

The Union County Commission met in Regular Meeting at 7:00 P.M. on Monday, November 22, 2021 at the Union County Courthouse. The Honorable Jason Bailey, County Chairman, Presiding. A quorum being present, Union County Commission was duly opened at 7:00 P.M.

The Agenda for November 22, 2021 is as follows:

1. Call to Order
 2. Invocation
 3. Pledge of Allegiance
 4. Roll Call
 5. Announcements: (if any)
 6. Approve List for Public Comments
 7. Approve Minutes of October 25, 2021 – Regular Meeting
 8. Approve Notaries: (if any)
 9. Appoint 2nd Civil District County Commissioner
 10. County Mayor’s Report – Mayor Jason Bailey
 11. County Sheriff’s Report – Sheriff Breeding
 12. Melissa Brown, Director of Finance
 - a. Monthly Finance Report – October 2021
 - b. Budget Amendments & Transfers
 - c. Approve/Disapprove Surplus
 - d. Contracts
 - i. Cisco Network Switch Contract (Courthouse)
 - ii. Thomson Reuters West’s TN Code Annotated – Judge/Circuit Court
 - iii. Safe Home Security – Health Department
 13. Approve/Disapprove Resolution for the 2021 Program Policies and Procedures for the Home Grant
 14. Union County Highway Department Safety Grant
 15. Old Business
 - a. Discuss Raise for County Commissioners
 - b. Redistricting
 16. New Business
 17. Addendums: (if any)
 18. Public Comments
 19. Adjourn
-
1. County Commission was duly opened by Sheriff William F. Breeding, II.
 2. Invocation by Commissioner Sidney Jessee, Jr.
 3. Pledge of Allegiance was led by Commissioner Janet Holloway.
 4. Roll Call by Pam Ailor, Union County Clerk. **Commissioners Present:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jessee, Jr., R.L. Jones, Debra Keck, Larry Lay, and Becky Munsey.
Commissioners Absent: Jeffrey Chesney, Kenny Hill, and Joyce Meltabarger.
 5. Announcements
 - County Officials may read a book on camera at the Maynardville Public Library to be posted online.
 - Union County Opry’s Christmas Show and coat drive will be December 4, 2021.
 - Olivia Howard is the new additional UT Extension Agent.
 6. Public Comments: There were no Public Comment requests made in open meeting on Monday, November 22, 2021.

7. A **Motion** was made by **Debra Keck** and **Seconded** by **Sidney Jessee, Jr.** to approve the minutes of October 25, 2021 Regular Meeting.

County Chairman, Jason Bailey Called for a Roll Call Vote. **Commissioners Voting For:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jessee, Jr., R.L. Jones, Debra Keck, Larry Lay, Becky Munsey.
Commissioners Voting Against: None. **Commissioners Passing:** None. **Motion Carried.**

8. Approve Notaries: There were no Notaries to be approved in open meeting on Monday, November 22, 2021.

9. Appoint Second (2nd) Civil District County Commissioner:

Commissioner Sidney Jessee, Jr. nominated **Cheryl Walker** to fill the vacancy of County Commissioner representing the Second (2nd) Civil District of Union County, Tennessee, until the next general election.

Commissioner Earl Cox nominated **William Lance Grigsby** to fill the vacancy of County Commissioner representing the Second (2nd) Civil District of Union County, Tennessee, until the next general election.

Commissioner Jeffrey Brantley nominated **Sheila Buckner** to fill the vacancy of County Commissioner representing the Second (2nd) Civil District of Union County, Tennessee, until the next general election.

There being no other nominations, Chairman Jason Bailey called for a **Roll Call Vote:**

Commissioners Voting For Cheryl Walker: Danny Cooke, Gary England, Sidney Jessee, Jr., Debra Keck, and Becky Munsey. Nomination failed due to lack of majority vote.

Commissioners Voting For William Lance Grigsby: Earl Cox, Dawn Flatford, Janet Holloway, R.L. Jones, and Larry Lay. Nomination failed due to lack of majority vote.

Commissioners Voting for Sheila Buckner: Jeffrey Brantley and Bill Cox. Nomination failed due to lack of majority vote.

Chairman Jason Bailey requested nominations for a second vote.

Commissioner Sidney Jessee, Jr. nominated **Cheryl Walker** to fill the vacancy of County Commissioner representing the Second (2nd) Civil District of Union County, Tennessee, until the next general election.

Commissioner Earl Cox nominated **William Lance Grigsby** to fill the vacancy of County Commissioner representing the Second (2nd) Civil District of Union County, Tennessee, until the next general election.

Commissioner Jeffrey Brantley nominated **Sheila Buckner** to fill the vacancy of County Commissioner representing the Second (2nd) Civil District of Union County, Tennessee, until the next general election.

Commissioners Voting For Cheryl Walker: Danny Cooke, Gary England, Sidney Jessee, Jr., Debra Keck, and Becky Munsey. Nomination failed due to lack of majority vote.

Commissioners Voting For William Lance Grigsby: Bill Cox, Earl Cox, Dawn Flatford, Janet Holloway, R.L. Jones, and Larry Lay. Nomination failed due to lack of majority vote.

Commissioners Voting For Sheila Buckner: Jeffrey Brantley. Nomination failed to lack of majority vote.

Chairman Jason Bailey requested nominations for a third vote.

Commissioner Sidney Jessee, Jr. nominated **Cheryl Walker** to fill the vacancy of County Commissioner representing the Second (2nd) Civil District of Union County, Tennessee, until the next general election.

Commissioner Earl Cox nominated **William Lance Grigsby** to fill the vacancy of County Commissioner representing the Second (2nd) Civil District of Union County, Tennessee, until the next general election.

There being no other nominations, Chairman Jason Bailey called for a **Roll Call Vote**:

Commissioners Voting For Cheryl Walker: Jeffrey Brantley, Danny Cooke, Gary England, Sidney Jessee, Jr., Debra Keck, and Becky Munsey. Nomination failed due to lack of majority vote.

Commissioners Voting For William Lance Grigsby: Bill Cox, Earl Cox, Dawn Flatford, Janet Holloway, R.L. Jones, and Larry Lay. Nomination failed due to lack of majority vote.

Chairman Jason Bailey requested this matter to be added to the agenda in January 2022.

10. County Mayor's Report – Mayor Jason Bailey

**Union County Government
Upcoming Public Meetings
December, 2021**

**There are no public meetings
scheduled for the month of
December, 2021.**

**This includes the Budget
Committee and County
Commission.**

**All regular monthly meetings will resume in
January, 2022**

Mayor's Report

November, 2021

Mayor's Report November, 2021

Grants

In Process: (Mayor's Office)

- Safe Routes to School (Luttrell Elementary / TDOT)
- HOME Grant FY19 (US Dept of Housing and TN Housing Dev) - \$500,000
- Local Government Grant (State of TN-DAG FY21) - \$818,464
- Tourism Enhancement Grant (State of TN) - \$75,000
- Community Development Block Grant (CDBG- Fire Truck) - \$253,143
- TCAC (First Time Home Owners) - \$500,000
- Rent Assistance (THDA- available to any UC resident who qualifies)
- Local Roads Safety Initiative Program (TDOT) - \$250,000
- Fresh Wagon (American Cancer Society) - Partnership with the UC Farmer's Market to provide free food to Union County residents.
- Video Arraignment Equipment for both Courtrooms (State of TN) - \$40,029
- TN Local Parks and Recreation Grant (Luttrell Sports Complex) - \$500,000
- Local Government Grant (State of TN-DAG FY22) - \$341,394
- American Rescue Plan (Federal Government) - \$3.87 Million
*UC received 50% (1.9 million) in June, 2021
- HOME Grant FY21 (US Dept of Housing and TN Housing Dev)- \$500,000
- GIVE Grant (State of TN) - \$1,000,000
Purchase equipment for the potential TCAT in Union County

Potential:

- **Regional ARP Challenge- \$5,000,000**
Additional funding to construct TCAT/Walters State at UCHS
- State of TN Appropriations Committee- \$5,000,000
Potential funding from the State of TN for a TCAT/Walters State
“wing/addition” to Union County High School
- TN Risk Management Safety Grant- \$4,000
New parking lot lighting for the library complex
- Appalachian Regional Commission (ARC-Federal Government)
Study for additional boat ramp, public swimming, public pier, and parking at
Big Ridge State Park (Blue Mud)
- Rural Development Grant (USDA)
New EMS facilities (Maynardville and Sharps Chapel)
Grant funds along with low interest loan
- **American Rescue Plan (ARP)**

ARP Travel and Tourism
 - additional improvements for the Farmers Market
ARP Regional Challenge
 - community center at the old HMMS Facility
 - central hub for community development
 - performing arts center, visitors center, gym and rec facilities
ARP Good Jobs Challenge
 - partnership with State of TN for TCAT/Walters State at UCHS
 - partnerships with KUB, PVEC, SCTC, and Clayton Homes

County Buildings / Property

- Jail Repairs:
Generator and kitchen hood with fire suppression have been ordered.
Alarm panel repairs in process.
Report addressing all issues sent to Fire Marshal.

Capital Project Bids Out or In Process (Completely Funded by DAG)

- Speedwell and Big Ridge Community Center- bid going out soon
- IT Provider for all county offices - bid going out soon
(BOE and Highway Dept are not included)

Other (attachments)

- Solid Waste Letter
- Attorney General Letter

Questions or Concerns?

Attachments

November, 2021



10/20/2021

Mr. R.L. Jones, Chair
Union County Municipal Solid Waste Region
310 Meadow View Drive
Maynardville, TN 37807

Subject: State Waste Reduction and Diversion Goal – Union County Municipal Solid Waste Planning Region

Dear Mr. Jones:

TDEC is pleased to inform you that the Union County Municipal Solid Waste Region achieved the 25% waste reduction and diversion goal as presented in Tennessee Code Annotated §68-211-861 and Tennessee Solid Waste Processing and Disposal Rule 0400-11-01-.09.

Using the base year methodology, the region achieved a 10% decrease since the base year, but using the qualitative assessment methodology the region achieved a 32% waste diversion rate.

If you should have any questions, please contact us at (615) 532-0075 or by email at Trey.White@tn.gov or Ashby.Barnes@tn.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Trey White".

Trey White
Manager, Materials Management Technical

A handwritten signature in black ink, appearing to read "Ashby Barnes".

Ashby Barnes
Recovered Materials Scientist

CC: The Honorable Jason Bailey, Union County Mayor
Lora Tharp, Union County Solid Waste Director
John LeCroy, Regional Director for External Affairs
Tim Hendrick, East Tennessee Development District
Central Office Files

STATE OF TENNESSEE

Office of the Attorney General



HERBERT H. SLATERY III
ATTORNEY GENERAL AND REPORTER

P.O. BOX 20207, NASHVILLE, TN 37202
TELEPHONE (615)741-3491
FACSIMILE (615)741-2009

October 25, 2021

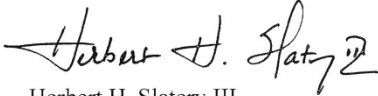
Dear Mayors:

I appreciate your letter of October 14, 2021, expressing your deep concerns about the federal government’s proposal to impose a vaccine mandate via an emergency temporary standard (ETS) through the Occupational Safety and Health Administration (OSHA).

My attorneys and I share these concerns and have continued researching and analyzing the limits of OSHA authority and the other issues raised in the letter I and other Attorneys General sent to the President. We will continue working along these lines, evaluating any actions taken by the Administration, and preparing to respond to the extent necessary and appropriate.

Thank you for your candor, support, and encouragement.

Sincerely,



Herbert H. Slatery III
Attorney General and Reporter

cc: Governor Bill Lee
Lt. Governor Randy McNally
Speaker Cameron Sexton

11. County Sheriff’s Report – Sheriff Breeding

Sheriff’s Report – October 2021

| | |
|----------------------------|-----|
| Total Calls for Service: | 733 |
| Accidents with Injury: | 3 |
| Accidents with Non-Injury: | 32 |
| Residential Burglaries: | 0 |
| Booked Into Jail: | 125 |
| Released from Jail: | 122 |
| Current Jail Population: | 64 |

12. Melissa Brown, Director of Finance
- a. Monthly Finance Report – October 2021

| DIRECTOR OF FINANCE MONTHLY REPORT | | | | | | | | | |
|---------------------------------------|--------------------------|-------------------|---------------|-----------------|--------------------|------------------------|-----------------|---------------|--------------|
| 2021-2022 | 101- General Fund | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance | |
| Nov-20 | 101-General | \$ 2,982,351.23 | \$ 245.50 | \$ 773,878.30 | \$ 602,865.48 | \$ 9,987.86 | \$ 3,143,621.69 | \$ | 3,073,226.61 |
| Dec-20 | 101-General | \$ 3,143,621.69 | \$ 397.56 | \$ 1,370,803.86 | \$ 548,588.23 | \$ 21,944.37 | \$ 3,944,290.51 | \$ | 3,833,561.18 |
| Jan-21 | 101-General | \$ 3,944,290.51 | \$ 375.12 | \$ 981,701.76 | \$ 556,575.81 | \$ 11,123.81 | \$ 4,358,667.77 | \$ | 4,255,448.28 |
| Feb-21 | 101-General | \$ 4,358,667.77 | \$ 268.64 | \$ 1,302,270.36 | \$ 559,440.02 | \$ 21,519.93 | \$ 5,080,246.82 | \$ | 4,989,287.71 |
| Mar-21 | 101-General | \$ 5,080,246.82 | \$ 386.68 | \$ 714,449.76 | \$ 764,640.39 | \$ 8,873.18 | \$ 5,021,569.69 | \$ | 4,925,871.43 |
| Apr-21 | 101-General | \$ 5,021,569.69 | \$ 1,119.45 | \$ 652,058.45 | \$ 537,003.52 | \$ 6,802.52 | \$ 5,130,941.55 | \$ | 5,005,489.99 |
| May-21 | 101-General | \$ 5,130,941.55 | \$ 1,019.00 | \$ 361,829.21 | \$ 523,861.99 | \$ 3,068.33 | \$ 4,966,859.44 | \$ | 4,741,874.18 |
| Jun-21 | 101-General | \$ 4,966,859.44 | \$ 1,603.91 | \$ 587,625.78 | \$ 850,090.18 | \$ 5,231.60 | \$ 4,700,767.35 | \$ | 4,579,900.72 |
| Jul-21 | 101-General | \$ 4,700,767.35 | \$ 986.89 | \$ 790,728.09 | \$ 765,349.66 | \$ 7,413.66 | \$ 4,719,719.01 | \$ | 4,552,824.04 |
| Aug-21 | 101-General | \$ 4,719,719.01 | \$ 738.59 | \$ 265,641.06 | \$ 689,126.69 | \$ 2,223.09 | \$ 4,294,748.88 | \$ | 4,223,876.72 |
| Sep-21 | 101-General | \$ 4,294,748.88 | \$ 1,207.76 | \$ 453,205.59 | \$ 775,408.56 | \$ 6,935.97 | \$ 3,966,817.70 | \$ | 3,796,696.75 |
| Oct-21 | 101-General | \$ 3,966,817.70 | \$ 981.99 | \$ 645,829.68 | \$ 539,114.78 | \$ 9,401.03 | \$ 4,065,113.56 | | |
| 2021-2022 | 118 Ambulance Service | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance | |
| Nov-20 | 118-Amb. Service | \$ 379,312.10 | \$ (245.48) | \$ 140,315.57 | \$ 93,821.12 | \$ 1,644.73 | \$ 423,916.34 | \$ | 393,827.21 |
| Dec-20 | 118-Amb. Service | \$ 423,916.34 | \$ (397.56) | \$ 233,957.25 | \$ 150,485.41 | \$ 3,710.29 | \$ 503,280.33 | \$ | 475,924.98 |
| Jan-21 | 118-Amb. Service | \$ 503,280.33 | \$ (375.12) | \$ 105,257.34 | \$ 120,553.65 | \$ 1,535.61 | \$ 486,073.29 | \$ | 463,366.19 |
| Feb-21 | 118-Amb. Service | \$ 486,073.29 | \$ (395.28) | \$ 207,507.24 | \$ 108,072.71 | \$ 3,316.03 | \$ 581,796.51 | \$ | 581,294.14 |
| Mar-21 | 118-Amb. Service | \$ 581,796.51 | \$ (386.68) | \$ 224,339.14 | \$ 96,986.85 | \$ 2,597.14 | \$ 706,164.98 | \$ | 674,224.47 |
| Apr-21 | 118-Amb. Service | \$ 706,164.98 | \$ (1,119.45) | \$ 120,721.94 | \$ 115,108.94 | \$ 1,325.63 | \$ 709,332.90 | \$ | 681,203.05 |
| May-21 | 118-Amb. Service | \$ 709,332.90 | \$ (1,019.00) | \$ 88,190.82 | \$ 122,405.85 | \$ 930.41 | \$ 673,168.46 | \$ | 669,345.85 |
| Jun-21 | 118-Amb. Service | \$ 673,168.46 | \$ (1,603.91) | \$ 114,317.77 | \$ 138,256.19 | \$ 1,168.72 | \$ 646,457.41 | \$ | 599,497.99 |
| Jul-21 | 118-Amb. Service | \$ 646,457.41 | \$ (986.89) | \$ 99,106.90 | \$ 155,227.49 | \$ 1,006.05 | \$ 588,343.88 | \$ | 577,683.92 |
| Aug-21 | 118-Amb. Service | \$ 588,343.88 | \$ (935.87) | \$ 114,956.98 | \$ 122,785.87 | \$ 1,154.98 | \$ 578,424.14 | \$ | 409,315.52 |
| Sep-21 | 118-Amb. Service | \$ 578,424.14 | \$ (1,207.76) | \$ 128,795.58 | \$ 273,330.20 | \$ 1,635.20 | \$ 431,046.56 | \$ | 404,255.06 |
| Oct-21 | 118-Amb. Service | \$ 431,046.56 | \$ (1,143.14) | \$ 125,931.64 | \$ 126,500.63 | \$ 1,755.48 | \$ 427,578.95 | | |

| DIRECTOR OF FINANCE MONTHLY REPORT | | | | | | | | | |
|---------------------------------------|---|-------------------|-------------|-------------|--------------------|------------------------|-----------------|---------------|--------------|
| 2021-2022 | 122- Drug Fund | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance | |
| Nov-20 | 122-Drug Fund | \$ 85,361.03 | | \$ 63.65 | \$ 8,438.34 | \$ 0.64 | \$ 76,985.70 | \$ | 76,926.71 |
| Dec-20 | 122-Drug Fund | \$ 76,985.70 | | \$ 559.55 | \$ 422.97 | \$ 5.59 | \$ 77,116.69 | \$ | 77,116.69 |
| Jan-21 | 122-Drug Fund | \$ 77,116.69 | | \$ 712.80 | \$ - | \$ 2.13 | \$ 77,827.36 | \$ | 77,827.36 |
| Feb-21 | 122-Drug Fund | \$ 77,827.36 | | \$ 1,627.35 | \$ 117.98 | \$ 16.27 | \$ 79,320.46 | \$ | 79,320.46 |
| Mar-21 | 122-Drug Fund | \$ 79,320.46 | | \$ 767.60 | \$ 2,002.00 | \$ 7.67 | \$ 78,078.39 | \$ | 78,033.39 |
| Apr-21 | 122-Drug Fund | \$ 78,078.39 | | \$ 4,685.05 | \$ 2,000.98 | \$ 24.39 | \$ 80,738.07 | \$ | 80,480.72 |
| May-21 | 122-Drug Fund | \$ 80,738.07 | | \$ 7,137.91 | \$ 2,516.58 | \$ 28.63 | \$ 85,330.77 | \$ | 80,875.77 |
| Jun-21 | 122-Drug Fund | \$ 85,330.77 | | \$ 6,203.86 | \$ 5,136.03 | \$ 12.20 | \$ 86,386.40 | \$ | 85,573.44 |
| Jul-21 | 122-Drug Fund | \$ 86,386.40 | | \$ 3,606.69 | \$ 5,812.96 | \$ 6.41 | \$ 84,173.72 | \$ | 84,173.72 |
| Aug-21 | 122-Drug Fund | \$ 84,173.72 | | \$ 1,574.15 | \$ 12,172.97 | \$ 15.74 | \$ 73,559.16 | \$ | 73,559.16 |
| Sep-21 | 122-Drug Fund | \$ 73,559.16 | \$ - | \$ 2,232.24 | \$ 2,911.44 | \$ 9.24 | \$ 72,870.72 | \$ | 72,870.72 |
| Oct-21 | 122-Drug Fund | \$ 72,870.72 | \$ - | \$ 237.50 | \$ 5,154.34 | \$ 2.38 | \$ 67,951.50 | | |
| 2021-2022 | 127-Other General Government Special Revenue | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance | |
| Jul-21 | 127-Other General Gov Rev | \$ 1,939,663.50 | \$ - | \$ - | \$ - | \$ - | \$ 1,939,663.50 | \$ | 1,939,663.50 |
| Aug-21 | 127-Other General Gov Rev | \$ 1,939,663.50 | \$ - | \$ - | \$ - | \$ - | \$ 1,939,663.50 | \$ | 1,939,663.50 |
| Sep-21 | 127-Other General Gov Rev | \$ 1,939,663.50 | \$ - | \$ - | \$ - | \$ - | \$ 1,939,663.50 | \$ | 1,939,663.50 |
| Oct-21 | 127-Other General Gov Rev | \$ 1,939,663.50 | \$ - | \$ - | \$ - | \$ - | \$ 1,939,663.50 | | |

DIRECTOR OF FINANCE
MONTHLY REPORT

| 2021-2022 | 131- Hwy Fund | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance |
|-----------|------------------|-------------------|-------------|---------------|--------------------|------------------------|-----------------|-----------------|
| Nov-20 | 131-Highway Dept | \$ 620,195.81 | \$ 0.01 | \$ 362,173.32 | \$ 384,846.03 | \$ 2,253.67 | \$ 595,269.44 | \$ 586,402.60 |
| Dec-20 | 131-Highway Dept | \$ 595,269.44 | | \$ 257,306.41 | \$ 103,927.22 | \$ 3,483.68 | \$ 745,164.95 | \$ 708,617.68 |
| Jan-21 | 131-Highway Dept | \$ 745,164.95 | | \$ 415,207.85 | \$ 161,071.50 | \$ 2,033.63 | \$ 997,267.67 | \$ 953,412.63 |
| Feb-21 | 131-Highway Dept | \$ 997,267.67 | | \$ 262,466.56 | \$ 275,034.18 | \$ 3,424.34 | \$ 981,275.71 | \$ 948,979.56 |
| Mar-21 | 131-Highway Dept | \$ 981,275.71 | | \$ 315,374.86 | \$ 192,052.84 | \$ 2,016.45 | \$ 1,102,581.28 | \$ 1,075,418.45 |
| Apr-21 | 131-Highway Dept | \$ 1,102,581.28 | | \$ 162,040.41 | \$ 255,074.36 | \$ 1,698.02 | \$ 1,007,849.31 | \$ 976,916.67 |
| May-21 | 131-Highway Dept | \$ 1,007,849.31 | | \$ 167,710.54 | \$ 138,821.50 | \$ 1,281.46 | \$ 1,035,456.89 | \$ 1,034,800.75 |
| Jun-21 | 131-Highway Dept | \$ 1,035,456.89 | | \$ 182,564.27 | \$ 487,048.45 | \$ 1,374.60 | \$ 729,598.11 | \$ 549,037.99 |
| Jul-21 | 131-Highway Dept | \$ 729,598.11 | | \$ 204,483.47 | \$ 292,579.47 | \$ 2,043.88 | \$ 639,458.23 | \$ 633,186.01 |
| Aug-21 | 131-Highway Dept | \$ 639,458.23 | | \$ 303,843.40 | \$ 148,311.92 | \$ 3,029.80 | \$ 791,959.91 | \$ 766,362.56 |
| Sep-21 | 131-Highway Dept | \$ 791,959.91 | | \$ 202,137.57 | \$ 431,234.56 | \$ 1,800.77 | \$ 561,062.15 | \$ 488,248.39 |
| Oct-21 | 131-Highway Dept | \$ 561,062.15 | | \$ 238,887.57 | \$ 159,698.97 | \$ 2,709.66 | \$ 637,541.09 | |

| 2021-2022 | 151- Debt Service | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance |
|-----------|-------------------|-------------------|-----------------|---------------|--------------------|------------------------|-----------------|-----------------|
| Nov-20 | 151- Debt Service | \$ 1,348,099.29 | \$ (46,858.15) | \$ 62,084.35 | | \$ 726.21 | \$ 1,362,599.28 | \$ 1,362,599.28 |
| Dec-20 | 151- Debt Service | \$ 1,362,599.28 | \$ (46,858.02) | \$ 943,397.06 | | \$ 1,295.42 | \$ 2,257,842.90 | \$ 2,257,842.90 |
| Jan-21 | 151- Debt Service | \$ 2,257,842.90 | \$ (46,860.33) | \$ 361,813.86 | | \$ 986.89 | \$ 2,571,809.54 | \$ 2,571,809.54 |
| Feb-21 | 151- Debt Service | \$ 2,571,809.54 | \$ (46,860.57) | \$ 91,644.03 | \$ 58,731.46 | \$ 1,355.65 | \$ 2,556,505.89 | \$ 2,556,505.89 |
| Mar-21 | 151- Debt Service | \$ 2,556,505.89 | \$ (379,894.84) | \$ 115,876.83 | | \$ 688.07 | \$ 2,291,799.81 | \$ 2,291,799.81 |
| Apr-21 | 151- Debt Service | \$ 2,291,799.81 | \$ (46,865.97) | \$ 73,350.73 | - | \$ 781.16 | \$ 2,317,503.41 | \$ 2,317,503.41 |
| May-21 | 151- Debt Service | \$ 2,317,503.41 | \$ (407,933.25) | \$ 54,886.01 | - | \$ 572.36 | \$ 1,963,883.81 | \$ 1,963,883.81 |
| Jun-21 | 151- Debt Service | \$ 1,963,883.81 | \$ (48,244.48) | \$ 46,919.37 | - | \$ 487.15 | \$ 1,962,071.55 | \$ 1,962,071.55 |
| Jul-21 | 151- Debt Service | \$ 1,962,071.55 | \$ (46,866.82) | \$ 49,724.24 | - | \$ 510.96 | \$ 1,964,418.01 | \$ 1,964,418.01 |
| Aug-21 | 151- Debt Service | \$ 1,964,418.01 | \$ (46,866.44) | \$ 47,804.64 | - | \$ 485.91 | \$ 1,964,870.30 | \$ 1,964,870.30 |
| Sep-21 | 151- Debt Service | \$ 1,964,870.30 | \$ (40,598.35) | \$ 70,066.98 | - | \$ 906.22 | \$ 1,993,432.71 | \$ 1,993,432.71 |
| Oct-21 | 151- Debt Service | \$ 1,993,432.71 | \$ (36,111.37) | \$ 76,332.41 | - | \$ 1,061.96 | \$ 2,032,591.79 | |

DIRECTOR OF FINANCE
MONTHLY REPORT

| 2021-2022 | 171- Capital Outlay | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance |
|-----------|---------------------|-------------------|-------------|---------------|--------------------|------------------------|-----------------|-----------------|
| Nov-20 | 171-Capital Outlay | \$ 1,548,316.01 | \$ 0.01 | \$ 153,349.77 | \$ 121,766.47 | \$ 877.06 | \$ 1,579,022.26 | \$ 1,552,498.41 |
| Dec-20 | 171-Capital Outlay | \$ 1,579,022.26 | | \$ 290,713.96 | \$ 977,767.91 | \$ 3,255.71 | \$ 888,712.60 | \$ 867,027.46 |
| Jan-21 | 171-Capital Outlay | \$ 888,712.60 | | \$ 56,724.18 | \$ 27,395.42 | \$ 1,132.85 | \$ 916,908.51 | \$ 849,507.75 |
| Feb-21 | 171-Capital Outlay | \$ 916,908.51 | | \$ 154,797.43 | \$ 80,192.61 | \$ 3,077.66 | \$ 988,435.67 | \$ 983,409.21 |
| Mar-21 | 171-Capital Outlay | \$ 988,435.67 | | \$ 40,505.13 | \$ 108,435.67 | \$ 809.54 | \$ 919,695.59 | \$ 910,850.87 |
| Apr-21 | 171-Capital Outlay | \$ 919,695.59 | | \$ 13,307.84 | \$ 22,944.14 | \$ 265.91 | \$ 909,793.38 | \$ 908,816.38 |
| May-21 | 171-Capital Outlay | \$ 909,793.38 | | \$ 19,558.58 | \$ 3,352.00 | \$ 91.08 | \$ 925,908.88 | \$ 925,908.88 |
| Jun-21 | 171-Capital Outlay | \$ 925,908.88 | | \$ 11,860.52 | \$ 31,763.07 | \$ 47.42 | \$ 905,958.91 | \$ 903,354.86 |
| Jul-21 | 171-Capital Outlay | \$ 905,958.91 | \$ - | \$ 342,573.57 | \$ 5,229.05 | \$ 23.56 | \$ 1,243,279.87 | \$ 1,129,922.07 |
| Aug-21 | 171-Capital Outlay | \$ 1,243,279.87 | \$ - | \$ 4,959.61 | \$ 169,701.45 | \$ 36.48 | \$ 1,078,501.55 | \$ 908,511.86 |
| Sep-21 | 171-Capital Outlay | \$ 1,078,501.55 | \$ - | \$ 193,087.91 | \$ 214,621.90 | \$ 791.14 | \$ 1,056,176.42 | \$ 1,029,772.41 |
| Oct-21 | 171-Capital Outlay | \$ 1,056,176.42 | \$ - | \$ 55,162.78 | \$ 39,307.73 | \$ 1,103.36 | \$ 1,070,928.11 | |

| 2021-2022 | 172- Community | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance |
|-----------|----------------|-------------------|-------------|----------|--------------------|------------------------|----------------|---------------|
| Jun-21 | 172-Community | \$ 75,233.99 | | \$ - | \$ 9,681.53 | \$ - | \$ 65,552.46 | \$ 64,784.13 |
| Jul-21 | 172-Community | \$ 65,552.46 | \$ - | \$ - | \$ 4,491.21 | \$ - | \$ 61,061.25 | \$ 59,739.26 |
| Aug-21 | 172-Community | \$ 61,061.25 | \$ - | \$ - | \$ 8,825.18 | \$ - | \$ 52,236.07 | \$ 52,052.74 |
| Sep-21 | 172-Community | \$ 52,236.07 | \$ - | \$ - | \$ 250.00 | \$ - | \$ 51,986.07 | \$ 51,802.74 |
| Oct-21 | 172-Community | \$ 51,986.07 | \$ - | \$ - | \$ - | \$ - | \$ 51,986.07 | |

DIRECTOR OF FINANCE
MONTHLY REPORT

| 2021-2022 | | | | | | | | | |
|-------------------|-------------|-------------------|---------------|-----------------|--------------------|------------------------|------------------|---------------|---------------|
| 141- General Fund | | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance | |
| Nov-20 | 141-General | \$ 8,051,733.49 | \$ 220,319.19 | \$ 2,725,427.19 | \$ 2,239,438.51 | \$ 8,093.80 | \$ 8,749,947.56 | \$ | 8,690,599.80 |
| Dec-20 | 141-General | \$ 8,749,947.56 | \$ 102,233.26 | \$ 3,261,121.63 | \$ 2,040,429.06 | \$ 19,184.30 | \$ 10,053,689.09 | \$ | 9,982,603.69 |
| Jan-21 | 141-General | \$ 10,053,689.09 | \$ 102,749.42 | \$ 2,775,775.82 | \$ 2,184,716.13 | \$ 9,355.49 | \$ 10,738,142.71 | \$ | 10,688,536.64 |
| Feb-21 | 141-General | \$ 10,738,142.71 | \$ 101,874.93 | \$ 3,241,866.28 | \$ 1,871,489.84 | \$ 18,755.31 | \$ 12,191,638.77 | \$ | 12,067,157.67 |
| Mar-21 | 141-General | \$ 12,191,638.77 | \$ 106,987.87 | \$ 2,850,841.00 | \$ 2,164,116.75 | \$ 8,869.97 | \$ 12,976,480.92 | \$ | 12,636,724.15 |
| Apr-21 | 141-General | \$ 12,976,480.92 | \$ 121,092.54 | \$ 2,078,109.95 | \$ 2,513,314.41 | \$ 5,265.88 | \$ 12,657,103.12 | \$ | 12,473,673.96 |
| May-21 | 141-General | \$ 12,657,103.12 | \$ 105,125.56 | \$ 495,090.45 | \$ 2,161,658.36 | \$ 4,886.51 | \$ 11,090,774.26 | \$ | 10,981,514.58 |
| Jun-21 | 141-General | \$ 11,090,774.26 | \$ 105,907.29 | \$ 1,619,381.95 | \$ 4,861,172.47 | \$ 4,481.34 | \$ 7,950,409.69 | \$ | 7,600,673.90 |
| Jul-21 | 141-General | \$ 7,950,409.69 | \$ 112,078.51 | \$ 1,946,464.51 | \$ 2,607,354.59 | \$ 13,662.44 | \$ 7,387,935.68 | \$ | 7,151,167.34 |
| Aug-21 | 141-General | \$ 7,387,935.68 | \$ 179,746.96 | \$ 2,366,019.81 | \$ 2,107,866.41 | \$ 1,723.17 | \$ 7,824,112.87 | \$ | 7,778,697.53 |
| Sep-21 | 141-General | \$ 7,824,112.87 | \$ 204,405.78 | \$ 2,603,472.99 | \$ 2,452,975.72 | \$ 8,043.08 | \$ 8,170,972.84 | \$ | 8,039,652.89 |
| Oct-21 | 141-General | \$ 8,170,972.84 | \$ 202,003.59 | \$ 2,655,751.33 | \$ 2,736,646.35 | \$ 9,531.58 | \$ 8,282,549.83 | | |

| 2021-2022 | | | | | | | | | |
|------------------|-------------|-------------------|-----------------|-----------------|--------------------|------------------------|----------------|---------------|-------------|
| 142-Federal Fund | | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance | |
| Nov-20 | 142-Federal | \$ 100,073.35 | \$ (220,319.21) | \$ 281,847.44 | \$ 104,908.54 | \$ - | \$ 56,693.04 | \$ | (21,022.34) |
| Dec-20 | 142-Federal | \$ 56,693.04 | \$ (99,881.47) | \$ 430,455.34 | \$ 190,170.55 | \$ - | \$ 197,096.36 | \$ | 190,539.85 |
| Jan-21 | 142-Federal | \$ 197,096.36 | \$ (102,749.42) | \$ 200,671.68 | \$ 76,336.65 | \$ - | \$ 218,681.97 | \$ | 187,258.17 |
| Feb-21 | 142-Federal | \$ 218,681.97 | \$ (101,874.93) | \$ 252,181.99 | \$ 186,119.95 | \$ - | \$ 182,869.08 | \$ | 152,305.62 |
| Mar-21 | 142-Federal | \$ 182,869.08 | \$ (106,987.87) | \$ 291,466.69 | \$ 160,647.85 | \$ - | \$ 206,700.05 | \$ | 198,100.87 |
| Apr-21 | 142-Federal | \$ 206,700.05 | \$ (121,092.54) | \$ 243,647.79 | \$ 109,133.76 | \$ - | \$ 220,121.54 | \$ | 139,534.01 |
| May-21 | 142-Federal | \$ 220,121.54 | \$ (105,125.56) | \$ 303,783.03 | \$ 173,797.75 | \$ - | \$ 244,981.26 | \$ | 191,459.82 |
| Jun-21 | 142-Federal | \$ 244,981.26 | \$ (105,907.29) | \$ 569,283.17 | \$ 197,851.99 | \$ - | \$ 510,505.15 | \$ | 334,076.76 |
| Jul-21 | 142-Federal | \$ 510,505.15 | \$ (112,078.51) | \$ 117,637.09 | \$ 242,903.28 | \$ - | \$ 273,160.45 | \$ | 188,348.41 |
| Aug-21 | 142-Federal | \$ 273,160.45 | \$ (179,746.96) | \$ 98,917.77 | \$ 148,621.49 | \$ - | \$ 43,709.77 | \$ | (45,391.40) |
| Sep-21 | 142-Federal | \$ 43,709.77 | \$ (204,405.78) | \$ 1,136,115.15 | \$ 624,169.39 | \$ - | \$ 351,249.75 | \$ | 126,292.76 |
| Oct-21 | 142-Federal | \$ 351,249.75 | \$ (202,003.59) | \$ 884,693.03 | \$ 218,762.66 | \$ - | \$ 815,176.53 | | |

DIRECTOR OF FINANCE
MONTHLY REPORT

| 2021-2022 | | | | | | | | | |
|---------------------|------------------|-------------------|-------------|---------------|--------------------|------------------------|----------------|---------------|------------|
| 143-Central Caferia | | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance | |
| Nov-20 | 143-Food Service | \$ 631,587.52 | | \$ 212,429.81 | \$ 169,656.78 | | \$ 674,360.55 | \$ | 635,732.78 |
| Dec-20 | 143-Food Service | \$ 674,360.55 | | \$ 198,185.36 | \$ 143,053.39 | | \$ 729,492.52 | \$ | 673,992.23 |
| Jan-21 | 143-Food Service | \$ 729,492.52 | | \$ 114,755.72 | \$ 152,580.18 | | \$ 691,668.06 | \$ | 684,374.90 |
| Feb-21 | 143-Food Service | \$ 691,668.06 | | \$ 103,359.73 | \$ 115,419.05 | | \$ 679,608.74 | \$ | 669,904.51 |
| Mar-21 | 143-Food Service | \$ 679,608.74 | | \$ 115,207.48 | \$ 146,330.28 | | \$ 648,485.94 | \$ | 629,264.62 |
| Apr-21 | 143-Food Service | \$ 648,485.94 | | \$ 152,640.43 | \$ 130,760.49 | | \$ 670,365.88 | \$ | 641,377.79 |
| May-21 | 143-Food Service | \$ 670,365.88 | | \$ 163,304.46 | \$ 131,750.84 | | \$ 701,919.50 | \$ | 692,583.11 |
| Jun-21 | 143-Food Service | \$ 701,919.50 | \$ 1,377.77 | \$ 92,617.08 | \$ 123,245.27 | | \$ 672,669.08 | \$ | 668,122.48 |
| Jul-21 | 143-Food Service | \$ 672,669.08 | \$ - | \$ 80,494.34 | \$ 21,734.73 | \$ - | \$ 731,428.69 | \$ | 729,766.89 |
| Aug-21 | 143-Food Service | \$ 731,428.69 | \$ - | \$ 87,913.46 | \$ 80,305.32 | \$ - | \$ 739,036.83 | \$ | 702,753.32 |
| Sep-21 | 143-Food Service | \$ 739,036.83 | \$ - | \$ 4,269.97 | \$ 129,325.67 | \$ - | \$ 613,981.13 | \$ | 586,309.70 |
| Oct-21 | 143-Food Service | \$ 613,981.13 | \$ - | \$ 321,369.19 | \$ 179,085.06 | \$ - | \$ 756,265.26 | | |

| 2021-2022 | | | | | | | | | |
|----------------------|-----------|-------------------|-------------|-----------------|--------------------|------------------------|-----------------|---------------|--------------|
| 145 - Virtual School | | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance | |
| Nov-20 | 145- TNVA | \$ 1,671,520.87 | \$ - | \$ 860,476.00 | \$ 860,505.02 | | \$ 1,671,491.85 | \$ | 811,015.85 |
| Dec-20 | 145- TNVA | \$ 1,671,491.85 | \$ - | \$ 860,476.00 | \$ 1,725,082.26 | | \$ 806,885.59 | \$ | 806,885.59 |
| Jan-21 | 145- TNVA | \$ 806,885.59 | \$ - | \$ 860,476.00 | \$ 860,476.00 | | \$ 806,885.59 | \$ | 806,885.59 |
| Feb-21 | 145- TNVA | \$ 806,885.59 | \$ - | \$ 921,245.00 | \$ 860,476.00 | | \$ 867,654.59 | \$ | 867,654.59 |
| Mar-21 | 145- TNVA | \$ 867,654.59 | \$ - | \$ 860,476.00 | \$ 860,476.00 | | \$ 867,654.59 | \$ | 867,654.59 |
| Apr-21 | 145- TNVA | \$ 867,654.59 | \$ - | \$ 3,507,328.00 | \$ 3,398,926.00 | | \$ 976,056.59 | \$ | 976,056.59 |
| May-21 | 145- TNVA | \$ 976,056.59 | \$ - | \$ 48.29 | \$ 926,852.00 | | \$ 49,252.88 | \$ | 49,252.88 |
| Jun-21 | 145- TNVA | \$ 49,252.88 | \$ - | \$ 4,592,244.19 | \$ 926,852.00 | | \$ 3,714,645.07 | \$ | 3,708,303.07 |
| Jul-21 | 145- TNVA | \$ 3,714,645.07 | \$ - | \$ - | \$ 1,209,873.94 | | \$ 2,504,771.13 | \$ | (0.01) |
| Aug-21 | 145- TNVA | \$ 2,504,771.13 | \$ - | \$ 1,537,397.00 | \$ 2,504,771.14 | | \$ 1,537,396.99 | \$ | 1,537,396.99 |
| Sep-21 | 145- TNVA | \$ 1,537,396.99 | \$ - | \$ 1,537,397.00 | \$ 1,406,505.00 | | \$ 1,668,288.99 | \$ | 1,668,288.99 |
| Oct-21 | 145- TNVA | \$ 1,668,288.99 | \$ - | \$ 1,541,856.24 | \$ 1,422,473.01 | | \$ 1,787,672.22 | | |

DIRECTOR OF FINANCE
MONTHLY REPORT

| 2021-2022 | | 177-Education | Beginning Balance | Adjustments | Receipts | Disburse- ments | Commission Transfer | Ending Balance | Trial Balance |
|-----------|--------|------------------|-------------------|-------------|-----------------|--------------------|------------------------|-----------------|-----------------|
| | | Capital Projects | | | | | | | |
| | Nov-20 | 177-ED CAP Pro | \$ 5,855,215.86 | \$ - | \$ - | \$ 186,330.00 | \$ - | \$ 5,668,885.86 | \$ 5,668,885.86 |
| | Dec-20 | 177-ED CAP Pro | \$ 5,668,885.86 | \$ - | \$ - | \$ 268,732.20 | \$ - | \$ 5,400,153.66 | \$ 5,400,153.66 |
| | Jan-21 | 177-ED CAP Pro | \$ 5,400,153.66 | \$ - | \$ - | \$ 69,779.73 | \$ - | \$ 5,330,373.93 | \$ 5,330,373.93 |
| | Feb-21 | 177-ED CAP Pro | \$ 5,330,373.93 | \$ - | \$ - | \$ 34,848.77 | \$ - | \$ 5,295,525.16 | \$ 5,295,525.16 |
| | Mar-21 | 177-ED CAP Pro | \$ 5,295,525.16 | \$ - | \$ - | \$ 25,552.47 | \$ - | \$ 5,269,972.69 | \$ 5,263,399.59 |
| | Apr-21 | 177-ED CAP Pro | \$ 5,269,972.69 | \$ - | \$ - | \$ 27,357.10 | \$ - | \$ 5,242,615.59 | \$ 5,212,140.59 |
| | May-21 | 177-ED CAP Pro | \$ 5,242,615.59 | \$ - | \$ - | \$ 35,321.32 | \$ - | \$ 5,207,294.27 | \$ 5,207,294.27 |
| | Jun-21 | 177-ED CAP Pro | \$ 5,207,294.27 | \$ - | \$ 2,331,808.57 | \$ 19,438.61 | \$ - | \$ 7,519,664.23 | \$ 7,378,444.23 |
| | Jul-21 | 177-ED CAP Pro | \$ 7,519,664.23 | \$ - | \$ - | \$ 141,220.00 | \$ - | \$ 7,378,444.23 | \$ 7,285,887.23 |
| | Aug-21 | 177-ED CAP Pro | \$ 7,378,444.23 | \$ - | \$ - | \$ 302,052.25 | \$ - | \$ 7,076,391.98 | \$ 7,076,391.98 |
| | Sep-21 | 177-ED CAP Pro | \$ 7,076,391.98 | \$ - | \$ - | \$ 95,943.00 | \$ - | \$ 6,980,448.98 | \$ 6,975,498.98 |
| | Oct-21 | 177-ED CAP Pro | \$ 6,980,448.98 | \$ - | \$ - | \$ 76,847.00 | \$ - | \$ 6,903,601.98 | |

| UNION COUNTY GOVERNMENT | | | | | | | | |
|-------------------------------|-------------------------------------|----------|-----------|-----------|-----------|--------------|-----------|-------|
| REVENUE REPORT | | | | | | | | |
| FOR MONTH ENDING OCTOBER 2021 | | | | | | | | |
| | | JUL | AUG | SEP | OCT | YTD TOTAL | BUDGET | PRCT |
| FUND 101-GENERAL FUND | | | | | | | | |
| 40000 | LOCAL TAXES | (10,459) | (127,298) | (371,674) | (486,169) | (995,600) | 4,724,403 | -21% |
| 41000 | LICENSES AND PERMITS | (5,750) | (4,075) | (8,850) | (8,400) | (27,075) | 120,152 | -23% |
| 42000 | FINES, FORFEITURES, AND PENALTIES | 6,676 | (8,794) | (11,264) | (6,274) | (19,655) | 56,444 | -35% |
| 43000 | CHARGES FOR CURRENT SERVICES | (19,251) | 5,601 | (9,350) | (9,749) | (32,750) | 655,325 | -5% |
| 44000 | OTHER LOCAL REVENUES | (5,782) | (9,067) | (5,570) | (5,950) | (26,370) | 58,057 | -45% |
| 45000 | FEES RECEIVED FROM COUNTY OFFICIALS | (32,071) | (46,261) | (29,584) | (86,817) | (194,733) | 747,742 | -26% |
| 46000 | STATE OF TENNESSEE | 16,122 | (43,318) | (16,502) | (29,269) | (72,967) | 1,659,791 | -4% |
| 47000 | FEDERAL GOVERNMENTS | 8,624 | (8,216) | - | (6,509) | (6,102) | 89,721 | -7% |
| 49000 | OTHER SOURCES | - | (8,528) | - | - | (8,528) | 8,528 | -100% |
| TOTAL GOVERNMENT | | (41,893) | (249,956) | (452,794) | (639,138) | (1,383,781) | 8,120,164 | -17% |
| FUND 118-AMBULANCE SERVICE | | JUL | AUG | SEP | OCT | TOTAL | BUDGET | PRCT |
| 40000 | LOCAL TAXES | (643) | (1,679) | (35,110) | (49,632) | (87,064) | 464,932 | -19% |
| 43000 | CHARGES FOR CURRENT SERVICES | 11,997 | (112,148) | (93,301) | (76,266) | (269,718) | 1,224,000 | -22% |
| 44000 | OTHER LOCAL REVENUES | - | - | - | (34) | (34) | - | 0% |
| 47000 | FEDERAL GOVERNMENTS | - | - | - | - | - | - | 0% |
| 49000 | OTHER SOURCES | - | (1,131) | 1130.55 | - | - | 1,131 | 0% |
| TOTAL AMBULANCE SERVICE | | 11,354 | (114,957) | (127,281) | (125,932) | (356,816) | 1,690,063 | -21% |
| FUND 131-HIGHWAY FUND | | JUL | AUG | SEP | OCT | TOTAL | BUDGET | PRCT |
| 40000 | LOCAL TAXES | (429) | (1,120) | (23,424) | (54,359) | (79,332) | 397,354 | -20% |
| 44000 | OTHER LOCAL REVENUES | (1,235) | (3,438) | (2,435) | (2,288) | (9,396) | 18,756 | -50% |
| 46000 | STATE OF TENNESSEE | - | (299,285) | (176,278) | (182,241) | (657,804) | 2,796,494 | -24% |
| 49000 | OTHER SOURCES | - | - | - | - | - | - | 0% |
| TOTAL HIGHWAY FUND | | (1,664) | (303,843) | (202,138) | (238,888) | (746,533) | 3,212,604 | -23% |

| UNION COUNTY BOARD OF EDUCATION | | | | | | | |
|----------------------------------|------------------------------|---------|-------------|-------------|-------------|--------------|-------|
| REVENUE REPORT | | | | | | | |
| FOR MONTH ENDING OCTOBER 2021 | | | | | | | |
| FUND 141-GENERAL PURPOSE SCHOOLS | | JUL | AUG | SEP | OCT | YTD TOTAL | PRCT |
| 40000 | LOCAL TAXES | (3,774) | (162,911) | (338,470) | (409,519) | (914,673) | -24% |
| 41000 | LICENSES AND PERMITS | - | (76) | (162) | (216) | (453) | -38% |
| 43000 | CHARGES FOR CURRENT SERVICES | - | - | - | - | - | 0% |
| 44000 | OTHER LOCAL REVENUES | (117) | (294) | (18,171) | (969) | (19,551) | -665% |
| 46000 | STATE OF TENNESSEE | (1,088) | (2,180,506) | (2,223,850) | (2,228,816) | (6,634,260) | -29% |
| 47000 | FEDERAL GOVERNMENTS | 6,011 | (18,697) | (11,261) | (11,030) | (34,977) | -18% |
| 49000 | TRANSFERS IN | - | - | - | - | (115,000) | |
| TOTAL GENERAL PURPOSE SCHOOLS | | 1,032 | (2,362,484) | (2,591,915) | (2,650,548) | (7,603,914) | -27% |
| FUND 143-FOOD SERVICE | | JUL | AUG | SEP | OCT | TOTAL | PRCT |
| 43000 | CHARGES FOR CURRENT SERVICES | - | (10,556) | (4,270) | (9,022) | (23,848) | -21% |
| 44000 | OTHER LOCAL REVENUES | - | - | - | - | - | 0% |
| 46000 | STATE OF TENNESSEE | - | - | - | - | - | 0% |
| 47000 | FEDERAL GOVERNMENTS | - | (77,244) | - | (312,347) | (389,591) | -22% |
| TOTAL FOOD SERVICE | | - | (87,800) | (4,270) | (321,369) | (413,439) | -22% |
| | | | | | | | |

| UNION COUNTY GOVERNMENT | | | | | | | | |
|-------------------------------|------------------------|---------|---------|---------|---------|-----------|-----------|------|
| EXPENDITURE REPORT | | | | | | | | |
| FOR MONTH ENDING OCTOBER 2021 | | | | | | | | |
| MAJOR FUNCTIONS | | | | | YTD | | | |
| FUND 101-GENERAL FUND | JUL | AUG | SEP | OCT | TOTAL | BUDGET | PRCT | |
| 51300 | MAYOR | 13,191 | 13,483 | 20,400 | 13,729 | 60,802 | 192,683 | 32% |
| 51500 | ELECTION COMMISSION | 35,615 | (4,360) | 14,156 | 10,432 | 55,843 | 176,362 | 32% |
| 51600 | REGISTER OF DEEDS | 12,060 | 11,772 | 16,128 | 11,221 | 51,181 | 193,416 | 26% |
| 51800 | COUNTY BUILDINGS | 140,622 | 16,858 | 28,020 | 19,115 | 204,615 | 406,178 | 50% |
| 51900 | GENERAL ADMINISTRATIVE | 6,370 | 8,305 | 2,295 | 4,738 | 21,708 | 52,280 | 42% |
| 52100 | ACCOUNTING & BUDGET | 18,271 | 47,274 | 33,861 | 23,360 | 122,766 | 363,168 | 34% |
| 52300 | PROPERTY ASSESSOR | 13,040 | 21,097 | 25,825 | 16,132 | 76,094 | 251,861 | 30% |
| 52400 | TRUSTEE | 15,151 | 28,298 | 29,508 | 17,199 | 90,156 | 259,361 | 35% |
| 52500 | COUNTY CLERK | 27,195 | 31,038 | 39,808 | 25,079 | 123,120 | 399,823 | 31% |
| 53100 | CIRCUIT COURT | 38,008 | 21,123 | 30,310 | 21,817 | 111,258 | 314,361 | 35% |
| 53300 | SESSIONS COURT | 11,454 | 12,065 | 16,403 | 9,357 | 49,279 | 161,561 | 31% |
| 53400 | CHANCERY | 11,835 | 13,258 | 30,152 | 13,524 | 68,769 | 200,252 | 34% |
| 54110 | SHERIFF | 81,849 | 131,035 | 177,344 | 103,372 | 493,599 | 1,792,587 | 28% |
| 54120 | SPECIAL PATROLS | 22,555 | 26,301 | 53,754 | 26,627 | 129,237 | 445,242 | 29% |
| 54210 | JAIL | 69,754 | 75,408 | 140,654 | 70,170 | 355,985 | 1,382,368 | 26% |
| 54240 | JUVENILE SERVICES | 4,973 | 6,974 | 10,436 | 7,245 | 29,628 | 104,263 | 28% |
| 54610 | MEDICAL EXAMINER | 3,700 | 1,850 | 1,850 | - | 7,400 | 42,000 | 18% |
| 55110 | HEALTH CENTER | 14,785 | 2,330 | 2,620 | 2,865 | 22,600 | 80,634 | 28% |
| 55732 | CONVENIENCE CENTER | 14,000 | 14,000 | 20,483 | 14,000 | 62,483 | 174,000 | 36% |
| 56300 | SENIOR CENTER | 5,696 | 8,244 | 10,297 | 6,082 | 30,320 | 115,806 | 26% |
| 56500 | LIBRARY | 10,789 | 14,296 | 17,406 | 12,483 | 54,975 | 211,794 | 26% |
| TOTAL | MAJOR FUNCTIONS | 570,915 | 500,650 | 721,708 | 428,546 | 2,221,818 | 7,320,000 | 30% |
| TOTAL | NON-MAJOR FUNCTIONS | 144,963 | 148,400 | 49,932 | 33,875 | 377,170 | 1,189,139 | 32% |
| | TOTAL GOVERNMENT | 715,878 | 649,050 | 771,640 | 462,421 | 2,598,988 | 8,509,138 | 31% |
| | | | | | | | | |
| OTHER FUNDS | | JUL | AUG | SEP | OCT | YTD TOTAL | BUDGET | PRCT |
| FUND 118-AMBULANCE SERVICE | | 123,752 | 120,841 | 117,218 | 111,287 | 473,098 | 1,636,461 | 29% |
| FUND 122-DRUG FUND | | 5,006 | 12,189 | 2,921 | 5,157 | 25,273 | 74,287 | 34% |

| UNION COUNTY GOVERNMENT | | | | | | | | |
|-------------------------------|--------------------------|---------|---------|---------|---------|---------|-----------|------|
| EXPENDITURE REPORT | | | | | | | | |
| FOR MONTH ENDING OCTOBER 2021 | | | | | | | | |
| MINOR FUNCTIONS | | | | | YTD | | | |
| FUND 101-GENERAL FUND | JUL | AUG | SEP | OCT | TOTAL | BUDGET | PRCT | |
| 51100 | COUNTY COMMISSION | 5,061 | 5,061 | 5,061 | 5,061 | 20,244 | 70,333 | 29% |
| 51210 | EQUALIZATION BOARD | - | - | - | - | - | 800 | 0% |
| 51220 | BEER BOARD | - | - | - | - | - | 1,500 | 0% |
| 51400 | COUNTY ATTORNEY | 930 | - | 1,861 | - | 2,791 | 13,628 | 20% |
| 51710 | PLANNING COMMISSION | 513 | - | 1,511 | 377 | 2,400 | 12,939 | 19% |
| 52900 | TRUSTEE COMMISSION | 7,414 | 2,223 | 6,936 | 9,401 | 25,974 | 117,000 | 22% |
| 53930 | VICTIMS ASSESSMENT | - | 2,280 | 150 | - | 2,430 | 20,110 | 12% |
| 54310 | FIRE PREVENTION | 47,000 | - | - | - | 47,000 | 84,000 | 56% |
| 54420 | RESCUE SQUAD | - | 15,902 | - | - | 15,902 | 22,000 | 72% |
| 54490 | OTHER EMERGENCY MGMT | - | - | - | - | - | 152,416 | 0% |
| 55190 | OTHER LOCAL HEALTH | 11,344 | 10,755 | 11,078 | 7,497 | 40,674 | 202,600 | 20% |
| 55390 | APPROPRIATION TO STATE | - | - | - | - | - | 23,500 | 0% |
| 55710 | SANITATION MGMNT | 1,270 | 1,270 | 1,270 | 1,280 | 5,089 | 15,000 | 34% |
| 56700 | PARKS AND FAIR BOARDS | 8,016 | 554 | 508 | 675 | 9,753 | 30,000 | 33% |
| 57100 | AGRICULTURE EXTENSION | 939 | 440 | 1,792 | 643 | 3,814 | 81,391 | 5% |
| 57300 | FOREST SERVICE | - | - | - | - | - | 500 | 0% |
| 57500 | SOIL CONSERVATION | 3,221 | 4,191 | 7,026 | 4,530 | 18,969 | 63,969 | 30% |
| 58300 | VETERAN'S SERVICES | 1,826 | 1,266 | 2,060 | 1,671 | 6,823 | 20,066 | 34% |
| 58400 | OTHER CHARGES-NONPROFIT | 5,000 | 101,272 | 5,722 | - | 111,994 | 147,994 | 76% |
| 58600 | EMPLOYEE BENEFITS | 50,536 | - | - | - | 50,536 | 53,290 | 95% |
| 58801 | COVID 19 GRANT #1 | - | - | - | - | - | 4,221 | 0% |
| 58900 | MISCELLANEOUS | - | - | - | - | - | - | 0% |
| 64000 | LITTER AND TRASH COLLECT | 1,891 | 3,187 | 4,958 | 2,741 | 12,777 | 51,882 | 25% |
| 99100 | TRANSFERS OUT | - | - | - | - | - | - | 0% |
| TOTAL | NON-MAJOR FUNCTIONS | 144,963 | 148,400 | 49,932 | 33,875 | 377,170 | 1,189,139 | 32% |
| | | | | | | | | |
| OTHER FUNDS | | JUL | AUG | SEP | OCT | YTD TIL | BUDGET | PRCT |
| FUND 131-HIGHWAY | | 129,669 | 150,195 | 318,682 | 119,313 | 717,859 | 3,212,604 | 22% |
| FUND 151-DEBT SERVICE | | 47,378 | 47,352 | 41,505 | 37,173 | 173,408 | 965,687 | 18% |

| UNION COUNTY SCHOOLS | | | | | | | | |
|-------------------------------|---------|-----------|-----------|-----------|-----------|------------|------|--|
| EXPENDITURE REPORT | | | | | | | | |
| FOR MONTH ENDING OCTOBER 2021 | | | | | | | | |
| | | | | | YTD | | | |
| FUND 141-GP SCHOOLS | JUL | AUG | SEP | OCT | TOTAL | BUDGET | PRCT | |
| 71100-REGULAR INSTRUCTION | 58,851 | 904,014 | 1,049,785 | 1,034,117 | 3,046,767 | 12,494,573 | 24% | |
| 71200-SPECIAL EDUC PROG | 6,290 | 159,971 | 155,778 | 170,760 | 492,799 | 2,044,301 | 24% | |
| 71300-VOCATIONAL ED | 23,220 | 89,701 | 92,623 | 93,069 | 298,613 | 1,159,668 | 26% | |
| 72110-ATTENDANCE | 7,671 | 8,681 | 9,087 | 10,756 | 36,194 | 115,055 | 31% | |
| 72120-HEALTH SERVICES | 8,811 | 8,860 | 10,465 | 15,885 | 44,022 | 436,373 | 10% | |
| 72130-GUIDANCE | 6,762 | 12,629 | 11,584 | 38,477 | 69,452 | 893,729 | 8% | |
| 72210-REGULAR ED SUPPORT | 47,155 | 65,558 | 60,051 | 56,633 | 229,397 | 816,380 | 28% | |
| 72220-SPECIAL ED SUPPORT | 22,346 | 46,105 | 51,785 | 58,403 | 178,639 | 825,583 | 22% | |
| 72230-VOCATION SUPPORT | 10,827 | 11,763 | 11,856 | 13,124 | 47,570 | 151,168 | 31% | |
| 72250-TECHNOLOGY | 48,208 | 34,053 | 52,861 | 86,373 | 221,495 | 622,851 | 36% | |
| 72310-BOARD OF EDUCATION | 272,923 | 13,270 | 22,360 | 21,360 | 329,913 | 573,045 | 58% | |
| 72320-DIRECTOR OF SCHOOLS | 12,642 | 12,507 | 12,615 | 15,675 | 53,439 | 158,451 | 34% | |
| 72410-PRINCIPALS | 33,136 | 154,037 | 156,890 | 174,235 | 518,298 | 1,952,020 | 27% | |
| 72510-FISCAL SERVICES | (400) | (400) | 2,000 | (1,200) | - | 239,208 | 0% | |
| 72610-OPERATION OF PLANT | 270,882 | 135,409 | 153,160 | 171,269 | 730,722 | 2,045,945 | 36% | |
| 72620-MAINTENANCE OF PLANT | 33,061 | 43,967 | 48,559 | 49,346 | 174,932 | 409,741 | 43% | |
| 72710-TRANSPORTATION | 73,231 | 82,850 | 94,551 | 88,893 | 339,526 | 1,150,329 | 30% | |
| 73100-FOOD SERVICE | - | - | - | - | - | - | 0% | |
| 73300-COMMUNITY SERVICES | 5,210 | 11,389 | 11,405 | 12,146 | 40,150 | 86,187 | 47% | |
| 73400-EARLY CHILDHOOD ED | 867 | 26,667 | 38,381 | 36,186 | 102,101 | 443,459 | 23% | |
| 82330-DEBT SERVICE | - | - | - | - | - | 283,100 | 0% | |
| 99100-TRANSFERS OUT | - | - | 300,000 | 400,000 | 700,000 | 700,000 | 0% | |
| TOTAL FUND 141 | 941,692 | 1,821,032 | 2,345,796 | 2,545,508 | 7,654,028 | 27,601,167 | 28% | |

| UNION COUNTY SCHOOLS | | | | | | | |
|---|-----------|----------|-----------|---------|-----------|------------|------|
| EXPENDITURE REPORT | | | | | | | |
| FOR MONTH ENDING OCTOBER 2021 | | | | | | | |
| | JUL | AUG | SEP | OCT | YTD TOTAL | BUDGET | PRCT |
| FUND 142-FEDERAL FUNDS | | | | | | | |
| 011-CONSOLIDATED ADMIN | 12,006 | 13,586 | 13,382 | 15,927 | 54,900 | 189,959 | 29% |
| 101-TITLE I | 14,385 | 54,648 | 54,826 | 108,451 | 232,310 | 1,035,321 | 22% |
| 201-TITLE II | 9,683 | 11,249 | 10,627 | 16,769 | 48,329 | 192,958 | 25% |
| 301-TITLE III | - | - | 287 | - | 287 | 51,428 | 1% |
| 401-TITLE IV | - | 2,033 | 2,196 | 2,115 | 6,344 | 87,899 | 7% |
| 501-TITLE V | 12 | 5,359 | 5,279 | 11,615 | 22,265 | 167,503 | 13% |
| 701-ARP HOMELESS 2.0 | - | - | - | - | - | 25,492 | 0% |
| 801-CARL PERKINS | 8,030 | 12,030 | - | 1,300 | 21,361 | 67,537 | 32% |
| 901-IDEA | 30,493 | 78,898 | 81,086 | 86,687 | 277,164 | 1,427,811 | 19% |
| 902-ARP IDEA PART B | - | - | 4,087 | 6,023 | 10,111 | 285,089 | 4% |
| 911-IDEA PRESCHOOL | 4 | 1,603 | 1,099 | 2,015 | 4,721 | 53,428 | 9% |
| 912-ARP IDEA PRESCHOOL | - | - | - | - | - | 19,007 | 0% |
| 931-ESSER | 12,152 | (12,152) | - | 4,020 | 4,020 | 10,864 | 37% |
| 934-ESSER 2.0 | 55,829 | 111,061 | 532,599 | 83,314 | 782,802 | 3,473,222 | 23% |
| 935-ESSER 3.0 | - | 16,210 | 52,640 | 28,355 | 97,204 | 7,923,594 | 1% |
| 936-ESSER Planning Grant | - | - | 7,197 | 7,178 | 14,374 | 150,000 | 10% |
| 940-Epidemiology & Laboratory Capacity (ELC) | - | 69,021 | 196,558 | 68,805 | 334,383 | 1,263,168 | 26% |
| 950-Participant Literacy Network Grant (HQIM) | - | - | - | - | - | 83,000 | 0% |
| 951-LITERACY NETWORK GRANT | - | - | - | - | - | 40,000 | 0% |
| 952-LITERACY TRAINING TEACHER STIPEND | - | - | - | 88,000 | 88,000 | 115,000 | 77% |
| TOTAL FUND 142 | 142,594 | 363,546 | 961,862 | 530,573 | 1,998,575 | 16,662,279 | 12% |
| FUND 143-CENTRAL CAFETERIA | JUL | AUG | SEP | OCT | YTD TOTAL | BUDGET | PRCT |
| 73100-FOOD SERVICE | 15,154 | 113,526 | 119,692 | 161,298 | 409,671 | 1,955,217 | 21% |
| FUND 145-OTHER ED-TNVA | JUL | AUG | SEP | OCT | YTD TOTAL | BUDGET | PRCT |
| VIRTUAL ACADEMY | 1,203,532 | - | 1,406,505 | 218,941 | 2,828,978 | 15,435,932 | 18% |
| FUND 177-CAPITAL PROJECTS | JUL | AUG | SEP | OCT | YTD TOTAL | BUDGET | PRCT |
| CAPITAL PROJECTS | 92,559 | 209,495 | 95,943 | 71,897 | 469,894 | 1,472,396 | 32% |


b. Budget Amendments & Transfers


| UNION COUNTY GOVERNMENT | | | | | | | | |
|---|-----|-------------|------------------|-------------------------|-----------------------------|-------------------------|--------------|----------------|
| BUDGET AMENDMENT REQUEST | | | | | | | | |
| Submitted to Budget Committee November 22, 2021 | | | | | | | | |
| FUND 101-GENERAL FUND | | | | | | | | |
| Function | Obj | Cost Center | Elected Official | Description | Original/ Amended Budget | Decrease | Increase | Amended Budget |
| 52100 | 119 | | Accounting | Accountants/Bookkeepers | \$ 172,457.00 | | \$ 27,576.57 | \$ 200,033.57 |
| | | | | | | \$ - | \$ 27,576.57 | |
| | | | | | | \$ 27,576.57 NET CHANGE | | |
| 39000 | | | | Unassigned | \$ (27,576.57) | | | |

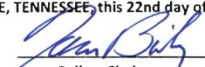
This budget amendment is to add an Accounts Payable Specialist and Part-time Floater to the Finance Department Staff for the rest of FY21

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 22nd day of November, 2021

Attest:


Pam Ailor
Union County Clerk




Jason Bailey, Chairman
Union County Mayor

Voting Aye12

Voting Nay0

Pass0

Abstain0

| Cost of adding Part time Floater for 7 months | | | | | |
|---|-----------|-----------|----------|------------------------|----------------------|
| FY 22 | | | | | |
| Salary based on 30 hrs per wk @ \$13.00 hr | \$ | 13,229.07 | 52100 | Budget | |
| 101 | | | 18.90% | \$ 2,500.77 | FUND 101 |
| 118 | | | 3.67% | \$ 484.92 | FUND 118 |
| 131 | | | 7.51% | \$ 993.75 | FUND 131 |
| 141 | | | 58.56% | \$ 7,747.17 | \$ 8,689.00 FUND 141 |
| 142 | | | 6.31% | \$ 834.34 | |
| 145 | | | 0.00% | \$ - | \$ 9,250.01 BOE |
| 177 | | | 0.81% | \$ 107.10 | 77.43% |
| 143 | | | 4.24% | \$ 561.01 | FUND 143 |
| Other than 101 | | \$ - | 100.00% | \$ 13,229.07 | |
| \$ | 10,728.30 | \$ | 2,500.77 | county general portion | |

FY22 Finance cost allocation_Accts_pay.xlsx

Page 1

| Cost of adding Accounts Payable Specialist for 5 months | | | | | |
|---|-----------|-----------|----------|------------------------|----------------------|
| FY 22 | | | | | |
| Salary based on \$30,000 and Benefits | \$ | 14,347.50 | 52100 | Budget | |
| 101 | | | 18.90% | \$ 2,712.20 | FUND 101 |
| 118 | | | 3.67% | \$ 525.92 | FUND 118 |
| 131 | | | 7.51% | \$ 1,077.76 | FUND 131 |
| 141 | | | 58.56% | \$ 8,402.14 | \$ 9,424.00 FUND 141 |
| 142 | | | 6.31% | \$ 904.88 | |
| 145 | | | 0.00% | \$ - | \$ 10,032.44 BOE |
| 177 | | | 0.81% | \$ 116.16 | 77.43% |
| 143 | | | 4.24% | \$ 608.44 | FUND 143 |
| Other than 101 | | \$ - | 100.00% | \$ 14,347.50 | |
| \$ | 11,635.30 | \$ | 2,712.20 | county general portion | |

FY22 Finance cost allocation_Accts_pay.xlsx

Page 1

A **Motion** was made by **Sidney Jessee, Jr.** and **Seconded** by **Janet Holloway** to approve the Budget Transfer Request for FUND 101-General Fund to add an Accounts Payable Specialist and Part-time Floater to the Finance Department Staff for the rest of FY21, as presented.

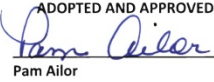
County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jessee, Jr., R.L. Jones, Debra Keck, Larry Lay, and Becky Munsey. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**


UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Budget Committee November 22, 2021
FUND 101-GENERAL FUND

| Function | Obj | Cost Center | Elected Official | Description | Original/ Amended Budget | Decrease | Increase | Amended Budget |
|----------|-----|-------------|------------------|---|-----------------------------|---------------|-------------|-------------------|
| 51800 | 335 | | County Buildings | Maintenance And Repair Services-Buildings | \$ 44,000.00 | \$ (2,000.00) | | \$ 42,000.00 |
| 51800 | 338 | | County Buildings | Maintenance And Repair Services-Vehicles | \$ 1,500.00 | | \$ 2,000.00 | \$ 3,500.00 |
| 51300 | 399 | | County Mayor | Other Contracted Services | \$ 3,000.00 | \$ (3,000.00) | | \$ - |
| 51300 | 162 | | County Mayor | Clerical Personnel | \$ 22,665.00 | | \$ 3,000.00 | \$ 25,665.00 |
| 54110 | 431 | | Sheriff | Law Enforcement Supplies | \$ 37,500.00 | \$ (1,000.00) | | \$ 36,500.00 |
| 54110 | 719 | | Sheriff | Office Equipment | \$ 2,000.00 | | \$ 1,000.00 | \$ 3,000.00 |
| | | | | | \$ (6,000.00) | \$ 6,000.00 | | |
| | | | | | | | \$ - | NET CHANGE |

This Budget amendment is to move funds within the appropriated budgets.

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 22nd day of November, 2021

Attest: 
Pam Ailor
Union County Clerk


Jason Bailey, Chairman
Union County Mayor

Voting Aye 12
Voting Nay 0
Pass 0
Abstain 0

A **Motion** was made by **R.L. Jones** and **Seconded** by **Gary England** to approve the Budget Transfer Request for FUND 101-General Fund, as presented.

County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jessee, Jr., R.L. Jones, Debra Keck, Larry Lay, and Becky Munsey. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**

UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Budget Committee November 22, 2021
FUND 171-GENERAL CAPITAL PROJECTS FUND

| Function | Obj | Cost Center | Elected Official | Description | Original/ Amended Budget | Decrease | Increase | Amended Budget |
|----------|-----|-------------|---------------------------|--------------------------------|-----------------------------|----------------|--------------|-------------------|
| 91110 | 707 | DAG | General Administration Pr | Building Improvements | \$ 123,730.00 | \$ (20,000.00) | | \$ 103,730.00 |
| 91110 | 426 | FARM | General Administration Pr | General Construction Materials | \$ 24,260.00 | | \$ 19,491.00 | \$ 43,751.00 |
| 91110 | 707 | FARM | General Administration Pr | Building Improvements | \$ 7,700.00 | | \$ 509.00 | \$ 8,209.00 |
| | | | | | | \$ (20,000.00) | \$ 20,000.00 | |
| | | | | | | | \$ - | NET CHANGE |

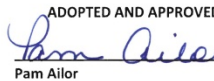
This request is to transfer funds from the Direct Access Grant 1 to the Farmers Market.


UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Budget Committee November 22, 2021
FUND 171-GENERAL CAPITAL PROJECTS FUND -CESF Grant Video Arraignment

| Function | Obj | Cost Center | Elected Official | Description | Original/ Amended Budget | Decrease | Increase | Amended Budget |
|----------|-----|-------------|---------------------------|---------------------------------|-----------------------------|----------|--------------|-------------------|
| 91120 | 312 | CESF | Administration Of Justice | Contracts With Private Agencies | \$ - | | \$ 40,029.00 | \$ 40,029.00 |
| | | | | | | \$ - | \$ 40,029.00 | |
| | | | | | | | \$ 40,029.00 | NET CHANGE |
| 47590 | | CESF | | Other Federal Through State | \$ (40,029.00) | | | |

This request is to budget the CESF Video Arraignment Grant

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 22nd day of November, 2021

Attest: 
Pam Ailor
Union County Clerk


Jason Bailey, Chairman
Union County Mayor

Voting Aye 12
Voting Nay 0
Pass 0
Abstain 0

A **Motion** was made by **Janet Holloway** and **Seconded** by **Sidney Jessee, Jr.** to approve the Budget Amendment Request for FUND 171 –General Capital Projects Fund, as presented.


County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jessee, Jr., R.L. Jones, Debra Keck, Larry Lay, and Becky Munsey. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**

| UNION COUNTY BOARD OF EDUCATION | | | | | | | |
|---|-----|-------------|--|-----------------------------|----------------|----------------|-------------------|
| BUDGET AMENDMENT REQUEST | | | | | | | |
| Submitted to Board of Education November 11, 2021 | | | | | | | |
| To be submitted to Budget Committee November 22, 2021 | | | | | | | |
| FUND 141-General Purpose Schools | | | | | | | |
| Function | Obj | Cost Center | Description | Original/ Amended Budget | Decrease | Increase | Amended Budget |
| 72250 | 337 | | Maintenance And Repair Services-Office Equipment | \$ 32,000.00 | \$ (12,000.00) | | \$ 20,000.00 |
| 72250 | 471 | | Software | \$ 85,000.00 | | \$ 12,000.00 | \$ 97,000.00 |
| 71100 | 312 | BAND | Contracts With Private Agencies | \$ 2,500.00 | \$ (1,000.00) | | \$ 1,500.00 |
| 71100 | 722 | BAND | Regular Instruction Equipment | \$ 10,000.00 | | \$ 1,000.00 | \$ 11,000.00 |
| 72130 | 309 | SAFE | Contracts With Government Agencies | \$ 140,000.00 | \$ (70,000.00) | | \$ 70,000.00 |
| 72220 | 524 | | Staff Development | \$ 30,000.00 | \$ (4,000.00) | | \$ 26,000.00 |
| 71200 | 336 | | Maintenance And Repair Services-Equipment | \$ 2,500.00 | | \$ 4,000.00 | \$ 6,500.00 |
| 72120 | 131 | | Medical Personnel | \$ 235,997.00 | \$ (2,500.00) | | \$ 233,497.00 |
| 72120 | 198 | | Non-Certified Substitute Teachers | \$ 5,000.00 | | \$ 2,500.00 | \$ 7,500.00 |
| | | | | | \$ (89,500.00) | \$ 19,500.00 | |
| | | | | | | \$ (70,000.00) | NET CHANGE |
| 46981 | | SAFE | Safe Schools | \$ 70,000.00 | | | |


This budget amendment request is to move funds within the appropriated budgets.
To correct funding on the Safe Schools Grant.

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 22nd day of November, 2021

Attest:


Pam Ailor
Union County Clerk




Jason Bailey, Chairman
Union County Mayor

| | |
|------------|----|
| Voting Aye | 12 |
| Voting Nay | 0 |
| Pass | 0 |
| Abstain | 0 |

A **Motion** was made by **Gary England** and **Seconded** by **R.L. Jones** to approve the Budget Amendment Request for FUND 141-General Purpose Schools, as presented.

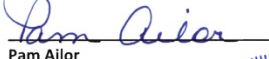
County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jessee, Jr., R.L. Jones, Debra Keck, Larry Lay, and Becky Munsey. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**


UNION COUNTY BOARD OF EDUCATION
BUDGET AMENDMENT REQUEST
Submitted to Board of Education November 11, 2021
To be submitted to Budget Committee November 22, 2021
FUND 142-Federal Programs-Sub Fund 901- IDEA Part B

| Function | Obj | COST CENTER | DESCRIPTION | Original/ Amended Budget | Decrease | Increase | Amended Budget |
|----------|-----|-------------|---------------------------------|-----------------------------|----------------|--------------|----------------|
| 71200 | 189 | | Other Salaries & Wages | \$ - | | \$ 19,531.74 | \$ 19,531.74 |
| 71200 | 201 | | Social Security | \$ 30,226.00 | | \$ 1,209.00 | \$ 31,435.00 |
| 71200 | 204 | | State Retirement | \$ 42,891.00 | | \$ 2,010.00 | \$ 44,901.00 |
| 71200 | 212 | | Employer Medicare | \$ 7,070.00 | | \$ 281.09 | \$ 7,351.09 |
| 72220 | 312 | | Contracts With Private Agencies | \$ 150,000.00 | \$ (23,031.83) | | \$ 126,968.17 |
| | | | | | \$ (23,031.83) | \$ 23,031.83 | |
| | | | | | | \$ - | NET CHANGE |

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

This budget amendment request is to budget carryover funds
ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 22nd day of November, 2021

Attest: 
Pam Ailor
Union County Clerk




Jason Bailey, Chairman
Union County Mayor

Voting Aye 12
Voting Nay 0
Pass 0
Abstain 0

Page 4 of 6

A **Motion** was made by **Jeffrey Brantley** and **Seconded** by **Sidney Jessee, Jr.** to approve the Budget Amendment Request for FUND 142-Federal Programs, as presented.

County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jessee, Jr., R.L. Jones, Debra Keck, Larry Lay, and Becky Munsey. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**

UNION COUNTY BOARD OF EDUCATION
BUDGET AMENDMENT REQUEST
Submitted to Board of Education November 11, 2021
To be submitted to Budget Committee November 22, 2021
FUND 143-Central Cafeteria

| Function | Obj | Cost Center | Description | Original/ Amended Budget | Decrease | Increase | Amended Budget |
|----------|-----|-------------|------------------------|-----------------------------|----------|--------------|----------------|
| 73100 | 599 | | Other Charges | \$ 560.00 | | \$ 1,563.00 | \$ 2,123.00 |
| 73100 | 451 | | Uniforms | \$ - | | \$ 1,500.00 | \$ 1,500.00 |
| 73100 | 710 | | Food Service Equipment | \$ 3,000.00 | | \$ 77,243.99 | \$ 80,243.99 |
| | | | | | \$ - | \$ 80,306.99 | |
| | | | | | | \$ 80,306.99 | NET CHANGE |

| | | | | | |
|-------|--|------|--------------|----------------|----------------|
| 47114 | | USDA | USDA - Other | \$ (3,063.00) | EBT |
| 47114 | | USDA | USDA - Other | \$ (77,243.99) | Emergency Cost |

This request is to budget funds received from United States Department of Agriculture for the State Pandemic Electronic Benefit transfer administration cost grant and the Emergency Operational Cost Reimbursement Program award.

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 22nd day of November, 2021

Attest: 
Pam Ailor
Union County Clerk




Jason Bailey, Chairman
Union County Mayor

Voting Aye 12
Voting Nay 0
Pass 0
Abstain 0

Page 5 of 6

A **Motion** was made by **Bill Cox** and **Seconded** by **Gary England** to approve the Budget Amendment Request for FUND 143-Central Cafeteria, as presented.

County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jessee, Jr., R.L. Jones, Debra Keck, Larry Lay, and Becky Munsey. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**

| UNION COUNTY BOARD OF EDUCATION | | | | | | | |
|---|-----|-------------|-----------------------|-----------------------------|----------------|--------------|-------------------|
| BUDGET AMENDMENT REQUEST | | | | | | | |
| Submitted to Board of Education November 11, 2021 | | | | | | | |
| To be submitted to Budget Committee November 22, 2021 | | | | | | | |
| FUND 177-Education Capital Projects | | | | | | | |
| Function | Obj | COST CENTER | DESCRIPTION | Original/ Amended Budget | Decrease | Increase | Amended Budget |
| 76100 | 707 | LEHAC | Building Improvements | \$ 184,500.00 | \$ (50.00) | | \$ 184,450.00 |
| 76100 | 707 | CNTRL | Building Improvements | \$ 32,600.00 | | \$ 50.00 | \$ 32,650.00 |
| 76100 | 707 | LEHAC | Building Improvements | \$ 184,450.00 | \$ (1,588.00) | | \$ 182,862.00 |
| 76100 | 707 | GAP | Building Improvements | \$ 31,385.00 | | \$ 1,588.00 | \$ 32,973.00 |
| 76100 | 724 | MSCAN | Site Development | \$ 6,590.00 | \$ (6,590.00) | | \$ - |
| 76100 | 707 | MSCAN | Building Improvements | \$ 1,353.00 | | \$ 6,590.00 | \$ 7,943.00 |
| 76100 | 707 | LEHAC | Building Improvements | \$ 182,862.00 | \$ (12,150.00) | | \$ 170,712.00 |
| 76100 | 321 | CWHAC | Engineering Services | \$ 40,000.00 | | \$ 12,150.00 | \$ 52,150.00 |
| 76100 | 707 | PEHAC | Building Improvements | \$ 150,000.00 | \$ (2,400.00) | | \$ 147,600.00 |
| 76100 | 707 | COPUR | Building Improvements | \$ - | | \$ 2,400.00 | \$ 2,400.00 |
| 76100 | 707 | LEHAC | Building Improvements | \$ 170,712.00 | \$ (3,195.00) | | \$ 167,517.00 |
| 76100 | 707 | LEPUR | Building Improvements | \$ - | | \$ 3,195.00 | \$ 3,195.00 |
| | | | | | \$ (25,973.00) | \$ 25,973.00 | |
| | | | | | | \$ - | NET CHANGE |

| | | | | |
|--|--|--|--|--|
| | | | | |
|--|--|--|--|--|

This Budget transfer is to move money where needed to complete current year projects.

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 22nd day of November, 2021

Attest:

Pam Ailor
Union County Clerk



Jason Bailey, Chairman
Union County Mayor

| | |
|------------|----|
| Voting Aye | 12 |
| Voting Nay | 0 |
| Pass | 0 |
| Abstain | 0 |

Page 6 of 6

A **Motion** was made by **R.L. Jones** and **Seconded** by **Gary England** to approve the Budget Amendment Request for FUND 177-Education Capital Projects, as presented.

County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jessee, Jr., R.L. Jones, Debra Keck, Larry Lay, and Becky Munsey. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**

c. Approve/Disapprove Surplus

| SURPLUS ITEMS TO BE APPROVED BY COMMISSION | | | | |
|---|---------|-----------|-------------|-------|
| ANY BOE PRESENTED TO SCHOOL BOARD: November 11 , 2021 | | | | |
| PRESENTED TO BUDGET COMMITTEE: November 22 , 2021 | | | | |
| PRESENTED TO COUNTY COMMISSION COMMITTEE: November 22, 2021 | | | | |
| Description | Asset # | Condition | Office | Notes |
| 18" Acer Computer Monitor | 270 | Good/Used | Election | |
| Wood Desk | 271 | Fair/Used | Health Dept | |
| Desk | 272 | Poor/Used | Health Dept | |
| Wood Desk | 273 | Good/Used | Health Dept | |
| Wood Desk | 274 | Good/Used | Health Dept | |
| White Desk with hutch/shelving above | 275 | Good/Used | Health Dept | |
| 2 Drawer Wood Lateral File Cabinet | 276 | Fair/Used | Health Dept | |
| Office Credenza | 277 | Good/Used | Health Dept | |
| Wood Desk | 278 | Good/Used | Health Dept | |
| Lot of 8 Epson Powerlite 98 Projectors | 279 | Good/Used | Technology | |
| Lot of 4 Epson Powerlite 430 Projectors | 280 | Good/Used | Technology | |
| Lot of 13 Epson Powerlite 530 Projectors | 281 | Good/Used | Technology | |
| Lot of 17 Epson Powerlite 420 Projectors | 282 | Good/Used | Technology | |
| Lot of 2 Epson Powerlite 410 Projectors | 283 | Good/Used | Technology | |
| Wood Desktop Sorter/Organizer | 288 | Good/Used | Finance | |

A **Motion** was made by **Larry Lay** and **Seconded** by **Janet Holloway** to approve the surplus items as presented.

County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jesse, Jr., R.L. Jones, Debra Keck, Larry Lay, and Beck Munsey. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**

- d. At the request of Chairman Jason Bailey, the contracts for Cisco Network Switch, Thomson Reuters West’s TN Code Annotated, and Safe Home Security was removed from the agenda and postponed until the meeting on January 24, 2022.

13. Approve/Disapprove the 2021 Home Grant Program Policies and Procedures

| | |
|---|---|
| <div><div>HO-1</div><div>Revised 07/01/19</div></div> <div><div>PROGRAM POLICIES AND PROCEDURES</div><div>2021 HOME Program</div><div>Union County Homeowner Rehabilitation Program</div></div> | |
| 1. | <div>PURPOSE</div> <div>This program will make available financial and/or technical assistance for the rehabilitation and reconstruction of eligible substandard owner-occupied housing units located in the community. Rehabilitation work will correct deficiencies in the eligible homes and make them safe, sound and sanitary.</div> |
| 2. | <div>AUTHORITY</div> <div>The legal authority for this rehabilitation program comes from the working agreement with Tennessee Housing Development Agency, Public Law 101-625 (National Affordable Housing Act of 1990), as well as State and local laws.</div> |
| 3. | <div>PROGRAM RESOURCES</div> <div>The source of funds for the undertaking of rehabilitation activities is a grant in the amount of \$500,000 which the Grantee has been awarded by Tennessee Housing Development Agency (THDA) through the U.S. Department of Housing and Urban Development Home Investment Partnership Act.</div> |
| 4. | <div>APPLICABLE LAWS</div> <div>The local governing bodies, contractors, sub-contractors, vendors and applicants for rehabilitation assistance are required to abide by a number of State and Federal laws, and may be required to sign documents certifying their compliance.<div>1. Flood Disaster Protection Act of 1973 (42 U.S.C. 4001-4128 and 24 CFR 92.358)</div></div> |

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 set forth in 24 CFR Part 92, HOME Investment Partnerships Program.

5. DRUG-FREE WORKPLACE

- A. Union County 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 the grantee's workplace 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 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 local elected official or of any employee or board member of a non-profit agency 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, the local community or the nonprofit agency (including CHDOs) receiving HOME funds, and who exercises or has exercised any functions or responsibilities with respect to activities assisted with HOME funds or who is in a position to participate in a decision-making process or gain inside information with regard to these activities.
- C. **APPEARANCE OF A CONFLICT OF INTEREST** - Grantees must also 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 Grantee must complete *HO-4A (Determination of a Conflict of Interest)* and submit written documentation to THDA that the following procedures have been observed:
 - 1. The Grantee must publish an announcement in the local newspaper concerning the potential for a conflict of interest and request citizen comments.
 - 2. The Grantee’s attorney must 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 Grantee’s elected body must pass a resolution approving the applicant.

7. ELIGIBILITY REQUIREMENTS

This section sets forth the eligibility requirements for the applicant to receive a rehabilitation grant and describes property to be rehabilitated. Applicant eligibility shall be determined by the program coordinator, subject to the approval by the Grantee.

- A. **ELIGIBILITY CRITERIA** - The following criteria must be satisfied by all applicants 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.
 - 2. 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 can own no more than one property.
 - 3. The applicant’s ownership must be in the form of:
 - A. Stick built or qualified modular housing:
 - fee simple title; or
 - 99-year leasehold; or
 - 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
 - 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.
 - B. **Manufactured Housing:**
 - A certificate of title for the manufactured home to be rehabilitated reconstructed free of any encumbrances; and.
 - Fee simple title for the lot of land where the mobile home is located
 - The Manufactured home to be rehabilitated must already be on a permanent foundation, as defined in Appendix A, prior to any rehabilitation.

- 4. The title must not have any restrictions or encumbrances that would unduly restrict good and marketable nature of the ownership interest.
- 5. The applicant must voluntarily apply for assistance (HO-3).
- 6. The applicant must obtain homeowners insurance.
 - Homeowners insurance must be current.
- 7. 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 Exhibit HO-3 will be used to classify the household for purposes of eligibility.

HOME funds can only be used to benefit low and very low-income household. 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 applicants 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

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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-month period) 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.
- 3. 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 of 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 is not intended to count monthly income as an asset. Grantees should use the average monthly balance over a 6-month period 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.
- e. 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.
- f. 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.
- g. 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.

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4. 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 investments 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. *DO NOT INCLUDE EQUITY OF PRINCIPAL RESIDENCE AS AN ASSET FOR HOMEOWNER REHABILITATION PROGRAMS.*
- 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 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.

5. ASSETS DO NOT INCLUDE:

- Necessary personal property, except as noted in E(1)(I) above.
- Interest in Indian Trust lands.
- Assets that are part of an active business or farming operation.
- 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.

- Assets not accessible to the family and which provide no income to the family.
- Vehicles especially equipped for the handicapped.
- Equity in owner-occupied cooperatives and manufactured homes in which the family lives.

C. 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 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 in excess of \$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 in fact 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).

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D. 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 a 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 offenders 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 judgement 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);

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- 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 of 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.
- E. 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 begins.
 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 occupancy or at the time funds are invested, whichever is later.
- F. INCOME VERIFICATION** - Grantees must 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, a Grantee must obtain a written release from the household that authorized the third party to release required information.
 - b. Third-party verifications are helpful because they provide independent verification of information and permit Grantees to determine if any changes to current circumstances are anticipated. Some third-party providers may,

however, be unwilling or unable to provide the needed information in a timely manner.

- 2. REVIEW OF DOCUMENTS - 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 should be retained in project files.

Grantees should be aware that although easier to obtain than third-party verifications, a review of documents often does not provide needed information. For instance, a pay stub may not provide sufficient information about average number of hours worked, overtime, tips and bonuses.

- 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.

Applicant certification is the least reliable form of verification and may be subject to abuse. In some cases, the applicant certification can be supplemented by looking at the applicant's past history. The Grantee can review the previous year's income tax return to determine if the current year's income is consistent with activity for the previous year

G. CALCULATION METHODOLOGIES - Grantees must establish 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.

H. 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

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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 send \$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 DISABILITES – 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.

9. ELIGIBILITY REQUIREMENTS OF PROPERTY TO BE REHABILITATED

This section sets forth definitions and eligibility criteria of residential property that will be considered for rehabilitation.

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

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 minimum HOME expenditure per unit must exceed \$1,000.
- 2. The dwelling unit must be located within the designated area as outlined in the Application.
- 3. The dwelling unit must be classified as substandard, based on a written, detailed inspection report by THDA approved Rehab Coordinator.
- 4. Vacant dwelling may be eligible if their owners are eligible, if the dwelling has been vacant due to its substandard conditions, and if the owner will occupy the vacant dwelling upon completion.

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.

10. RATING SYSTEM FOR RANKING OF APPLICANTS

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 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 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 | \$ 40,900 | \$ 15,350 |
| 2 | \$ 46,750 | \$ 17,550 |
| 16 | | |
| 3 | \$ 52,600 | \$ 19,750 |
| 4 | \$ 58,400 | \$ 21,900 |
| 5 | \$ 63,100 | \$ 23,700 |
| 6 | \$ 67,750 | \$ 25,450 |
| 7 | \$ 72,450 | \$ 27,200 |
| 8 | \$ 77,100 | \$ 28,950 |

Knoxville Metro FMR Area updated 6/01/2021

- 2. If the income is based on family size is less than the stated **low income** figure, the household will receive extra points.
 - If 80% to 99% less add 70 points
 - If 60% to 79% less add 60 points
 - If 40% to 59% less add 50 points
 - If 39% or less add 20 points

Annual Income Limit Figures available from HUD/THDA

- 3. 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 time of application.
- C. HANDICAPPED OR DISABLED IN HOUSEHOLD**- 10 points per household.
Receiving disability benefits from Social Security, a pension program, life insurance program, or a total or partial physical impairment which renders the person unable to work. Where there exists reasonable question, a doctor's certification might be allowable, at the discretion of the Grantee.
- 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**

| | |
|-----------------------|--------------|
| Standard | No points |
| Substandard | 15-29 Points |
| Dilapidated Structure | 30-50 Points |
| Life threatening | 50 points |
- G. 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 Grantee reserves the right to establish an equitable resolution.

- H. **PREVIOUS QUALIFIED APPLICANTS**
10 points per household. Defined as a previous qualified applicant of the 2019 Home Grant Of Union County, TN.

11. **TERMS, CONDITIONS AND CONSIDERATIONS FOR GRANTS**

- 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 the Grantee and THDA.
 2. The amount and structure of the grant must be consistent with the application submitted to THDA.
 3. When the applicant is furnishing supplementary funds from other sources, evidence that actual funds are available will consist of verifications and documentation by the Grantee 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 obligations 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,

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| | | |
|-----------------------|-----|-----------|
| 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 |

- e. The property owner 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.
 - a. 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.
 - b. If the property has been inherited by multiple owners not of whom reside in the property, all of the owners must sign the Grant Note and Deed of Trust.
 - c. Grantees and administrators should consult their agency and community general counsel if there are questions.
5. In case of death, 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 estate, the grant must be repaid into the states 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 Grantee and/or THDA of the property whenever the Grantee 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 Grantee and the contractor to ensure 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 application submitted to THDA.

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 that have a permanent foundation are eligible for HOME-funded rehabilitation.

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- B. **RECONSTRUCTION HOUSING** - Prior to authorizing new dwellings, construction under the reconstruction provisions of the HOME Program, the Grantee must determine if reconstruction is the more cost-effective use of HOME funds.

1. When reconstruction is recommended, a completed HO-7, along with required supporting documentation and photographs must be submitted to THDA for review. If THDA concurs with the determination, written permission to proceed will be provided.

- C. **REPLACEMENT HOME 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 grantee.

1. Rehabilitation spending beyond reasonable limits on an existing home is not authorized if a replacement home is refused by the homeowner.
2. 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 are acceptable if there is no such equipment in the dwelling or if the existing equipment is unsafe, unsanitary or non-functional.

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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 Grantee for determining the rehabilitation works necessary to bring a dwelling into conformance with the minimum
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- code adopted by the Grantee, and with the objective of the program as proposed in the application submitted to THDA. The Grantee 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.
- B. **PROPERTY REVIEWS** – The THDA approved Rehab Coordinator must 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 Grantee will consult with the prospective applicant on the work write-up and cost estimate. The Grantee 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 A general property improvement 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.

14. **CONTRACTING FOR REHABILITATION WORK**

- 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, following approval of the grant application. 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 document prepared by the Grantee may contain alternates by which each bidder may increase or decrease the lump sum contract price.
 3. **PROCUREMENT OF BIDS** - The Grantee 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
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3. A provision that the contractor start 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 Grantee and the homeowner, and after the Grantee 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 Grantee and homeowner.
 - 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 Grantee, 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.
- C. **INSURANCE**
1. The Grantee 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 the Grantee be listed on said insurance as an **Additional Interest**. The Contractor shall be required to furnish the Grantee 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 the Grantee 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 Grantee. A certificate of insurance shall be present as the evidence.

NOTE: The Grantee is advised to consult with its attorney to insure that the extent, limit and amount of contractors insurance is consistent with the scope of the project and current State law.

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 Grantee's qualified and approved Rehab Coordinator. The specifications will:

1. The code violation.
2. The work necessary to correct those violations.
3. The Grantees 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

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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 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 Grantees 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 to determine if contractors are debarred or not.
7. The Grantee 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 Grantee may not negotiate solely with the low bidder. The project can be rebid or changed in scope. If the project is changed, then each bidder must be given the opportunity 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. Grantees 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.

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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 Grantee or its designate 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 Policy 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 Policy and Procedures and HUD 24CFR 92.251 of the 2013 HOME Final rule.

B. PROGRESS PAYMENTS - If progress payments are allowed by the Grantee, 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 is held by Grantee's RC. 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 codes official is issued, the project is complete.
2. **CERTIFICATION** - After the Grantee 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

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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 Grantee.
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 Grantee 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 Grantee will request final payment from THDA at that time.
5. If the homeowner refuses to sign the final acceptance, the Grantee may authorize full payment for those items which are undisputed and acceptable to all parties.

16. GRIEVANCE PROCEDURE

The Grievance Procedure should be made a part of the contract between the homeowner and the contractor. Disputes between the homeowner, Grantee 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.
2. The program administrator will meet with the homeowner/contractor and attempt to negotiate a solution.
3. 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 Grantee must contact THDA for clarification before proceeding.
- E. KICKBACKS AND DISCOUNTS** - No member of the governing body of the Grantee or any Grantee 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 UNION COUNTY subordinate the soft second mortgage, UNION 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 UNION COUNTY's grant/loan.
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3. There will be a \$150 fee imposed to the homeowner, due from financing proceeds.
 4. Unless unusual circumstances exist, UNION COUNTY will not subordinate more than once.
 5. The financial institution will prepare the Subordination Agreement for UNION COUNTY's Mayor's signature; have it recorded and provide a copy to UNION COUNTY.
 6. The financial institution will provide UNION COUNTY with a copy of the new appraisal and the Settlement Statement.
 7. UNION COUNTY 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. UNION COUNTY will not subordinate for interest-only loans.
 9. Total closing costs and prepaid items cannot exceed 6% of the refinanced purchase price.

A **Motion** was made by **Janet Holloway** and **Seconded** by **Dawn Flatford** to approve the 2021 Home Grant Program Policies and Procedures with the exclusion of Manufactured Homes.

County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jessee, Jr., R.L. Jones, Debra Keck, Larry Lay, and Becky Munsey. **Commissioners Voting Against:** Jeffrey Brantley. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**

14. Union County Highway Safety Grant

| | | |
|---|--|------------------------------|
| <p>CLAY BRIGHT COMMISSIONER</p> | <p> STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION PROGRAM DEVELOPMENT & ADMINISTRATION DIVISION LOCAL PROGRAM DEVELOPMENT OFFICE SUITE 600, JAMES K. POLK BUILDING 505 DEADERICK STREET NASHVILLE, TN 37243-1402 (615) 741-5314</p> | <p>BILL LEE GOVERNOR</p> |
| <p>October 27, 2021</p> | | |
| <p>Mr. David Cox Highway Chief Administrative Officer Union County Highway Dept. P.O. Box 175 Maynardville, TN 37807</p> | | |
| <p>Re: General Maintenance of Various Local Roads-Safety Initiative Union County PIN: 128634.75 Federal Project Number: HSIP-8700(20) State Project Number: 87945-3450-94 Contract Number: 210246</p> | | |
| <p>Dear Mr. Cox:</p> | | |
| <p>I am attaching a contract providing for the maintenance of the referenced project. Please review the contract and advise me if it requires any additional explanation. If you find the contract fully satisfactory, please execute it in accordance with all rules, regulations and laws, obtain the signature of the attorney for your agency and return the contract to me. Once we have a fully executed contract, we will return a copy to your office for your files.</p> | | |
| <p>If you have any questions or need any additional information, please contact Ms. Maria Hunter at 615-532-3632 or maria.hunter@tn.gov.</p> | | |
| <p>Sincerely, <i>Lisa Dunn</i></p> | | |
| <p>Lisa Dunn Transportation Manager 1</p> | | |
| <p>Attachment</p> | | |

AGREEMENT NO: 210246
 PROJECT IDENTIFICATION NO: 128634.75
 FEDERAL PROJECT NO: HSIP-8700(20)
 STATE PROJECT NO: 87945-3450-94

State of Tennessee Department of Transportation

GENERAL MAINTENANCE AGREEMENT WITH LOCAL AGENCY

THIS AGREEMENT, made and entered into this _____ day of _____, 20____ by and between the STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION, an agency of the State of Tennessee (hereinafter called the "Department") and UNION COUNTY (hereinafter called the "Agency").

W I T N E S S E I H:

WHEREAS, certain routes in the Agency's jurisdiction have been designated as being eligible for Highway Safety Improvement Project (HSIP) funds under 23 U.S.C. § 148 (CFDA # 20.205); and

WHEREAS, the Department desires to assist the Agency by installing various signs, snowplowable markers, reflectors, chevrons, thermoplastic white and yellow lines, guardrails, and other safety improvements within the jurisdiction of the Agency in furtherance of this program, and

WHEREAS, the Agency, in recognition of the benefits to be received from the installation of said safety improvements, desires to cooperate with the Department such that the safety improvements may be installed by the Department, and maintained by the Agency in accordance with Tennessee and federal law.

NOW THEREFORE, in consideration of these premises, the Department and the Agency hereby enter into this Agreement regarding the maintenance, existence, and use of the Project as described in SECTION 1 below.

SECTION 1: The Project to be performed is described as follows:

"Local Route (0A083/02419), Walker Ford Road from Dead End, LM 3.33 to Hickory Valley Road, LM 0.00, Hickory Valley Road, LM 1.91 to SR-61, LM 7.858;
 Local Route (0A382/01090), Sharps Chapel Road from Long Hollow Road, LM 8.73 to Ray Road, LM 9.49, Ray Road, LM 0.00 to SR-33, LM 9.99;
 Local Route (01299), Corryton-Luttrell Road from Knox County Line, LM 0.00 to SR-61, LM 2.786"

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SECTION 2: Tenn. Code Ann. § 54-1-126 provides that the Department shall enter into a written contract that provides that the Agency is solely responsible for all maintenance of the completed work of the Project. Therefore, the provisions set forth in Tenn. Code Ann. § 54-1-126 shall apply to this Agreement. The Agency shall be solely responsible for and pay all costs associated with maintenance of the Project. The Agency acknowledges that where any local road under the jurisdiction of the Agency ("Local Road") intersects with a state highway or other public road, the Agency's maintenance responsibility for the Local Road, including but not limited to traffic control devices, continues across the right-of-way of the intersecting state highway or public road to the point where the Local Road abuts the roadway of the state highway or public road.

The Agency's maintenance responsibility described herein includes, but is not limited to, signals and other electrically operated and/or solar powered devices which may be installed as part of the Project. The Agency shall be solely responsible for and pay all costs associated with maintenance and operation of all electrically operated devices which may be installed as part of the Project, together with the related equipment, wiring and other necessary appurtenances, and the Agency shall furnish electrical current to all such devices. Additionally, the Agency shall be solely responsible for and pay all costs associated with the maintenance and operation of solar powered devices which may be installed as part of the Project, including but not limited to replacement of solar panels, batteries, lights and lenses.

SECTION 3: The Agency shall assume all liability for third-party claims and damages arising from the maintenance, existence, and use of the Project to the extent provided by Tennessee Law and subject to the provisions, terms and liability limits of the Governmental Tort Liability Act, T.C.A. Section 29-20-101, et seq, and all applicable laws.

SECTION 4: The Agency agrees to comply with all applicable federal and Tennessee laws and regulations in the performance of its duties under this Agreement. The parties hereby agree that failure of the Agency to comply with this provision shall constitute a material breach of this Agreement and subject the Agency to the repayment of all funds expended, or expenses incurred, under this Agreement.

SECTION 5: This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee. The Agency agrees that it will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Agreement. The Agency acknowledges and agrees that any rights or claims against the State of Tennessee or its employees hereunder, and any remedies arising therefrom, shall be subject to and limited to those rights and remedies, if any, available under Tennessee Code Annotated, Sections 9-8-101 through 9-8-407.

SECTION 6: Nothing in this Agreement, whether express or implied, is intended to confer upon any person or entity not a party to this Agreement, any rights or remedies by reason of this Agreement.

SECTION 7: The Agency shall comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), 49 C.F.R., Part 21, and related statutes and regulations.

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SECTION 8: The Agency hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Agreement or in the employment practices of the Agency on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by federal and Tennessee constitutional or statutory law. The Agency shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

SECTION 9: The Department may terminate this Agreement without cause for any reason. Said termination shall not be deemed a breach of contract by the Department. The Department shall give the Agency at least thirty (30) days written notice before the effective termination date. Upon such termination, the Agency shall have no right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount. In no event shall the Department's exercise of its right to terminate this Agreement relieve the Agency of any liability to the Department for any damages or claims arising under this Agreement. All provisions that logically ought to survive termination of this Agreement shall survive.

SECTION 10: This Agreement may be modified only by a written amendment executed and approved by the appropriate parties as indicated on the signature page of this Agreement.

SECTION 11: The Department shall have no liability except as specifically provided in this Agreement.

SECTION 12: The Agency warrants that no amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Agency in connection with any work contemplated or performed relative to this Agreement.

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IN WITNESS WHEREOF, the parties have caused this instrument to be executed by their respective authorized officials, effective as of the last date of signature below.

UNION COUNTY

**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION**

Signature:
Email: wdcx280@yahoo.com

Signature:
Email: TDOT.COMMISSIONER'S.Office@tn.gov

**APPROVED AS TO
FORM AND LEGALITY**

**APPROVED AS TO
FORM AND LEGALITY**

Signature:
Email: davidmyers04@comcast.net

Signature:
Email: TDOT.Legal.Attorneys@tn.gov

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A **Motion** was by **Sidney Jessee, Jr.** and **Seconded** by **R.L. Jones** to approve the Union County Highway Department Safety Grant, as presented.

County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jessee, Jr., R.L. Jones, Debra Keck, Larry Lay, and Becky Munsey. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**

15. Old Business
a. Resolution No. 01 11-22-2021

BEFORE THE COUNTY LEGISLATIVE BODY FOR UNION COUNTY, TENNESSEE

**RESOLUTION ESTABLISHING BASE SALARY
FOR COUNTY COMMISSIONERS**

NO. 01 11-22-2021

WHEREAS, pursuant to TCA Section 5-5-107, this County Legislative Body wishes to increase the monthly compensation paid to each county commissioner by paying to each member a base salary of \$ 500.00, per month, being the total sum of \$ 6,000.00, annually, beginning September 1, 2022.

NOW, THEREFORE, BE IT RESOLVED that this County Legislative Body does hereby approve a base monthly salary for each county commissioner in the sum of \$ 500.00 per month, being the total sum of \$ 6,000.00, annually, beginning September 1, 2022.

MOTION TO ADOPT BY: Larry Lay;

SECONDED BY: Earl Cox;

Those voting in the affirmative: Danny Cooke, Bill Cox, Earl Cox, Gary England,


Dawn Flatford, Janet Holloway, R.L. Jones, Larry Lay

Those voting no: Jeffrey Brantley, Sidney Jessee, Jr., Debra Keck, Becky Munsey

Those passing: None

ADOPTED AND APPROVED IN OPEN MEETING AT MAYNARDVILLE, this
23rd day of November, 2021.


Jason Bailey, Chairman & County Mayor

Attest

Pam Ailor, County Clerk



A **Motion** was made by **Larry Lay** and **Seconded** by **Earl Cox** to approve Resolution No. 01 11-22-2021 increasing each county commissioner salary to \$500.00 per month beginning September 1, 2022.

County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, R.L. Jones, and Larry Lay. **Commissioners Voting Against:** Jeffrey Brantley, Sidney Jessee, Jr., Debra Keck, and Becky Munsey. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**

b. Redistricting

RESOLUTION NO. 02 11-22-2021

TO ADOPT A REDISTRICTING PLAN
FOR UNION COUNTY

WHEREAS, *Tennessee Code Annotated*, Section 5-1-111, requires that, at least every ten (10) years, county legislative bodies shall meet and change the boundaries of county legislative districts or redistrict a county entirely if necessary to apportion the county legislative body so that the members represent substantially equal populations; and

WHEREAS, consistent with the provisions of *Tennessee Code Annotated*, Section 5-1-111, UNION County has prepared a redistricting plan which provides for a county legislative body composed of 16 members and which creates 7 districts as depicted on the official redistricting map for UNION County prepared pursuant to *Tennessee Code Annotated*, Section 5-1-110.

NOW, THEREFORE, BE IT RESOLVED by the UNION County Legislative Body meeting in regular session at MAYNARDVILLE, Tennessee, on this 22ND day of November, 2021, that:

SECTION 1. There is hereby adopted a redistricting plan for UNION County which provides for 16 commissioner(s) in each of the 7 districts for a total county legislative body of 16 members. The districts for members of the county legislative body are depicted on the official redistricting map for UNION County prepared pursuant to *Tennessee Code Annotated*, Section 5-1-110. A copy of the official redistricting map is attached as Exhibit A to this resolution and is incorporated herein by reference.

SECTION 2. All members of the county legislative body shall be elected at large within the district wherein the candidate seeks election. [*Multimember districts: Option 1.* The # candidates receiving the greatest number of votes in each district shall be elected; *or Option 2.* All members of the county legislative body shall be elected from designated seats in each district, namely seat A and B. Candidates shall qualify for only one such seat.]

SECTION 3. This plan shall take effect upon passage, the public welfare requiring it, provided that vacancies shall be filled in accordance with *Tennessee Code Annotated*, Section 5-1-104.

ADOPTED this 22ND day of November, 2021.

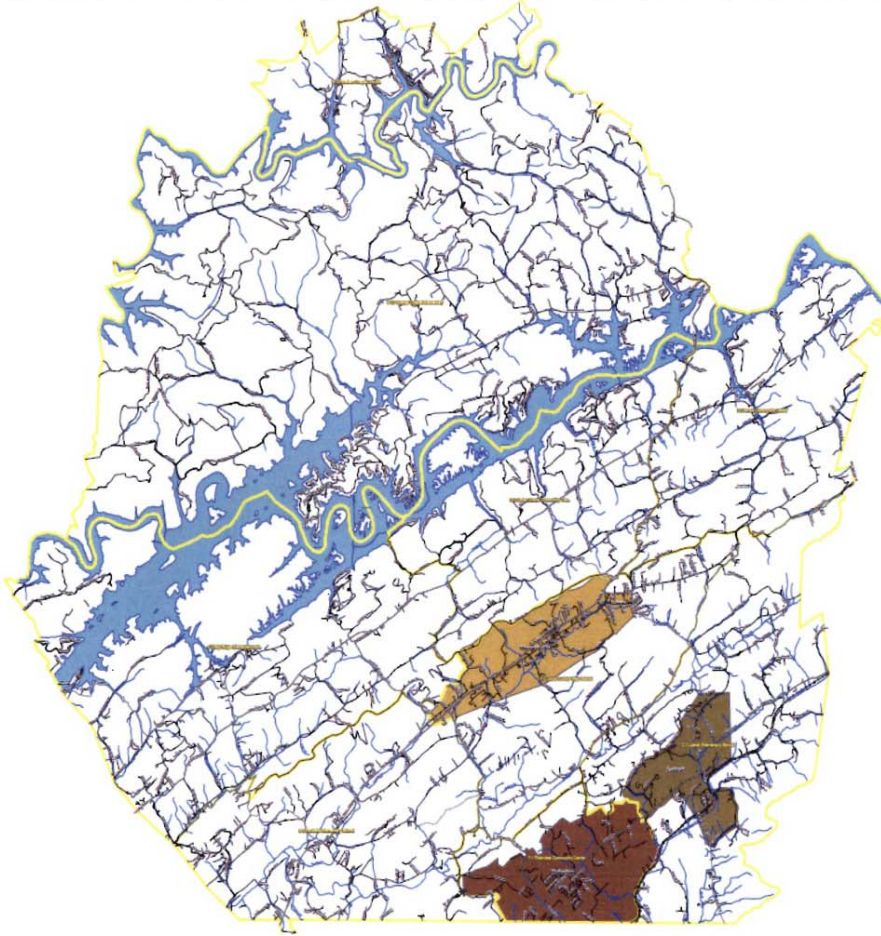
APPROVED:

County Mayor

ATTEST:

County Clerk





A **Motion** was made by **Sidney Jessee, Jr.** and **Seconded** by Jeffrey Brantley to accept the recommendation of the Redistricting Committee.

County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Jeffrey Brantley, Sidney Jessee, Jr., R.L. Jones, Debra Keck, and Larry Lay. **Commissioners Voting Against:** Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, and Becky Munsey. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Failed.**

A **Motion** was made by **Earl Cox** and **Seconded** by **Dawn Flatford** for the districts to remain the same as they were before the 2020 Census.

County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, R.L. Jones, Larry Lay, and Becky Munsey. **Commissioners Voting Against:** Jeffrey Brantley, Sidney Jessee, Jr., and Debra Keck **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**

16. New Business: There was no New Business brought before County Commission in open meeting on Monday, November 22, 2021.
17. Addendums: There were no Addendums brought before County Commission in open meeting on Monday, November 25, 2021.

18. Public Comments: There were no Public Comments brought before County Commission in open meeting on Monday, November 22, 2021.
19. A **Motion** was made by **Sidney Jessee, Jr.** and **Seconded** by **Janet Holloway** to **Adjourn.**

County Chairman, Jason Bailey, Called for a Roll Call Vote. **Commissioners Voting For:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Janet Holloway, Sidney Jessee, Jr., R.L. Jones, Debra Keck, Larry Lay, and Becky Munsey. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Commissioners Abstaining:** None. **Motion Carried.**

Union County Commission's Regular Meeting **Adjourned at 8:27 P.M.**