 2024-128, and 2024-129 were presented for information only.
 3. Extended an invitation to an Open House at the newly renovated Piedmont Elementary School on August 5th from 4PM-5PM.
- L. Emergency Communications District, Executive Director Justin Crowther – 4th Quarter FY 2023-2024 Report: Presented and Filed.
 - M. Emergency Medical Services Director, Brad Phillips – 4th Quarter FY 2023-2024 Report: Presented and Filed
 - N. Environmental Services Director, Tom Carter – 4th Quarter FY 2023-2024 Report: Presented and Filed.
 - O. Finance Director, Jessica Elder
 1. May 2024 Financial Reports: Presented and Filed.
 2. Jefferson County Bond Rating Upgrade to AA- from A+: Presented and Filed.
 - P. Office on Aging, Arlita Brisbin – 4th Quarter FY 2023-2024 Report: Presented and Filed.
 - Q. JC Soil and Water Conservation District, David Jessie II – 4th Quarter FY 2023-2024 Report: Presented.
 - R. Tourism Department Director, Lauren Hurdle – 4th Quarter FY 2023-2024 Report: Presented and Filed.
 - S. UT Extension Jefferson County Director, Karen Nelms – 4th Quarter FY 2023-2024 Report: Presented.
 - T. Jefferson County Library Board – The library board presented the name of Susan Underwood for approval as a representative of the Jefferson City Library to continue the term of Patricia Isenberg. Moved for approval by Commissioner Solomon, seconded by Commissioner Douglas. A Roll Call vote was taken 17-0 (in favor: all present) and Susan Underwood’s appointment to the Jefferson County Library Board was **approved**.

REPORTS OF COMMITTEES, BOARDS, & COMMISSIONS:

- A. Budget Committee – Chairman John Neal Scarlett
 1. County Amendments
 - a. General Fund 101 – Amendment #1 Items 1-10: **Approved** on a Roll Call vote 17-0 (in favor: all present).
 - b. General Fund 101 – Amendment #2 Items 1-6: **Approved** on a Roll Call vote 17-0 (in favor: all present).
 - c. Capital Fund 171 – Amendment #1 Items 1-2: **Approved** on a Roll Call vote 17-0 (in favor: all present).

NON-PROFIT REPORTS:

- A. Jefferson Alliance CEO, Joe Gibson – 4th Quarter 2023-2024 Report: Presented.
- B. Chamber of Commerce President & CEO, Shelia Wiggins – 4th Quarter 2023-2024 Report: Presented.
- C. Companion Animal Rescue & Education – 4th Quarter 2023-2024 Report: Presented.
- D. Dandridge Fire Department, Andrew Riley – 4th Quarter 2023-2024 Report: Presented.
- E. Jefferson County Rescue Squad, J. Ray Walker – 4th Quarter 2023-2024 Report: Presented.
- F. New Market Fire Department, Frank Solomon – 2nd Quarter 2024 Report: Presented.
- G. White Pine Fire Department, Derrick Layman – 4th Quarter 2023–2024 Report: Presented.
- H. Jefferson City Public Library – 4th Quarter 2023–2024 Report: Presented.
- I. Parrott-Wood Memorial Library – 4th Quarter 2023-2024 Report: Presented.
- J. White Pine Public Library – 4th Quarter 2023-2024 Report: Presented.

OLD BUSINESS:

None.

NEW BUSINESS:

- A. **Resolution 2024-22**, Resolution to declare as surplus and to authorize the Emergency Medical Service of Jefferson County to surplus and auction at Pro-team said equipment. Resolution 2024-22 was moved for approval by Commissioner Seals, seconded by Commissioner Solomon. A Roll Call vote was taken 17-0 (in favor: all present) and **Resolution 2024-22 was approved.**
- B. **Resolution 2024-21**, Resolution of the Board of County Commissioners of Jefferson County, Tennessee requesting that all Jefferson County 911 Telecommunicators be elevated to the status of First Responders. Resolution 2024-21 was moved for approval by Commissioner Solomon, seconded by Commissioner Reed. A Roll Call vote was taken 17-0 (in favor: all present) and **Resolution 2024-21 was approved.**
- C. Notice of intent for Lakeside of the Smokies Balloon Festival to apply for a Wine Garden Permit – Presented as required by law for informational purposes only.
- D. Commissioner R. Coleman mentioned that he would like to discuss the implementation of an additional wheel tax to provide additional revenue next year to help bridge the gap of the impending budget deficit. Parliamentarian Scarlett called the discussion out of order unless the rules were suspended.
- E. **Suspension of the Rules** – Commissioner Seals moved to suspend the rules to discuss the implementation of an additional wheel tax to provide additional revenue next year from an avenue other than property tax. Commissioner Solomon provided a second. A Roll Call vote was taken 17-0 (in favor: all present) and the rules were **suspended.**
- F. **Coleman Motion** – Commissioner R. Coleman made a motion to implement a \$25 wheel tax to be assigned to debt service beginning March 1st, 2025, and to sunset on June 30th, 2030. Commissioner J. Coleman provided a second. During discussion, Commissioner Huffaker offered an amendment to add an additional \$5 to the wheel tax for a total of \$30 to be assigned to Highway Capital fund and requested that the \$25 go to Capital Purchases and Infrastructure in addition to Debt Service. Commissioner Bales seconded the motion to amend. Commissioner’s R. Coleman and J. Coleman accepted the language of \$25 to Debt Service, Capital Purchases, and Infrastructure by consent into the original motion, however Commissioner R. Coleman declined to accept the \$5 increase. With this acceptance, Commissioner Huffaker changed her amendment to only state a \$5 increase to be assigned to Highway Capital. Commissioner Bales accepted this change by consent. After discussion a Roll Call vote was taken on the amendment; 11-6 (in favor: Huffaker, J. Coleman, Snodgrass, Johnson, Seals, Solomon, Douglas, Bales, Scarlett, Carmichael, and Walker) and the amendment was **approved.** After further discussion, a Roll Call vote was taken on the motion as amended and it **failed** 11-6 (in favor: Huffaker, J. Coleman, Snodgrass, Johnson, Seals, Solomon, Douglas, Bales, Scarlett, Carmichael, and Walker) for lack of 2/3rd majority.
- G. **Solomon Motion** – Commissioner Solomon made a motion to implement a \$25 wheel tax beginning March 1st, 2025, and sunsetting June 30th, 2030, to be assigned as follows: \$5 to Highway Capital Fund and \$20 to a combination of Debt Service, Capital Purchases, or Infrastructure to be decided each year in the budget cycle. Commissioner Norton provided a second. After discussion, a Roll Call vote was taken 14-3 (in favor: Huffaker, Norton, J. Coleman, Snodgrass, Byrd, Johnson, Seals, Solomon, Douglas, Bales, Scarlett, R. Coleman, Carmichael, and Walker) and Commissioner Solomon’s motion **carried.**

Hearing no further business before the commission, a motion to adjourn was provided by Commissioner Solomon, seconded by Commissioner Seals, there being no objection voiced, the meeting was **adjourned** at 8:19 PM.

CERTIFICATE OF ELECTION OF NOTARIES PUBLIC BATCH # PENDING

AS A CLERK OF THE COUNTY OF JEFFERSON, TENNESSEE I HEREBY CERTIFY TO THE SECRETARY OF STATE THAT THE FOLLOWING WERE ELECTED TO THE OFFICE OF NOTARY PUBLIC DURING THE OCTOBER 21, 2024 MEETING OF THE GOVERNING BODY:

NAME	HOME ADDRESS	HOME PHONE	BUSINESS ADDRESS	BUSINESS PHONE	SURETY
1. KOBI SUTTON	431 GISTS CREEK RD SEVIERVILLE TN 37862	865-206-6721	106 W BROADWAY BLVD JEFFERSON CITY TN 37760	8652621240	
2. JESSICA MARIE GARDNER	2008 BALDWIN CATE RD NEW MARKET TN 37820	810-880-3484	131 THE ISLAND DR STE 9134 PIGEON FORGE TN 37863	8653661205	
3. KELLY THOMAS	3891 CENTRAL POINT RD RUTLEDGE TN 378615335	865-243-7996	1075 N CHUCKY PIKE JEFFERSON CITY TN 377604848	--	
4. JORDAN HILL	1053 INDIAN CAVE RD NEW MARKET TN 37820	423.353.3888	11511 DARKSIDE DR KNOXVILLE TN 37901	865.227.1015	
5. SHERRIE JUSTICE	329 CLEVELAND AVE MORRISTOWN TN 378132473	423-258-3614	1075 N CHUCKY PIKE JEFFERSON CITY TN 377604848	865-475-2874	
6. MIRANDA HARRINGTON	115 EVERGREEN TRAIL DANDRIDGE TN 37725	865-415-7705	119 S. HIGH ST MORRISTOWN TN 37813	4236160350	
7. JESSICA B GASS	1303 GABY HILLS DR DANDRIDGE TN 37725	865-680-7664	1303 GABY HILLS DR DANDRIDGE TN 37725	865-640-7283	
8. TRACEE LEE GEISLER	113 E MAIN ST DANDRIDGE TN 377254822	661-310-6934	113 E MAIN ST DANDRIDGE TN 377254822	--	
9. SUSAN K DUNNING	1067 EVAN CT TALBOTT TN 37877	815-674-2214	716 JUSTICE CENTER DR DANDRIDGE TN 37725	865-397-3117	
10. TAMMIE OLAKER	1036 HISTORIC HILLS DR DANDRIDGE TN 37725	423-312-6341	2035 MEDICAL CENTER WAY KNOXVILLE TN 37901	8653058479	
11. CRISSY COFFEY	3284 HONEYSUCKLE RD WHITE PINE TN 378903120	423-258-1937	3284 HONEYSUCKLE RD WHITE PINE TN 378903120	--	
12. LORI ANN COBB	853 GREEN MEADOW DR TALBOTT TN 37877		858 S HWY 92 DANDRIDGE TN 37725		
13. MICHAEL L. JONES	334 ROCKTOWN RD JEFFERSON CITY TN 37760	865-776-8247	334 ROCKTOWN RD JEFFERSON CITY TN 37760	865-776-8247	
14. NORMA JEAN JONES	334 ROCKTOWN RD JEFFERSON CITY TN 37760	865-804-4492	334 ROCKTOWN RD JEFFERSON CITY TN 37760	865-776-8247	
15. RICHARD TODD MOUNTS	606 GOLDIE MAE LANE JEFFERSON CITY TN 37760	865-850-1589	1004 NORTH HIGHWAY 92 STE A JEFFERSON CITY TN 37760	865-475-2282	STATE FARM INSURANCE COMPANY
16. DEBORAH L STARR	1748 CIRCLE LAKE DR DANDRIDGE TN 37725	304-785-7687	5336 COUNSELLOR LANE KNOXVILLE TN 37901	865-247-4812	
17. MICHAELA NORWOOD	1403 BEELER AVE APT 1 JEFFERSON CITY TN 37760	865-318-0811	PO BOX 1706 DANDRIDGE TN 37725	865-397-3939	



[Handwritten Signature]

SIGNATURE

CLERK OF THE COUNTY OF JEFFERSON, TENNESSEE

10/7/24

DATE

JEFFERSON COUNTY CLERK
 NOTARY - EXPIRATION REPORT
 10/31/2024 - 02/01/2025

NAME	EXPIRATION	HOME ADDRESS	HOME PHONE	EMPLOYER	BUSINESS ADDRESS	BUSINESS PHONE
1. PATRICIA D. OLIVER	1/26/2025	2123 DEERFIELD CIRCLE NEW MARKET TN 37820	865-603-1599	AGGREGATES USA	345 E BROADWAY BLVD JEFFERSON CITY TN 37760	865-475-8943
2. DONNA MIANO	1/26/2025	219 AMERICANA LN JEFFERSON CITY TN 37760	865-407-6077	SELF		
3. DANA L TEELE	11/24/2024	1918 LAKEBROOK CIR DANDRIDGE TN 37725	865-397-1721	RETIRED		865-805-8955
4. ANGELA CUBERSON LEDFORD	11/24/2024	PO BOX 106 JEFFERSON CITY TN 377600106	865-680-4044	ETMC INC.	109 BERTRAND ST KNOXVILLE TN 379178008	--
5. SONYA D WEST	12/8/2024	1051 SWANNSYLVANIA RD DANDRIDGE TN 37725	865-654-2923	GANTTE INSURANCE AGENCY	1205 GAY ST STE B DANDRIDGE TN 37725	865-397-2845
6. DANIELLE MCCORISON	1/26/2025	1023 PECK LANE DANDRIDGE TN 37725	931-261-9527	RAINWATER, DRINNON & CHURCHWEL	706 JUSTICE CENTER DR DANDRIDGE TN 37725	865-397-3939
7. DEBORAH KERR	1/26/2025	512 ATLANTIC RD NEW MARKET TN 37820	865-621-7723	ALMARK FOODS	516 ATLANTIC RD NEW MARKET TN 37820	865-475-4722
8. BETTY SHAW	1/26/2025	700 CLINE RD DANDRIDGE TN 37725	865-397-2438	FIRST PEOPLES BANK OF TENNESSE	206 W BROADWAY BLVD. JEFFERSON CITY TN 37760	865-475-9052
9. TONYA BOWLIN	1/26/2025	532 PHILLIPS TOWN RD BULLS GAP TN 37711	423-923-4829	FIRST HORIZON	1030 S HWY 92 DANDRIDGE TN 37725	865-397-9471
10. SANDY FARMER	1/26/2025	1113 HAROLD PATTERSON RD DANDRIDGE TN 377256065	813-690-1902	RETIRED	1113 HAROLD PATTERSON RD DANDRIDGE TN 377256065	--
11. LOU ANN JUSTICE	1/26/2025	137 BIRCH WAY DANDRIDGE TN 377255978	606-625-5574	LOU ANN JUSTICE	137 BIRCH WAY DANDRIDGE TN 377255978	--
12. E. WALTERS	1/26/2025	815 WORKMAN RD NEW MARKET TN 37820	865-654-3554	FIELDEN FUNERAL HOME	910 CHURCHVIEW ST NEW MARKET TN 37820	865-475-3468
13. DANIELLE M WEHNER	1/26/2025	994 LOWERY LOOP RD NEW MARKET TN 378204010	865-221-4901	CBW DELIVERY	994 LOWERY LOOP RD NEW MARKET TN 378204010	--

Nominating Committee Nominations. 10-21-2024

a. Agricultural Extension Committee

i. Jim Snodgrass 3T	Dec 2024	Dec 2026
ii. Terry Dockery 3T	Dec 2024	Dec 2026
iii. Aaron Loy 1T	Dec 2024	Dec 2026
iv. Heather Martin 2T	Dec 2024	Dec 2026

b. Facilities Committee

i. Katy Huffaker	Oct 2024	Oct 2026
ii. Jim Snodgrass	Oct 2024	Oct 2026
iii. Austin Brooks	Oct 2024	Oct 2026
iv. Greg Byrd	Oct 2024	Oct 2026
v. Randy Bales	Oct 2024	Oct 2026

c. Finance Committee

i. Katy Huffaker	Oct 2024	Oct 2026
ii. Marcus Reed	Oct 2024	Oct 2026
iii. Janet Norton	Oct 2024	Oct 2026
iv. John Johnson	Oct 2024	Oct 2026

d. Personnel Committee

i. John Johnson	Oct 2024	Oct 2026
ii. Janet Norton	Oct 2024	Oct 2026
iii. Jimmy Dale Patterson	Oct 2024	Oct 2026
iv. Ronny Coleman	Oct 2024	Oct 2026
v. Heidi Thomas	Oct 2024	Oct 2026

e. Public Service

i. Katy Huffaker	Oct 2024	Oct 2026
ii. Janet Norton	Oct 2024	Oct 2026
iii. A.J. Walker	Oct 2024	Oct 2026
iv. Sammy Solomon	Oct 2024	Oct 2026
v. Randy Bales	Oct 2024	Oct 2026



JEFFERSON COUNTY CLERK

Frank C. Herndon

214 W. Main St · P.O. Box 710 · Dandridge, Tennessee 37725

865-397-2935 · Fax: 865-397-3839

www.jeffersoncountyttn.gov

Email: pherndon@jeffersoncountyttn.gov

July 16, 2024

Mrs. Elder,

Attached is a list of returned checks that are carried on the books of the Jefferson County Clerk's Office. These checks have been uncollectable for a period of greater than 10 years and it has been recommended by our auditors in the past that we request the County Commission's approval to write these off as uncollectable debt. This uncollectable debt will be paid from our Clerk Fee account. While a warrant was issued for the collection of these debts at the time they were returned from the bank, the statute of limitations has since expired. The Commission's approval to write off this uncollectable debt would be greatly appreciated.

With Regards,

Frank C. Herndon
Jefferson County Clerk

Name	Amount	Action	Date
S.R.	\$ 49.00	warrant	12/1/2011
B.S.	\$ 49.00	warrant	2011-2012
K.N.	\$ 49.00	warrant	7/26/2012
S.F.	\$ 49.00	warrant	5/23/2012
K.G.	\$ 58.63	warrant	11/5/2013
R.L.	\$ 85.00	warrant	4/7/2014
C.L.	\$ 49.00	warrant	7/15/2014
Total	\$ 388.63		

**JEFFERSON COUNTY, TENNESSEE
2024-2025
GENERAL FUND 101 - AMENDMENT #3
October 2024**

FUND BALANCE TOTAL	-	380,214.45
RESERVE BALANCE TOTAL	-	81,629.23

Budget Com. App'd: _____
County Com. App'd: _____

Item #	1	Jefferson County Sheriff's Department		Debit	Credit
		44530 Sheriff's Department - Sale of Equipment Revenue	+	4,525.00	
		44170 Sheriff's Department - Misc. Refunds	+	25.00	
		54110 790 AMMO Sheriff's Department - Other Equipment - AMMO	+		4,550.00
		Total		4,550.00	4,550.00
Budgeting funds received from sale of equipment and confiscated drivers license and identification fees into expenditure line for purchase of ammunition.					

Item #	2	Jefferson County Tourism / Tennessee Tourism American Rescue Act Grant		Debit	Credit
		46980 TTARP Tourism Department - Federal through the State - TTARP Grant	+	36,832.55	
		58110 302 TTARP Tourism Department - Advertising - TTARP	+		29,500.00
		58110 307 TTARP Tourism Department - Communications - TTARP	+		7,332.55
		Total		36,832.55	36,832.55
Increasing revenue lines due to additional funds from Tennessee Tourism American Rescue Act Grant in Fiscal Year 2024-2025.					

Item #	3	Jefferson County EMS / Ambulance / Insurance Recovery		Debit	Credit
		49700 Ambulance Service - Insurance Recovery	+	500.00	
		55130 338 Ambulance Service - Maintenance and Repair Services - Vehicle	+		500.00
		Total		500.00	500.00
Budgeting funds received from Tennessee Risk Management and Trust reimbursement of \$500.00 deductible for 2020 Chevrolet Silverado Asset #1305, Vin #1GC5YLE75LFL53189 disposed 7/10/2024 due to total loss of asset.					

Item #	4	County Commission / Insurance Recovery		Debit	Credit
		49700 CHWD Insurance Recovery - Courthouse Water Damage	+	5,000.00	
		51100 330 CHWD Lease/SBITA Payments - Courthouse Water Damage	+		5,000.00
		Total		5,000.00	5,000.00
Budgeting funds received from insurance recover for final lease payment to the Jefferson County Rescue Squad for office space used by the Register of Deeds.					

Item #	5	Jefferson County Sheriff's Department / Insurance Recovery		Debit	Credit
		49700 Insurance Recovery	+	14,321.12	
		54110 338 Maintained and Repair Services - Vehicles	+		14,321.12
		Total		14,321.12	14,321.12
Budgeting insurance recovery funds received from Tennessee Risk Management and Trust for damage incurred to Sheriff Department 2020 Ford F150, Asset #1348, VIN #3N63M0YN1FK713358 and Sheriff Department Ford 2020 F150 4x4 Asset #1398, VIN #1FTEW1P48LKF20040.					

Item #	6	County Buildings		Debit	Credit
		51800	186	County Buildings - Longevity Pay	- 1,500.00
		51800	105	County Buildings - Supervisor	- 285.75
		51800	166	County Buildings - Custodial Personnel	+ 1,500.00
		51800	201	County Buildings - Social Security	+ 93.00
		51800	204	County Buildings - State Retirement	+ 165.00
		51800	210	County Buildings - Unemployment Compensation	+ 6.00
		51800	212	County Buildings - Employer Medicare Liability	+ 21.75
				Total	1,785.75 1,785.75

Budgeting funds to adjust salary and associated costs due to restructuring of work assignments.

Item #	7	County Buildings		Debit	Credit
		51800	105	County Buildings - Supervisor	- 2,127.13
		51800	167	County Buildings - Maintenance Personnel	+ 1,786.75
		51800	201	County Buildings - Social Security	+ 110.78
		51800	204	County Buildings - State Retirement	+ 196.54
		51800	210	County Buildings - Unemployment Compensation	+ 7.15
		51800	212	County Buildings - Employer Medicare Liability	+ 25.91
				Total	2,127.13 2,127.13

Budgeting funds to adjust salary and associated costs due to restructuring of work assignments.

Item #	8	County Mayor		Debit	Credit
		51300	169	County Mayor - Part-time Personnel	- 1,971.47
		51300	189	County Mayor - Other Salaries and Wages	+ 1,656.00
		51300	201	County Mayor - Social Security	+ 102.67
		51300	204	County Mayor - State Retirement	+ 182.16
		51300	210	County Mayor - Unemployment Compensation	+ 6.62
		51300	212	County Mayor - Employer Medicare Liability	+ 24.01
				Total	1,971.47 1,971.47

Budgeting funds from Part-time personnel to adjust salary and associated cost due to restructuring of work assignments.

Item #	9	Soil Conservation		Debit	Credit
		44170	SOILC	Soil Conservation - Miscellaneous Refunds	+ 1,500.00
		57500	425	SOILC Soil Conservation - Gasoline	+ 1,500.00
				Total	1,500.00 1,500.00

Budgeting funds for gasoline reimbursements from federal funds from Soil Conservation and gasoline budget to cover estimated fuel cost for October 2024 through June 2025.

Item #	10	Jefferson City Public Library / Reserves / Training Opportunities for the Pubic Grant		Debit	Credit
		46980	JC	Other State Grants - TOP Grant	+ 16,773.00
		34535	JC	Restricted for Social, Cultural, Rec Ser - JC	- 15,690.08
		56500	709	Jefferson City Public Library - Data Processing Equipment	+ 16,773.00
		56500	790	Jefferson City Public Library - Other Equipment	+ 15,690.08
				Total	32,463.08 32,463.08

Budgeting funds from the 2024 Training Opportunities for the Public Grant and reserves to purchase two solar charging canopies, two WI-FI access points, and upgrade internal connections.

Item #	11	County Buildings		Debit	Credit
		51800	335	County Buildings - Maintenance and Repairs Services - Buildings	- 12,800.00
		51800	304	County Buildings - Architects	+ 12,800.00
				Total	12,800.00 12,800.00

Budgeting funds for an Architecture firm to provide space usage and availability recommendations for the Jefferson County Work House to include the Finance Department and UT Agricultural Extension.

Item #	12	Jefferson City Public Library / Reserves / Library Services and Technology Act Grant			Debit	Credit
		46980	JC	Other State Grants - LSTA Technology Grant	+	2,550.00
		34535	JC	Restricted for Social, Cultural, Rec Ser - JC	-	2,167.00
		56500	399	Jefferson City Public Library - Other Contracted Services	+	165.00
		56500	709	Jefferson City Public Library - Data Processing Equipment	+	4,552.00
				Total		4,717.00 4,717.00
		Budgeting funds received from the 2024 Library Services and Technology Act Grant and reserves to purchase two new computers along with associated copier, software licenses and network hardware expenses.				
Item #	13	Dandridge Memorial Library / Training Opportunities for the Public Grant			Debit	Credit
		46980	DA	Dandridge Memorial Library - Other State Grants - TOP Grant	+	400.00
		56500	709	Dandridge Memorial Library - Data Processing Equipment	+	400.00
				Total		400.00 400.00
		Budgeting funds received from the Dandridge Memorial 2024 Training Opportunities for the Public Grant.				
Item #	14	Library Fees / Reserves			Debit	Credit
		43360	DA	Library Fees - Dandridge Library	+	782.86
		34535	DA	Restricted for Social, Cultural, Rec. Ser - Dandridge Library	+	782.86
		43360	JC	Library Fees - Jefferson City Library	+	5,710.15
		34535	JC	Restricted for Social, Cultural, Rec. Ser - Jefferson City Library	+	5,710.15
		43360	SP	Library Fees - Parrott-Wood Library	+	272.75
		34535	SP	Restricted for Social, Cultural, Rec. Ser - Parrott-Wood Library	+	272.75
		43360	WP	Library Fees - White Pine Library	+	918.50
		34535	WP	Restricted for Social, Cultural, Rec. Ser - White Pine Library	+	918.50
				Total		7,684.26 7,684.26
		Moving library fees collected during the 1st quarter of Fiscal Year 2024-2025 through September 2024 from revenue to reserves.				
Item #	15	Maintenance Garage / Fund Balance			Debit	Credit
		39000		Unassigned Fund Balance	-	25,000.00
		51810	321	Maintenance Garage - Engineering Services	+	25,000.00
				Total		25,000.00 25,000.00
		Budgeting funds from fund balance into expenditure line for engineering service for maintenance garage additional bay capital project.				
Item #	16	White Pine Library / Library Services and Technology Act Grant			Debit	Credit
		34535	WP	Restricted for Social, Cultural, Rec. Ser - White Pine Library	-	3,445.00
		46980	WP	Other State Grants - LSTA Technology Grant	+	3,445.00
		56500	709	White Pine Library - Data Processing Equipment	+	6,890.00
				Total		6,890.00 6,890.00
		Budgeting funds received from the 2024 Library Services and Technology Act Grant and matching portion.				
Item #	17	County Buildings / County Trustee's Office			Debit	Credit
		51800	348	County Buildings - Postal Charges	-	2,500.00
		52400	348	County Trustees Office - Postal Charges	+	2,500.00
				Total		2,500.00 2,500.00
		Budgeting funds from County Buildings to County Trustee's Office for Fiscal Year 24-25 delinquent notice mailers and other postage charges.				
Item #	18	Sheriff's Department / East Tennessee Health Care Grant / Reserve			Debit	Credit
		34530	ETNHC	Restricted for Public Health and Welfare - ETNHC	-	890.00
		54110	790	Sheriff's Department - Other Equipment - ETNHC	+	890.00
				Total		890.00 890.00
		Budgeting funds from reserve into expenditure line for East Tennessee Health Care Grant purchases.				

Item #	19	Sanitation Education & Information Grant / Insurance Recovery / Fund Balance			Debit	Credit
		49700		Insurance Recovery	+	27,504.55
		49700		Insurance Recovery - Deductible Reimbursement	+	500.00
		39000		Unassigned Fund Balance	-	2,124.45
		55750	718	Sanitation Education Information - Motor Vehicles	+	30,129.00
				Total		30,129.00 30,129.00
Allocating insurance recovery funds and refunded \$500.00 deductible received from Tennessee Risk Management and Trust due to total loss of Litter Grant Van, 2020 Chevrolet Express G2500 Passenger Van, Asset 1541, VIN # 1M2LR2GC8RM009397, on 7/31/2024 during collision at Finance Department parking lot.						

Item #	20	Local Health Department / Delegated Grant Authority			Debit	Credit
		46310		Health Department Programs - DGA Grant	+	14,007.34
		55110	162	Local Health Center - Clerical Personnel	+	8,737.00
		55110	188	Local Health Center - Bonus Payments	+	3,830.00
		55110	201	Local Health Center - Social Security	+	779.15
		55110	204	Local Health Center - State Retirement	+	539.77
		55110	210	Local Health Center - Employer Medicare	+	50.27
		55110	212	Local Health Center - Unemployment	+	71.15
				Total		14,007.34 14,007.34
Budgeting increase in salaries and associated costs as well as bonuses for the Department of Health Delegated Grant Authority Grant.						

Item #	21	Juvenile Court / Baby Safe Mental Health Grant			Debit	Credit
		46980		BSGMH Other State Grants - BSGMH	+	50,000.00
		53500	189	BSGMH Other Salaries & Wages - BSGMH	+	29,258.00
		53500	196	BSGMH In-Service Training - BSGMH	+	2,114.00
		53500	201	BSGMH Social Security - BSGMH	+	1,814.00
		53500	204	BSGMH State Retirement - BSGMH	+	3,218.38
		53500	210	BSGMH Unemployment Compensation - BSGMH	+	117.03
		53500	212	BSGMH Employer Medicaid Liability - BSGMH	+	424.24
		53500	334	BSGMH Maintenance Agreements - BSGMH	+	500.00
		53500	350	BSGMH Rentals - BSGMH	+	4,425.00
		53500	355	BSGMH Travel - BSGMH	+	489.00
		53500	435	BSGMH Office Supplies - BSGMH	+	2,886.35
		53500	524	BSGMH Staff Development - BSGMH	+	798.00
		53500	599	BSGMH Other Charges - BSGMH	+	3,956.00
				Total		50,000.00 50,000.00
Budgeting Baby Safe Mental Health Grant for continuation of the remainder of fiscal year 2024-2025 (January-June).						

Item #	22	Local Health Center / Family Fun Fair Donation			Debit	Credit
		48610		FAIR Donations - Family Fun Fair	+	1,000.00
		55110	599	FAIR Local Health Center - Other Charges - Family Fun Fair	+	1,000.00
				Total		1,000.00 1,000.00
Budgeting funds donated to the Local Health Center to be used for the 2024 Family Fun Fair.						

Item #	23	Jefferson County Sheriff's Department / Bulletproof Vest Partnership Grant Act			Debit	Credit
		47590		VESTS Other Federal Through the State - Bulletproof Vest Partnership Grant	+	13,151.62
		54110	790	VESTS Sheriff Department - Other Equipment - VESTS	+	13,152.62
				Total		13,151.62 13,152.62
Budgeting funds received from the Bulletproof Vest Partnership Grant Act into an expenditure line.						

Item #	24	County Buildings / Insurance Recovery			Debit	Credit
		49700		Insurance Recovery	+	1,426.39
		51800	335	County Buildings - Maintenance and Repair Buildings	+	1,426.39
				Total		1,426.39 1,426.39
Budgeting funds received from Tennessee Risk Management and Trust due to 7/31/2024 multiple vehicle collision and strike of Jefferson County Finance Department (the Rainwater Building) location into maintenance and repair of buildings expenditure line.						

Item #	25	County Overtime Pay / Unassigned Fund Balance			Debit	Credit
		39000		Unassigned Fund Balance	-	22,000.00
		52100	187	Accounting and Budgeting - Overtime Pay	+	1,500.00
		52400	187	County Trustee's Office - Overtime Pay	+	3,500.00
		54210	187	Jail - Overtime Pay	+	14,000.00
		54410	187	Civil Defense - Overtime Pay	+	2,500.00
		55120	187	Rabies and Animal Control - Overtime Pay	+	500.00
				Total		22,000.00 22,000.00
Budgeting funds from unassigned fund balance to cover overtime pay for July - September 2024 payrolls.						

Item #	26	County Buildings / Fund Balance			Debit	Credit
		39000		Unassigned Fund Balance	-	7,090.00
		51800	502	County Buildings - Buildings and Contents Insurance	+	7,090.00
				Total		7,090.00 7,090.00
Budgeting funds from unassigned fund balance to buildings and contents budget due to completion of new Jefferson County Office Building and increased premium.						

Item #	27	Sheriff's Department - Enforcement of Tennessee Driving Under the Influence Grant			Debit	Credit
		47990		DUI Other Federal Through the State - DUI	+	2,000.00
		54110	187	DUI Sheriff's Department - Overtime - DUI	-	13,000.00
		54110	435	DUI Sheriff's Department - Office Supplies - DUI	+	15,000.00
				Total		15,000.00 15,000.00
Budgeting additional funds received from the Tennessee Driving Under the Influence Laws grant (THSO) and aligning previously budgeted funds into correct expenditure line.						

Item #	28	Parrott-Wood / Library Services and Technology Act Grant			Debit	Credit
		46980		SP Parrott-Wood - Other State Grants	+	600.00
		56500	790	SP Parrott-Wood - Other Equipment	+	600.00
				Total		600.00 600.00
Budgeting funds from Library Services and Technology Act Grant into expenditure line.						

Item #	29	Americans Disabilities Act Reserves / Transfers Out			Debit	Credit
		34510		ADA Restricted for General Government - ADA	-	20,000.00
		99100	590	HDADA Transfers Out - Transfers to Other Funds - Capital Fund 171 - ADA	+	20,000.00
				Total		20,000.00 20,000.00
Moving funds from Americans with Disabilities Act reserves (ADA) to transfer to Capital Fund 171 for Health Department ADA project for cost of sidewalk accessible ramp for entry.						

Item #	30	Insurance Recovery / Fund Balance / Transfers Out			Debit	Credit
		49700		Insurance Recovery	+	70,500.00
		39000		Unassigned Fund Balance	-	200,000.00
		99100	590	Transfers Out - Transfers to Other Funds - Capital Fund 171 - EMS Ambulance	+	270,500.00
				Total		270,500.00 270,500.00
Budgeting insurance recovery funds from Tennessee Risk Management and Trust for damage incurred to EMS Ambulance #141, Asset #1269, VIN #1GB3GRCG6L1120653 and funds from fund balance into transfers out to Capital Fund 171 for EMS Ambulance replacement.						

Item #	31	Fund Balance / EMS			Debit	Credit
		39000		Unassigned Fund Balance	-	24,000.00
		55130	718	EMS - Vehicles	+	24,000.00
				Total		24,000.00 24,000.00
Budgeting additional funds due to change order needed on prior fiscal year EMS Ambulance order to receive ambulances 12 months earlier.						

Item #	32	Transfers In / Opioid Revenue / Opioid Reserves / Contributions				Debit	Credit
		49800		Transfers In - Fund 121 Opioid Subdivision Funds	+	2,259.58	
		48991		Opioid Settlement Funds - Mckinsey Subdivision Payment	+	43,559.77	
		34530		Restricted for Public Health/Welfare - TN Opioid Subdivision Funds	-	47,121.41	
		51100	316	OPIOD County Commission - Contributions - Helen Ross McNabb Center	+		49,380.99
		51100	316	OPIOD County Commission - Contributions - Jefferson Co Sheriff's Dept	+		43,559.77
				Total		92,940.76	92,940.76
<p>Budgeting Opioid Revenue for Mckinsey subdivision payment and reserves from prior year opioid subdivision funds to contribute to Helen Ross McNabb Center for Recovery Support and Jefferson County Sheriff's Dept (Tinsley Bible) for treatment approved by Jefferson County Opioid Task Force on Monday, September 11, 2024.</p>							

Item #	33	County Buildings / Circuit Court				Debit	Credit
		51800	334	County Buildings - Maintenance Agreements	-	2,000.00	
		53100	399	Circuit Court - Other Contracted Services	+		2,000.00
				Total		2,000.00	2,000.00
<p>Moving Budget from County Buildings to Circuit Court for lease and usage payments for RICOH copier/printers within Circuit Court.</p>							

Item #	34	Sheriff's Department / Fund Balance				Debit	Credit
		39000		Unassigned Fund Balance	-	25,000.00	
		54110	399	Sheriff Department - Other Contracted Services	+		25,000.00
				Total		25,000.00	25,000.00
<p>Budgeting additional funds from fund balance into expenditure line to increase purchase order for estimated number of autopsies through the end of December 2024.</p>							

Item #	35	Sheriff's Department / Law Enforcement Training Programs				Debit	Credit
		46210		Law Enforcement Training Programs	+	36,000.00	
		54110	196	Sheriff's Department - In-service Training	+		36,000.00
				Total		36,000.00	36,000.00
<p>Budgeting additional funds received from the state into expenditure line for In-service Training programs.</p>							

Item #	36	Jefferson County Jail / Fund Balance				Debit	Credit
		39000		Unassigned Fund Balance	-	75,000.00	
		54210	340	Jail - Medical and Dental Services	+		75,000.00
				Total		75,000.00	75,000.00
<p>Budgeting additional funds to cover additional medical and dental costs as per sheriff's request.</p>							

Item #	37	County Buildings / Courthouse Water Damage				Debit	Credit
		49700	CHWD	Insurance Recovery - CHWD	+	76,880.61	
		51800	335	CHWD Maintenance and Repair Services - Buildings - CHWD	+		76,880.61
				Total		76,880.61	76,880.61
<p>Budgeting funds received from Tennessee Risk Management and Trust for reimbursement for remediation and repairs to the Courthouse due to the water damage incurred on December 2022.</p>							

JEFFERSON COUNTY, TENNESSEE
2024-2025
GENERAL FUND 101 - AMENDMENT #4
October 2024

FUND BALANCE TOTAL	-	5,000.00
RESERVE BALANCE TOTAL	-	122,460.00

Budget Com. App'd: 10/15/2024
County Com. App'd: _____

Item #	1		Debit	Credit
		Jefferson County Chamber of Commerce / Fund Balance		
		39000 Unassigned Fund Balance	-	5,000.00
		58500 316 Contributions to Other Agencies - Contributions	+	5,000.00
		Total	5,000.00	5,000.00
Budgeting funds using fund balance to contribute supplemental funds to the Jefferson County Chamber Commerce to cover up to \$5,000 in travel expenses for the Jefferson County Youth Leadership program for the annual Nashville trip.				

Item #	2		Debit	Credit
		Opioid Settlement Funds / Opioid Reserves		
		34530 OPIOD Restricted for Public Health and Welfare - OPIOD	-	122,460.00
		48991 Opioid Settlement Funds - Past Remediation	+	22,009.78
		51100 302 OPIOD County Commission - Advertising - OPIOD	+	91,500.00
		51100 599 OPIOD County Commission - Other Charges - OPIOD	+	42,969.78
		55130 413 OPIOD Ambulance / EMS - Drugs and Medical Supplies - OPIOD	+	10,000.00
		Total	144,469.78	144,469.78
Budgeting funds from Opioid Reserves and Opioid Settlement Funds into expenditures lines authorized by the Jefferson County Opioid board.				

JEFFERSON COUNTY, TENNESSEE
2024-2025
TN OPIOID ABATEMENT FUND 121 - AMENDMENT #1
October 2024

FUND BALANCE TOTAL	+	0.00
RESERVE BALANCE TOTAL	-	<u>242,857.59</u>

Budget Com. App'd: _____
 County Com. App'd: _____

Item #	1	TN Opioid Abatement Settlement Funds	Debit	Credit
		34525	-	242,857.59
		99100 590	+	2,259.58
		58400 316	+	240,598.01
			Total	<u>242,857.59</u> <u>242,857.59</u>
Budgeting County Abatement Funds received prior fiscal year (reserves) for approved contributions by Jefferson County Opioid Task Force on Monday, September 11, and transferring funds that should be accounted for in General Fund 101 with Opioid Subdivision Funds.				

2025 Projects Funded Through County Abatement Funds (Account 46845)				
Organization	Category	# of people served	Requested	Funded
4th Judicial District	Treatment/ Recovery support	60	\$50,000.00	\$50,000.00
BGCDV	Prevention	60	\$60,000.00	\$4,774.00
Billion Pill Pledge	Prevention	250	\$73,027.00	\$0.00
Crossroads Treatment Center of Tennessee	Treatment	20	\$39,290.00	\$0.00
Helen Ross McNabb Center	Recovery support	100	\$75,500.00	\$26,119.01
Jefferson County Sheriff's Department	Treatment	100	\$42,000.00	\$40,000.00
Lakeway CASA	Recovery support	65	\$5,045.00	\$5,045.00
Renovatus	Recovery support	100	\$55,600.00	\$55,600.00
Rescue 180	Recovery support	125	\$59,060.00	\$59,060.00
Total:			\$459,522.00	\$240,598.01
			Available from this fund:	\$240,598.01
			Amount left:	\$0.00

JEFFERSON COUNTY, TENNESSEE
 2024-2025
 ARPA GRANT FUND 127 - AMENDMENT #1
 October 2024

FUND BALANCE TOTAL	+	0.00
RESERVE BALANCE TOTAL	+	259,689.76

Budget Com. App'd: _____
 County Com. App'd: _____

Item #	1	<i>American Rescue Plan Act</i>	Debit	Credit
		58831 316 American Rescue Plan Act Grant #1 - Contributions	-	75,386.00
		58831 454 American Rescue Plan Act Grant #1 - Water and Sewer	-	185,589.00
		34512 JCOB Restricted for Gen Govt - American Rescue Plan Act - JCOB	-	1,285.24
		91401 304 American Rescue Plan Act Grant # 1 Capital Projects - Architects	+	1,285.24
		34512 Restricted for Gen Govt - American Rescue Plan Act	+	260,975.00
		Total	262,260.24	262,260.24
<i>Budgeting funds from American Rescue Plan Act Grant #1 to align with actual grant expenditures.</i>				

**JEFFERSON COUNTY, TENNESSEE
2024-2025
HIGHWAY FUND 131 - AMENDMENT #1
October 2024**

FUND BALANCE TOTAL	-	336.00
RESERVE BALANCE TOTAL	-	0.00

Budget Com. App'd: _____
County Com. App'd: _____

Item#	1	Highway Department	Debit	Credit
		62000 149 Highway and Bridge Maintenance - Laborers	-	20,800.00
		62000 201 Highway and Bridge Maintenance - Social Security	-	1,289.60
		62000 204 Highway and Bridge Maintenance - State Retirement	-	2,288.00
		62000 210 Highway and Bridge Maintenance - Unemployment Compensation	-	62.40
		62000 212 Highway and Bridge Maintenance - Employer Medicare Liability	-	301.60
		61000 162 Administration - Clerical Personnel	+	6,240.00
		61000 201 Administration - Social Security	+	386.88
		61000 204 Administration - State Retirement	+	686.40
		61000 210 Administration - Unemployment Compensation	+	18.72
		61000 212 Administration - Employer Medicare Liability	+	90.48
		63100 142 Operation and Maintenance of Equipment - Mechanic(s)	+	8,320.00
		63100 201 Operation and Maintenance of Equipment - Social Security	+	515.84
		63100 204 Operation and Maintenance of Equipment - State Retirement	+	915.20
		63100 210 Operation and Maintenance of Equipment - Unemployment Compensation	+	24.96
		63100 212 Operation and Maintenance of Equipment - Employer Medicare Liability	+	120.64
		63400 149 Quarry Operations - Laborers	+	6,240.00
		63400 201 Quarry Operations - Social Security	+	386.88
		63400 204 Quarry Operations - State Retirement	+	686.40
		63400 210 Quarry Operations - Unemployment Compensation	+	18.72
		63400 212 Quarry Operations - Employer Medicare Liability	+	90.48
		Total	24,741.60	24,741.60
<i>Budgeting funds from open positions into salary lines for current employees as per Highway Superintendent.</i>				

Item #	2	Highway Department Other Charges / Fund Balance	Debit	Credit
		39000 Unassigned Fund Balance	-	336.00
		65000 502 Other Charges - Building and Contents Insurance	+	336.00
		Total	336.00	336.00
<i>Budgeting funds from unassigned fund balance to increase buildings and contents budget for payment to Tennessee Risk Management and Trust to cover building contents adjustments within multiple structures.</i>				

JEFFERSON COUNTY, TENNESSEE
2024-2025
CAPITAL FUND 171 - AMENDMENT #2
October 2024

FUND BALANCE TOTAL	-	-	
RESERVE BALANCE TOTAL	-	<u>138,077.50</u>	

Budget Com, App'd: _____
County Com, App'd: _____

Item #	1	Energy Efficient Schools Initiative Loan				<u>Debit</u>	<u>Credit</u>
		49500		EESI	Other Loans Issued - EESI	+	783,256.00
		99100	316	EESI	Transfers Out - EESI (Transfer to BOE Capital Fund 177)	+	783,256.00
		Total					<u><u>783,256.00</u></u> <u><u>783,256.00</u></u>
<i>Allocating funds received from the Energy Efficient Schools Initiative Loan into expenditure line as per Resolution No. 2023-42.</i>							

Item #	2	Sheriff's Department Security System Grant / Reserves				<u>Debit</u>	<u>Credit</u>
		34685		SHSEC	Committed for Capital Projects - Sheriff's Dept Security System Grant	-	138,077.50
		91130	709	SHSEC	Public Safety Projects - Data Processing Equipment - Sheriff's Dept Security System Grant	+	138,077.50
		Total					<u><u>138,077.50</u></u> <u><u>138,077.50</u></u>
<i>Moving funds from prior year reserves into expenditure line for security system project.</i>							

Item #	3	Health Dept Upgrades Grant				<u>Debit</u>	<u>Credit</u>
		47316		CARES	CARES Grant - Health Dept Upgrades	-	500.00
		91140	707	CARES	Public Health & Welfare - Health Dept Lab Upgrades CARES Grant	-	500.00
		Total					<u><u>500.00</u></u> <u><u>500.00</u></u>
<i>Decreasing Grant Funds and expenditure budget for Health Dept Lab Upgrades Grant per Grant Amendment #2 with total contract amount \$239,000.</i>							

Item #	4	Transfers In / ADA				<u>Debit</u>	<u>Credit</u>
		49800		ADA	Transfers In (General Fund 101)	+	20,000.00
		91190	706	HDADA	Other General Government Projects - Building Construction - FDADA	+	20,000.00
		Total					<u><u>20,000.00</u></u> <u><u>20,000.00</u></u>
<i>Budgeting funds from Americans with Disabilities Act (ADA) reserves from General Fund 101 to Capital Fund 171 to cover proposed change item for the Health Department ADA project for sidewalk accessible ramp for entry</i>							

Item #	5	Transfers In / EMS Ambulance				<u>Debit</u>	<u>Credit</u>
		49800		EMS	Transfers In (General Fund 101)	+	270,500.00
		91140	718	EMS	Public Health & Welfare - Ambulance - EMS	+	270,500.00
		Total					<u><u>270,500.00</u></u> <u><u>270,500.00</u></u>
<i>Budgeting funds from General Fund 101 to Capital Fund 171 for EMS Ambulance replacement for EMS Ambulance # 141, Asset #1269, VIN #1GB3GRCG6L1120653.</i>							

**JEFFERSON COUNTY, TENNESSEE
2024-2025
LANDFILL FUND 207 - AMENDMENT #1
October 2024**

FUND BALANCE TOTAL	-	102,582.00
RESERVE BALANCE TOTAL	-	0.00

Budget Com. App'd: _____
County Com. App'd: _____

Item #	1	Landfill Operation and Maintenance / Fund Balance	Debit	Credit
		39000 Unassigned Fund Balance	-	1,500.00
		55754 524 Landfill Operation and Maintenance - Staff Development	+	1,500.00
		Total		1,500.00 1,500.00
Budgeting staff development using fund balance for fiscal year 2024-2025.				

Item #	2	Landfill Operation and Maintenance / Fund Balance	Debit	Credit
		39000 Unassigned Fund Balance	-	100,000.00
		55754 364 Contracts for Development Costs	+	100,000.00
		Total		100,000.00 100,000.00
Budgeting funds using fund balance for required construction administration and the engineering work needed for the compilation of data, surveying and support for the closure per Sanitation Board approved on 10/7/2024.				

Item #	3	Landfill Operation and Maintenance / Fund Balance	Debit	Credit
		39000 Unassigned Fund Balance	-	1,082.00
		55754 502 Building and Contents Insurance	+	1,082.00
		Total		1,082.00 1,082.00
Budgeting funds from fund balance due to increased premium from Tennessee Risk Management and Trust to cover building contents within multiple structures.				

JEFFERSON COUNTY SCHOOLS
Fund 141 - General Purpose Funds
Budget Amendment #1
September 2024

School Board Approval _____ 9/5/2024
 Budget Committee Approval _____
 County Commission Approval _____

FUND BALANCE TOTAL + \$ -
 RESERVE BALANCE TOTAL - 7,068,918.77

Item 1	Transfers Out				Debit	Credit
	34655		RHV	Committed for Education - RHV HVAC	-	3,782,992.00
	99100	590		Transfers to Other Funds (to Fund 177 Capital Projects)	+	3,782,992.00
						<u>3,782,992.00</u>
						<u>3,782,992.00</u>
Transfer out funds approved at April 2024 School Board meeting to Fund 177 Education Capital Projects for the Rush Strong HVAC Project						

Item 2	Maintenance of Plant				Debit	Credit
	49700			Insurance Recovery	+	4,992.50
	72620	335		Maintenance and Repair Services - Buildings	+	4,992.50
						<u>4,992.50</u>
						<u>4,992.50</u>
Allocate insurance settlement received for repairs to elevator						

Item 3	Other Student Support				Debit	Credit
	34755		ASD	Assigned for Education - Scholarships	-	500.00
	34755		JA	Assigned for Education - for Jefferson Academy	-	400.00
	72130	499	175	Other Supplies and Materials for Jefferson Academy	+	400.00
	72310	599	JCHS	Other Charges - assign Scholarship funds to JCHS	+	500.00
						<u>900.00</u>
						<u>900.00</u>
To allocate reserved grant funds received at end of year in FY24 to the proper recipient for use in 24-25						

Item 4	Operation and Maintenance of Plant				Debit	Credit
	34755		INS	Assigned for Education - Insurance	-	100,000.00
	72610	502		Building and Contents Insurance	+	100,000.00
						<u>100,000.00</u>
						<u>100,000.00</u>
Use of reserved funds for increase in cost of building and contents insurance for 24-25						

Item 5	Community Services				Debit	Credit
	34755		701	Assigned for Education - Family Resource Center	-	540.00
	73300	499	701	Other Supplies and Materials for Family Resource Ctr	+	540.00
						<u>540.00</u>
						<u>540.00</u>
Funds from United Way grant for Family Resource Center, received in prior year.						

Item 6	Regular Instruction				Debit	Credit
	34755		TAC	Assigned for Education - Instructional Coaches	-	250,000.00
	72210	172		Instructional Coaches	+	189,000.00
	72210	201		Social Security	+	11,718.00
	72210	204		State Retirement	+	17,010.00
	72210	206		Life Insurance	+	171.70
	72210	207		Health Insurance	+	28,500.00
	72210	208		Dental Insurance	+	292.80
	72210	212		Employer Medicare	+	3,307.50
						<u>250,000.00</u>
						<u>250,000.00</u>
Funds from reserve account to replace 50% of Instructional Coaches salaries and benefits budgeted in Title 1 before federal funds reduced.						

Item 7	Instructional Technology				Debit	Credit
	72210	790	035	Other Equipment	-	7,500.00
	72210	524	035	Staff Development	-	3,000.00
	72210	499	035	Other Supplies and Materials	-	500.00
	71100	399	035	Other Contracted Services	+	11,000.00
						<u>11,000.00</u>
						<u>11,000.00</u>
Price increase for software license renewals for Active Internet Technologies, LLC.						

JEFFERSON COUNTY SCHOOLS
Fund 141 - General Purpose Funds
Budget Amendment #1
September 2024

School Board Approval _____ 9/5/2024 _____
 Budget Committee Approval _____
 County Commission Approval _____

FUND BALANCE TOTAL + \$ _____
 RESERVE BALANCE TOTAL - 7,068,918.77

Item 8	Special Education			Debit	Credit
	71200	105	Supervisor/Director	-	60,940.00
	71200	201	Social Security	-	4,687.16
	71200	204	State Retirement	-	6,739.70
	71200	206	Life Insurance	-	73.20
	71200	207	Medical Insurance	-	8,208.80
	71200	208	Dental Insurance	-	252.00
	71200	212	Employer Medicare	-	888.42
	72220	189	Other Salaries and Wages	+	60,940.00
	72220	201	Social Security	+	4,687.16
	72220	204	State Retirement	+	6,739.70
	72220	206	Life Insurance	+	73.20
	72220	207	Medical Insurance	+	8,208.80
	72220	208	Dental Insurance	+	252.00
	72220	212	Employer Medicare	+	888.42
	72220	189	Other Salaries and Wages	-	45,000.00
	72220	161	Secretary	+	45,000.00
				<u>126,789.28</u>	<u>126,789.28</u>

To meet compliance coding for the Instruction Coordinator and secretary positions and align with state Consolidated Funding Application.

Item 9	Special Education - Pre-K Grant			Debit	Credit
	46515		845 Revenue - Early Childhood Education	+	193,714.51
	71200	163	845 Other Salaries and Wages	+	133,859.96
	71200	201	845 Social Security	+	6,623.24
	71200	204	845 State Retirement	+	6,096.12
	71200	206	845 Life Insurance	+	1,219.60
	71200	207	845 Medical Insurance	+	40,068.27
	71200	212	845 Employer Medicare	+	847.32
	71200	322	845 Evaluation and Testing	+	2,500.00
	71200	429	845 Instructional Supplies	+	2,500.00
				<u>193,714.51</u>	<u>193,714.51</u>

To accept and allocate Special Education Pre-K grant as approved by the TNDOE in ePlan.

JEFFERSON COUNTY SCHOOLS
Fund 141 - General Purpose Funds
Budget Amendment #1
September 2024

School Board Approval 9/5/2024
 Budget Committee Approval _____
 County Commission Approval _____

FUND BALANCE TOTAL + \$ _____
 RESERVE BALANCE TOTAL - 7,068,918.77

Item 10	Education Capital Projects			Debit	Credit
	34655	CUL	Committed for Education - Culinary Arts - CTE	200,000.00	
	99100	590	CUL Transfers to Other Funds (to Fund 177 - CUL)	+	200,000.00
	34655	FLO	Committed for Education - Flooring	4,719.61	
	72620	499	FLO Building Improvements - Flooring	+	4,719.61
	34655	HVA	Committed for Education - HVAC Systems repairs	890.46	
	72620	336	HVA Building Improvements - HVAC Systems repairs	+	890.46
	34655	PAT	Committed for Education - Painting	123,360.48	
	76100	707	PAT Building Improvements - Painting	+	123,360.48
	34685	012	Committed for Education - Sewer Plant	23,620.00	
	72620	399	012 Maintenance of Plant - Other Contracted Service	+	23,620.00
	34755	HVA	Assigned for Education - HVAC Systems repairs	225,000.00	
	72620	336	HVA Building Improvements- HVAC Systems repairs	+	225,000.00
	34755	KEY	Assigned for Education - Key Cores	1,377.29	
	34755	VEN	Assigned for Education - Vent install - move to KEY cores	13,138.93	
	72620	499	KEY Maintenance Operations - Other Supplies - KEY	+	14,516.22
	34755	NMR	Assigned for Education - NME new Roof	150,000.00	
	99100	590	NMR Transfers to Other Funds (to Fund 177 - NMR)	+	150,000.00
	34755	ROF	Assigned for Education - Roof Repairs	20,000.00	
	72610	399	ROF Building Improvements - Roof Repairs	+	20,000.00
	34755	TRN	Assigned for Education - Transportation	180,000.00	
	99100	590	TRN Transportation - SPED bus and transportation in Fund 177	+	180,000.00
	34755	MNE	Assigned for Education - Maintenance Equipment	60,000.00	
	99100	590	MNE Transfers to Other Funds - MNE	+	60,000.00
	34755	PLY	Assigned for Education - Playground Maintenance	250,000.00	
	72610	399	PLY Maint. of Plant - Other Contracted Services-Playgrounds	+	250,000.00
				1,252,106.77	1,252,106.77
To move existing reserve amounts to an expenditure line for FY25					

Item 11	Office of Principal			Debit	Credit
	72410	204	State Retirement	25,000.00	
	72410	399	Other Contracted Services - Copiers for schools	+	25,000.00
				25,000.00	25,000.00
Additional allocation for copier charges for schools					

JEFFERSON COUNTY SCHOOLS
Fund 141 - General Purpose Funds
Budget Amendment #1
September 2024

School Board Approval 9/5/2024
 Budget Committee Approval _____
 County Commission Approval _____

FUND BALANCE TOTAL + \$ _____
 RESERVE BALANCE TOTAL - 7,068,918.77

Item 12	Career & Technical Education - Innovative School Models Grant				Debit	Credit
	46790		945	Revenue - Other Vocational	1,129,533.84	
	71100	116	945	Teachers		108,552.00
	71100	201	945	Social Security		6,309.59
	71100	204	945	State Retirement		9,159.08
	71100	206	945	Life Insurance		109.80
	71100	207	945	Health Insurance		20,669.02
	71100	208	945	Dental Insurance		544.00
	71100	212	945	Employer Medicare		1,526.52
	71300	116	945	Teachers	96,728.00	
	71300	195	945	Certified Substitutes		3,400.00
	71300	198	945	Non-certified Substitutes		16,500.00
	71300	201	945	Social Security		21,650.15
	71300	204	945	State Retirement		32,271.75
	71300	206	945	Life Insurance		439.20
	71300	207	945	Health Insurance		43,541.25
	71300	208	945	Dental Insurance		1,632.00
	71300	212	945	Employer Medicare		5,238.02
	71300	429	945	Instructional Supplies		162,500.00
	71300	471	945	Software		18,000.00
	71300	499	945	Other Supplies and Materials		68,000.00
	71300	599	945	Other Charges		490,699.46
	71300	730	945	Vocational Equipment		180,000.00
	72230	355	945	Travel		19,000.00
	72230	524	945	In-service/Staff Development		11,000.00
	76100	707	945	Buiding Improvements		5,520.00
					<u>1,226,261.84</u>	<u>1,226,261.84</u>
To accept and allocate ISM grant funds as approved by TNDOE in ePlan.						

Item 13	Special Education - Medicaid Reimbursements				Debit	Credit
	34655		201	Committed for Education - Medicaid Reimbursements	15,000.00	
	72220	312	201	Contracts with Private Agencies		15,000.00
					<u>15,000.00</u>	<u>15,000.00</u>
Funds from reserve account to pay contracts with private agencies for vision, orientation and mobility services to align with student IEPs.						

Item 14	Transfers Out to Fund 177				Debit	Credit
	34655		PEC	Committed for Education - Piedmont Elem. Construction	667,380.00	
	34675		TER	Committed for Capital Outlay - Talbott Renovations	1,000,000.00	
	99100	590	PEC	Transfers to Other Funds (to Fund 177 Capital Projects)		667,380.00
	99100	590	TER	Transfers to Other Funds (to Fund 177 Capital Projects)		1,000,000.00
					<u>1,667,380.00</u>	<u>1,667,380.00</u>
Recommended transfer out funds to Fund 177 Education Capital Projects for the Talbott Elementary Renovations Project and paving						

Item 15	Career and Technical Education				Debit	Credit
	71300	422	300	Food supplies		1,700.00
	71300	429	300	Instructional supplies	700.00	
	72230	399	300	Other Contracted Services	1,000.00	
					<u>1,700.00</u>	<u>1,700.00</u>
Funds to support Culinary Arts program and Advisory Council						

JEFFERSON COUNTY SCHOOLS
Fund 141 - General Purpose Funds
Budget Amendment #2

October 2024

School Board Approval	<u>9/23/2024</u>	FUND BALANCE TOTAL	-	<u>\$ 75,000.00</u>
Budget Committee Approval	<u> </u>	RESERVE BALANCE TOTAL	-	<u>0.00</u>
County Commission Approval	<u> </u>			

Item 1	Capital Projects				Debit	Credit
	39000			Unassigned Fund Balance	-	75,000.00
	76100	304	JES	Architects - Jefferson Elem. Scope of Work	+	75,000.00
						<u>75,000.00</u>
						<u>75,000.00</u>
Blankenship chosen as an architectural firm to provide a detailed, itemized estimate cost and timeline per approved Scope of Work for Jefferson Elementary School						

JEFFERSON COUNTY SCHOOLS
Fund 141 - General Purpose Funds
Budget Amendment #3
October 2024

School Board Approval	10/3/2024	FUND BALANCE TOTAL	+	\$ <u> </u>
Budget Committee Approval		RESERVE BALANCE TOTAL	-	\$ <u> 700,000.00 </u>
County Commission Approval				

Item 1	Special Education				Debit	Credit
	47600	795	Federal revenue - UT Retention grant	+	9,999.00	
	72220	124	795 Psychological personnel	+		9,999.00
					9,999.00	9,999.00
	University of Tennessee award grant for recruitment and retention of psychological personnel					

Item 2	Education Capital Projects				Debit	Credit
	34655		LVS Committed for Education - Livestock Steel Structure	-	200,000.00	
	99100	590	LVS Transfers to Other Funds (to Fund 177 - LVS)	+		200,000.00
	34755		SAS Assigned for Education - Safety and Security	-	200,000.00	
	76100	707	SAS Capital Improvements - Safety and Security	+		200,000.00
					400,000.00	400,000.00
	To move already approved reserve amounts to correct account for expenditure in FY24-25.					

Item 3	Regular Instruction				Debit	Credit
	71100	116	Teachers	-	5,000.00	
	72210	399	020 Other Contracted Services	+		5,000.00
					5,000.00	5,000.00
	To replace vacant Spanish teacher with seats at Niswonger online in January 2025.					

Item 4	Office of Principal				Debit	Credit
	72410	435	020 Office Supplies	-	16.00	
	72310	320	020 Dues and Memberships	+		16.00
	72310	322	020 Evaluation and Testing	-	2,000.00	
	72410	499	020 Other Supplies and Materials	+		2,000.00
					2,016.00	2,016.00
	To offset increase in cost of ASCD membership renewal and to support school-community partnerships					

Item 5	Other Student Support				Debit	Credit
	72130	322	020 Evaluation and testing	-	7,000.00	
	72210	524	015 In-service/Staff Development	+		7,000.00
	72130	322	020 Evaluation and Testing	-	450.00	
	72310	599	020 Other Charges	+		450.00
					7,450.00	7,450.00
	To provided professional learning opportunity for district-wide ELA Coaches, Learning Forward Conference, Denver, CO					
	To offset anticipated increase in cost of Standard Banner Community Guide 2025 ad					

Item 6	Regular Instruction				Debit	Credit
	34755		250 Assigned for Education - Tech - Student devices	-	300,000.00	
	71100	722	250 Regular Instruction Equipment -student devices	+		300,000.00
					300,000.00	300,000.00
	To move reserved amount to an expenditure line for FY24-25.					

JEFFERSON COUNTY SCHOOLS
Fund 141 - General Purpose Funds
Budget Amendment #4
October 2024

School Board Approval	<u>10/3/2024</u>	FUND BALANCE TOTAL	-	\$ 3,000,000.00
Budget Committee Approval	<u> </u>	RESERVE BALANCE TOTAL	-	0.00
County Commission Approval	<u> </u>			

Item 1	Capital Projects		Debit	Credit
	39000 Unassigned Fund Balance	-	1,000,000.00	
	99100 590 TER To Fund 177 - Capital Projects - Building Improvements- Talbott Renovations	+		1,000,000.00
			1,000,000.00	1,000,000.00
	School Board approved motion to move funds from Unassigned Fund Balance to Talbott Renovations project.			

Item 2	Capital Projects		Debit	Credit
	39000 Unassigned Fund Balance	-	2,000,000.00	
	34655 JEC Committed for Education - Jefferson Elementary	+		2,000,000.00
			2,000,000.00	2,000,000.00
	School Board approved motion to move funds from Unassigned Fund Balance to add to reserve amount for Jefferson Elementary.			

JEFFERSON COUNTY SCHOOLS
Fund 142 - Federal Funds
Budget Amendment #1
September 2024

School Board Approved: 9/5/2024
 Budget Com. Approved: _____
 County Commission Approved: _____

Item 1	Carl Perkins Basic			Debit	Credit
801	47131		Revenue	-	2,335.14
801	71300	116	Teachers	8,849.66	
801	71300	189	Other Salaries & Wages	6,900.01	
801	71300	201	Social Security	1,137.68	
801	71300	204	State Retirement	1,303.46	
801	71300	212	Employer Medicare	275.24	
801	71300	499	Other Supplies and Materials	+	9,272.56
801	72130	599	Other Charges	+	4,358.35
801	72230	355	Travel	+	1,000.00
801	72710	146	Bus Drivers	+	2,500.00
801	99100	504	Indirect Cost	-	1,000.00
				19,466.05	19,466.05
To align FY25 accounts with approved TNDOE ePlan budget.					

Item 2	CTE Perkins Reserve			Debit	Credit
806	47131		Revenue	50,000.00	
806	71300	189	Other Salaries & Wages	+	5,120.00
806	71300	201	Social Security	+	317.44
806	71300	204	State Retirement	+	563.20
806	71300	212	Employer Medicare	+	76.80
806	71300	429	Instructional Supplies	+	3,800.00
806	71300	499	Other Supplies and Materials	+	7,500.00
806	71300	730	Vocational Instruction Equipment	+	30,011.16
806	72130	146	Bus Drivers	+	2,200.00
806	72130	201	Social Security	+	136.40
806	72130	204	State Retirement	+	242.00
806	72130	212	Employer Medicare	+	33.00
				50,000.00	50,000.00
To align FY25 accounting records with approved TNDOE ePlan budget.					

Item 3	IDEA Partnership for Systemic Change (K-12)			Debit	Credit
892	47143		Revenue	100,000.00	
892	71200	725	Special Ed Equipment	+	7,000.00
892	72220	524	In Service/Staff Development	+	8,000.00
892	72710	425	Gasoline	+	1,000.00
892	72710	729	Transportation	+	84,000.00
				100,000.00	100,000.00
Recognize IDEA Partnership for Systemic Change Grant					

JEFFERSON COUNTY SCHOOLS
Fund 142 - Federal Funds
Budget Amendment #2
September 2024

School Board Approved: 9/5/2024
 Budget Com. Approved: _____
 County Commission Approved: _____

Item 1

ESSER 3.0					Debit	Credit
937	47401		Revenue	+	151,509.45	
937	71100	430	Textbooks - Electronic	+		106,264.97
937	71100	449	Textbooks - Bound	+		45,244.48
					151,509.45	151,509.45
Receive additional ESSER 3.0 Funds. Allocated to reimburse general funds for Textbooks and software						

JEFFERSON COUNTY SCHOOLS
Fund 142 - Federal Funds
Budget Amendment #3
October 2024

School Board Approved: _____
 Budget Com. Approved: _____
 County Commission Approved: _____

Item 1	IDEA- Part B				Debit	Credit
	902	47143	Revenue	+	364,353.50	
	902	71200 429	Instructional Supplies and Materials	+		5,000.00
	902	72220 322	Evaluation and Testing	+		7,000.00
	902	72220 524	Staff Development	+		10,000.00
	902	72220 355	Travel	+		5,000.00
	902	71200 163	Educational Assistants	+		337,353.50
					364,353.50	364,353.50
	Allocation of Carryover Funds					

Item 2	Consolidated Administration				Debit	Credit
	012	47141	Revenue	+	6,480.92	
	012	72210 105	Supervisor/Director	+		4,840.00
	012	72210 162	Clerical Personnel	+		979.31
	012	72210 201	Social Security	+		303.57
	012	72210 204	State Retirement	-	1,261.17	
	012	72210 207	Medical Insurance	+		555.75
	012	72210 212	Employer Medicare Liability	+		13.46
	012	72210 499	Other Supplies And Materials	+		500.00
	012	72210 524	Staff Development	+		1,550.00
	012	99100 504	Indirect Cost	-	1,000.00	
					8,742.09	8,742.09
	Allocation of Carryover Funds and to align with ePlan					

Item 3	Consolidated Title I-D				Debit	Credit
	104	47141	Revenue	+	91,668.60	
	104	71150 429	Instructional Supplies & Materials	+		1,868.60
	104	71150 790	Other Equipment	+		36,800.00
	104	72130 399	Other Contracted Services	+		52,000.00
	104	99100 504	Indirect Cost	+		1,000.00
					91,668.60	91,668.60
	Allocation of Carryover and bring in grant award					

JEFFERSON COUNTY SCHOOLS
Fund 142 - Federal Funds
Budget Amendment #3
October 2024

School Board Approved: _____

Budget Com. Approved: _____

County Commission Approved: _____

Item 4

Consolidated Title IV				Debit	Credit
402	47590	Revenue	+	5,895.28	
402	72120	189 Other Salaries & Wages	-	62,880.00	
402	72120	201 Social Security	-	3,898.56	
402	72120	204 State Retirement	-	6,916.80	
402	72120	206 Life Insurance	-	73.20	
402	72120	207 Medical Insurance	-	19,298.12	
402	72120	208 Dental Insurance	-	504.00	
402	72120	212 Employer Medicare Liability	-	943.20	
402	72120	524 Professional Development	-	2,029.23	
402	72130	189 Other Salaries & Wages	+		66,780.00
402	72130	201 Social Security	+		4,140.36
402	72130	204 State Retirement	+		7,345.80
402	72130	206 Life Insurance	+		73.20
402	72130	207 Medical Insurance	+		20,140.36
402	72130	208 Dental Insurance	+		504.00
402	72130	212 Employer Medicare Liability	+		925.44
402	72210	524 Professional Development	+		3,000.00
402	99100	504 Indirect Cost	-	470.77	
				102,909.16	102,909.16
Allocation of Carryover Funds and adjust expenditures between functions					

Item 5

Consolidated Title I (continued on page 3)				Debit	Credit
102	47141	Revenue	-		82,473.29
102	71100	163 Educational Assistants	-	5,232.65	
102	71100	186 Longevity Pay	-	4,555.38	
102	71100	189 Other Salaries & Wages	+		106.86
102	71100	201 Social Security	+		1,373.23
102	71100	204 State Retirement	+		4,129.95
102	71100	206 Life Insurance	+		56.64
102	71100	207 Medical Insurance	+		16,661.66
102	71100	208 Dental Insurance	+		1,512.00
102	71100	212 Employer Medicare Liability	-	89.87	
102	71100	429 Instructional Supplies & Materials	+		42,897.33
102	71100	722 Regular Instruction Equipment	+		48,932.03
102	72130	186 Longevity Pay	-	1,700.00	
102	72130	189 Other Salaries & Wages	-	59,932.95	

JEFFERSON COUNTY SCHOOLS
Fund 142 - Federal Funds
Budget Amendment #3
October 2024

School Board Approved: _____

Budget Com. Approved: _____

County Commission Approved: _____

Item 5	Consolidated Title I (Continued)			Debit	Credit
Continued	102	72130	201 Social Security	-	3,815.52
	102	72130	204 State Retirement	-	6,769.47
	102	72130	206 Life Insurance	-	146.40
	102	72130	207 Medical Insurance	-	22,090.04
	102	72130	208 Dental Insurance	-	504.00
	102	72130	212 Employer Medicare Liability	-	923.11
	102	72130	355 Travel	-	2,000.00
	102	72130	399 Other Contracted Services	+	700.00
	102	72130	524 Staff Development	+	1,200.00
	102	72130	599 Other Charges	-	92.74
	102	72130	790 Other Equipment	-	800.00
	102	72210	172 Instructional Coaches	+	286,467.00
	102	72210	186 Longevity Pay	-	350,000.00
	102	72210	189 Other Salaries & Wages	-	40,000.00
	102	72210	201 Social Security	-	7,739.04
	102	72210	204 State Retirement	-	15,585.64
	102	72210	206 Life Insurance	-	80.20
	102	72210	207 Medical Insurance	-	11,711.85
	102	72210	208 Dental Insurance	-	63.00
	102	72210	212 Employer Medicare Liability	-	1,846.23
	102	72210	524 Staff Development	+	19,168.10
	102	99100	504 Indirect Cost	+	30,000.00
				<u>535,678.09</u>	<u>535,678.09</u>
Allocation of Carryover Funds and adjust to align with ePlan					

JEFFERSON COUNTY SCHOOLS
Fund 142 - Federal Funds
Budget Amendment #3
October 2024

School Board Approved: _____
 Budget Com. Approved: _____
 County Commission Approved: _____

Item 6	Consolidated Title III			Debit	Credit
302	47146	Revenue	+	24,107.52	
302	71100	186 Longevity Pay	+		177.88
302	71100	189 Other Salaries & Wages	+		19,655.34
302	71100	201 Social Security	+		1,218.63
302	71100	204 State Retirement	+		2,181.66
302	71100	206 Life Insurance	+		30.21
302	71100	207 Medical Insurance	+		6,982.05
302	71100	208 Dental Insurance	+		126.00
302	71100	212 Employer Medicare Liability	+		285.00
302	72130	186 Longevity Pay	-	144.00	
302	72130	189 Other Salaries & Wages	-	17,720.00	
302	72130	201 Social Security	-	1,110.00	
302	72130	204 State Retirement	-	1,350.00	
302	72130	206 Life Insurance	-	25.00	
302	72130	207 Medical Insurance	-	3,100.00	
302	72130	208 Dental Insurance	-	130.00	
302	72130	212 Employer Medicare Liability	-	260.00	
302	72130	499 Other Supplies And Materials	+		16,384.16
302	72130	524 Staff Development	+		1,319.56
302	72130	790 Other Equipment	-	500.00	
302	72710	146 Bus Drivers	-	8.00	
302	72710	201 Social Security	-	4.30	
302	72710	212 Employer Medicare Liability	-	1.67	
302	99100	504 Indirect Cost	+		100.00
				48,460.49	48,460.49
Allocation of Carryover Funds					

JEFFERSON COUNTY SCHOOLS
Fund 177 - School Capital Projects
Budget Amendment #1
September 2024

School Board Approval	9/5/2024	FUND BALANCE TOTAL	+	\$ -
Budget Committee Approval		RESERVE BALANCE TOTAL	-	637,941.97
County Commission Approval				

Item 1	Education Capital Projects					Debit	Credit
	49800	RHV	Transfers In	+		3,782,992.00	
	91300	707	RHV Building Improvements - Rush Strong HVAC	+			3,782,992.00
						3,782,992.00	3,782,992.00
Transfer in Funds from 141 for the Rush Strong HVAC Project. Capital projects best accounted for in Fund 177.							

Item 2	Education Capital Projects					Debit	Credit
	49800	TER	Transfers In	+		1,000,000.00	
	91300	707	TER Building Improvements - Talbott Elem. Renovations	+			1,000,000.00
						1,000,000.00	1,000,000.00
Transfer in Talbott Renovation funds from 141 to Fund 177 for Capital Projects: Talbott Elementary Renovation							

Item 3	Education Capital Projects					Debit	Credit
	49800	PEC	Transfers In	-		667,380.00	
	91300	707	TER Building Improvements - Talbott Elem. Renovations	+			362,058.03
	91300	707	PAV Building Improvements - Paving	+			305,321.97
						667,380.00	667,380.00
Transfer in Funds from 141 Piedmont project savings to Fund 177 for Talbott Renovations and paving projects							

Item 4	Education Capital Projects					Debit	Credit
	34685	PEC	Committed for Capital Projects - Piedmont Elementary Cor	-		637,941.97	
	91300	707	TER Building Improvements - Talbott Elem. Renovations	+			637,941.97
						637,941.97	637,941.97
Reserved savings from Piedmont project to be applied to Talbott Elementary Renovations.							

Item 5	Education Capital Projects					Debit	Credit
	49800	CUL	Transfers In - Culinary Arts-CTE	+		200,000.00	
	91300	707	CUL Building Improvements - Culinary Arts-CTE	+			200,000.00
	49800		NMR Transfers In - New Market Roof	+		150,000.00	
	91300	707	NMR Building Improvements - New Market Roof	+			150,000.00
	49800		TRN Transfers In - Transportation	+		180,000.00	
	91300	718	TRN Building Improvements - SPED Bus + Explorer for TN Deaf	+			180,000.00
	49800		MNE Transfers In - Maintenance Equipment	+		60,000.00	
	91300	718	MNE Building Improvements - Maintenance Truck	+			60,000.00
						590,000.00	590,000.00
Reserved funds from capital projects in Fund 141 FY 23-24 moving to Fund 177 for FY 24-25							

JEFFERSON COUNTY SCHOOLS
Fund 177 - School Capital Projects
Budget Amendment #2
October 2024

School Board Approval	10/3/2024	FUND BALANCE TOTAL	-	\$ _____
Budget Committee Approval	_____	RESERVE BALANCE TOTAL	-	_____ 0.00
County Commission Approval	_____			

	Education Capital Projects		Debit	Credit
Item 1	49800 LVS Transfers In - Livestock Structure	+	200,000.00	
	91300 707 LVS Building Improvements - LVS	+		200,000.00
			200,000.00	200,000.00
Transfer in Livestock Structure funds from 141 to Fund 177 for Capital Projects				

JEFFERSON COUNTY SCHOOLS
Fund 177 - School Capital Projects
Budget Amendment #3
October 2024

School Board Approval 10/3/2024
 Budget Committee Approval _____
 County Commission Approval _____

Item 1	Education Capital Projects				Debit	Credit
	49800	TER	Transfers In - Talbott Elementary Renovations	+	1,000,000.00	
	91300	707	TER Building Improvements - Talbott Elementary Renovations	+		1,000,000.00
					<u>1,000,000.00</u>	<u>1,000,000.00</u>
Transfer in additional funds for Talbott Elementary Renovations from 141 to Fund 177 for Capital Projects						

Interlocal Contract - Interstate
Between Harris County Department of Education
& Jefferson County Government & Schools

Pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, this Interstate Contract ("Contract") is made and entered into by and between the Harris County Department of Education ("HCDE"), located in Houston, Texas, and the Jefferson County Government & Schools ("Entity"), located in Dandridge, TN, for the purpose of allowing Entity to purchase services under the same terms, conditions, and prices as are available to all participants of HCDE's Choice Partners cooperative.

Preamble

HCDE is a local governmental entity established to promote education in Harris County, Texas and is also duly authorized to provide programs and services in the State of Texas and to agencies of other states, pursuant to Texas Government Code § 791.011(b)(2). Both HCDE and Entity desire to set forth, in writing, the terms and conditions of their agreement.

General Terms and Conditions

In consideration of the mutual covenants and conditions contained in this Contract and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties intending to be legally bound agree as follows:

1. **Term.** This Contract is effective from the date of the first signature and shall automatically renew unless either party gives thirty (30) days prior written notice of non-renewal. This Contract may be terminated by either party with or without cause with thirty (30) days written notice. See other means of terminating the contract in Article 11, below. Any such notice shall be sent according to Article 8.
2. **Agreement.** The terms of this Contract shall apply and will be considered a part of any Addendum for programs and services delivered by HCDE. This Contract and the attached and incorporated Addendum, purchase orders, or exhibits, if any, contain the entire agreement of the parties and there are no representations, agreements, arrangements, or undertakings, oral or written, between the parties to this Contract other than those set forth in this Contract and duly executed in writing.
3. **Purpose and Scope of Work.**
 - A. HCDE:**
 - Represents that it has secured the vendor(s)' agreement to provide commodities and/or services to its non-Texas members under the terms, conditions, and prices as contracted for Texas governmental entities.
 - Represents that it has reviewed the contract(s) and determined that it complies with any and all applicable rules, regulations, and statutes applicable to competitive procurement and cooperative purchasing in the State of Texas.
 - B. Entity:**
 - Agrees that it is Entity's responsibility to ensure that its State's rules, regulations, and statutes applicable to competitive procurement and cooperative purchasing allow Entity's participation in out-of-state contracts.
 - Agrees that it shall issue any and all purchase orders or other applicable authorizations for purchases made on its behalf to Choice Partner's vendors.
 - Agrees that it shall provide Choice Partners with a copy of any contract or purchase order based on a Choice Partners contract.

- Agrees to follow the terms and conditions of each independent contract or purchase orders for each Choice Partner vendor.
4. As is. HCDE makes this Contract available to Choice Partners participating entities “as is” and are under no obligation to revise the terms, conditions, scope, prices, and/or any other requirements of the Contract for the benefit of Entity.
 5. Assignment. Neither this Contract nor any duties or obligations entered in subsequent contracts because of this agreement shall be assignable by either party without the prior written acknowledgment and authorization of both parties.
 6. Conflict of Interest. During the Term of HCDE’s service to Entity, Entity, its personnel and agents, shall not, directly or indirectly, whether for Entity’s own account or with any other person or entity whatsoever, employ, solicit or endeavor to entice away any person who is employed by HCDE.
 7. Contract Amendment. This Contract shall not be altered, changed, or amended except by the mutual agreement of all parties in writing to be attached to and incorporated into this Contract.
 8. Notice. Any notice provided under the terms of this Contract by either party to the other shall be in writing and shall be sent by **certified mail, return receipt requested**. Notice to shall be sufficient if made or addressed as follows:

Harris County Department of Education
 Attn: James Colbert, Jr.
 County School Superintendent
 6300 Irvington Blvd.
 Houston, Texas 77022
 Phone: 713-694-6300

Entity: Jefferson County Government & Schools
 Attn: Julie Anglea
 Title: Purchasing Agent
 Address: PO Box 1749
 City, State, Zip: Dandridge, TN 37725
 Phone: 865-397-4922 ext. 2115
 Email: janglea@jeffersoncountyttn.gov

9. Relation of Parties. It is the intention of the parties that Entity is independent of HCDE and is not an employee, agent, joint venturer, or partner of HCDE and nothing in this Contract shall be interpreted or construed as creating or establishing the relationship of employer and employee, agent, joint venturer or partner, between HCDE and Entity or HCDE and any of Entity’s agents.
10. Non-Exclusivity of Services. Nothing in this Contract may be construed to imply that HCDE has exclusive right to provide Entity these services. During the Term of Contract, Entity reserves the right to use all available resources to procure other services as needed and, in doing so, will not violate any rights of HCDE.
11. Termination. This Contract may be terminated prior to the expiration of the Term hereof as follows:
 - By Entity upon 30 days notice if the work/service is not provided in a satisfactory and proper manner after a remedy has been reported and discussed;
 - By mutual written agreement of the parties, upon thirty (30) days prior notice;
 - By either party by giving thirty (30) days written notice to the other party; or
 - By either party immediately if the other party commits a material breach any of the terms of this Contract and no remedial action can be agreed upon by the parties.
12. Master Contract. This Contract can be utilized as the Master Contract. The general terms and conditions in this Contract will serve to outline the working relationship between HCDE and

Entity. Both parties agree to allow the Entity to use any or all of the following programs and/or services with no charge from HCDE including Choice Partners.

Entity agrees to adhere to the terms and conditions set forth for the programs and/or services as contracted under these programs. All other programs and/or services provided by HCDE requiring a fee will need an addendum to the approved Master Interstate Contract. The specific terms and conditions of the addendum will govern that individual contract. In the case of a conflict between the Contract and any addendum, the provisions of the addendum will govern.

13. Severability. In the event that any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the Contract shall be construed as if such invalid, illegality, or unenforceable provision had never been contained in it.
14. Authorization. Each party acknowledges that the governing body of each party to the Contract has authorized this Contract.
15. Benefit for Signatory Parties Only. Neither this Contract, nor any term or provisions hereof, nor any inclusion by reference, shall be construed as being for the benefit of any party not in signatory hereto.

In witness whereof, HCDE and Entity have executed this Contract to be effective on the date specified in Article 1. Term above:

Jefferson County Government & Schools
Entity Name

Harris County Department of Education

Signature
Jessica Elder
Printed Name

James Colbert, Jr.

Finance Director
Title

County School Superintendent

Date

Date: _____

Jefferson County, TN

2025-2026

Budget Assumptions and Guidelines

The Finance Director and Budget Committee request that Department Heads and Elected Officials submit a zero-based budget. This will require you to thoroughly re-evaluate each individual line item.

A complete justification of your proposed staffing level will be required.

The Finance Office will calculate all related payroll lines after your staffing has been established.

All capital expenditures for the County Facilities should be coordinated through Jeff Denton and/or Facilities Committee. A 3-year projection of capital expenditures is required along with forms required by the Capital Projects Policy.

Assumptions (compared to 24-25 estimated actual unless otherwise noted)

- 8.0% increase for property/casualty and workers compensation insurance.
- 5.0% increase for employee health insurance for the second half of 2025-2026.
- 2.5% Cost of Living Adjustment per SSA will be applied to employees with the exception of elected and appointed officials as guided by CTAS.
- 3.5% average increase in Utilities.
- Contact your major vendors for other estimates.

The Finance Director will present a proposed balanced County budget to the Budget Committee on April 28, 2025, for review.

**Jefferson County Budget 2025-2026
Calendar of Meetings and Deadlines
Courthouse Main Courtroom**

Date	Day	Time	Purpose
October 15, 2024	Tuesday	5:00 P.M.	Budget Committee meets to set procedures and approve meeting calendar and guidelines
January 9, 2025	Thursday	9:00 A.M.	Finance Director, County Mayor, Director of Schools and Budget Committee Chair to meet with Department Heads to provide budget assumptions and budget rules
February 24, 2025	Monday	4:00 P.M.	1st draft of County Capital projects due to Finance Department
March 3, 2025	Monday	4:00 P.M.	1st draft of Operating Budget (School and County) due to Finance Department
March 7, 2025	Friday	4:00 P.M.	Non-Profit Requests due to Finance Department
* March 24, 2025	Monday	5:30 P.M.	Budget Committee meeting to review Non-Profits, Capital Projects & Debt Service Fund. Non-Profit presentations to Budget Committee.
March 27, 2025	Thursday	8:00 A.M.	School Board to pick up 1st draft of school budget at Central Office
April 3, 2025	Thursday	5:30 P.M.	School Board to review budget
April 10, 2025	Thursday	5:30 P.M.	Special Called School Board Meeting to approve budget
April 17, 2025	Thursday	8:00 A.M.	Budget Committee members will be emailed 1st consolidated budget (including schools) as well as paper copies available upon request in County Mayor's Office between 8:00 A.M. and 4:00 P.M.
* April 28, 2025	Monday	5:30 P.M.	1st Budget Committee meeting to review all budgets (including Schools)
* May 12, 2025	Monday	5:30 P.M.	2nd Budget Committee meeting to review all budgets (including Schools)
* May 19, 2025	Monday	5:30 P.M.	3rd Budget Committee meeting for final review of all budgets and prepare recommendations to CLB
May 29, 2025	Thursday	11:00 A.M.	Notice of Public Hearing published in local paper
June 6, 2025	Friday	8:00 A.M.	County Commission members will be emailed consolidated budget (including schools) as well as paper copies available upon request in County Mayor's Office between 8:00 A.M. - 4:00 P.M. Proposed budget published in local paper.
* June 26, 2025	Thursday	6:15 P.M.	Budget Committee special called meeting - Public Hearing
** June 26, 2025	Thursday	6:30 P.M.	County Commission Special Called Meeting - FY 25-26 Budget passed by CLB & Approval of Final Budget Amendments for FY 24-25

Budget Committee meeting

* *Budget Committee meeting on day other than a schedule County Commission meeting*

** *County Commission meeting on day other than a quarterly scheduled County Commission meeting*

All Budget Committee meetings will be at the County Courthouse

Hello

I'm Marissa King

5654 Brights Pike Russellville, TN 37860
(423) 836-3442
marissa.n.king92@gmail.com

Skills

I am a very organized and motivated worker. I like to accomplish tasks in a timely manner and can communicate efficiently. Also, familiar with clinical and Emergency Settings. Microsoft Excel, Powerpoint, and Office are tools that I can navigate competently and can confidently handle a leadership role if needed. I worked under a medical physician in the guard for 9 years and was the Non-Commissioned Officer in Charge (NCOIC) for 3 of them.

Experience

2010 - 2014 Tennessee Army National Guard

Tennessee Army National Guard, Chattanooga, TN - Emergency Care Sergeant

- Three Army Achievement Medals.
- I oversee lower enlisted combat medics in the Medical Section as Section Chief. •
In charge of training, inventory, and over \$500,000 in equipment.
- Part-Time Environment (1 Weekend per month, 2 weeks per year)
- Teaching soldiers about medical intervention tactics, medical terminology, NREMT and NAEMT requirements, and Tennessee state medical laws.
- Involved in NIMS, FEMA, and ICS systems.

2011 - 2012 Chattanooga, TN

Lifeguard Ambulance Service, Chattanooga, TN - EMT-IV

- Fema certification, CPR Certification, NREMT, EMT-IV, CPAP, and BLS
- Administered immediate care in emergency situations.
- Transported urgent and nonurgent patients to their next location.

2012 - 2014 Chattanooga, TN

Tennessee Army National Guard, Cleveland, TN - Recruiter, Nominee

- Reaching out to prospective applicants through community events, social media, and through phone interaction.
- Processed Applicants into the Tennessee Army National Guard and helped applicants with guidance, leadership, paperwork, and oversight. State funding was cut.

2014 - 2015 Chattanooga, TN

Tennova Emergency Room Cleveland, TN - Secretary, PCT

- In charge of paperwork, computer systems, and tracking patients.
- Part of job responsibilities include data entry and filing.

- Help Nurses with any administrative needs.
- Took all Nursing classes and decided not to take NCLEX

Work Experience - 2012 - Present

McMinn Co. Veteran Services Athens, TN – *Veteran Service Officer*

- Filed claims with Veteran's affairs for veterans.
- Organized community outreach and recruiting of veterans for benefits available.
- Made correlations between veteran's service and medical conditions through evidence collecting and comparing to PACT act and in accordance with 38 CFR.

Education

2010-2012 – Bachelor's Degree

Kaplan University, Chattanooga TN – *Bachelor's of Health Care Administration*

Proposals, Case Studies, Grant Writing 4.0 GPA, and Honor Graduate.

2008-2010 – Associate's Degree

Kaplan University, Chattanooga TN – *Associate's of Health Sciences* EKG course, Medical

Terminology, Early Graduate, 115 Semester Hours, 3.89 GPA and Dean's List.

2006-2010 – High School

McMinn County High School, Athens, TN – *High School Diploma*

Honor Graduate, 3.96 GPA

2005-2006 – TN Training

Benchmark EMS – *AEMT certification*

CPR Refresher, TN State AEMT certification.

References

Charles Patterson- Professional- (706) 581-3588

Loretta Williams- Professional- (540)-226-5069

Richard Baxter- Professional- (423)-458-0944

RESOLUTION 2022-15

A RESOLUTION AMENDING THE “ZONING RESOLUTION OF JEFFERSON COUNTY, TENNESSEE” BY ESTABLISHING THE I-3 ZONING DISTRICT IN JEFFERSON COUNTY, TENNESSEE

WHEREAS, the Jefferson County Board of Commissioners, in accordance with Section 13-7-105 of the Tennessee Code Annotated, may amend the “Zoning Resolution of Jefferson County, Tennessee”; and

WHEREAS, the Jefferson County Regional Planning Commission, Dandridge Regional Planning Commission, Jefferson City Regional Planning Commission, and White Pine Regional Planning Commission have reviewed and made recommendations regarding the proposed amendment of the “Zoning Resolution of Jefferson County, Tennessee.”

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Jefferson County, Tennessee:

Section 1. Article 9 is hereby amended by adding Section 9.12. as follows.

9.12. Cryptocurrency Zoning District. The intent of this district is to establish areas in the county where cryptocurrency mining facilities can be located that have good sources of electricity and where the facilities will have minimal effect on residential and other sensitive properties.

A. Permitted Uses. Cryptocurrency Mining and related accessory uses and facilities.

Section 2. This resolution shall take effect from and after its passage, the public welfare requiring it.

Approved by the Jefferson County Regional Planning Commission: February 22, 2022.

Approved by the Dandridge Regional Planning Commission: April 12, 2022.

Approved by the Jefferson City Regional Planning Commission: March 28, 2022.

Approved by the White Pine Regional Planning Commission: March 15, 2022.

Public hearing held: October 15, 2024.

Date of Adoption by County Commission: _____, 2024.

Date Received by County Mayor: _____, 2024.

Votes:

_____ Yes _____ No _____ Abstain

Resolution 2022-15
Jefferson County
Page 2

Approved: _____ Date: _____, 2024.
Chairman County Commission

Attest: _____ Date: _____, 2024.
County Clerk

Approved: _____ Date: _____, 2024.
County Mayor

Vetoed: _____ Date: _____, 2024.
County Mayor

Veto
Override
Votes: _____
 Yes No Abstain

Veto
Override: _____ Date: _____, 2024.
Chairman County Commission

RESOLUTION 2022-16

A RESOLUTION AMENDING THE “ZONING RESOLUTION OF JEFFERSON COUNTY, TENNESSEE” BY DEFINING, PERMITTING, AND REGULATING CYRPTOCURENCY MINING FACILITIES IN THE I-3 ZONING DISTRICT OF JEFFERSON COUNTY, TENNESSEE

WHEREAS, the Jefferson County Board of Commissioners, in accordance with Section 13-7-105 of the Tennessee Code Annotated, may amend the zoning “Zoning Resolution of Jefferson County, Tennessee”; and

WHEREAS, the Jefferson County Regional Planning Commission, Dandridge Regional Planning Commission, Jefferson City Regional Planning Commission, and White Pine Regional Planning Commission have reviewed and made recommendations regarding the proposed amendment of the “Zoning Resolution of Jefferson County, Tennessee.”

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Jefferson County, Tennessee:

Section 1. Article 5 is hereby amended by adding the following definitions:

Cryptocurrency. Cryptocurrency is a digital currency designed to work as a medium of exchange through a computer network that is not reliant on any central authority, such as a government or bank, to uphold or maintain it. (Wikipedia)

Cryptocurrency Mining. Cryptocurrency mining is the process of using specialized computer equipment in the process of creating new coins in the blockchain by solving complex computations.

Section 2. Article 7, is hereby amended by adding Section 7.17. as follows.

7.17. Development Standards for Cryptocurrency Mining Facilities Cryptocurrency Mining Facilities shall meet the following requirements.

A. Minimum Lot Size. Minimum lot size is eight (8) acres.

B. Written Assurance of Available Power. An official signed letter or similar written document from the power distributor is required in conjunction with the site plan. This letter/document shall assure that there is adequate available power for the Cryptocurrency mining facility.

C. Site Requirements. The site must be accessible by emergency vehicles and the company is responsible for providing necessary access, water, wastewater, energy and other needed services or facilities for its safe operation.

D. Site Plan Requirement. A site plan is required for any proposed Cryptocurrency Mining Facilities prior to the beginning of construction, in accordance with Section 6.6.

E. Building Setback Requirements. All buildings or facilities housing Cryptocurrency mining and related activities shall be set back from property lines a minimum of four hundred (400) feet.

F. Maximum Sound Level. The sound level may not exceed sixty (60) decibels at the property lines. Excess sound mitigation may be necessary to achieve this requirement.

G. Surety for Site Cleanup. A bond or other surety acceptable to the planning commission is required to ensure cleanup of the site once operations cease. The amount of the surety shall be based on a legitimate bid or estimate to remove all facilities and equipment from the site. Driveways and similar improvements may remain at the discretion of the planning commission.

H. Disposal of Debris/Equipment/Materials. The disposal of computers, equipment, building materials, and other debris shall go to a landfill or similar operation outside of Jefferson County.

Section 3. This resolution shall take effect from and after its passage, the public welfare requiring it.

Approved by the Jefferson County Regional Planning Commission: February 22, 2022.

Approved by the Dandridge Regional Planning Commission: April 12, 2022.

Approved by the Jefferson City Regional Planning Commission: March 28, 2022.

Approved by the White Pine Regional Planning Commission: March 15, 2022.

Public hearing held: October 15, 2024.

Date of Adoption by County Commission: _____, 2024.

Date Received by County Mayor: _____, 2024.

Votes: _____
 Yes No Abstain

Approved: _____ Date: _____, 2024.
Chairman County Commission

Attest: _____ Date: _____, 2024.
County Clerk

Approved: _____ Date: _____, 2024.
County Mayor

Vetoed: _____ Date: _____, 2024.
County Mayor

Veto
Override
Votes: _____
Yes No Abstain

Veto
Override: _____ Date: _____, 2024.
Chairman County Commission

JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS

RESOLUTION 2024-23

**A RESOLUTION AMENDING THE “ZONING MAP OF
JEFFERSON COUNTY, TENNESSEE” BY REZONING
PROPERTY FROM A-1, AGRICULTURAL-FORESTRY
TO C-2, GENERAL COMMERCIAL**

WHEREAS, the Jefferson County Board of Commissioners, in accordance with Section 13-7-105 of the Tennessee Code Annotated, may amend the zoning resolution and the “Zoning Map of Jefferson County, Tennessee”; and

WHEREAS, the Jefferson County Regional Planning Commission has reviewed and made a recommendation regarding the proposed amendment of the “Zoning Map of Jefferson County, Tennessee.”

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Jefferson County, Tennessee:

Section 1. The “Zoning Map of Jefferson County, Tennessee” is hereby amended by rezoning a portion of parcel 016.04 (1 acre) of Jefferson County Tax Map 074 as depicted on the attached map, from to A-1, Agricultural Forestry to C-2, General Commercial.

Section 2. The property to be rezoned is located at Deep Springs Road in Dandridge, TN, and is owned by Nicolas & Brecklynn Sample.

Section 3. This resolution shall become effective from and after its passage, the public welfare requiring it.

Approved by the Jefferson County Regional Planning Commission: September 24, 2024.

Public hearing held: October 15, 2024.

Votes:

_____	_____	_____	_____
Yes	No	Abstain	Absent

Attest:

Frank C. Herndon – County Clerk

Date: _____

Approved:

Mark Potts – Jefferson County Mayor

Date: _____

Date of Adoption by County Commission: _____, 2024.

Date Received by County Mayor: _____, 2024.

Votes: _____
 Yes No Abstain

Approved: _____ Date: _____, 2024
Chairman County Commission

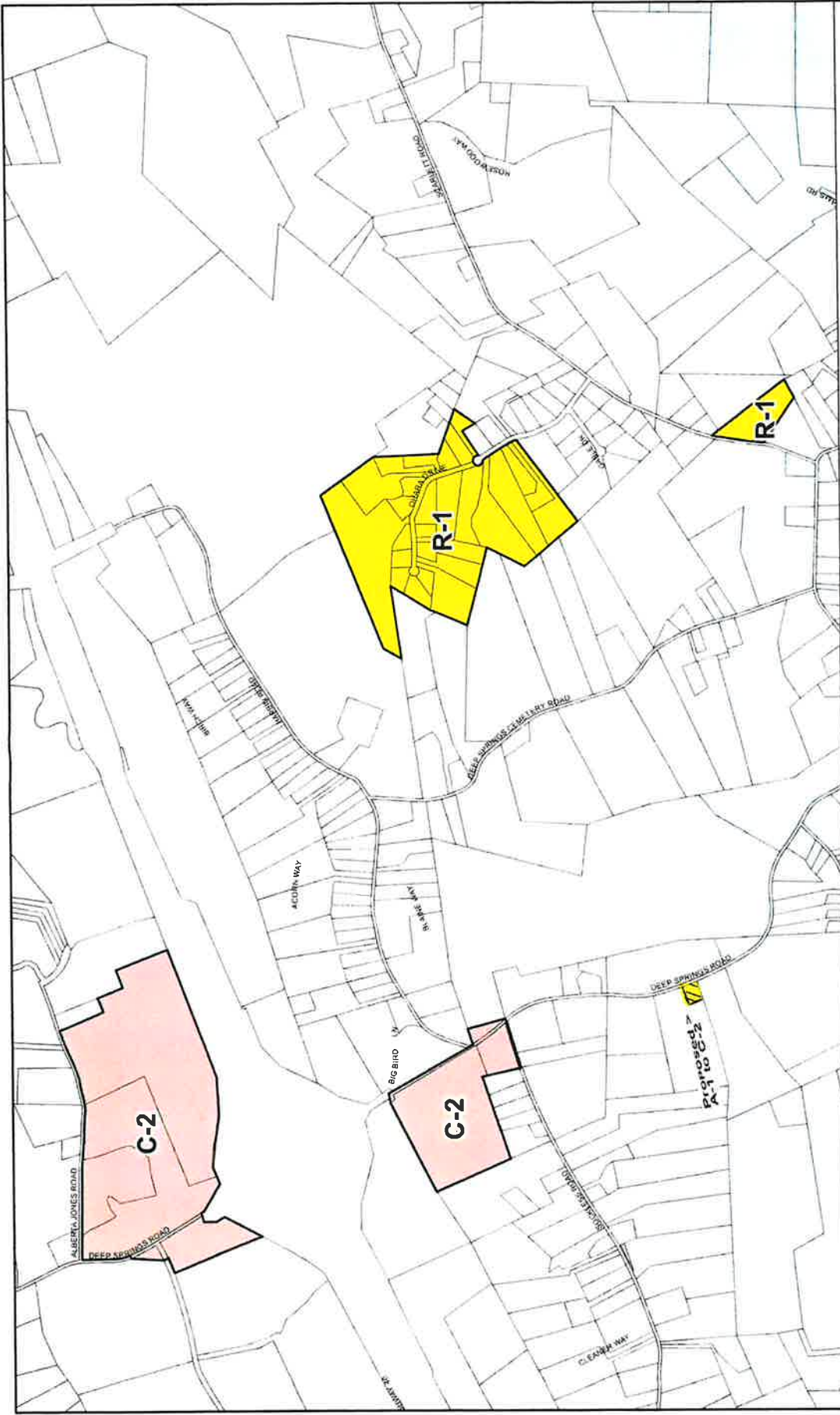
Attest: _____ Date: _____, 2024.
County Clerk

Approved: _____ Date: _____, 2024.
County Mayor

Vetoed: _____ Date: _____, 2024.
County Mayor

Veto
Override
Votes: _____
 Yes No Abstain

Veto
Override: _____ Date: _____, 2024.
Chairman County Commission

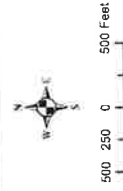


- Legend**
- Rural Resort:** [Symbol]
 - Neighborhood Commercial:** [Symbol]
 - General Commercial:** [Symbol]
 - Industrial:** [Symbol]
 - Environmental Industrial:** [Symbol]
 - Agricultural - Forestry:** [Symbol]
 - Rural Residential:** [Symbol]
 - High Density Residential:** [Symbol]
 - Corporate Limits:** [Symbol]
 - County Boundary:** [Symbol]

ZONING MAP

Jefferson County, Tennessee

ATLAS TILE: 074



Map prepared by:
 East Tennessee Development District
 Geographic Information Systems
 Alcoa, Tennessee
 Map Revised: October 2023
 This is not an engineering map.

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

RESOLUTION NO. 2024-24

**RESOLUTION DECLARING AS SURPLUS AND TO AUTHORIZE THE
MAINTENANCE GARAGE OF JEFFERSON COUNTY TO SURPLUS AND TRANSFER
SAID EQUIPMENT TO SANITATION DEPARTMENT**

WHEREAS, the use of visual monitoring devices has provided a tool for law enforcement to apprehend suspects and criminals; and

WHEREAS, the monitoring of neighborhoods and throughfares has resulted in the capture and prosecution of individuals for crimes in Jefferson County; and,

WHEREAS, law enforcement is able to utilize their resources and time more effectively to provide protection for Jefferson County residents; and,

WHEREAS, the State of Tennessee has a program to install visual surveillance devices and needs a document of support; and,

WHEREAS, Jefferson County has installed visual surveillance devices from a company named Flock Safety Security Cameras, which has been beneficial to the security of all residents; and,

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Jefferson County, Tennessee, meeting in regular session on the __ day of _____, 2024, as follows:

Jefferson County endorses the use of surveillance devices, particularly those produced by Flock Safety Security, on state and county roads and in the neighborhoods of Jefferson County to enhance the security and protection of all citizens.

This resolution is effective upon adoption, the welfare of Jefferson County requiring it.

Adopted and approved on _____, 20__.

Date Received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____ Absent: _____

Approved: _____ Date: _____
James E. Carmichael-Chairman County Commission

Attest: _____ Date: _____

Exhibit A

1999 2500 GMC 1GTGC24RXXF061051

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

**RESOLUTION NO. 2024-25
RESOLUTION ENDORSING THE USE OF VISUAL SURVEILLANCE DEVICES TO
ENHANCE LAW ENFORCEMENT IN JEFFERSON COUNTY**

WHEREAS, the use of visual monitoring devices has provided a tool for law enforcement to apprehend suspects and criminals; and

WHEREAS, the monitoring of neighborhoods and throughfares has resulted in the capture and prosecution of individuals for crimes in Jefferson County; and,

WHEREAS, law enforcement is able to utilize their resources and time more effectively to provide protection for Jefferson County residents; and,

WHEREAS, the State of Tennessee has a program to install visual surveillance devices and needs a document of support; and,

WHEREAS, Jefferson County has installed visual surveillance devices from a company named Flock Safety Security Cameras, which has been beneficial to the security of all residents; and,

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Jefferson County, Tennessee, meeting in regular session on the ___ day of _____, 2024, as follows:

Jefferson County endorses the use of surveillance devices, particularly those produced by Flock Safety Security, on state and county roads and in the neighborhoods of Jefferson County to enhance the security and protection of all citizens.

This resolution is effective upon adoption, the welfare of Jefferson County requiring it.

Adopted and Approved on _____, 20__.

Date Received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____ Absent: _____

Approved: _____ Date: _____
James E. Carmichael-Chairman County Commission

Attest: _____ Date: _____
Frank Herndon-County Clerk

Approved _____ Date: _____
Mark Potts-County Mayor

Vetoed: _____ Date: _____
Mark Potts-County Mayor

Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____ Absent _____

Veto Override: _____ Date: _____
James E. Carmichael-Chairman County Commission

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

RESOLUTION NO. 2024-26

**RESOLUTION AUTHORIZING AN ADDITIONAL MOTOR VEHICLE PRIVILEGE
TAX AND PROVIDING FOR THE DISPOSITION OF THE PROCEEDS THEREOF.**

WHEREAS, pursuant to Tennessee Code Annotated, §§5-8-102, et seq., as amended (the “Wheel Tax Act”), counties in Tennessee are authorized by resolution or referendum to levy and collect a motor vehicle privilege tax as a condition precedent to the operation of a motor vehicle within Jefferson County, Tennessee (the “County”); and Revenue; and

WHEREAS, under the provision of Resolution 99-11 adopted by the Board of Commissioners, the total motor vehicle privilege tax in Jefferson County currently is \$25.00 for each motor-driven vehicle and \$15.00 for each motorcycle, motor-driven bicycle and scooter (the “1999 Wheel Tax”); and

WHEREAS, an additional motor vehicle privilege approved by the Board of Commissioners pursuant to Resolution 2025-05 did expire on April 1, 2024, and the need for ongoing revenue sources continues to be very important to the County; and

WHEREAS, it is deemed necessary and advisable to provide for the adoption of an additional motor vehicle privilege tax be authorized pursuant to the Wheel Tax Act.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Jefferson County, Tennessee, meeting in regular session on the __ day of _____, 2024, as follows:

Section 1. A motor vehicle privilege tax, in addition to the 1999 Wheel Tax is hereby levied and shall be collected by the County pursuant to the Wheel Tax Act of \$25.00 for each motor-driven vehicle and \$15.00 for each motorcycle, motor-driven bicycle and scooter whose owner resides in the County for the privilege of using the public roads and highways of the County. Such tax shall not apply to farm tractors, self-propelled farm machines not usually used for operation upon public highways or roads, and motor driven vehicles owned by any governmental agency or governmental instrumentality, nor shall such tax be required to be paid by any disabled veteran who has one hundred percent (100%) permanent total disability from a service-connected cause or any former prisoner-of-war, as determined by the United States Veteran’s Administration or by any other person or entity except under applicable state law. Further, a veteran or active-duty service member of the armed services is exempt from the motor vehicle privilege tax imposed by this section or by private act for a motor-vehicle sold, given, or donated to the veteran or service member if: (A) The veteran or service member has a service -connected disability as described in 38 U.S.C. §3901; (B) The veteran or service member receives a grant from the United States department of Veterans Affairs pursuant to 38 U.S.C. §§ 3901-3904; and (C) The grant is used to provide or assist in providing the vehicle to the veteran or service member.

Section 2. That the duration or term for which the motor vehicle privilege tax is issued the method of collection, the proration of the amount chargeable for a period of either more or less than a calendar year interval and the grace period allowable shall be the same as that provided for in Section 55-4-104, Tennessee Code Annotated, as amended, for the payment of state motor vehicle registration fees for all such vehicles described therein. The payment of the motor vehicle privilege tax shall be evidenced by an emblem, sticker or receipt in the form of a decal to be appropriately displayed by affixing the same on the state license plate of such motor driven vehicle. The design of the emblem, sticker, or decal shall be determined by the County Clerk and the expense incident thereto, including obtaining proper receipts and other records necessary for the performance of the duties herein incumbent upon the County Clerk, shall be paid from the County general funds.

Section 3. The tax herein levied shall be paid to and collected by the County Clerk of the County, who is authorized by Tennessee Code Annotated, Section 67-4-103, to collect such privilege taxes. The County Clerk shall collect this tax at the same time he or she collects the state privilege tax levied upon the operation of a motor-driven vehicle over the public highways of this state. The County Clerk shall deduct a fee of five percent (5%) as authorized in Tennessee Code Annotated as amended, Section 8-21-701, from the amount of taxes collected and paid over to the County Trustee. Any motor driven vehicle upon which a current license fee has been paid, should such motor driven vehicle be sold, traded, demolished, destroyed, or otherwise change ownership, or if a decal has been damaged or destroyed, the current license holder may obtain from the County Clerk a current replacement emblem, sticker or decal upon the payment of a fee of two (\$2.00), and the County Clerk shall be entitled to such fee for issuance of the replacement decal. The County Clerk shall report all funds collected monthly and pay the same over to the Trustee of the County. In the event a wheel ta decal or emblem is sold by the County Clerk for a period of less than one (1) year, the tax imposed shall be proportionate to the annual tax fixed for the vehicle and modified in no other manner, except that the proportional tax shall be rounded off to the nearest quarter of a dollar.

Section 4. Any person who fails to display the decal or emblem required by the County Commission commits a Class C misdemeanor as provided in Section 5-8-102(d)(3), Tennessee Code Annotated, as amended.

Section 5. The motor vehicle privilege tax to be levied hereby shall commence on May 01, 2025, and terminate and cease on June 30, 2030, provided that if this tax is approved by election of voters, it shall start the first day of the month following ninety (90) days after the election and cease ten (10) years after the tax takes effect.

Section 6. Twenty percent (20%) of the proceeds of the motor vehicle privilege tax herein levied shall be used to pay the cost of highway capital projects of the County.

Section 7. The balance of the proceeds of the motor vehicle privilege tax herein levied shall be used to repay interest an principal on any and all debt obligations of the County whether secured or unsecured by such tax, and to pay the cost of capital projects of the County and infrastructure to be decided each year in the budget cycle.

Section 8. All other resolutions and orders, or parts thereof, in conflict with the provisions of this resolution are to the extent of such conflict, hereby repealed, and this resolution shall be in immediate effect from and after its adoption, provided such adoption is by two-thirds (2/3) vote of the Board of County Commissioners at two (2) consecutive, regularly scheduled meetings as provided in Section 5-8-102©(1), Tennessee Code Annotated, and provided the implementation of the tax is subject to the right of ten percent (10%) of the qualified voters who voted the County in the last gubernatorial election to petition the County Election Commission within thirty (30) days of final approval of this resolution to hold an election on whether or not the tax should be levied, as provided in Section 5-8-102©, Tennessee Code Annotated.

Section 9. If any provision of this resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the resolution which can be given effect without the invalid provision or application, and to that end the provisions of this resolution are declared severable.

Adopted and Approved on First Reading _____, 20__.

Date Received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____

Approved: _____ Date: _____
Chairman County Commission

Attest: _____ Date: _____
County Clerk

Approved: _____ Vetoed: _____
_____ Date: _____
County Mayor

Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____

Veto Override: _____ Date: _____
Chairman County Commission

Adopted and Approved on Second Reading _____, 20__.

Date Received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____

Approved: _____ Date: _____
Chairman County Commission

Attest: _____ Date: _____
County Clerk

Approved: _____ Vetoed: _____

_____ Date: _____
County Mayor

Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____

Veto Override: _____ Date: _____
Chairman County Commission

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

RESOLUTION NO. 2024-27

**RESOLUTION DECLARING AS SURPLUS AND TO AUTHORIZE THE COUNTY
CLERK OF JEFFERSON COUNTY TO SURPLUS AND DISPOSE SAID EQUIPMENT**

WHEREAS, the County Clerk of Jefferson County desires to declare surplus and dispose certain equipment, which is more particularly described and itemized in the attachment hereto as Exhibit A; and

WHEREAS, the Board of Commissioners of Jefferson County, Tennessee, find that the equipment described and itemized in the attachment hereto as Exhibit A should be declared surplus and said surplus should be disposed of in order to promote public welfare and safety.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Jefferson County, Tennessee, meeting in regular session on the __ day of _____, 2024, as follows:

The equipment described and itemized in the attachment hereto as Exhibit A, is hereby declared to be surplus equipment and the County Clerk is hereby authorized to surplus and dispose of said property in accordance with state law.

This resolution is effective upon adoption, the welfare of Jefferson County requiring it.

Adopted and Approved on _____, 20__.

Date Received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____ Absent: _____

Approved: _____ Date: _____
James E. Carmichael-Chairman County Commission

Attest: _____ Date: _____
Frank Herndon-County Clerk

Approved _____ Date: _____
Mark Potts-County Mayor

Vetoed: _____ Date: _____
Mark Potts-County Mayor

Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____ Absent _____

Veto Override: _____ Date: _____
James E. Carmichael-Chairman County Commission



JEFFERSON COUNTY CLERK

Frank C. Herndon

760 Justice Center Dr. Ste A. · Dandridge, Tennessee 37725
865-397-2985 · Fax: 865-397-3839
www.jeffersoncountyttn.gov
Email: fherndon@jeffersoncountyttn.gov

2024-21

9/1/2024

Director Elder,

I have listed several items that I am requesting to declare as surplus from the County Clerk's Inventory and either transfer to another department that is now using the property or destroyed per county policy due to its useful life coming to an end.

The following items should be transferred to County Archives:

Equipment	Brand/Model	S/N	JCPT	Qty
Roller Shelving	Larson Metal			2
Roller Shelving	Watson 6ft	PT0215, 0216, 0217, 0218, 0219		5
Roller Shelving	Watson 3ft	PT0221, 0233	221,233	2
Roller Shelving		PT0220	220	1

The following items should be transferred to the County Mayor's Office:

Equipment	Brand/Model	S/N	JCPT	Qty
Wooden Desk	DMI		1552	1
Refrigerator	Frigidaire	4A91920591	982	1



JEFFERSON COUNTY CLERK

Frank C. Herndon

760 Justice Center Dr. Ste A. · Dandridge, Tennessee 37725
 865-397-2995 · Fax: 865-397-3839
www.jeffersoncountyttn.gov
 Email: flherndon@jeffersoncountyttn.gov

The following items should be transferred to the Tourism Department:

Equipment	Brand/Model	S/N	JCPT	Qty
Wooden Desk	DMI		1553	1
Wooden Desk	DMI	PT001551	1551	1

The following items have mechanically failed, become outdated/unusable and should be considered surplus and turned over to the County IT department for proper destruction:

Equipment	Brand/Model	S/N	JCPT	Qty
CPU	HP Pro 3400	MXL2151548		1
CPU	HP ProDesk	2UA7371NNY	3036	1
CPU	Dell Optiplex 3020	81135	976	1
CPU	HP Pro 3400	MXL2151549		1
Monitor	HP L1750			1
Monitor	CTX FlatScreen			1
Monitor	HP L1750			1
Monitor	HP L1750			1
Monitor	HP L1750			1
Monitor	HP L1750			1
Monitor	Dell Flat Screen			1
Monitor	HP Compaq LA2006X			1
Monitor	HP Compaq LA1751G			1
Monitor	HP LA2006x	CNC312NVV9	N/R	1
Monitor	Dell Flat Screen	CN04D9T1	4889	1
Monitor	Dell Flat Screen			1
Monitor	HP LA1751G			1



JEFFERSON COUNTY CLERK

Frank C. Herndon

760 Justice Center Dr. Ste A, · Dandridge, Tennessee 37725
 865-397-2985 · Fax: 865-397-9889

www.jeffersoncountyttn.gov
 Email: fherndon@jeffersoncountyttn.gov

The following items have either failed, become unusable, been replaced/upgraded with the office move, or do not meet inventory requirements and should be declared surplus and removed from the County Clerk's inventory:

Equipment	Brand/Model	S/N	JCPT	Qty
Phone	Vodavi	SBG318131		1
Phone	Vodavi	SFD718060		1
Phone	Vodavi	SBG318071		1
Phone	Vodavi	SFD617233		1
Phone	Vodavi	SFB614423		1
Phone	Vodavi	SBG318231		1
Phone	Vodavi	SBH326261		1
Phone	Vodavi	SBG318111		1
Phone	Vodavi	SBG318287		1
Phone	Vodavi	SFL518573		1
Phone	Vodavi	SBG318305		1
Phone	Vodavi	SFJ525239		1
Phone	Vodavi	SBG318025		1
Phone	Vodavi	SBG318103		1
Barcode Scanner	Handheld Prod	L18488		1
Barcode Scanner	Handheld Prod	L18876		1
5 Drawer File Cabinet	Steelcase			2
5 Drawer File Cabinet	HON			1
4 Drawer File Cabinet	Tennsco	PT105, 286, 103		4
5 Drawer File Cabinet	Tennsco			2
4 Drawer File Cabinet	Tennsco	PT000106	106	1
4 Drawer File Cabinet		PT0634, 0120	634,120	2
Round Table	National			1
Metal Shelf				1
Round Table	National			1
Wooden Shelf				1
Wood Computer Stand				1
Wooden Bookshelf			PT000122	1



JEFFERSON COUNTY CLERK

Frank C. Herndon

760 Justice Center Dr. Ste A. · Dandridge, Tennessee 37725

865-897-2935 · Fax: 865-897-3889

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Email: sherndon@jeffersoncountyttn.gov

Equipment	Brand/Model	S/N	JCPT	Qty
Wooden Desk				1
Custom Cabinetry				1
Metal Desk	Globe-Wernicke			2
Wooden Counter/Cabin				1
Office Chairs				3
Office Chair	Carder Mesh Back	N/A	4894	1
Office Chairs				3
Office Chairs				7
Office Stool				1
Wooden Chair				1
Office Chair				1
Office Chair				2
Office Chair				1
Office Chair	Carder Mesh Back	N/A	4893	1
Office Chair				1
Office Chairs				2
Metal/Plastic Chair	Via			4
Metal Chair	Shelby Williams			1
Office Chair	Staples			1
Metal/Plastic Chairs	VIA			4
Wooden Chair				3
Keyboard	Gateway			1
Keyboard/Mouse	Dell			1
Keyboard	Dell			1
Keyboard/Mouse	Dell			1
Keyboard/Mouse	Dell			1
Keyboard/Mouse				3
Keyboard/Mouse	Dell			1
Keyboard/Mouse	HP			6
Keyboard/Mouse	HP			1
Keyboard/Mouse	Dell		N/R	1
Keyboard/Mouse	Dell			1



JEFFERSON COUNTY CLERK

Frank C. Herndon

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E-mail: sherndon@jeffersoncountyttn.gov

Equipment	Brand/Model	S/N	JCPT	Qty
Keyboard/Mouse	HP			1
Keyboard/Mouse	Dell			1
Keyboard/Mouse	Dell		N/R	1
Keyboard/Mouse	Logitech MK520	1541DF018GF9	N/R	1
Keyboard/Mouse	Dell		N/R	1
Keyboard/Mouse	Logitech K540	N/A	N/R	1
Keyboard/Mouse	Logitech MK520	DF505034P	N/R	1
Keyboard/Mouse	Logitech MK520	N/A	N/R	1
Keyboard/Mouse	Logitech MK520	1541DF018GG9	N/R	1
Keyboard/Mouse	Logitech MK520	1537DF008ME9	N/R	1
Keyboard/Mouse	Dell		N/R	1
Keyboard/Mouse	Logitech mk520	1537DF008MG9	N/R	1
Keyboard/Mouse	Logitech K540	N/A	N/R	1
Keyboard/Mouse	Logitech mk520	DF505034N		1
Keyboard/Mouse	Dell			1
Battery Backup	APC 425	0B2113P11525	N/R	1
Battery Backup	APC 450 UPS	N/A	N/R	1
Battery Backup	APC 350 UPS		N/R	1
Battery Backup	APC 725\$ UPS	57839		1
Battery Backup	APC 725\$ UPS	57836		1
Battery Backup	APC 350 UPS		N/R	1
Battery Backup	APC 725\$ UPS	57838		1
Battery Backup	APC UPS 725\$	57837		1
Battery Backup	APC 350 UPS		N/R	1
Battery Backup	APC 350 UPS		N/R	1
Printer	HP LJ P1606DN	VNB3G67642		1
Printer	HP LJ1020	CNBKR55224		1
Printer	Lexmark T640	K98315		1
Credit Card Mini Swipe	Magtek			1
Television	Samsung			1
DVD Player	Sony			1
Cable Box	Scientific Atlantic			1

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

RESOLUTION NO. 2024-28

**RESOLUTION DECLARING AS SURPLUS AND TO AUTHORIZE PARROTT – WOOD
MEMORIAL LIBRARY OF JEFFERSON COUNTY TO SURPLUS AND DISPOSE SAID
EQUIPMENT**

WHEREAS, the Parrott Wood Memorial Library of Jefferson County desires to declare surplus and dispose certain equipment, which is more particularly described and itemized in the attachment hereto as Exhibit A; and

WHEREAS, the Board of Commissioners of Jefferson County, Tennessee, find that the equipment described and itemized in the attachment hereto as Exhibit A should be declared surplus and said surplus should be disposed of in order to promote public welfare and safety.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Jefferson County, Tennessee, meeting in regular session on the ___ day of _____, 2024, as follows:

The equipment described and itemized in the attachment hereto as Exhibit A, is hereby declared to be surplus equipment and Parrott- Wood Memorial Library is hereby authorized to surplus and dispose of said property in accordance with state law.

This resolution is effective upon adoption, the welfare of Jefferson County requiring it.

Adopted and approved on _____, 20__.

Date Received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____ Absent: _____

Approved: _____ Date: _____
James E. Carmichael-Chairman County Commission

Attest: _____ Date: _____
Frank Herndon-County Clerk

Approved _____ Date: _____
Mark Potts-County Mayor

Vetoed: _____ Date: _____


Mark Potts-County Mayor

Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____ Absent _____

Veto Override: _____ Date: _____
James E. Carmichael-Chairman County Commission

2024-28

 <p>PWML JEFFERSON COUNTY PUBLIC LIBRARY SYSTEM</p>	<p>Parrott-Wood Memorial Library 3133 W. Old A.J. Hwy. Strawberry Plains, TN 37871 865-933-1311</p>
---	--

9/12/2024

To whom it concerns:

We need to surplus the following items . The camera system is broken and the desk is falling apart and would like the county to dispose of these items.

Gaming Chair Blue Flip up arms	Quill	1	Quill	PLA0042769
Gaming Chair Blue Flip up arms	Quill	1	Quill	PLA0042770
Gaming Chair Blue Flip up arms	Quill	1	Quill	PLA0042771
Lenovo ThinkCentre M83 L5_4570 250GB 8GB Desktop	Lenovo 1S10AGS03V00MJ00ASQB	1	CDWG	PLA0039769

Sincerely,

Donna Phillips, Director

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

RESOLUTION NO. 2024-29

**RESOLUTION DECLARING AS SURPLUS AND TO AUTHORIZE The COUNTY
MAYOR OF JEFFERSON COUNTY TO SURPLUS AND DISPOSE SAID EQUIPMENT**

WHEREAS, the County Mayor of Jefferson County desires to declare surplus and dispose certain equipment, which is more particularly described and itemized in the attachment hereto as Exhibit A; and

WHEREAS, the Board of Commissioners of Jefferson County, Tennessee, find that the equipment described and itemized in the attachment hereto as Exhibit A should be declared surplus and said surplus should be disposed of in order to promote public welfare and safety.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Jefferson County, Tennessee, meeting in regular session on the ___ day of _____, 2024, as follows:

The equipment described and itemized in the attachment hereto as Exhibit A, is hereby declared to be surplus equipment and the County Mayor is hereby authorized to surplus and dispose of said property in accordance with state law.

This resolution is effective upon adoption, the welfare of Jefferson County requiring it.

Adopted and approved on _____, 20__.

Date Received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____ Absent: _____

Approved: _____ Date: _____
James E. Carmichael-Chairman County Commission

Attest: _____ Date: _____
Frank Herndon-County Clerk

Approved _____ Date: _____
Mark Potts-County Mayor

Vetoed: _____ Date: _____
Mark Potts-County Mayor

Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____ Absent _____

Veto Override: _____ Date: _____
James E. Carmichael-Chairman County Commission

Exhibit A

County Mayor

Partial Desk 004565

Section of a Desk 004566

Stove 002770

Shelves 002286

Old Generator WH

Cummins Model HR-6-b1

Engine Number 324121

Simplex Control box

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

RESOLUTION NO. 2024-30

A RESOLUTION RECOMMENDING APPROVAL OF THE TOWN OF DANDRIDGE'S REQUEST TO EXPAND THEIR URBAN GROWTH BOUNDARY IN JEFFERSON COUNTY, TENNESSEE

WHEREAS, the Town of Dandridge, Tennessee, has formally requested an expansion of its Urban Growth Boundary (UGB) to accommodate anticipated growth and development needs within its jurisdiction; and

WHEREAS, the Town of Dandridge's request for UGB expansion is supported by a comprehensive analysis that identifies the need for additional land to support housing, commercial, and public infrastructure growth; and

WHEREAS, the expansion of the UGB will enable the Town of Dandridge to better manage its growth, enhance economic development opportunities, and ensure that future development is consistent with the community's long-term vision and planning goals; and

WHEREAS, public hearings have been conducted, seeking support for the UGB expansion and addressing any concerns raised by community members and local stakeholders; and

WHEREAS, the expansion of the UGB will provide the necessary framework for improving infrastructure and public services to meet the needs of a growing population while maintaining the quality of life within the Town of Dandridge.

NOW, THEREFORE, BE IT RESOLVED BY THE JEFFERSON COUNTY, TENNESSEE:

1. Approval of UGB Expansion: The Jefferson County Commission approves the Town of Dandridge's request to expand its Urban Growth Boundary as outlined in the attached map (Exhibit A). The expansion will facilitate the town's ability to manage growth effectively and support future development.
2. Effective Date: This resolution shall take effect immediately upon its passage and approval.

Exhibit A: Map of Proposed Urban Growth Boundary Expansion for the Town of Dandridge

Date of Adoption by County Commission: _____, 20__.

Date Received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____

Approved: _____ Date: _____
Chairman County Commission

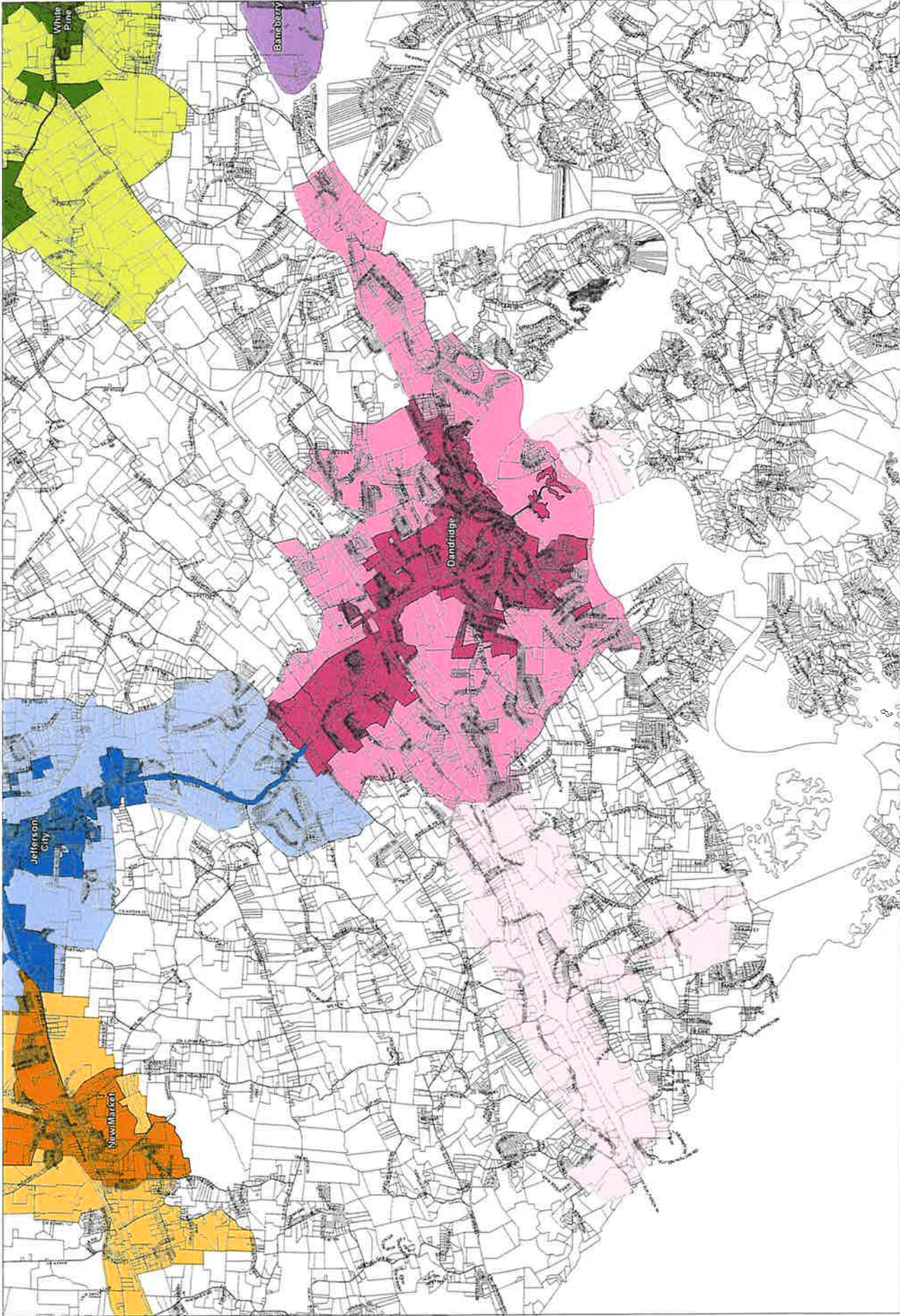
Attest: _____ Date: _____
County Clerk

Approved: _____ Vetoed: _____
_____ Date: _____
County Mayor

Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____

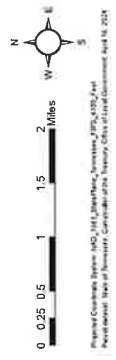
Veto Override: _____ Date: _____
Chairman County Commission



**PROPOSED
GROWTH PLAN AMENDMENTS**
DANDRIDGE
Jefferson County, Tennessee
Draft 3 - May 3, 2024

This map was prepared by the Planning Department of the City of Dandridge, Tennessee, in cooperation with the Jefferson County Planning Commission. The map shows the proposed growth plan amendments for the City of Dandridge, Tennessee, as of May 3, 2024. The map is for informational purposes only and does not constitute a contract or any other legal instrument. The map is subject to change without notice. The map is not to be used for any other purpose without the express written consent of the City of Dandridge, Tennessee.

Map prepared by:
East Tennessee State University
Geographic Information Systems
May 3, 2024
This map is for informational purposes only and does not constitute a contract or any other legal instrument.



- Legend**
- DANDRIDGE CORPORATE LIMITS
 - DANDRIDGE UGB
 - DANDRIDGE PROPOSED UGB
 - JEFFERSON CITY CORPORATE LIMITS
 - JEFFERSON CITY UGB
 - NEW MARKET CORPORATE LIMITS
 - NEW MARKET UGB
 - WHITE PINE CORPORATE LIMITS
 - WHITE PINE UGB
 - BANBERRY CORPORATE LIMITS
 - BANBERRY UGB

Prepared by: East Tennessee State University, Geography Department, Knoxville, TN, USA
 Prepared for: City of Dandridge, Tennessee, Planning Department, Dandridge, TN, USA
 Date: May 3, 2024

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

**RESOLUTION NO. 2024-31
RESOLUTION TO LEVY A MINERAL SEVERANCE TAX ON ALL SAND, GRAVEL,
SANDSTONE, CHERT AND LIMESTONE SEVERED FROM THE GROUND IN
JEFFERSON COUNTY, TENNESSEE**

WHEREAS, Tennessee Code Annotated, §§67-7-201, et seq., permits counties, upon two-thirds (2/3) vote of their respective county legislative bodies, to enact a mineral severance tax for the benefit of the county road fund to be administered by the state Department of Revenue; and

WHEREAS, Jefferson County, Tennessee is in need of additional revenue.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Jefferson County, Tennessee, meeting in regular session on the __ day of _____, 2024, as follows:

Section 1. Tennessee Code Annotated, §§67-7-201, et seq., which authorizes counties to levy a tax on the severance from the earth of sand, gravel, sandstone, chert and limestone within the boundaries of Jefferson County, Tennessee, is hereby adopted as authority for the tax levied by Section 2 hereof.

Section 2. There is hereby levied a severance tax on the above-named minerals at a rate of fifteen cents (\$0.15) per ton.

Section 3. The Mineral Severance Tax of Jefferson County, Tennessee shall be collected by the state Department of Revenue in accordance with the rules and regulations promulgated by the Department of Revenue.

Section 4. A certified copy of this Resolution shall be transmitted immediately upon its passage to the Office of the Secretary of State and to the Department of Revenue of the State of Tennessee by the County Clerk and shall be spread upon the record of the county legislative body.

Section 5. For purposes of collection, this Resolution shall take effect on the first day of the month occurring at least thirty (30) days after the certified copy is received by the Department of Revenue: for all other purposes it shall be effective upon passage by a two-thirds (2/3) majority vote of the county legislative body of Jefferson County, Tennessee, the public welfare requiring it.

Section 6. If any provision of this resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this resolution which can be given effect without the invalid provision or application, and to that end the provisions of this resolution are declared to be severable.

Date of Adoption by County Commission: _____, 20__.

Date Received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____

Approved: _____ Date: _____

James E. Carmichael-Chairman County Commission

Attest: _____ Date: _____

Frank Herndon-County Clerk

Approved: _____ Date: _____

Mark Potts-County Mayor

Vetoed: _____ Date: _____

Mark Potts-County Mayor

Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____

Veto Override: _____ Date: _____

James E. Carmichael-Chairman County Commission

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

**RESOLUTION NO. 2024-33
RESOLUTION DECLARING AS SURPLUS AND TO AUTHORIZE THE DANDRIDGE
LIBRARY OF JEFFERSON COUNTY TO SURPLUS AND DISPOSE SAID
EQUIPMENT**

WHEREAS, the County Mayor of Jefferson County desires to declare surplus and dispose certain equipment, which is more particularly described and itemized in the attachment hereto as Exhibit A; and

WHEREAS, the Board of Commissioners of Jefferson County, Tennessee, find that the equipment described and itemized in the attachment hereto as Exhibit A should be declared surplus and said surplus should be disposed of in order to promote public welfare and safety.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Jefferson County, Tennessee, meeting in regular session on the ___ day of _____, 2024, as follows:

The equipment described and itemized in the attachment hereto as Exhibit A, is hereby declared to be surplus equipment and the Dandridge Library is hereby authorized to surplus and dispose of said property in accordance with state law.

This resolution is effective upon adoption, the welfare of Jefferson County requiring it.

Adopted and approved on _____, 20__.

Date Received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____ Absent: _____

Approved: _____ Date: _____
James E. Carmichael-Chairman County Commission

Attest: _____ Date: _____
Frank Herndon-County Clerk

Approved _____ Date: _____
Mark Potts-County Mayor

Vetoed: _____ Date: _____

Mark Potts-County Mayor

Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____ Absent _____

Veto Override: _____ Date: _____
James E. Carmichael-Chairman County Commission

Exhibit A

Dandridge Library

4 Stools

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

**RESOLUTION NO. 2024-34
RESOLUTION DECLARING AS SURPLUS AND TO AUTHORIZE THE JEFFERSON
CITY LIBRARY OF JEFFERSON COUNTY TO SURPLUS AND DISPOSE SAID
EQUIPMENT**

WHEREAS, the Jefferson City Library of Jefferson County desires to declare surplus and dispose certain equipment, which is more particularly described and itemized in the attachment hereto as Exhibit A; and

WHEREAS, the Board of Commissioners of Jefferson County, Tennessee, find that the equipment described and itemized in the attachment hereto as Exhibit A should be declared surplus and said surplus should be disposed of in order to promote public welfare and safety.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Jefferson County, Tennessee, meeting in regular session on the ___ day of _____, 2024, as follows:

The equipment described and itemized in the attachment hereto as Exhibit A, is hereby declared to be surplus equipment and the Jefferson City Library is hereby authorized to surplus and dispose of said property in accordance with state law.

This resolution is effective upon adoption, the welfare of Jefferson County requiring it.

Adopted and approved on _____, 20__.

Date Received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____ Absent: _____

Approved: _____ Date: _____
James E. Carmichael-Chairman County Commission

Attest: _____ Date: _____
Frank Herndon-County Clerk

Approved _____ Date: _____
Mark Potts-County Mayor

Vetoed: _____ Date: _____
Mark Potts-County Mayor

Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____ Absent _____

Veto Override: _____ Date: _____
James E. Carmichael-Chairman County Commission

Jefferson City Public Library
108 City Center Drive
Jefferson City, TN 37760
865-475-9094
jcpl@jcpls.org

Dandridge Memorial Public Library
1235 Circle Drive
Dandridge, TN 37725
865-397-9758
danmemlibrary@gmail.com



White Pine Public Library
1708 E. Main Street
White Pine, TN 37890
865-674-6313
whitepinelib@gmail.com

Parrott-Wood Memorial Library
3133 W. Old A.J. Highway
Strawberry Plains, TN 37871
865-933-1311
dphillips@jcpls.org

September 13, 2024

Jefferson County Government
P.O. Box 710
Dandridge, TN 37725

Dear County Commissioners,

I am writing to notify you of my intent to surplus some items from the Jefferson City Public Library. At the September 12, 2024 meeting, the Jefferson County Public Library System's Board of Trustees approved surplus of the items listed on the accompanying Surplus List Request. The router and hotspot are no longer operable, and the computer and scanner are obsolete. These items will be turned over to David Longmire, County Director of Facilities and Safety, for disposal.

Thank you,

A handwritten signature in black ink that reads "David Phillips". The signature is fluid and cursive, with the first name "David" and last name "Phillips" clearly legible.

David Phillips, Director
Jefferson City Public Library

**JEFFERSON COUNTY
2024 HOME Program
HOMEOWNER REHABILITATION PROGRAM
PROGRAM POLICIES AND PROCEDURES**

1. PURPOSE

This program will make available financial and/or technical assistance for the rehabilitation and reconstruction of eligible substandard owner-occupied housing units located within Jefferson County. Rehabilitation work will correct deficiencies in the eligible homes and make them safe, sound, and sanitary.

2. AUTHORITY

The legal authority for this rehabilitation program comes from the working agreement between Jefferson County and the Tennessee Housing Development Agency, Public Law 101-625 (National Affordable Housing Act of 1990), as well as State and local laws.

3. PROGRAM RESOURCES

The source of funds for the undertaking of rehabilitation activities is a grant in the amount of **\$756,000** which Jefferson County Government has been awarded by Tennessee Housing Development Agency (THDA), contract # _____ dated July 1, 2024, and funded through the U.S. Department of Housing and Urban Development Home Investment Partnership Act.

4. APPLICABLE LAWS

The local governing bodies, contractors, sub-contractors, vendors, and applicants for rehabilitation assistance are required to abide by several State and Federal laws and may be required to sign documents certifying their compliance.

1. Flood Disaster Protection Act of 1973 (42 U.S.C. 4001-4128 and 24 CFR 92.358)
2. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA)(42 U.S.C. 4201-4655), (46 CFR Part 24, and 24 CFR 92.353)
3. Debarment and Suspension provisions as required by 24 CFR Part 24 and 24 CFR 92.357.
4. National Environment Policy Act of 1969 (NEPA), 24 CFR Parts 50 and 58, and 24 CFR 92-352.
5. Equal Opportunity Provisions and Fair Housing, 42 CFR 92.350.
6. Affirmative Marketing, 24 CFR 92.351.
7. Lead-based Paint Poisoning Prevention Act, 24 CFR 92.355.
8. Conflict of Interest Provisions, 24 CFR 85.36 and OMB Circular A-110, and 24 CFR 92.356.
9. Davis-Bacon Act and Contract Work Hours and Safety Standards Act, and 24 CFR 92.354.
10. Intergovernmental Review of Federal Programs, Executive Order 112372 and 24 CFR 92.359.
11. Drug-Free Workplace, 24 CFR part 24, subpart F.
12. Standard Equal Opportunity Construction Contract Specifications.
13. Certification on Non-segregated Facilities for Contracts over \$10,000.
14. Title VI of Civil Rights Act of 1964 Provisions.
15. Section 109 of Housing and Community Development Act of 1974 Provisions.
16. Section 3 Compliance Provisions.
17. Age Discrimination Act of 1975 Provisions.
18. Section 504 Affirmative Action for Handicapped Provisions.
19. And any other Federal requirements as outlined in 24 CFR Part 92, HOME Investment Partnerships Program.

5. DRUG-FREE WORKPLACE

- A.** Jefferson County Government will or will continue to provide a drug-free workplace by
1. Notifying employees in writing that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substance is prohibited in Jefferson County Government's workplaces and specifying the action that will be taken against employees for violation of such prohibition.
 2. Establishing an ongoing drug-free awareness program to inform employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The Grantee's policy of maintaining a drug-free workplace;
 - c. Any drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
- B.** Providing each employee engaged in the performance of the HOME contract a copy of the notification required in paragraph A(1) above;
- C.** The written notification required in paragraph A (1) above will advise the employee that, as a condition of employment under the HOME grant, the employee will:
1. Abide by the terms of the notification; and
 2. Notify the employers in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five (5) calendar days after such conviction.
- D.** Notifying the State in writing, within ten (10) calendar days after receiving notice under D(2) above from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal Agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant.
1. Taking one of the following actions, within thirty (30) calendar days of receiving notice under D(2) above, with respect to any employee who is so convicted:
 2. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirement of the Rehabilitation Act of 1973, as amended; or
 3. Requiring such employee to participate satisfactorily in a drug abuse assistance or

rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

4. Making a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs A, B, C, D, E and F above.

6. CONFLICT OF INTEREST

- A. No person listed in paragraph B below may obtain a financial interest or benefit from a HOME-assisted activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds there under, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter.
- B. **PERSONS COVERED** – Immediate family members of any City of Morristown local elected official or of any employee of Jefferson County Government are ineligible to receive benefits through the HOME program. “Immediate family member” means the spouse, parent (including a stepparent), child (including a stepchild), grandparent, grandchild, sister, or brother (including a stepsister or stepbrother) of any covered individual.

In addition, the conflict of interest provisions as apply to any person who is an employee, agent, consultant, officer, elected official, or appointed official of THDA, or Tennessee’s Community Assistance Corporation (TCAC), the nonprofit agency serving as the 2024 Jefferson County Homeowner Rehabilitation Program Administrator, who exercises or has exercised any functions or responsibilities concerning activities assisted with HOME funds or who is in a position to participate in a decision-making process or gain inside information concerning these activities.

- C. **APPEARANCE OF A CONFLICT OF INTEREST** – Jefferson County Government will make every effort to avoid the appearance of favoritism in the eligibility determination process. In those cases where the applicant is otherwise eligible, but there exists the appearance of a conflict of interest or the appearance of favoritism, the County will complete *HO-4A (Determination of a Conflict of Interest)* and submit written documentation to THDA that the following procedures have been observed:
 1. The County will publish an announcement in the local newspaper concerning the potential for a conflict of interest and request citizen comments.
 2. The County’s attorney will render an opinion as to whether or not a conflict of interest exists and that no state or local laws will be violated should the applicant receive HOME assistance.
 3. The County’s elected body will pass a resolution approving the applicant.

7. APPLICANT ELIGIBILITY REQUIREMENTS

Applicant eligibility shall be determined by the program administrator, subject to the approval by the County.

ELIGIBILITY CRITERIA - The following criteria must be satisfied by the applicant in order to become eligible for a rehabilitation grant:

1. The applicant must be low or very low income as defined by Section 8 income requirements, adjusted for household size. Income maximum of below 80% of area median income (AMI).
2. The home/property must be located within the municipal boundaries of Jefferson County.
3. The applicant must have been the resident of the property to be rehabilitated for a period of not less than one year and must occupy the property as his or her principal residence. Applicant cannot own more than one property.
4. The applicant's ownership must be in the form of:
 - a) fee simple title; or
 - b) 99-year leasehold; or
 - c) A life estate. The person with the life estate must have the right to live in the housing for the remainder of his or her life and not pay rent, must be low-income, and must occupy the housing as his or her principal residence; or
 - d) Inherited property with multiple owners not all residing in the housing. The owner-occupant must be low income, must occupy the house as his or her principal residence, and must pay all the costs associated with ownership and maintenance of the housing.
5. The title must not have any restrictions or encumbrances that would unduly restrict the good and marketable nature of the ownership interest.
6. The applicant must voluntarily apply for assistance (HO-3 application).
7. The applicant must obtain homeowners insurance.
8. The applicant must demonstrate the ability to maintain the property and the dwelling.

8. INCOME ELIGIBILITY

This section sets forth the basis for determining the income of the applicant and the applicant's household for the purposes of a rehabilitation grant for a residential dwelling unit. The total income of the applicant's household as reported on the HO-3 Application will be used to classify the household for purposes of eligibility.

HOME funds can only be used to benefit low and very low-income households. The income limits applicable will be the most current version of Income Limits for Low-Income and Very Low-Income Families (adjusted for family size) produced by the Department of Housing and Urban Development. Tennessee figures are included in the Rating System for Ranking of Applicants, section VIII, of this document.

A. ANNUAL INCOME (GROSS INCOME) - The HOME program uses the income definitions used in the Section 8 program in determining the annual income (gross income) used to classify a household for purposes of eligibility. The income of the household to be reported for purposes of eligibility is the sum of the income of the applicant, the applicant's spouse, and any other family member residing in the home or rental unit. Annual income means all amounts, monetary or not, which:

1. Go to, or on behalf of, the family head or spouse (even if temporarily absent) or to any other family member;
2. Are anticipated to be received from a source outside the family during the 12-month period following admission or annual reexamination effective date. In other words, it is the household's future or expected ability to pay rather than its past earnings that is used to determine program eligibility. If it is not feasible to anticipate a level of income over a 12-month period, the income anticipated for a shorter period may be annualized, subject to a redetermination at the end of the shorter period; and
3. Which are not specifically excluded in paragraph 6.8 (Income Exclusions) below.
4. Annual income also means amounts derived (during the 12 months) from assets to which any member of the family has access.
5. **MONTHLY GROSS INCOME** - Monthly gross income is Annual Gross Income divided by 12 months.

B. ASSETS - In general terms, an asset is a cash or non-cash item that can be converted to cash. There is no asset limitation for participation in the HOME program, but the Grantee may determine an asset limit for unusual circumstances.

Income from assets is, however, recognized as part of Annual Gross Income. Assets have both a market value and a cash value.

1. **MARKET VALUE** - The market value of an asset is simply its dollar value on the open market. For example, a stock market value is the price quoted on a stock exchange on a particular day, and a property market value is the amount it would sell for on the open market. This may be determined by comparing the property with similar, recently sold properties.
2. **CASH VALUE** - The cash value of an asset is the market value less reasonable

expenses required to convert the asset to cash, including:

- a. Penalties or fees for converting financial holding. Any penalties, fees, or transaction charges levied when an asset is converted to cash are deducted from the market value to determine its cash value (e.g., penalties charged for premature withdrawal of a certificate of deposit, the transaction fee for converting mutual funds, or broker fees for converting stocks to cash); and/or
- b. Costs for selling real property. Settlement costs, real estate transaction fees, payment of mortgages/liens against the property, and any legal fees associated with the sale of real property are deducted from the market value to determine equity in the real estate.
- c. Under Section 8 rules, only the cash value (rather than market value) of an item is counted as an asset.

C. INCOME FROM ASSETS - The income counted is the actual income generated by the asset (e.g., interest on a savings or checking account.) The income is counted even if the household elects not to receive it. For example, although a household may elect to reinvest the interest or dividends from an asset, the interest or dividends is still counted as income.

- a. The income from assets included in Annual Gross Income is the income that is anticipated to be received during the coming 12 months.
 - To obtain the anticipated interest on a savings account, the current account balance can be multiplied by the current interest rate applicable to the account; or If the value of the account is not anticipated to change in the near future and interest rates have been stable, a copy of the IRA 1099 form showing past interest earned can be used.
 - Checking account balances (as well as savings account balances) are considered an asset. This is a recognition that some households keep assets in their checking accounts and do not intend to count monthly income as an asset. The average monthly balance over 6 months will be used as the cash value of the checking account.
- b. Assets above and below \$5,000 are treated differently.
 - If the family's assets are \$5,000 or less, actual income from assets (e.g., interest on a checking account) is not counted as annual income. For example, if a family has \$600 in a non-interest-bearing checking account, no actual income would be counted because the family has no actual income from assets and the total amount of all assets is less than \$5,000.
- c. If the family's assets are greater than \$5,000, income from assets is computed as the greater of:
 - actual income from assets, or
 - calculate income from assets based on a passbook rate applied to the cash value of all assets. For example, if a family has \$3,000 in a non-

interest-bearing checking account and \$5,500 in an interest-bearing savings account, the two amounts are added together. Use the standard passbook rate to determine the annual income from assets for this family.

- d. Applicants who dispose of assets for less than fair market value (i.e., value on the open market in an “arm’s length” transaction) have, in essence, voluntarily reduced their ability to afford housing. Section 8 rules require, therefore, that any asset disposed of for less than fair market value during the 2 years preceding the income determination be counted as if the household still owned the asset.
 - i. The value to be included as an asset is the difference between the cash value of the asset and the amount that was actually received (if any) in the disposition of the asset.
 - ii. Each applicant must certify whether an asset has been disposed of for less fair market value. Assets disposed of for less than fair market value as a result of foreclosure, bankruptcy, divorce or separation are not included in this calculation.
 - iii. These procedures are followed to eliminate the need for assets limitation and to penalize people who give away assets for the purpose of receiving assistance or paying a lower rent.

D. ASSETS INCLUDE:

- a. Amounts in savings accounts and three-month average balance of checking accounts.
- b. Stocks, bonds, savings certificates, money market funds, and other investment accounts.
- c. Equity in real property or other capital investments. Equity if the estimated current market value of the asset less the unpaid balance on all loans secured by the asset and reasonable costs (such as broker fees) that would be incurred in selling the asset. *DOES NOT INCLUDE EQUITY OF PRINCIPAL RESIDENCE AS AN ASSET FOR DETERMINING ELIGIBILITY FOR THIS HOMEOWNER REHABILITATION PROGRAM.*
- d. The cash value of trusts that are available to the household.
- e. IRA, Keogh, and similar retirement savings accounts, even though withdrawal would result in a penalty.
- f. Contributions to company retirement/pension funds that can be withdrawn without retiring or terminating employment.
- g. Assets, which, although owned by more than one person, allow unrestricted access by the applicant.

- h. Lump sum receipts such as inheritances, capital gains, lottery winnings, insurance settlements, and other claims.
- i. Personal property held as an investment such as gems, jewelry, coin collections, antique cars, etc.
- j. Cash value of life insurance policies.
- k. Assets disposed of for less than fair market value during two years preceding certification or recertification.

E. ASSETS DO NOT INCLUDE:

- 1. Necessary personal property, except as noted in E(1)(I) above.
- 2. Interest in Indian Trust lands.
- 3. Assets that are part of an active business or farming operation.
- 4. NOTE: Rental Properties are considered personal assets held as an investment rather than business assets unless real estate is the applicant/tenant's main occupation.
- 5. Assets not accessible to the family and which provide no income to the family.
- 6. Vehicles especially equipped for the handicapped.
- 7. Equity in owner-occupied cooperatives and manufactured homes in which the family lives.

F. INCOME INCLUSIONS - The following are used to determine the annual income (gross income) of an applicant's household for purposes of eligibility:

- 1. The full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation for personal services;
- 2. The net income for the operation of a business or profession. Expenditures for business expansion or amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation of assets used in a business or profession may be deducted, based on straight-line depreciation, as provided in Internal Revenue Service regulations. Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the family.
- 3. Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as a deduction in determining net income. An allowance for depreciation is permitted only as authorized in paragraph (B)(2) of this section. Any withdrawal of cash or assets from an investment will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested by the Family. Where the Family has Net

Family Assets over \$5,000, Annual Income shall include the greater of the actual income derived from Net Family Assets or a percentage of the value of such Assets based on the current passbook saving rate, as determined by HUD;

4. The full amount of periodic payments received from social security, annuities, insurance policies, retirement funds, pensions, disability or death benefits, and other similar types of periodic receipts, including lump-sum payment for the delayed start of periodic payment (but see paragraph (D)(13) below;
5. Payments in lieu of earnings, such as unemployment, worker's compensation, and severance pay (but see paragraph (D) (3) below;
6. Welfare Assistance. If the Welfare Assistance payment includes an amount specifically designed for shelter and utilities that is subject to adjustment by the Welfare Assistance agency in accordance with the actual cost of shelter and utilities, the amount of Welfare Assistance income to be included as income shall consist of:
 - a. The amount of the allowance or grant exclusive of the amount specifically designated for shelter or utilities; plus
 - b. The maximum amount that the Welfare Assistance agency could allow the Family for shelter and utilities. If the Family's Welfare Assistance is ratably reduced from the standard of need by applying a percentage, the amount calculated under this paragraph shall be the amount resulting from on application of the percentage;
7. Periodic and determinable allowance, such as alimony and child support payments and regular contributions or gifts received from persons not residing in the dwelling;
8. All regular pay, special pay, and allowances of a member of the Armed Forces (whether or not living in the dwelling) who is head of the Family, spouse, or other person whose dependents are residing in the unit (but see paragraph (D)(7) below).

G. INCOME EXCLUSIONS - The following are excluded from a household's income for purposes of determining eligibility:

1. Income from employment of children (including foster children) under the age of 18 years;
2. Payments received for the care of foster children or foster adults (usually individuals with disabilities, unrelated to the tenant family, who are unable to live alone);
3. Lump-sum additions to Family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses (but see paragraph (C)(5) above);
4. Amounts received by the Family that are specifically for, or in reimbursement of, the cost of Medical Expenses for any Family member;

5. Income of a live-in aide;
6. Certain increases in income of a disabled member of the family residing in HOME assisted housing or receiving HOME tenant-based rental assistance (see 6.12 (7) under Determining Whose Income to Count).
7. The full amount of student financial assistance paid directly to the student or to the educational institution;
8. The special pay to a Family member serving in the Armed Forces who is exposed to hostile fire;
9. Temporary, nonrecurring, or sporadic income (including gifts);
10. For all initial determinations and reexaminations of income carried out on or after April 23, 1993, reparation payment paid by a foreign government pursuant to claims files under the laws of that government by persons who were persecuted during the Nazi era;
11. Earnings in excess of \$480 for each full-time student 18 years old or older (excluding the head of household and spouse);
12. Adoption assistance payments in excess of \$480 per adopted child;
13. For public housing only, the earnings and benefits to any family member resulting from participation in a program providing employment training and supportive accordance with the Family Support Act of 1988, Section 22 of the 1937 Act, or any comparable federal, state, or local law during the exclusion period.
14. Deferred periodic payments of supplemental security income and social security benefits that are received in a lump sum payment;
15. Amounts received by the family in the form of refunds or rebates under state or local law for property taxes paid on a dwelling unit;
16. Amounts paid by a State agency to a family with developmentally disabled family members living at home to offset the cost of services and equipment needed to keep the developmentally disabled family members at home; or
17. Amounts specifically excluded by any other Federal statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under the United States Housing Act of 1938. The following is a list of types of income that qualify for that exclusion (9/27/89 regulations):
 - a. The value of the allotment provided to an eligible household under the Food Stamp Act of 1977;
 - b. Payments to volunteers under the Domestic Volunteer Service Act of 1973 (employment through VISTA; Retired Senior Volunteer Program, Foster

Grandparents, Program, youthful offender's incarceration alternatives, senior companions);

- c. Payments received under the Alaska Native Claims Settlement Act (43 U.S.C. 1626 (a));
- d. Income derived from certain sub-marginal land of the United States that is held in trust for certain Indian tribes (25 U.S.C. 259e);
- e. Payments or allowances made under the Department of Health and Human Services Low-Income Home Energy Assistance Program (42 U.S.C. 8624(f));
- f. Payments received under programs funded in whole or in part under the Job Training Partnership Act;
- g. Income derived from the disposition of funds of the Grand River Band of Ottawa Indians;
- h. The first \$2,000 of per capita shares received from judgment funds awarded by the Indian Claims Commissioner or the Court of Claims (25 U.S.C. 1407-1408) or from funds held in trust for an Indian tribe by the Secretary of Interior (25 U.S.C. 117);
- i. Amounts of scholarships funded under Title IV of the Higher Education Act of 1965 including awards under the Federal work-study program or under the Bureau of Indian Affairs student assistance programs (20 U.S.C. 1087uu);
- j. Payment received from programs funded under Title V of the Older Americans Act of 1965 (42 U.S.C. 3056(f));
- k. Any earned income tax credit to the extent it exceeds income tax liability;
- l. Payments received after January 1, 1989 from the Agent Orange Settlement Fund or any other funds established pursuant to the settlement in the Agent Orange product liability litigation MDL No. 381 (E.D.N.Y.);
- m. The value of any child care provided or arranged (or any amount received as payment for such care or reimbursement for costs incurred for such care) under the Child Care and Development Block Grant Act of 1990 (42 U.S.C. 9858q);
- n. Payments received under the Main Indian Claims Settlement Act of 1980.

H. TIMING OF INCOME CERTIFICATIONS - All household that receive HOME assistance must be income eligible. A preliminary determination of eligibility will be made at receipt of application.

- 1. At a minimum, income certification must be completed before assistance approval.
- 2. Verification documentation cannot be dated no earlier than 6 months prior to eligibility; otherwise income must be revived.

3. Households must qualify as low-income at the time of application submittal.

I. INCOME VERIFICATION – The County will verify and retain documentation of two months of income information for each person in the household to determine the household’s income. Under the Section 8 Program, there are three forms of verification which are acceptable: third-party, review of documents, and applicant certification.

1. **THIRD-PARTY VERIFICATION** - Under this form of verification, a third party (e.g., employer, Social Security Administration, or public assistance agency) is contacted to provide information. Although written requests and responses are generally preferred, conversations with a third party are acceptable if documented through a memorandum to the file that notes the contact person and date of the call.

a. To conduct third party verifications, the County will obtain a written release from the household that authorizes the third party to release required information. Some third-party providers may, however, be unwilling or unable to provide the needed information in a timely manner.

2. **REVIEW OF DOCUMENTS** – All documents provided by the applicant (such as pay stubs, IRS returns, etc.) may be most appropriate for certain types of income and can be used as an alternative to third-party verifications. Copies of documents will be submitted with the application and retained by the program administrator.

3. **APPLICANT CERTIFICATION** - When no other form of verification is possible, a certification by the applicant may be used. For example, it may be necessary to use an applicant certification for an applicant whose income comes from odd jobs paid for in cash. The applicant may also need to provide the previous year’s income tax returns to determine if the current year's income is consistent with activity for the previous year.

J. CALCULATION METHODOLOGIES – The County has established the following methodologies that treat all households consistently and avoid confusion.

1. It is important to understand the basis on which applicants are paid (hourly, weekly or monthly, and with or without overtime). An applicant who is paid twice a month may actually be paid either twice a month (24 time a year) or every two weeks (26 times a year).

2. It is important to clarify whether overtime is sporadic or a predictable component of an applicant’s income.

3. Annual salaries are counted as annual income regardless of the payment method. For instance, a teacher receives an annual salary whether paid on a 9 or 12- month period.

K. DETERMINING WHOSE INCOME TO COUNT - Knowing whose income to count is as important as knowing which income to count. Under the Section 8 definition of income, the following income *is not counted*:

1. **INCOME OF LIVE-IN AIDES** - If a household includes a paid live-in aide (whether paid by the family or social service program), the income of the live-in aide, regardless

of its source, is not counted. (Except under unusual circumstances, a related person can never be considered a live-in aide).

2. INCOME ATTRIBUTABLE TO THE CARE OF FOSTER CHILDREN - Foster children are not counted as family members when determining family size to compare with the Income Limits. Thus, the income a household receives for the care of foster children is not included; and
3. EARNED INCOME OF MINORS - Earned income of minors (age 17 and under) is not counted. However, unearned income attributable to a minor (e.g., child support, AFDC payments, and other benefits paid on behalf of a minor) is counted.
4. TEMPORARILY ABSENT FAMILY MEMBERS - The income of temporarily absent family members is counted in Annual Income - regardless of the amount the absent family member contributes to the household. For example, a construction worker earns \$600/week at a temporary job on the other side of the State. He keeps \$200/week for expenses and sends \$400/week home to his family. The entire \$600/week is counted in the family's income.
5. ADULT STUDENTS LIVING AWAY FROM HOME - If the adult student is counted as a member of the household in determining the Income Limit used for eligibility of the family, the student's income must be counted in the family's income.
6. PERMANENTLY ABSENT FAMILY MEMBER - If a family member is permanently absent from the household (e.g., a spouse who is in a nursing home), the head of the household has the choice of either counting that person as a member of the household, and including income attributable to that person as household income, or specifying that the person is no longer a member of the household.
7. PERSONS WITH DISABILITIES – During the annual recertification of a family's income, increases in the income of a disabled member of qualified families residing in HOME assisted housing or receiving HOME tenant- based rental assistance is excluded. 24 CFR 5.61(a) outlines the eligible increases in income. These exclusions from annual income are of limited duration. The full amount of increase to an eligible family's annual income is excluded for the cumulative 12-month period beginning on the date the disabled family member is first employed or the family first experiences an increase in annual income attributable to the employment. During the second cumulative 12-month period, 50 percent of the increase in income is excluded. The disallowance of increased income of an individual family member who is a person with disabilities is limited to a lifetime 48-month period.
This section sets forth definitions and eligibility criteria of residential property that will be considered for rehabilitation.

9. ELIGIBILITY REQUIREMENTS OF PROPERTY TO BE REHABILITATED

- A. DEFINITIONS** - The following are definitions of the various terms used with respect to eligibility requirements of property to be rehabilitated.

1. DWELLING UNIT - A housing structure which is used entirely for residential purposes.
2. SINGLE FAMILY - Designed for single-family use, although more than one family may be residing therein, if every resident has access to all parts of the structure.
3. SUBSTANDARD - Failing to meet the minimum housing requirements as set forth in the housing code of the Community or the SBCCI, HQS as defined by HUD, or as defined by the application.

B. ELIGIBILITY CRITERIA

1. The dwelling unit must be located within the municipal boundaries of Jefferson County.
2. The dwelling unit must be classified as substandard, based on a written, detailed inspection report by a certified and THDA-approved Rehab Coordinator.
3. A vacant dwelling may be eligible if the homeowner is eligible, if the dwelling has been vacant due to its substandard conditions, and if the owner will occupy the vacant dwelling upon completion.
4. The maximum HOME expenditure per unit cannot exceed the posted HUD maximum subsidy limits for Jefferson County (published annually).
5. All property taxes must be paid up-to-date.
6. The dwelling unit must be covered by a current home insurance policy for the value of the property.

C. INELIGIBLE PROPERTIES

1. Projects assisted under Title VI of NAHA - Prepayment of Mortgages Insured under the National Housing Act.
2. Public Housing projects.
3. Rental Rehabilitation Program funded projects.
4. If the dwelling lies within a flood zone, the household is INELIGIBLE for assistance.
5. Manufactured homes are not eligible for rehabilitation assistance.

10. RATING SYSTEM FOR RANKING OF APPLICANTS
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The awarding of rehabilitation grants to eligible applicants will be based on priority according to which households are in greatest need for housing assistance. Houses will be rehabilitated in descending order, the household with the most need first, the next household second, and so on until the funds are expended.

The rating system is based on points. The neediest household will have the highest number of points. Information for the determination of points is taken from the applications (HO-3) submitted by the homeowner. Each application shall be rated according to:

A. INCOME/FAMILY SIZE

1.	Family Size	Low Income Limits*	Very Low-Income Limits*
	1	\$ <u>42,350</u>	\$ <u>15,900</u>
	2	\$ <u>48,400</u>	\$ <u>18,200</u>
	3	\$ <u>54,450</u>	\$ <u>20,450</u>
	4	\$ <u>60,500</u>	\$ <u>22,700</u>
	5	\$ <u>65,350</u>	\$ <u>24,550</u>
	6	\$ <u>70,200</u>	\$ <u>26,350</u>
	7	\$ <u>75,050</u>	\$ <u>28,150</u>
	8	\$ <u>79,900</u>	\$ <u>30,000</u>

Morristown Metro FMR Area updated 6/01/2024

2. Points will be given based on income/family size category by percentage lower than 80% of income figure listed in Chart, section 1 above:
- | | | |
|----|-----------------|---------------|
| If | 80% or less | add 20 points |
| If | 60% to 79% less | add 50 points |
| If | 40% to 59% less | add 60 points |
| If | 30% or less | add 70 points |

Annual Income Limit Figures available from HUD/THDA

7. **NUMBER IN HOUSEHOLD**

1 Person Household	5 Points
2 Person Household	10 Points
3 Person Household	20 Points
4 Person Household	25 Points
5 Person Household	30 points
6 Person Household	35 Points
7 Person Household	40 Points
8 Person Household	45 Points

- B. ELDERLY IN HOUSEHOLD** - 10 points per household.
An elderly person is at least 62 years old at the time of application.
- C. HANDICAPPED OR DISABLED IN HOUSEHOLD**- 10 points per household.
Receiving disability benefits from Social Security, a pension program, a life insurance program, or a total or partial physical impairment which renders the person unable to work. Certification of disability from a competent professional is acceptable.
- D. SINGLE PARENT HEAD OF HOUSEHOLD WITH CHILDREN** - 10 points per household. Defined as such when household is legally and/or financially headed by a single person with a child younger than 18 years of age.
- E. VETERAN OR ACTIVE MILITARY** – 10 Points per person in household. Must provide

proof of military status for each person.

F. CONDITION OF THE DWELLING STRUCTURE (based on preliminary inspection)

Standard	No points
Substandard	15-29 Points
Dilapidated Structure	30-50 Points
Life-threatening	50 points

G. PREVIOUS QUALIFIED APPLICANTS - 10 points per household. Defined as a previous qualified approved applicant for the 2020 Jefferson County Homeowner Rehabilitation HOME Program, but did not receive rehabilitation assistance due to depleted funds.

H. IN CASE OF TIE SCORE BETWEEN HOUSEHOLDS

In the case of a tie between two or more applicants point totals, these households will be ranked by their combined score in the condition of dwelling, income, single parent household, and number of handicapped persons scoring categories. In the case of another tie, the Program Administrator reserves the right to establish an equitable resolution.

11. TERMS, CONDITIONS AND CONSIDERATIONS FOR GRANTS
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A. DETERMINATION OF THE AMOUNT OF THE GRANT - The amount of a rehabilitation grant that an applicant may receive will not exceed:

1. The actual and approved cost of the repairs and improvements necessary to make the dwelling unit conform to the housing standards adopted by Jefferson County and THDA.
2. If the applicant is furnishing supplementary funds from other sources, evidence that actual funds are available will consist of verifications and documentation by the Program Administrator for Jefferson County that the applicant has deposited the required amount in the appropriate escrow account. Such deposit must be made before the grant application and any construction work can begin.

B. STRUCTURE OF FINANCIAL ASSISTANCE

HOME funds are used to make forgivable grants to property owners to cover the full cost of needed rehabilitation work.

1. To prevent owners from simply selling the property and profiting from the HOME funded improvements, the owners must repay the program if they sell the property within the compliance period. Part of the owners' obligation is forgiven each year they live on the property.

2. Repayment of the rehabilitation grant shall be based on a twenty percent (20%) reduction of the amount to be repaid per year, according to the following schedule:

0-12 months	100%	repayment
after one (1) year	80%	repayment

after two (2) years	60%	repayment
after three (3) years	40%	repayment
after four (4) years	20%	repayment
after five (5) years	0%	repayment

3. Repayment of the RECONSTRUCTION grant over a fifteen year affordability period shall be based on a six and 67/100 percent (6.67%) reduction of the amount to be repaid per full year with amounts of less than one year being prorated by days used, according to the following schedule:

Year One	100% Repayment
Year Two	93.3% Repayment
Year Three	83.63% Repayment
Year Four	79.96% Repayment
Year Five	73.29% Repayment
Year Six	66.62% Repayment
Year Seven	59.95% Repayment
Year Eight	53.28% Repayment
Year Nine	46.61% Repayment
Year Ten	39.94% Repayment
Year Eleven	33.27% Repayment
Year Twelve	26.60% Repayment
Year Thirteen	19.93% Repayment
Year Fourteen	13.26% Repayment
After fourteen years	6.59% Repayment

4. The homeowner must sign a Grant Note and a Deed of Trust. The Deed of Trust secures the Grant Note by placing a lien against the property and is activated if the owner attempts to sell within the compliance period.
 - i. If ownership of the property is in the form of a life estate, the owner of the property as well as the life estate must sign the Grant Note and the Deed of Trust.
 - ii. If the property has been inherited by multiple owners none of whom reside in the property, all of the owners must sign the Grant Note and Deed of Trust.
5. In case of death, Jefferson County HOME program funded by THDA does not require repayment as long as the ownership of the property passes to the heirs. If the heirs sell or rent the property, or if the property is sold with monetary gain by any actions of a court to settle outstanding claims or settle an estate, the grant must be repaid to the THDA HOME account, less any forgivable portion.
6. The property owner agrees to maintain their newly rehabilitated structure to a minimum level as expected by local codes and provisions. This agreement will last the lifetime of the contractual agreements as outlined in the Grant Note and Deed of Trust.

C. OTHER GRANT CONDITIONS - Specific terms and conditions are incorporated in the grant application and the contract documents. The applicant agrees to:

1. Allow inspection by the County and/or THDA of the property whenever the County and/or THDA determines that such inspection is necessary.

2. Furnish complete, truthful, and proper information as needed to determine eligibility for receipt of rehabilitation grant money.
3. Permit the contractor to use, at no cost, reasonable existing utilities such as gas, water and electricity which are necessary to the performance and completion of the work.
4. Cooperate fully with the County's Program Administrator and the Contractor to insure that the rehabilitation work will be carried out promptly.

12. ELIGIBLE REHABILITATION ACTIVITIES

A. INTRODUCTION

A rehabilitation grant may be made only to cover the cost of rehabilitation necessary to make a dwelling unit conform to the SBCCI Standard Building Code or more stringent local housing codes adopted by the jurisdiction in which the property is located and consistent with the THDA program design standards.

1. REHABILITATION: The maximum allowable HOME funds per Homeowner Rehabilitation unit are capped by the HOME subsidy limits, which are established by HUD and cannot be exceeded.
2. All units built prior to 1978 require a lead-based paint (LBP) inspection. If hazards are identified, a risk assessment by a qualified risk assessor is required. If the risk assessment of a pre-1978 unit discloses no lead, then the cap for rehabilitation costs is capped by the HOME subsidy limit.
3. If the risk assessment for a pre-1978 unit reveals the presence of lead-based paint and the estimated rehabilitation costs are less than \$25,000, interim control/lead safe-work practices will apply and the maximum HOME subsidy for rehabilitation hard costs is limited to \$25,000.
4. If the risk assessment for a pre-1978 unit reveals the presence of lead-based paint and the estimated rehabilitation costs exceed \$25,000, then abatement using a qualified abatement contractor and will be required to provide assistance up to the HOME subsidy limits.
5. Manufactured units are not eligible for HOME-funded rehabilitation.

B. RECONSTRUCTION HOUSING AND GUIDELINES - The intent of a reconstruction activity is to provide assistance to homeowners who might not otherwise be helped due to the prohibitive cost of rehabilitating their existing home. A replacement home, if deemed the most cost-effective solution to the housing deficiencies, shall be prescribed by the Rehab Coordinator.

1. Reconstruction is recommended when the estimated total cost of rehabilitation work exceeds 75% of the current value of the dwelling unit. Approval for reconstruction will be required by THDA.

2. Rehabilitation spending beyond reasonable limits on an existing home is not authorized if a replacement home is refused by the homeowner.
3. A replacement home does not necessarily have to meet the same requirements as the existing home in terms of square footage, number of bedrooms/ bathrooms or other design/amenity considerations.
3. The replacement home must provide all permanent residents of the home with safe, decent and sanitary housing within the terms of the 2009 International Residential Code for One- and Two-Family Dwellings, and/or local codes, as applicable.

D. ELIGIBLE COSTS

1. **EXISTING CODE VIOLATIONS** - Costs allowable in rehabilitation grants are the costs of correcting existing housing code violations which have been determined by a qualified housing inspector and formalized in an individualized housing report.
2. **INCIPIENT CODE VIOLATIONS** - An incipient violation exists if at the time of inspection an element in the structure which, due to age, deterioration, wear, or normal usage will deteriorate within the life of the grant period and thus become code violations. Costs to correct these potential violations are eligible costs.
3. **PERMITS AND FEES** - Rehabilitation funds may be used to cover the cost of building permits and related fees required to carry out the proposed rehabilitation work. However, since the rehabilitation contract documents will require the contractor to pay them, these cost ordinarily would be included in the contract amount. Recording and filing fees are eligible costs.
4. **EQUIPMENT** - Rehabilitation funds may provide for the repair or purchase and installation of certain basic equipment necessary for the maintenance of the household in a safe, sanitary and healthy environment. These include such items as heating furnace, hot water heater, electrical and sanitary fixtures, kitchen stove, refrigerator, cabinets and sinks. Purchase and installation is acceptable if there is no such equipment in the dwelling or if the existing equipment is unsafe, unsanitary, or non-functional.
5. **HANDICAPPED** - Special alterations or costs related with making the dwelling more convenient or accessible for handicapped persons is an eligible cost. The Grantee will notify THDA if an applicant is handicapped. All work performance in these units must comply with all applicable codes as well as all Federal and State regulations.
6. **LEAD-BASED PAINT** - All costs associated with the abatement of lead-based paint hazards must comply with SS92.206(a)3.
7. **DEMOLITION OF EXISTING STRUCTURES AND UTILITY CONNECTIONS** - All costs related to the demolition of existing structures and provide utility connections are to comply with SS92.206(a)3.
8. **EXTERIOR PAINTING** - Exterior painting is an eligible cost when it is necessary to

maintain watertight exterior on the dwelling.

9. **OTHER COSTS** - Rehabilitation costs not specifically required by the housing rehabilitation standards found necessary for the safety, health and general welfare of the occupants of the structure may be considered for eligibility, with prior consent of the Grantees governing body and THDA, as well as any other cost as outlined in the Federal Register SS92.206.
10. **GUTTERS** – Gutters are an eligible cost when rehabilitating the exterior of a unit or when reconstructing a unit.

E. INELIGIBLE COSTS - In general, rehabilitation grants shall not be used for:

1. Renovation of dilapidated out buildings.
2. Appliances, not required by code standards/HQS.
3. Materials, fixtures, equipment, or landscaping of type or quality that exceeds that customarily used in the locality for properties of the same general type as the property to be rehabilitated.
4. All items as outlined in Section 92-214.

13. HOUSING REHABILITATION SPECIFICATIONS

A. INTRODUCTION - This section sets forth the responsibilities of the Program Administrator for determining the rehabilitation work necessary to bring a dwelling into conformance with the minimum code adopted by the County and its program design.

The Rehab Coordinator will:

1. Inspect the property and prepare an inspection list noting code deficiencies.
2. Consult lead-based paint testing/risk assessment to identify lead-based paint hazards.
3. Consult with and advise the owner of the work to be done and the availability of a rehabilitation grant.
3. Prepare a work write-up and cost estimate as a basis for a rehabilitation grant and for the bid process in contracting for the rehabilitation work.

A. PROPERTY REVIEWS – The Rehab Coordinator will conduct: (1) an initial review of the property to determine the deficiencies that must be addressed, (2) a progress review to monitor

construction progress and (3) a final review to certify that work is completed in accordance with the approved work write up and any applicable change orders. The final inspection must be conducted by not only the Rehab Coordinator but also by a state certified residential building code official. A certificate of compliance by the local codes official or representative of the State Fire Marshal's Office must be submitted to THDA with the Rehab Coordinator's final property review.

C. WORK WRITE-UP AND COST ESTIMATE - The work write-up and cost estimate is a statement based on the code inspection and itemizes all the rehabilitation work to be done on the dwelling and includes an estimate of the cost of each item. The cost estimate will be reasonable, reflect prevailing labor and material costs, and reflect a reasonable profit for the contractor.

1. **DUAL-USE OF WORK WRITE-UP** - The write-up will be detailed and specific in style. Each item will be identified as correcting a code violation, meeting a code requirement, or an eligible cost under the grant. This same write-up without the cost estimate will serve as a part of the specifications for the constructions contract documents.
2. **ITEMIZING COSTS** - Each item of work and its estimated cost will be identified in the work write-up as either correcting a code violation, meeting a code requirement, or eligible under the grant. This will be done on the work write-up by entering the cost estimates in a columnar arrangement.
3. **OWNER PREFERENCE** - A work write-up need not contain details that have no significant effect on cost, such as color, style or pattern. The term 'to be selected by owner' may be used appropriately.

D. CONSULTATION WITH HOMEOWNER/APPLICANT - The Rehab Coordinator will consult with the prospective applicant on the work write-up and cost estimate, and will advise the applicant that only work that is directed toward correcting a code violation, meeting a code requirement or an eligible activity can be funded by the grant. The homeowner must understand that general property improvements or cosmetic improvements are not eligible for funding. The final work write-up (without costs) will be used by contractors for determining their bids and incorporated into the rehabilitation contract which the homeowner and contractor will sign. The homeowner should initial each page and sign the last page of the write-up.

E. CLEARLY WRITTEN SPECIFICATIONS - The work write-up will be written so that it provides a clear detailed understanding of the nature and scope of the work to be done and a basis for carefully determined bids and proposals from contractors. The homeowner shall have a clear understanding of the nature and scope of the work to be done and any limitations that may exist.

1. Each specification will show the nature and location of the work and the quantity and type of material required.
2. The specifications will refer to manufacturer's brand names and association standards to identify quality of material and equipment and may make provision for acceptable substitutes or quality and brand name requirements may be included in the general

conditions and specifications and indicated by reference in the work write-up.

A. INTRODUCTION - This section sets forth requirements and procedures with respect to the construction contracts for housing rehabilitation financed through a rehabilitation grant. Rehabilitation work will be undertaken only through a written contract between the contractor and the property owner receiving the grant.

1. **FORM OF CONTRACT** - The construction contract will consist of a single document signed by the contractor and the property owner. It will contain a bid, the Grantee's General Conditions and Specification by reference, the work write-up which specifies the work to be done, and the existing code violations.
2. **USE OF ALTERNATES** - The bid document prepared by the Program Administrator may contain alternates by which each bidder may increase or decrease the lump sum contract price.
3. **PROCUREMENT OF BIDS** - The Program Administrator will advertise openly and publicly for bids and encourage minority and female owned firms to bid on its projects.

B. GENERAL CONDITIONS - The bid package will include the following:

1. The address, time, and date by which the bid should be submitted by the contractor
2. A provision that the bid be accepted by the homeowner within a specified length of time
3. A provision that the contractor starts work within a specified length of time
4. A statement concerning the acceptability of progress payments
5. A provision that final payment on the contract amount will be made only after final inspection, acceptance of all work by the Rehab Coordinator and the homeowner, and after the Program Administrator receives the contractor's invoice and release of liens, and claims for liens by the subcontractor, laborers and material suppliers for completed work or supplied materials.
6. Provisions that the contractor will be required to:
 - a. Obtain and pay for all permits and licenses necessary for the completion and execution of the work and labor to be performed.
 - b. Perform all work in conformance with applicable local codes and requirements whether or not covered by the specifications and drawings for the work.
 - c. Keep the premises clean and orderly during the course of the work and remove all debris at the completion of the work. Materials and equipment that have been removed and replaced as part of the work shall belong to the contractor.
 - d. Not assign the contract without written consent of the County and homeowner.

2. The work necessary to correct those violations.
3. The estimated cost for rehabilitation.
4. Any unusual features or limitations.
5. Will be initialed on each page by the homeowner and signed on the signature page by the homeowner.

E. INELIGIBLE CONTRACTORS - The Grantee may determine a contractor ineligible to bid on projects when:

1. The Contractor is listed on the Federal Debarred list.
2. There is documented proof that the contractor has not paid material suppliers.
3. That the contractor has not completed projects within the allotted time frame.
4. When there exist complaints by homeowners about quality of work and performance.
5. There is documented proof that the contractor has not performed warranty work on previous contracts.
6. Conflict of interest exist between the contractor candidate and project participants, location, or any financial ties

F. INVITATION TO CONTRACTORS FOR BID AND PROPOSAL

1. Announce program and advertise for contractors in local and/or regional newspapers at the beginning of the program.
2. Accept applications from contractors throughout the life of the program.
3. Develop and maintain a list of contractors, including minority and female-headed firms within the region.
4. Notify in a timely fashion in writing all contractors on the approved list when bid packages are available.
5. Document when and to whom invitations to bid are sent out and packages picked up.

F. SELECTION OF A SUCCESSFUL BIDDER - The opening of the sealed bids must meet these conditions:

1. The opening must be open to the public.
2. The lowest bid will prevail unless it falls under or over previously established limits as determined by the Rehab Coordinator's cost estimate.
3. There must be three competitive bids by eligible contractors.

4. Minutes of the award and bid tabulations should be appropriately filed.
5. Questions concerning contractor eligibility shall be decided prior to opening bids.
6. Verify with THDA/SAM.GOV to determine if contractors are debarred or not.
7. The Program Administrator and Rehab Coordinator may limit the number of bids awarded to any one contractor at any one bid letting to three (3) per grant project.
8. If all bids exceed the amount of the construction budget, the Program Administrator cannot negotiate solely with the low bidder. The project will be rebid or changed in scope. If the project is changed, then each bidder must be allowed to bid again. Bidders must be informed that they have the right to change their original unit prices as long as they conform to the revised bid specifications. Program Administrator must maintain documentation to demonstrate that this process was followed.
9. If there are not at least three (3) competitive bids from eligible contractors, the project must be re-bid. If there are still not three bids after the project has been re-bid, the Grantee will seek written approval from THDA before selecting the winning bid.

H. AWARD OF CONSTRUCTION CONTRACT - The contract will become effective upon the signatures of the homeowner and contractor and with the Grantee's endorsement. The Grantee will distribute the executed contract documents as follows: original to Grantee, copy to homeowner, copy to contractor.

15. INSPECTION, CLOSE-OUT, AND PAYMENT FOR REHABILITATION WORK

INTRODUCTION - This section sets forth the requirements for inspection, the close-out and final payment procedures for rehabilitation grants.

A. RESPONSIBILITY FOR MAKING INSPECTIONS - Inspection of construction will be performed by the Rehab Coordinator as follows:

1. Compliance inspections will be made as often as necessary to assure that the work is being completed in accordance with the community's building, electrical, mechanical and plumbing codes, zoning regulations; and any other related State or local laws and ordinances.
2. Inspections will be made as often as necessary to assure that the work being performed is in accordance with the terms of the construction contract.
3. Written notices of inspections shall be filed appropriately.
4. The Grantee's Rehab Coordinator will perform a minimum of 3 inspections throughout

the project. An initial inspection, a progress inspection, and a final inspection will be conducted in accordance with THDA's Policies and Procedures and HUD 24CFR 92.251 of the 2013 HOME Final rule. An agent of THDA will be selecting projects at random and performing Quality Assurance inspections in accordance with THDA's Policies and Procedures and HUD 24CFR 92.251 of the 2013 HOME Final rule.

B. PROGRESS PAYMENTS - Progress payments will be allowed by the Program Administrator, with the following condition exists: No more than one progress payment can be made and the payment will be 50% of the funds at the completion of 60% of the work.

C. FINAL PAYMENTS

1. **FINAL INSPECTION** - Upon completion of the rehabilitation work, a final inspection will be performed by Rehab Coordinator. Any uncompleted work or work that is unsatisfactory is noted on a final punch list and sent to the Contractor in writing (HO-17 and HO-18). When these items are completed, the contract is complete, clearance testing for lead-based paint hazards is conducted on the unit. When the unit passes clearance testing, and a certificate of code compliance from a local code's official is issued, the project is complete.
2. **CERTIFICATION** - After the Program Administrator determines that the rehabilitation work has been fully and satisfactorily completed, it will prepare a Certificate of Completion and Final Inspection. The homeowner signs the certification indicating that he/she accepts the rehabilitation work as meeting the terms and conditions of the contract. The contractor signs the certification indicating that the work has been completed in accordance with the contract and that there are no unpaid claims for labor, materials supplies or equipment. The Rehab Coordinator and the Administrator sign the Certification indicating that work has been completed in accordance with the contract and authorizing final payment. PLEASE NOTE: Final payment will not be authorized without a signed Certificate of Code Compliance OR approval of rehabilitation by a local codes official or a state certified codes official.
3. **NOTICE OF COMPLETION** - The Contractor shall file a Notice of Completion with the Register of Deeds in the county that the work is performed and returned a certified copy to the Program Administrator.
4. **MAKING FINAL PAYMENT** - When the final inspection determines that the work is completed in accordance with the contract and the homeowner has accepted the work, the Program Administrator will obtain from the contractor a release of liens, including all subcontractors and suppliers, and a copy of each warranty due the owner for the work. The Program Administrator will request final payment from THDA at that time.
5. If the homeowner refuses to sign the final acceptance, the Program Administrator may authorize full payment for those items which are undisputed and acceptable to all parties.

16. GRIEVANCE PROCEDURE

The Grievance Procedure is a part of the contract between the homeowner and the contractor.

Disputes between the homeowner, the County, and contractor may arise from time to time during the life of the rehabilitation project. In those instances where a mutually satisfactory agreement cannot be reached between the parties, the grievance procedure will be followed.

A. POLICIES AND PROCEDURES

1. The grievance by the homeowner or contractor is to be filed with the program administrator in writing.
5. The program administrator will meet with the homeowner/contractor and attempt to negotiate a solution.
6. Contact THDA Community Programs Division at (615) 815-2030 should the program administrator fail to negotiate a solution.

B. GRIEVANCE PROCEDURE - If this fails, the program administrator will follow the grievance procedure as outline below:

1. All claims or disputes between the owners and contractor arising out of or related to the work shall be decided by arbitration in accordance with the construction industry arbitration rules of the American Arbitration Association then obtaining, unless the parties mutually agree otherwise.
2. The owners and contractor shall submit all disputes or claims, regardless of the extent of the work progress, to an agreed upon arbitrator unless the parties mutually agree otherwise.
3. Notice of the demand for arbitration shall be filed in writing with the other party to this rehabilitation agreement and shall be made within a reasonable time after the dispute has arisen.
4. The award rendered by the arbitrator shall be final, and judgement may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.
5. If the arbitrator's award is in a sum which is less than that which was offered in settlement by the contractor, the arbitrator may award costs and attorney's fees in favor of the contractor. If the award of the arbitrator is in a sum greater than that which was offered in settlement by the owners, the arbitrator may award costs and attorney's fees in favor of the owner.

C. THE WRITTEN CONTRACT - The contract and the rehabilitation specifications, along with the housing code report, provide the basic documentation by which the relative merits of any dispute will be judged.

D. CONFLICT OF INTEREST OF PUBLIC OFFICIALS - No elected or appointed Federal, State and local official, member of the local governing body, or any other public official or employee who exercises any functions or responsibilities in conjunction with the administration of the housing rehabilitation shall have any interest, direct or indirect, in the proceeds or benefits of the rehabilitation grant program. In those cases where the interest may not be direct or indirect and the conflict of interest is only apparent, the County must contact

THDA for clarification before proceeding.

- E. KICKBACKS AND DISCOUNTS** - No member of the governing body of Jefferson County Government or any County employee shall receive kickbacks or discounts from either contractors or property owners in return for special favors in regard to housing rehabilitation.

17. SUBORDINATION OF LEINS

A. SUBORDINATION POLICY

When a homeowner requests that Jefferson County Homeowner Rehabilitation Program subordinate the soft second mortgage, the County may subordinate if:

1. The reason for financing is to:
 - a. Make home improvements (upgrade the condition of the home).
 - b. Cash outs are not allowed
2. The new appraisal on the home must exceed the current unpaid amount of the original mortgage balance plus the amount of the County's grant/loan.
3. There will be a \$150 fee imposed to the homeowner, due from financing proceeds.
4. Unless unusual circumstances exist, the County will not subordinate more than once.
5. The financial institution will prepare the Subordination Agreement for Jefferson County Mayor's signature; have it recorded and provide a copy to the County.
6. The financial institution will provide the County with a copy of the new appraisal and the Settlement Statement.
7. Jefferson County and their program administrator (TCAC) shall be responsible for administering these Subordination Policies. Any matters that fall outside the parameters of this policy shall be decided by the County Commissioners.
8. The County will not subordinate for interest-only loans.
9. Total closing costs and prepaid items cannot exceed 6% of the refinanced purchase price.

NOTE:

These policies and procedures for the 2024 Jefferson County HOME Program were approved and adopted by Jefferson County Commission by _____.

- e. Guarantee the work performed for a period of one year from the date of final acceptance of all work required by the contract. Furthermore, furnish the homeowner, in care of the Program Administrator, with all manufacturers and suppliers written guarantees and warranties covering materials and equipment furnished under the contract.
- f. Include a statement as to whether the premises are to be either occupied or vacant during the course of construction work.
- g. A provision that the contractor may use existing utilities without payment during the course of the work.

B. INSURANCE

- 1. The County requires the Contractor to carry Workman's Compensation Insurance for all his employees and those of his subcontractors engaged in work at the site, and that Jefferson County Government be listed on said insurance as an *Additional Interest*. The Contractor shall be required to furnish the Program Administrator the required documentation of coverage before the contract shall be awarded.
- 2. The Contractor is to be required to carry Manufacturer's and contractor's Public Liability Insurance and Jefferson County Government is to be listed on said insurance as an *Additional Interest*. The policy shall be for an amount not less than \$100,000 for injuries including accidental death to any one person and for one accident, and to protect the contractor and his subcontractors against claims for injury to or death of one or more than one person because of accidents which may occur or result from operations under the contract. Such insurance shall cover the use of all equipment including but not limited to excavating machinery, trenching machines, cranes, hoists, rollers, concrete mixers, and motor vehicles in the construction of the rehabilitation embraced in their contract.
- 3. The contractor shall carry during the life of the contract Property Damage Insurance in the amount of not less than \$100,000 to protect him and his subcontractors from claims for property damage which might arise from operations under their contract.
- 4. Before commencing work, the contractor shall submit evidence of coverage to the Program Administrator. A certificate of insurance shall be present as evidence.

D. WORK WRITE-UPS, SPECIFICATIONS AND DRAWINGS - The work write-up must include photographs of each inspectable deficiency as well as all sides of the exterior. The specifications, based on the code inspection, and work write-up and illustrative sketches, if any, covering the specific rehabilitation work for each property to be rehabilitated will be prepared by the Rehab Coordinator. The specifications will identify:

- 1. The code violation.

Vetoed: _____ Date: _____
Mark Potts-County Mayor

Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____ Absent _____

Veto Override: _____ Date: _____
James E. Carmichael-Chairman County Commission

**INTERLOCAL AGREEMENT FOR EMERGENCY AID
AND EMERGENCY JAIL RESOURCES AND TEMPORARY LEASE**

by and between

**Cocke County, Tennessee, Cocke County Sheriff's Department & Jefferson
County, Tennessee and Jefferson County Sheriff's Department**

WHEREAS, Tenn. Code Ann. §§ 6-54-307 and 12-9-101, et. seq. authorizes governmental entities in this State to enter into agreements for the sharing of law enforcement resources;¹ and

WHEREAS, the parties hereto have chosen to avail themselves of the authority conferred by the above-referenced statutes and have entered into a written agreement governing the emergency and disaster-related law enforcement and jail resources; and

WHEREAS, the law enforcement resources of Cocke County, Tennessee and Cocke County Sheriff's Department are very limited and the Cocke County Jail has suffered damages making it uninhabitable based upon the recent flooding and disaster associated with Hurricane Helene (hereinafter, Cocke County, Tennessee shall be referred to as "Cocke County" and Cocke County Sheriff's Department shall be referred to as "CCSD" and Jefferson County, Tennessee shall be referred to as "Jefferson County," and Jefferson County Sheriff's Department shall be referred to as "JCSD") (Jefferson County, JCSD, Cocke County, and CCSD shall collectively be referred to as "Parties");

WHEREAS, Cocke County and CCSD are in desperate need of space/ building to house, jail, and secure Cocke County prisoners/ inmates;

WHEREAS, Jefferson County and the JCSD are willing to provide space/ building for Cocke County and CCSD to house and secure Cocke County prisoners/ inmates on a limited and temporary basis; and

WHEREAS, in the judgment of Cocke County, CCSD, Jefferson County, and the JCSD, this Interlocal Agreement is advantageous to and serves the public interest of Cocke County and Jefferson County.

THEREFORE, this agreement is entered into by and among Cocke County, CCSD, Jefferson County and the JCSD as of the ___ day of _____, 20____, and in consideration of the mutual covenants contained herein, the parties agree as follows:

¹ This Agreement does not cover the sharing of resources provided for under the Mutual Aid and Emergency and Disaster Assistance Act codified at Tenn. Code Ann. § 58-8-101, et. seq. The Mutual Aid and Emergency and Disaster Assistance Act governs the sharing of resources based upon an "imminent threat of an event or an actual event and its aftermath, whether natural or manmade, that could lead to substantial body injury or property damage **and** that could lead [or does lead to] the declaration of a state of emergency." *Id.* at § 58-8-102.

1. Jefferson County shall provide, in its sole discretion, reasonable aid it can to Cocke County, as requested by the Mayor of Cocke County or Cocke County Sheriff, to address the uninhabitability of the current Cocke County Jail resulting from Hurricane Helene.

2. Jefferson County will lease Cocke County and the CCSD the building and premises located at or about 983 Industrial Park Road, Dandridge, TN 37725 and known as the "Old Jefferson County Jail" (hereinafter referred to as the "Old Jail" or "Premises") on the following terms and conditions:

a. The term of this lease is month-to-month at the sole discretion of Jefferson County. Cocke County shall pay Jefferson County \$1.00 per month as monthly rent for the Premises.

b. Jefferson County may terminate this lease at any time, for any reason, or for no reason, without penalty upon giving Cocke County and the CCSD thirty (30) days' written notice. In the event, Jefferson County terminates this lease or the lease term expires, and Cocke County or the CCSD holds over and remains in the Premises, Cocke County and the CCSD shall pay Jefferson County the sum of \$1.18 per square foot of the building/ structure on the Premises per month until Cocke County and CCSD vacate the Premises or until and through the date Cocke County and CCSD are evicted from the Premises.

c. Cocke County and/ or the CCSD is/ are solely responsible for paying for and providing the following to or at the Premises:

i. All utilities to the Premises, including electricity, water, gas, cable, internet, HVAC, etc. and all necessary work and construction necessary to provide any utilities to the Premises;

ii. Any and all improvements, construction, repairs, or renovations necessary to house, feed, clothe, and secure Cocke County prisoners/ inmates;

iii. Any and all repairs to, replacement of and reconstruction/ construction of any and all systems or services associated with the Premises or the lease of the Premises, including but not limited to plumbing electrical, wiring, HVAC, water, gas, pipes, etc.;

iv. Any and all repairs, reconstruction/ construction of any component of the Premises, including, but not limited to walls, roof, windows, doors, etc.; and

v. Any expenditures, labor, costs, or expenses paid or expended by Jefferson County or JCSD prior to or after the signing of this

Agreement, which directly relate to or are associated with the subjects of this Agreement or the Premises.

d. Jefferson County and the JCSD may at reasonable times and on reasonable notice to Cocke County and CCSD enter the Premises to inspect it. Jefferson County and JCSD may further at reasonable times and on reasonable notice enter the Premises and make any repairs that Cocke County and CCSD has failed to make. If Jefferson County or the JCSD make any repairs required to be made by Cocke County and CCSD, Cocke County and CCSD shall pay Jefferson County a sum equal to the amounts expended by Jefferson County or the JCSD within ten (10) days after Jefferson County presents Cocke County and CCSD with a statement setting forth the repairs made and the amounts expended.

e. Prior to making any repairs, alterations, renovations, etc. to the Premises, Cocke County and the CCSD shall submit plans for same to Jefferson County and JCSD for their approval. Subject to approval by Jefferson County and the JCSD, of all plans and specifications for material renovations and alterations and subject to the condition that Cocke County and CCSD shall allow no lien to be placed against the Premises, Cocke County and CCSD may, at its/ their sole cost and expense, renovate, alter and use the Premises in connection with its business and to make related improvements. All alterations, additions, repairs, replacements and improvements made to or upon the Premises shall be deemed to be part of the Premises and shall become the property of Jefferson County upon the expiration or termination of this Lease. All such alterations, additions, repairs, replacements and improvements made to or upon the Premises shall comply with all present and future governmental laws (federal, state, and local), regulations, building codes, fire codes, safety codes, etc. No approval by Jefferson County and JCSD of any plans or specifications for renovations or alterations by Cocke County and CCSD shall be construed to warrant that such plans or specifications comply with any governmental laws or regulations. Cocke County and CCSD are solely responsible for obtaining any and all necessary permits for any and all governmental entities, regarding the use of the Premises; the alterations, additions, repairs, replacements and improvements; and the housing and securing of Cocke County prisoner/ inmates.

f. Cocke County and CCSD are solely responsible for any damages, loss, or casualty to the Premises or the buildings or structures on the Premises of any kind or character. In the event of any damages, loss, or casualty to the Premises, buildings or structures, Cocke County and CCSD shall be responsible for restoring, construction, rebuilding, reconstructing or repairing the Premises and any structures or buildings upon or at the Premises.

g. At the expiration or termination of the term of this Lease, Cocke County and CCSD shall peaceably yield up to Jefferson County the Premises and all erections, improvements, and additions made thereto except as hereinbefore

provided, in good repair in all respects, reasonable use, wear and tear excepted.

h. The Premises shall be used only for a jail/ correctional facility for the housing and securing of Cocke County prisoners/ inmates. Cocke County and CCSD shall not at any time use or occupy the Premises in violation of restrictions or laws, ordinances or regulations of any government or agency having jurisdiction, or in violation of Jefferson County' insurance contract(s), or in a manner creating a nuisance or that is a noxious use.

i. All property of any kind that may at any time be used, left or placed on the Premises during the term of this Lease shall be at the sole risk of Cocke County and CCSD. Cocke County and CCSD shall carry contents coverage insurance on its contents in or upon the Premises.

Cocke County and CCSD will further save, defend, indemnify and hold Jefferson County and the JCSD free and harmless of and from any and all liability or any injury, loss or damage to person or property or any damages of any kind or character arising out of the operation of this Agreement, the subjects of this Agreement, or any cause associated with or related to the Premises or the use of the Premises. It is expressly understood by the parties and it is agreed that Cocke County and CCSD cannot and do not assume liability for actions, omissions, and/ or negligence where state or federal law does not already impose a liability upon the Cocke County and CCSD. This indemnification provision shall be construed as covering only cases where an action might be maintained against Cocke County and CCSD independent of this Agreement. No provision in this Agreement shall be construed as extending the liability of Cocke County and CCSD beyond that imposed by law. It is further expressly understood by the parties that no provision of this Agreement waives immunity and/ or privilege of any kind, granted Cocke County and CCSD or its employees, agents, officials, or representatives. Cocke County's and CCSD's scope of indemnity obligations for judgments, awards or settlements to third parties arising from tortious actions or omissions shall be subject to any requirements and limitations for judgments and awards against a governmental entity as set forth in the Tennessee Governmental Tort Liability Act, Tennessee Code Annotated §§ 29-20-101 et seq. or other applicable state or federal law.

Cocke County and CCSD agree to provide public liability insurance naming Jefferson County and JCSD as additional insureds to protect Jefferson County and the JCSD from any damages, injuries, or loss of any kind in at least the following amount: \$1,000,000.00-Combined Single Limit and \$2,000,000.00 Aggregate.

j. Cocke County and CCSD may not assign or encumber this Lease or sublet the Premises, either in whole or in part, without the prior written consent of Jefferson County, which consent may be withheld by Jefferson County for any reason or for no reason.

k. In the event it becomes necessary for Jefferson County to employ an attorney to enforce collection or to enforce compliance with any of the covenants or agreements herein contained, or in connection with Coker County and CCSD's default or breach hereunder, Coker County and CCSD shall be liable for reasonable attorney's fees, costs and expenses incurred by the Jefferson County.

l. Any notices required to be sent hereunder shall be hand delivered or sent by certified mail, by FedEx or UPS, and emailed to the following addresses:

Jefferson County: _____

JCSD: _____

Coker County: _____

CCSD: _____

m. The subsequent acceptance of rent hereunder by Jefferson County shall not be deemed a waiver of any preceding breach of any obligation hereunder by Coker County or CCSD, and the waiver of any breach of any covenant or condition by Jefferson County shall not constitute a waiver of any other breach regardless of knowledge thereof.

3. This Agreement shall be exclusively construed, governed, and controlled by the laws of the State of Tennessee without regard to principles of law, including conflicts of law, of any other jurisdiction, territory, country, and/or province. Any dispute arising out of or relating to this Agreement shall exclusively be brought in the Chancery Court or the Circuit Court of Jefferson County, Tennessee. Each party consents to personal jurisdiction thereto and waives any defenses based on personal jurisdiction, venue, and inconvenient forum.

4. The Parties agree that they have not entered into this Agreement for the benefit of any third person or persons, and it is their express intention that the Agreement is intended to be for their respective benefit only and not for the benefit of others who might otherwise be deemed to constitute third-party beneficiaries hereof.

5. In the event any provision of this Agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of the Agreement which shall remain in full force and effect and enforceable in accordance with its terms.

6. The parties signing this Agreement hereby state that they have the authority to bind the entity on whose behalf they are signing.

7. This Agreement shall be binding upon the parties hereto, their heirs, administrators, executors, successors and assigns.

8. Except as expressly limited by the terms of this Agreement, all rights, powers and privileges conferred hereunder shall be cumulative and not restrictive of those provided at law or in equity.

9. The words "Jefferson County," "Cocke County," "Jefferson County Sheriff's Department," "JCSD," "Cocke County Sheriff's Department," "CCSD," and "Parties" and pronouns referring thereto shall be construed to be singular or plural, masculine, neuter or feminine, as the facts warrant.

10. Cocke County and CCSD and their employees, agents, representatives, contractors and subcontractors are independent contractors and are not the agents, employees or representatives of Jefferson County or the Jefferson County Sheriff's Department. The Jefferson County Sheriff's Department and Jefferson County and their employees, agents, representatives, contractors and subcontractors are independent contractors and are not the agents, employees or representatives of Cocke County or CCSD. No provision of this Agreement shall be construed as creating a joint venture or other such relationship between the parties to this Agreement.

11. Neither Jefferson County or the JCSD, nor their employees, agents, representatives, or officials shall be liable for any property damage, damages of any kind, bodily injuries, or death due to actions, services, or omissions of or which are performed by Cocke County or CCSD under or related to this Agreement.

12. At all times, employees, agents, representatives, and officials of Cocke County and the CCSD shall be considered to be employees of Cocke County and to be acting within the course and scope of their employment for purposes under the Tennessee Governmental Tort Liability Act, Workers' Compensation Law of the State of Tennessee, or any other federal, state, or local law, statute, or ordinance. At all times, employees, agents, representatives, and officials of Jefferson County and the JCSD shall be considered to be employees of Jefferson County and to be acting within the course and scope of their employment for purposes under the Tennessee Governmental Tort Liability Act, Workers' Compensation Law of the State of Tennessee, or any other federal, state, or local law, statute, or ordinance.

13. Cocke County shall compensate all of its employees, agents, representatives, and officials for work or services they perform pursuant to this Agreement and shall defray the actual travel and maintenance expenses of such employees while they are performing such work. Such compensation shall include

any amounts paid or due for compensation due to personal injury or death while such employees, agents, representatives, and officials are engaged in rendering such aid, if such amounts would be due if the aforesaid personal injury or death had occurred within the normal jurisdiction of Cocke County. Such compensation shall also include all benefits normally due such employees.

14. The parties have executed this Agreement as of the latest date written below.

15. Cocke County and CCSD agree that no claim for compensation or damages will be made by them against Jefferson County or JCSD for any loss, damages, or personal or bodily injury occurring as a result or related to this Agreement, and Cocke County and the CCSD expressly waive any and all such rights, privileges, or claims.

16. Cocke County and CCSD are solely responsible and liable for complying with, meeting, maintaining, funding, and abiding by any and all applicable laws, statutes, and regulations of the State of Tennessee, the Tennessee Corrections Institute, and the United States Government, regarding corrections, housing and security of prisoners, inspections, facilities, training of staff, etc. Cocke County and the CCSD are solely responsible and liable for funding any improvement, alteration, construction, renovations, etc. of the Premises required by any state, federal or local governmental entity. Cocke County and CCSD further agree to operate and maintain the Premises to ensure compliance with Tennessee's Minimum Standards for Local Correctional Facilities. Cocke County and CCSD agree that they are solely responsible for any reporting requirements of any federal, state, or local laws, statutes, or regulations.

17. The Old Jail can accommodate fifty-two (52) inmates. Cocke County and CCSD agree that they shall not create any condition of overcrowding in the Old Jail. Based upon the recommendations of the County Technical Advisory Service, the CCSD shall house no more than 20% above the 52-inmate capacity and only for a period to not exceed 14 days on the Premises.

18. This Agreement shall be valid only when approved by the legislative bodies of Jefferson County, Cocke County, JCSD, and CCSD.

19. This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one and the same agreement.

20. At the sole discretion of the Jefferson County Sheriff, the JCSD may provide emergency response services to support the CCSD in the event of escape, disturbance, disaster, or otherwise.

The signatories hereto represent that they have been appropriately authorized to enter into this Agreement on behalf of the governmental entity for whom they sign.

For Jefferson County, Tennessee:

By: _____
Jefferson County Mayor

By: _____
Jefferson County Sheriff

For Cocke County, Tennessee:

By: _____
Cocke County Mayor

By: _____
Cocke County Sheriff