

The Union County Commission met in Regular Called Meeting at 7:00 P.M. on Monday, October 28, 2019 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 PM.

The Agenda for October 28, 2019 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 September 23, 2019 – Regular Meeting
8. Approve Notaries (if any):
9. County Mayor’s Report – Mayor Jason Bailey
 - a. Fiscal Strength and Efficient Government Fiscal Confirmation Letter
10. County Sheriff’s Report – Sheriff Breeding
11. Ann Dyer, Director of Finance
 - a. Monthly Finance Report
 - b. Budget Amendments & Transfers
 - c. Approve/Disapprove Surplus
12. Ray Butler, TN Forestry Technician – Update on Chuck Swan State Forest
13. Approve/Disapprove County Public Officials Bond - Charles Dale Holloway, Jr. – Constable Third (3rd) Civil District
14. Old Business
 - a. Rules and Regulations for Community Buildings and Parks
15. New Business
16. Addendums: (if any)
17. Public Comments
18. Adjourn

1. County Commission was duly opened by Sheriff, William F. Breeding, II.
2. Invocation by Commissioner Larry Lay.
3. Pledge of Allegiance was led by Commissioner Dawn Flatford.
4. Roll call by Pam Ailor, Union County Clerk. **Commissioners Present:** Jeffrey Brantley, Danny Cooke, Bill Cox, Earl Cox, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, Sidney Jessee, Jr., R. L. Jones, Debra Keck, Larry Lay, Joyce Meltabarger, Becky Munsey and Jody Smith.

Commissioners Absent: Jeffrey Chesney.

5. Announcements:
 - Mayor Bailey announced that he would not be at the November 2019 meeting due to a school trip with his son
 - Mayor Bailey ask the commissioners to think about cancelling the December meeting due to the holidays – a decision will be made at the November 2019 meeting
 - Maynardville Public Library will hand out its one-millionth book in the Imagination Library Program on Saturday, November 16 at 10:00 am
 - Business & Professional Association annual banquet is scheduled for Friday, November 8 at the Union County Senior Citizen Center
 - The first Union County Mayor’s Ball will be on Saturday, November 9 at the Union County High School with proceeds going to the American Cancer Society
 - Repairs made to the Veterans Wall are now complete and a rededication ceremony will be on Saturday, November 2 at 2:00 pm

- A memorial plaque will be placed at the flag pole near the Veterans Wall in memory of former Union County Property Assessor Donna Jones, who donated the pole – Saturday, November 2 at 2:00 pm
 - Union County Children’s Charity Cruise-In – Wilson Park parking lot on Saturday, November 2 at noon
6. Approve List for Public Comments: No Public Comments List was brought before County Commission in open meeting on Monday, October 28, 2019.
 7. A **Motion** was made by **Janet Holloway** and **Seconded** by **Sidney Jessee, Jr.** to approve the minutes of Monday, September 23, 2019– Regular Meeting.

County Chairman, Jason Bailey called for an **Aye Vote. Motion Carried.**

8. A **Motion** was made by **Bill Cox** and **Seconded** by **Joyce Meltabarger** to approve the following Notaries: Hope N. Kenney.

County Chairman, Jason Bailey called for an **Aye Vote. Motion Carried.**

9. County Mayor’s Report – Mayor Jason Bailey

Mayor’s Report – October 2019

Upcoming Public Meetings November, 2019

<u>Date</u>	<u>Board/Committee</u>	<u>Location/Time</u>
11	Ordinance Review Committee	Small Courtroom/7:00pm
18	Business & Industry Recruitment Committee	Small Courtroom/7:00pm
19	Budget Committee	Small Courtroom/7:00pm
21	Construction Committee	Small Courtroom/7:00pm
25	Planning Commission	Small Courtroom/6:00pm
25	County Commission	Large Courtroom/7:00pm

***Unless otherwise noted, all meetings are held at the Union County Courthouse.**

Mayor's Report

October, 2019

Mayor's Report

October, 2019

Grants

In Process:

- TDEC (TN Dept. of Environment and Conservation)- \$73,418
- Boyd Foundation (Dog Park)- \$25,000 (on hold)
- Appalachian Regional Commission (ARC)
Sewage Treatment Plant for Sharps Chapel Elementary School
- TDOT (Safe Routes to Schools)
Pathway between Lafollette Housing and Luttrell Elementary School
- TDOT (Road Improvements)- \$250,000
- Materials Management Convenience Center Grant- \$99,262
- Materials Management Education and Outreach Grant- \$8,912
- HOME Grant (US Dept of Housing and TN Housing Development)- \$500,000
- Access to Health Grant (Sharps Chapel Park Play Equipment)- \$20,000
- Three Star Grant- \$50,000

Potential:

- Community Development Block Grant (CDBG) 2019
Purchasing equipment for all volunteer fire departments, rescue squad,
and sheriff's department. Did Not Receive Funding
- Permanent Structure for the Union County Farmers Market
Currently gathering information for grant submittal.
- TN Department of Health & TN Department of Environment & Conservation
Assistance in constructing sports fields.

County Buildings / Property

- Updates on Capital Upgrades

Partnership with UCHS Construction Technology Class

- Bids were opened for the “community center” roof project (finance, library, senior center)
- Finishing quotes on sheriff’s office roof
- Courthouse- 30 new courtroom chairs, pressure washing, caulking, concrete repairs, and exterior painting nearly complete
- Paulette Building- exterior painting and roof complete
- Wilson Park- gazebo and concession stand painting underway
- Veteran’s Wall complete, rededication on Saturday, Nov. 2nd
- Budget: \$67,705 Expended: \$39,483

- Durham Drive Property
- Luttrell Industrial Park Property
- Savings for the new phone system - monthly: \$1,093 yearly: \$13,116
- EShare (Cost Sharing Program for the Drug Fund) - \$7,659.15

Other (attachments)

- Tourism Snapshot (State of TN)
- Commissioner Training
- Letter from attorney Steven Gillman regarding communication with county employees

Questions or Concerns?

Attachments

October, 2019

UNION COUNTY TRAVEL SNAPSHOT

DATE DINGERS

2018 Economic Impact (EI) of Tourism in Union County

- Rank **#86** out of 95 counties by EI
- Generated **\$7. MILLION** in direct tourism expenditures
- Generated 33 jobs
- Produced **\$1.3 MILLION** in payroll
- Created **\$1. MILLION** in local tax revenue
- Created **\$401.5 THOUSAND** in state tax revenue

ON AN AVERAGE DAY

On An Average Day in 2018, Tourist Spending in Union County

- Generated **\$19,256.41** in daily expenditures
- Produced **\$3,495.95** in daily payroll
- Created **\$2,834.90** daily in local tax revenues
- Created **\$1,100.01** daily in state tax revenues

HOUSEHOLDS

As a result of taxes generated by tourist activity in the county:

- Each household pays **\$197.61** less in local and state taxes
- Each household pays **\$142.37** less in local county taxes
- Each household pays **\$55.24** less in state taxes

IN OTHER WORDS...

If it were not for state and local taxes generated by tourism...

- Each Union County household would pay \$197.61 more in taxes*

Sources: 2018 Economic Impact of Travel on Tennessee Counties Report
www.tnvacation.com/industry;
U.S. Census Bureau American Fact Finder
<https://factfinder.census.gov/>

manufacturing facility with 1,000 square-foot taproom with 10 taps of Oyster Circus' products, local craft beer and a restaurant.

New Breweries

Several new breweries will dot Knoxville, including Elst, Geezers, Next Level, Albright Grove, New Tap House and High Wire.

New Hotels

New hotels welcomed guests in late 2019, including Tru by Hilton Knoxville North, Tru by Hilton Knoxville West, Aloft by Marriott Knoxville West, Embassy Suites by Hilton Downtown (featuring a rooftop pool and ballroom), the Drury Inn & Suites Knoxville West and Hilton Garden Inn Papermill.

Peyton Manning's Saloon 16

In partnership with Graduate Hotels, Tennessee's favorite quarterback will open a Western-inspired, high-end watering hole with a jukebox, dart board, live piano and outdoor dining.

Swimming and Diving Championships

In 2020 and 2021, Knoxville will become the first Tennessee city to host the NAIA Men's and Women's Swimming and Diving Championships. The action goes down March 4-7, 2020, and March 3-6, 2021 at the Allan Jones Aquatics Center.

LA FOLLETTE

Chapman Hill Winery

The new local vineyard and winery in Campbell County includes a tasting room, festivals and events throughout the year.

MAYNARDVILLE

Union County Opry

Known as the Cradle of Country Music, Union

County is noted for its musical heritage, including legends like Roy Acuff, Chet Atkins, Carl Smith and Kenny Chesney. The Union County Opry will feature a once-a-month series of musical concerts.

MEMPHIS

Central Station Hotel

Open fall 2019, the Curio by Hilton branded property is in a repurposed 105-year-old building with touches of mid-century modern design that includes a bar, vinyl record library, DJ and local Memphis photography.

New Additions

The music, arts and culture scene has new additions, including the CMPLX in Orange Mound and a statue of Johnny Cash in Cooper-Young, where he made his professional debut in a neighborhood that remains one of the city's premiere spots to hear live music.

MONTEREY

The Lake at Meadow Creek Park

A new road offers easier access to the lake, which is part of an over 300-acre park near downtown. Current amenities include fishing and non-motorized boating. Hiking trails are in progress, and bike trails are planned.

Cliffs at Meadow Creek Park

Monterey is now one of 10 destinations in the U.S. to receive a national rock-climbing conservation grant and will soon add hiking trails and rock-climbing access, offering varied levels of climbing for guests.

NASHVILLE

Fifth + Broadway & National

Museum of African American Music

Opening early 2020, the museum is part

Newly Elected County Commissioners Orientation Training 2018

<i>County</i>	<i>Commissioner</i>	<i>Status</i>
Tipton	Franklin Rhodes	Attended COOP*
	Jeremy Mansfield	Attended COOP*
	Justin Nipper	Attended COOP*
	Loren Echols	Attended COOP*
	Luke Tinsley	Not in Compliance
	Robert Sullivan	Not in Compliance
	Shellie Tucker	Attended COOP*
	Terry Wright	Completed Online Course
	Bobbie Smith	Not in Compliance
	Christopher Armstrong	Attended COOP*
	David Copeland	Attended COOP*
	Jonathan Murphy	Attended COOP*
	Michael Naifeh	Completed Online Course
	Richard Kelley	Attended COOP*
	Stephen Shopher	Attended COOP*
Trousdale	Walker Adams	Attended COOP*
	Beverly Atwood	Attended COOP*
	Coy Dickey	Attended COOP*
	Dwight Jewell	Attended COOP*
	Grace Thomas	Attended COOP*
	Kenneth Buckmaster	Not in Compliance
	Landon Gulley	Completed Online Course
	Mary Baker	Attended COOP*
	Stephen Hendrix	Completed Online Course
	Todd Wilcox	Not in Compliance
Union	Danny Cooke	Attended COOP*
	Debra Keck	Attended COOP*
	Jeffrey Brantley	Not in Compliance
	Jeffrey Chesney	Attended COOP*
	Jody Smith	Not in Compliance
Van Buren	Joyce Meltabarger	Not in Compliance
	Larry Lay	Attended COOP*
	Sidney Jessee	Not in Compliance
	Virgie Munsey	Completed Online Course
	Dalton Mosley	Attended COOP*
	Michael Woodlee	Not in Compliance
	Zackary Fletcher	Not in Compliance
Warren	Cole Taylor	Not in Compliance
	Daniel Owens	Attended COOP*
	Deborah Evans	Completed Online Course

Training compliance information provided by County Technical Assistance Service.
*County Officials Orientation Program

Pryor Priest Harber

ATTORNEYS AT LAW
Est. 1980

PRYOR, PRIEST, HARBER, FLOYD & COFFEY

Two Centre Square
625 Gay St., Suite 600
Knoxville, Tennessee 37902

865-522-4191 (Telephone)
865-522-0910 (Facsimile)

www.knoxvillelaw.com

Mailing Address:
P.O. Box 870
Knoxville, TN 37901

Robert E. Pryor
Timothy A. Priest
John K. Harber
Mark E. Floyd
M. Christopher Coffey
Robert E. Pryor, Jr.
Adam M. Priest
H. Stephen Gillman

*Tennessee Rule 31
Listed Mediator

October 23, 2019

VIA EMAIL (Original by US Mail)
Union County Financial Management Committee
c/o Jason Bailey, EdD
Union County Mayor
901 Main Street, Suite 100
Maynardville, Tennessee 37807

Re: Supervisory Authority and Communications with County Employees by Third Parties

Dear Mayor Bailey:

I appreciated the opportunity to meet with the Union County Financial Management Committee on October 16 in regard to our research into the issue for Union County involving the supervisory authority, chain of command and streamlining of communications involving the finance director for Union County, communications with county employees of departments outside the normal supervisory chain and off the record, and the potential negative effects of not following a standard. I wanted to state below some of the positions I discussed on October 16 based on my research.

Finance Director

T.C.A. §5-21-101-5-21-130, known as the "County Financial Management System of 1981," governs the establishment of county finance departments to administer the finances of a given county for all funds of the various departments, agencies and boards that are handled by the county trustee, the establishment of the county position of finance director and how the director should be supervised in their role as an employee of the county. In the event the finance director has an issue, she would take such up with the financial management committee. It is my position that the finance director is essentially an employee like any other employee when it comes to supervision and other incidents of employment of which the employee handbook for the County would be applicable. T.C.A. §5-21-106 requires that the county finance committee "shall appoint the director." Further, "the committee may dismiss the director, subject to the approval of the county legislative body."

The approval of the county legislative body, in this instance, is a check and balance on the committee rather than establishing some direct supervisory authority or independent hiring or firing power over the finance director. T.C.A. §5-21-106 goes on to make this clear, stating “the director for *all purposes* shall be an employee of the county (emphasis added)”. The compensation for the director is further established under this statute by the finance committee subject to the approval of the county legislative body.

Pursuant to T.C.A. §5-21-104, the financial management committee shall consist of the county mayor, supervisor of highways, director of schools, and four (4) members elected by the county legislative body at its regular session of each year. The committee elects its own chair and shall meet from time to time as it may deem necessary for the discharge of its duties as provided in this section. The finance director shall serve as the *ex officio* secretary of such committee. T.C.A. §5-21-104(e)(1) states that the committee shall establish and approve policies, procedures, and regulations in addition to the specific provisions of the statutes above, implementing a sound and efficient financial system for administering the funds of the county. The employees of the finance department, of course, are supervised by the finance director who is then supervised by the financial management committee.

It is my legal opinion that the above statutes make it clear that the financial management committee is the supervisor of the finance director for all purposes, including incidents of employment, oversight, direction, and implementation of job duties. The point of contact, if not the entire committee, would be the acting chairperson for the committee. The decision to terminate and amount of compensation are also decisions made exclusively by the financial management committee, although subject to approval by the county legislative body as an oversight measure rather than an initiation measure. It is my opinion that this approval is a check or balance upon the committee and does not establish any direct or indirect supervisory powers of the county legislative body or its members other than those serving on the financial management committee over the finance director. This would generally be the same with any other employee of the county as supervised by their own department within the county. This is especially true in the instance of a county commissioner or other elected official acting alone, without the approval of the legislative body at large, and off the record of a regularly conducted meeting with correct protocol and procedures. In fact, informally splintering the direction and supervision of the finance director to include county officials that are not on the financial management committee creates mixed signals and directives for the finance director and would appear to destroy the intent of the County Financial Management System of 1981 as amended since its implementation. The Act is clear that it restricts those duties to the financial management committee other than oversight by the entire county legislative body in the two instances of termination or compensation. It is important to note that T.C.A. §5-21-125 states that “any official or employee of the county, or of any institution or agency thereof, who fails or refuses to perform the duties required by this chapter or who fails or refuses otherwise to conform to this chapter commits a Class C misdemeanor, and is subject to removal from office or position.”

It is my opinion that in the event members of the county legislative body who do not serve on the financial management committee have questions, complaints or oversight-like comments or inquiries regarding the finance director, it would be best to pose those to the financial management committee or in open meetings where the finance director is present and engaged in such questioning on the public record. If such inquiries come up outside a public meeting setting, it would be best that such inquiries be made to the membership of the financial management committee or to the acting chairperson of such committee to then be taken up by the committee with the financial director and/or her staff so that there is a clear communication and documentation trail regarding the issue after it has been properly considered.

T.C.A. §5-21-107(c) states that the finance director "shall assist other county officials and employees in achieving the efficient financial management system for the county." This broad mandate for the financial director appears aimed to allow the financial director to assist in the implementation of the budget in discussion with other county officials and employees, but does not offer specifics as to what that cooperation entails. It would appear specific to the implementation of the budget in place for the county rather than a general "question and answer" session that would appear supervisory in nature (or in the worst instance, political in nature) if not in regard to something specific in the budget and centered on implementation. I would feel that this broad mandate provides the financial director discretion in determining what she can accomplish or communicate without the involvement of the committee at large and involving the committee in such communication when there is doubt would seem to be a best practice. Certainly, and in addition to this more specific mandate, there is certain information that is public record that can be disseminated to any citizen in the county upon request and the financial director must comply accordingly through whatever system is in place to allow such dissemination.

As to the employees of the finance department, it is clear from the statutes that those employees are supervised by the finance director who is supervised by the financial management committee and other than public information requests in accordance with the regulations set up to make them, those employees should only communicate through the director or the committee. This is especially true so that there is no misinformation or a lack of a unified position that has been confirmed by the committee or the committee through the director.

I have reviewed a great deal of statutes regarding county legislative bodies and county mayors and I have not found anything contradicting the statutes under the County Financial Management statutes discussed above. Further, I have reviewed the Employee Handbook for the County and I have not found anything that contradicts the statutes in this regard.

Other County Employees/Employees of County Agencies

My legal opinion has been centered currently on the finance director as that position is the one that has had issues that need to be addressed in regard to communication with third parties and supervisory authority. I would posit that absent statutory requirements to the contrary, it would be best that in the event citizens or elected officials in the county are attempting to meet off the record with employees of the county that those employees communicate those requests to their superiors for their approval so that there is a clear line of communication within each department when someone involved is attempting to garner positions, directives, or opinions off the record about that particular department and especially where they then may publicly disseminate the information. There is certainly a reason that departments have spokespersons and/or directors and they would seem to be in the best position to have those meetings or determine the necessity of entertaining them. There is no better way for a citizen, elected official or member of the county government to determine information than to ask such in an open meeting to the elected head of the department or agency that the information is being requested from. I believe the employees of particular departments or agencies of the county should not be forced to and should not discuss policy, directives of the agency, or political or performance questions about the agency or department as a whole without sending the request to the person in that department designated to do so. This includes requests from commissioners who only provide a general supervisory vote in county meetings limited to their vote, not supervising a particular department directly in any way, shape or form.

Public Dissemination of Communications with County Employees or Officials

It is my understanding that there have been complaints made to the County regarding publishing of information, documentation or discussions with such employees by elected officials with no supervisory authority over those employees and that in some instances through social media or other means. Further, there have been complaints that false or misleading information has been communicated.

As we discussed, employees of the county enjoy the same rights as other citizens. Elected officials enjoy the same rights, albeit with a few less protections as a public figure. Communicating publicly about discussions off the record with county employees or county officials is dangerous to individuals as those persons have right as any other citizen to take action if they are cast in a false light or false allegations are communicated about them. Actions for defamation could be brought which endangers both the individual communicating the information and potentially the County as a whole. Harassment actions are also a risk. Finally, Tennessee recognizes the tort of false light invasion of privacy as a tort distinct from defamation. It is possible that a statement published about a county employee or public official, while not defamatory, can place them in a false light. Our Tennessee Supreme Court has held that "the facts may be true in a false light claim. However, an angle from which the facts are presented, or the omission of certain material facts, results in placing the plaintiff in a false light." In many cases, the literal truth of publicized facts is not a defense in a false light case. In other words, the falsehood involved in a false light action may consist in dissemination of matters which, while maybe even technically true, give an objectionably false impression where the communicator fails to modify the basic statement with amplifying facts which modify the statement to create a less objectionable impression corresponding to full reality.

Social media is a false light invasion of privacy claim waiting to happen. For hypothetical example, communicating with an employee about a host of information, obtaining certain facts, and then communicating only part of the facts to create the assumption or suggestion that said employee is corrupt or taking money from the county or their department is corrupt could be an actionable false light invasion of privacy claim for monetary damages against the person making the communication. Communicating private information about an employee obtained off the record, like health information or social security information, could also expose the communicator to a major lawsuit under state and Federal jurisprudence. It could extend to and involve the County. This is why it is vital, in my opinion, that county officials, employees and other elected officials should communicate only with the officials or designated officials in a department regarding the subject matter of that department or office and then discuss those communications in an open meeting setting if appropriate. Discussions in writing would be best, either by letter or email. Off the record communications otherwise, especially then disseminated through social media, are reckless and exposes the communicator to the danger of a claim of defamation, harassment or false light invasion of privacy for potentially communicating false or misleading facts that could have been prevented by communicating with the county official directly, the county department head directly, and on the record. At worst, it may involve the communicator and the County in a lawsuit. At best, it may make the communicator appear unprepared and unprofessional when it is determined that the information they communicated is not accurate.


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October 23, 2019

Conclusion

For the reasons stated above, I think it best for the County to communicate the above information to county department heads, the commission and elected officials in the county so that these best practices can be followed. In the event that an individual does not heed the above advice and adverse action is taken against them, they should recognize the County's position that it does not endorse taking action in contravention of what the County has suggested and the County will not defend such actions as such actions are being taken as an individual and not with the approval of the County. It is my hope that this would limit the liability of the County to third parties and create notice of the County's position well in advance of continued behavior incongruent with the above.

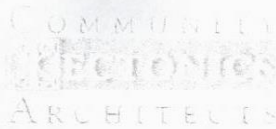
Please let me know if I may provide any further assistance.

Very Truly Yours,



H. Stephen Gillman

HSG/sdg



Schedule of Hourly Rates & Reimbursable Expenses
January 1-December 31, 2019

Category	Hourly Rate 2019
Principal	\$175.00
Associate Architect	\$150.00
Senior Architect	\$125.00
Project Architect Manager	\$100.00
Interior Designer	\$100.00
Design Coordinator Senior Technician	\$75.00
Intern Architect	\$50.00
Apprentice Architect Designer Administrative Clerical	\$45.00
Administrative Clerical	\$40.00

Hourly Rates for Engineering Consultants (Cost Plus 15%)

Engineering Principal	\$175.00
Engineer	\$110.00
Senior Designer	\$100.00
Design Draftsman	\$60.00
Administrative Clerical	\$40.00

Miscellaneous Reimbursable Expenses

Mileage (2018 IRS Standard Rate)	\$0.54.5 per mile
In House Printing:	
24x36 (Black & White)	\$2.00
30x42 (Black & White)	\$3.00
8.5x11 (Black & White Color)	\$0.15 \$1.00
8.5x17 (Black & White Color)	\$0.25 \$2.00
Out of House:	
30x42 Color Plot Bond	\$3.50 per sq. ft.
24x36 Color Plot Photo	\$7.00 per sq. ft.
Additional Printing, Mounting, Postage, Special Supplies, Etc.	Cost Plus 10%

Electronic Media

*Electronic media will only be released upon Community Tectonics receipt of the signed Electronic Media Agreement.

Editable AutoCAD file (drawing)	\$100.00 per drawing*
Non-Editable File (pdf, jpg, etc.)	\$5.00 per drawing (\$40 min)*
Revit Model	\$10.00 per megabyte of file size*

COMMUNITY
ARCHITECTS

AUTHORIZATION FORM FOR ARCHITECTURAL SERVICES

1. Date: October 04, 2019
2. Project Description: Interior renovations to the Union County Health Department
 - A. Name: Union County Health Department Renovations
 - B. Location: 4335 Maynardville Highway, Maynardville, TN 37807
 - C. Scope: Provide demolition of, and new configuration of, interior areas of the existing Health Department. Areas affected will be the waiting areas, the lobby and the clerical area. General layout will conform to the drawing provided by Josh Gloson. Work will include an expanded Lobby/Waiting area, a reconfigured clerical area with new cabinetry, and new supervisor's office, minor renovations to the ceiling, mechanical system, and lighting as required by the reconfiguration, new service windows, new flooring and painting of disturbed area. The budget for this work is \$120,000 less the architectural fees. Any new furniture will be purchased via the state contract. It is desired that new flooring be provided for the entire facility if funds are available.
3. Owner:
 - A. Name: Union County
 - B. Address: 901 Main St. Suite #124, Maynardville, TN 37807
 - C. Phone: 865-992-3061
 - D. Email: annndyer@unioncountyttn.org
4. Compensation Basis:
 - ☒ Fixed Fee: \$12,000 (per state of Tennessee fee schedule)
 - ☒ Other: Per rate schedule, only for additional services requested and approved by the owner, if any.
5. Retainer Fee: None
6. Reimbursable Expenses: See attached rate schedule.
7. Billing Procedure: Owner shall be billed upon completion of the work or upon the first day of each month, whichever comes first. Any unpaid balance over 30 days past due shall incur a 1.5% late payment charge.

Work will be billed according to the following schedule (% of total fee):

Preliminary plan, finish scheduled and review:	15%
	(\$1,800)
Dimensioned plan, door schedule and details, and reflected ceiling plan:	20%



Working drawing for bidding purposes	(\$2,400)
	40%
Bidding and Negotiating:	(\$4,800)
	5%
	(\$600)
Construction observations and administration during construction	20%
	(\$2,400)

Community Tectonics Architects Inc. is hereby authorized to provide the design services for the above referenced project as herein defined.

OWNER: Name
AUTHORIZED BY:

DATE

Community Tectonics Architects, Inc.

ACCEPTED BY:



9 October 2019



DATE

7610 GLEASON DRIVE, SUITE 103 • KNOXVILLE, TN 37619 • 865.637.0890 • WWW.COMMUNITYTECTONICS.COM

ARCHITECTURE • PLANNING • INTERIOR DESIGN

Designing the future!

a. Fiscal Strength and Efficient Government Fiscal Confirmation Letter

<div><div>Jason Bailey, Ed.D. Union County Mayor</div><div></div></div>	
<div>901 Main Street Suite 100 Maynardville, TN 37807</div> <div>P: (865) 992-3061</div> <div>F: (865) 992-1937</div>	<div>Fiscal Strength an Efficient Government Fiscal Confirmation Letter ThreeStar Program</div> <p>This document confirms that Union County has taken the following actions in accordance with the requirements of the ThreeStar Program</p> <ul style="list-style-type: none">- The county mayor has reviewed with the county commission at an official meeting the county's debt policy that is currently on file with the Comptroller of the Treasury Office. The purpose of this requirement is to ensure that local elected officials are aware and knowledgeable of the county's debt management policy- The county mayor and county commission acknowledge that an annual cash flow forecast must be prepared and submitted to the Comptroller prior to issuance of debt. The purpose of this requirement is to ensure elected officials are aware that prior to the issuance of the debt the county must go through the process of assessing the county's cash flow. This is done to evaluate the county's finances and confirm that sufficient revenue is available to cover additional debt service associated with the proposed issuance of debt. <div>Debt Management Policy This is an acknowledgement that the <i>Debt Management Policy of Union County is on file with the Office of the Comptroller of the Treasury</i> and was reviewed with members of the Union County Commission present at the meeting held on the of ___ Minutes of this meeting have been included as documentation of this agenda item</div> <div>Annual Cash Flow Forecast This is an acknowledgement that <i>prior to issuance of debt, an annual cash flow forecast was prepared for the appropriate fund and submitted to the Comptroller's office</i> and reviewed with the members of the Union County Commission present at the meeting held on the 13th day of ___ Minutes of this meeting have been included as documentation of this agenda item</div> <div>Acknowledged this day of</div> <div><div>_____ County Mayor</div><div>_____ Signature</div></div>
<div>Email:</div> <div>Website:</div>	<div>jbailey@unioncountyttn.org</div> <div>www.unioncountyttn.com</div>

A **Motion** was made by **Janet Holloway** and **Seconded** by **R. L. Jones** that this County Commission; approve the Fiscal Strength and Efficient Government Fiscal Confirmation Letter, 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, Kenny Hill, Janet Holloway, Sidney Jessee, Jr., R. L. Jones, Debra Keck, Larry Lay, Joyce Meltabarger, Becky Munsey and Jody Smith. **Commissioners Voting Against:** None. **Commissioners Passing:** Dawn Flatford. **Commissioners Abstaining:** None. **Motion Carried.**

10. County Sheriff’s Report – Sheriff, William F. Breeding, II.

Month of September 2019

Total Calls for Service:	781
Accidents with Non-Injury:	24
Accidents with Injury:	11
Residential Burglaries:	0
Booked Into Jail:	138
Released from Jail:	142
Current Jail Population:	90

11. Ann Dyer, Director of Finance

a. Monthly Finance Report

DIRECTOR OF FINANCE
MONTHLY REPORT

2019_20	101- General Fund	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Sep-18	101-General	\$ 2,272,419.99	\$ (688.90)	\$ 186,320.35	\$ 500,761.79	\$ 1,693.81	\$ 1,955,595.84
Oct-18	101-General	\$ 1,955,595.84	\$ (781.01)	\$ 675,800.17	\$ 603,794.79	\$ 9,056.71	\$ 2,017,763.50
Nov-18	101-General	\$ 2,017,763.50	\$ 15,467.06	\$ 673,711.80	\$ 532,713.22	\$ 9,008.75	\$ 2,165,220.39
Dec-18	101-General	\$ 2,165,220.39	\$ 253.58	\$ 1,185,550.21	\$ 481,469.49	\$ 19,816.24	\$ 2,849,738.45
Jan-19	101-General	\$ 2,849,738.45	\$ 434.97	\$ 1,312,542.90	\$ 526,445.99	\$ 14,326.21	\$ 3,621,944.12
Feb-19	101-General	\$ 3,621,944.12	\$ 191.05	\$ 1,294,719.32	\$ 472,432.39	\$ 22,443.08	\$ 4,421,979.02
Mar-19	101-General	\$ 4,421,979.02	\$ 477.77	\$ 336,975.68	\$ 688,055.94	\$ 4,676.57	\$ 4,066,699.96
Apr-19	101-General	\$ 4,066,699.96	\$ 161.90	\$ 471,163.55	\$ 659,161.02	\$ 4,410.43	\$ 3,874,453.96
May-19	101-General	\$ 3,874,453.96	\$ 241.79	\$ 313,860.61	\$ 684,827.18	\$ 2,452.08	\$ 3,501,277.10
Jun-19	101-General	\$ 3,501,277.10	\$ 239.24	\$ 491,836.61	\$ 561,337.74	\$ 4,609.90	\$ 3,427,405.31
Jul-19	101-General	\$ 3,427,405.31	\$ 251.93	\$ 655,236.94	\$ 886,649.55	\$ 5,584.05	\$ 3,190,660.58
Aug-19	101-General	\$ 3,190,660.58	\$ (7,657.56)	\$ 240,201.22	\$ 681,757.72	\$ 1,940.19	\$ 2,739,506.33
Sep-19	101-General	\$ 2,739,506.33	\$ 329.57	\$ 316,621.93	\$ 546,487.29	\$ 2,311.24	\$ 2,507,659.30

2019_20	118 Ambulance Service	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Sep-18	118-Amb. Service	\$ 148,865.44	\$ (237.80)	\$ 82,753.13	\$ 102,896.96	\$ 845.14	\$ 127,638.67
Oct-18	118-Amb. Service	\$ 127,638.67	\$ (232.44)	\$ 137,735.78	\$ 101,448.64	\$ 1,918.68	\$ 161,774.69
Nov-18	118-Amb. Service	\$ 161,774.69	\$ (304.58)	\$ 120,787.87	\$ 98,846.25	\$ 1,600.50	\$ 181,811.23
Dec-18	118-Amb. Service	\$ 181,811.23	\$ (253.58)	\$ 195,293.38	\$ 111,468.75	\$ 3,223.81	\$ 262,158.47
Jan-19	118-Amb. Service	\$ 262,158.47	\$ (434.97)	\$ 125,309.34	\$ 143,719.61	\$ 1,724.00	\$ 241,589.23
Feb-19	118-Amb. Service	\$ 241,589.23	\$ (191.05)	\$ 228,396.67	\$ 118,944.65	\$ 3,752.79	\$ 347,097.41
Mar-19	118-Amb. Service	\$ 347,097.41	\$ (896.03)	\$ 106,240.67	\$ 95,811.53	\$ 1,318.77	\$ 355,311.75
Apr-19	118-Amb. Service	\$ 355,311.75	\$ (161.90)	\$ 85,774.27	\$ 94,828.78	\$ 917.11	\$ 345,178.23
May-19	118-Amb. Service	\$ 345,178.23	\$ (241.79)	\$ 109,822.38	\$ 124,121.03	\$ 1,138.65	\$ 329,499.14
Jun-19	118-Amb. Service	\$ 329,499.14	\$ (239.24)	\$ 72,367.70	\$ 140,158.91	\$ 776.52	\$ 260,692.17
Jul-19	118-Amb. Service	\$ 260,692.17	\$ (251.93)	\$ 76,616.39	\$ 193,775.92	\$ 793.46	\$ 142,487.25
Aug-19	118-Amb. Service	\$ 142,487.25	\$ (402.44)	\$ 183,427.93	\$ 99,424.88	\$ 1,858.01	\$ 224,229.85
Sep-19	118-Amb. Service	\$ 224,229.85	\$ (479.07)	\$ 121,692.16	\$ 124,894.18	\$ 1,264.67	\$ 219,284.09

**DIRECTOR OF FINANCE
MONTHLY REPORT**

2019_20	122- Drug Fund	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Sep-18	122-Drug Fund	\$ 71,105.80		\$ 1,116.25	\$ 3,920.27	\$ 10.69	\$ 68,291.09
Oct-18	122-Drug Fund	\$ 68,291.09		\$ 1,007.00	\$ 2,653.96	\$ 7.69	\$ 66,636.44
Nov-18	122-Drug Fund	\$ 66,636.44		\$ 670.70	\$ 2,484.00	\$ 5.38	\$ 64,817.76
Dec-18	122-Drug Fund	\$ 64,817.76		\$ 1,171.05	\$ 4,400.00	\$ 9.24	\$ 61,579.57
Jan-19	122-Drug Fund	\$ 61,579.57		\$ 2,768.00	\$ 5,247.45	\$ 16.22	\$ 59,083.90
Feb-19	122-Drug Fund	\$ 59,083.90		\$ 826.02	\$ -	\$ 8.26	\$ 59,901.66
Mar-19	122-Drug Fund	\$ 59,901.66		\$ 793.25	\$ 706.99	\$ 7.93	\$ 59,979.99
Apr-19	122-Drug Fund	\$ 59,979.99		\$ 12,602.58	\$ 3,040.96	\$ 18.43	\$ 69,523.18
May-19	122-Drug Fund	\$ 69,523.18		\$ 11,359.05	\$ -	\$ 113.60	\$ 80,768.63
Jun-19	122-Drug Fund	\$ 80,768.63		\$ 6,041.94	\$ 8,829.71	\$ 10.65	\$ 77,970.21
Jul-19	122-Drug Fund	\$ 77,970.21		\$ 1,379.40	\$ 2,957.00	\$ 6.73	\$ 76,385.88
Aug-19	122-Drug Fund	\$ 76,385.88		\$ 1,430.22	\$ 163.96	\$ 4.80	\$ 77,647.34
Sep-19	122-Drug Fund	\$ 77,647.34		\$ 29,456.51	\$ 18,756.91	\$ 10.10	\$ 88,336.84

2019_20	131- Hwy Fund	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Sep-18	131-Highway Dept	\$ 668,757.15	\$ 926.70	\$ 170,992.44	\$ 128,220.54	\$ 1,710.47	\$ 710,745.28
Oct-18	131-Highway Dept	\$ 710,745.28		\$ 228,974.60	\$ 135,322.68	\$ 2,641.23	\$ 801,755.97
Nov-18	131-Highway Dept	\$ 801,755.97	\$ (15,162.48)	\$ 368,898.29	\$ 175,753.93	\$ 2,152.56	\$ 977,585.29
Dec-18	131-Highway Dept	\$ 977,585.29		\$ 248,481.38	\$ 387,932.35	\$ 3,318.02	\$ 834,816.30
Jan-19	131-Highway Dept	\$ 834,816.30		\$ 209,602.72	\$ 184,705.21	\$ 2,413.15	\$ 857,300.66
Feb-19	131-Highway Dept	\$ 857,300.66		\$ 265,322.05	\$ 90,454.10	\$ 3,628.84	\$ 1,028,539.77
Mar-19	131-Highway Dept	\$ 1,028,539.77		\$ 164,448.12	\$ 157,247.41	\$ 1,810.66	\$ 1,033,929.82
Apr-19	131-Highway Dept	\$ 1,033,929.82		\$ 152,577.18	\$ 214,170.57	\$ 1,560.21	\$ 970,776.22
May-19	131-Highway Dept	\$ 970,776.22		\$ 175,490.53	\$ 443,429.15	\$ 1,777.78	\$ 701,059.82
Jun-19	131-Highway Dept	\$ 701,059.82		\$ 252,828.27	\$ 244,694.96	\$ 1,728.25	\$ 707,464.88
Jul-19	131-Highway Dept	\$ 707,464.88		\$ 204,034.48	\$ 240,206.39	\$ 1,947.14	\$ 669,345.83
Aug-19	131-Highway Dept	\$ 669,345.83		\$ 166,425.39	\$ 259,381.36	\$ 1,666.57	\$ 574,723.29
Sep-19	131-Highway Dept	\$ 574,723.29		\$ 186,355.53	\$ 100,856.62	\$ 1,884.64	\$ 658,337.56

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Directors Monthly Report

10/11/2019

**DIRECTOR OF FINANCE
MONTHLY REPORT**

2019_20	151- Debt Service	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Sep-18	151- Debt Service	\$ 1,652,541.67	\$ (81,266.91)	\$ 51,268.40	\$ 45,480.51	\$ 477.81	\$ 1,576,584.84
Oct-18	151- Debt Service	\$ 1,576,584.84	\$ (46,803.87)	\$ 114,248.92	\$ -	\$ 1,870.08	\$ 1,642,159.81
Nov-18	151- Debt Service	\$ 1,642,159.81	\$ (46,802.22)	\$ 108,531.31	\$ -	\$ 1,628.12	\$ 1,702,260.78
Dec-18	151- Debt Service	\$ 1,702,260.78	\$ (46,760.43)	\$ 219,093.51	\$ -	\$ 3,917.14	\$ 1,870,676.72
Jan-19	151- Debt Service	\$ 1,870,676.72	\$ (46,774.65)	\$ 887,477.37	\$ -	\$ 1,776.94	\$ 2,709,602.50
Feb-19	151- Debt Service	\$ 2,709,602.50	\$ (46,759.48)	\$ 250,281.21	\$ 59,023.60	\$ 4,533.87	\$ 2,849,566.76
Mar-19	151- Debt Service	\$ 2,849,566.76	\$ (1,240,078.48)	\$ 92,061.14	\$ -	\$ 1,277.45	\$ 1,700,271.97
Apr-19	151- Debt Service	\$ 1,700,271.97	\$ (46,796.73)	\$ 128,603.18	\$ -	\$ 780.28	\$ 1,781,298.14
May-19	151- Debt Service	\$ 1,781,298.14	\$ (47,294.84)	\$ 62,861.61	\$ -	\$ 684.29	\$ 1,796,180.62
Jun-19	151- Debt Service	\$ 1,796,180.62	\$ (50,035.51)	\$ 105,915.28	\$ -	\$ 680.99	\$ 1,851,379.40
Jul-19	151- Debt Service	\$ 1,851,379.40	\$ (46,769.50)	\$ 51,817.34	\$ -	\$ 555.41	\$ 1,855,871.83
Aug-19	151- Debt Service	\$ 1,855,871.83	\$ (46,769.20)	\$ 60,313.66	\$ -	\$ 635.70	\$ 1,868,780.59
Sep-19	151- Debt Service	\$ 1,868,780.59	\$ (60,266.87)	\$ 100,880.03	\$ 45,325.72	\$ 1,069.75	\$ 1,862,998.28

2019_20	171- Capital Outlay	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Sep-18	171-Capital Outlay	\$ 409,070.74		\$ 35,006.64	\$ -	\$ 17.01	\$ 444,060.37
Oct-18	171-Capital Outlay	\$ 444,060.37		\$ 26,083.02	\$ -	\$ 520.94	\$ 469,622.45
Nov-18	171-Capital Outlay	\$ 469,622.45		\$ 18,931.41	\$ 9,090.00	\$ 378.15	\$ 479,085.71
Dec-18	171-Capital Outlay	\$ 479,085.71		\$ 61,193.64	\$ 130,000.00	\$ 1,223.22	\$ 409,056.13
Jan-19	171-Capital Outlay	\$ 409,056.13		\$ 23,637.29	\$ 14,250.77	\$ 472.70	\$ 417,969.95
Feb-19	171-Capital Outlay	\$ 417,969.95		\$ 83,933.42	\$ 339,434.26	\$ 1,552.56	\$ 160,916.55
Mar-19	171-Capital Outlay	\$ 160,916.55		\$ 314,704.24	\$ -	\$ 249.45	\$ 475,371.34
Apr-19	171-Capital Outlay	\$ 475,371.34		\$ 2,978.00	\$ 14,565.52	\$ 59.89	\$ 463,723.93
May-19	171-Capital Outlay	\$ 463,723.93		\$ 1,947.88	\$ 1,800.00	\$ 39.10	\$ 463,832.71
Jun-19	171-Capital Outlay	\$ 463,832.71		\$ 3,730.95	\$ 2,152.05	\$ 54.21	\$ 465,357.40
Jul-19	171-Capital Outlay	\$ 465,357.40		\$ 2,407.87	\$ 72,206.40	\$ 26.54	\$ 395,532.33
Aug-19	171-Capital Outlay	\$ 395,532.33	\$ 8,060.00	\$ 9,671.09	\$ 4,600.00	\$ 22.88	\$ 408,640.54
Sep-19	171-Capital Outlay	\$ 408,640.54		\$ 1,654.74	\$ 37,550.00	\$ 33.04	\$ 372,712.24
Sep-19	172-Community	\$ 124,500.59		\$ -	\$ 50,000.00	\$ -	\$ 74,500.59

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Directors Monthly Report

10/11/2019

DIRECTOR OF FINANCE
MONTHLY REPORT

2019_20	141- General Fund	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Sep-18	141-General	\$ 7,253,395.27	\$ 95,584.52	\$ 2,267,809.64	\$ 1,868,261.94	\$ 3,991.11	\$ 7,744,536.38
Oct-18	141-General	\$ 7,744,536.38	\$ 95,844.69	\$ 2,575,806.57	\$ 2,044,131.00	\$ 9,844.58	\$ 8,362,212.06
Nov-18	141-General	\$ 8,362,212.06	\$ 111,291.15	\$ 2,518,463.21	\$ 1,935,905.69	\$ 8,537.04	\$ 9,047,523.69
Dec-18	141-General	\$ 9,047,523.69	\$ 93,899.20	\$ 2,862,369.71	\$ 1,899,979.61	\$ 16,906.85	\$ 10,086,906.14
Jan-19	141-General	\$ 10,086,906.14	\$ 95,576.01	\$ 2,551,579.85	\$ 3,174,706.68	\$ 9,659.83	\$ 9,549,695.49
Feb-19	141-General	\$ 9,549,695.49	\$ 94,099.23	\$ 3,091,105.24	\$ 1,852,343.64	\$ 20,241.33	\$ 10,862,314.99
Mar-19	141-General	\$ 10,862,314.99	\$ 95,863.79	\$ 2,356,033.40	\$ 1,863,580.09	\$ 6,697.88	\$ 11,443,934.21
Apr-19	141-General	\$ 11,443,934.21	\$ 98,143.87	\$ 2,405,833.49	\$ 1,951,897.18	\$ 5,815.55	\$ 11,990,198.84
May-19	141-General	\$ 11,990,198.84	\$ 110,525.46	\$ 218,605.75	\$ 5,520,682.16	\$ 4,181.84	\$ 6,794,466.05
Jun-19	141-General	\$ 6,794,466.05	\$ 141,869.73	\$ 1,683,287.94	\$ 1,963,610.71	\$ 4,857.81	\$ 6,651,155.20
Jul-19	141-General	\$ 6,651,155.20	\$ 101,603.36	\$ 1,612,658.99	\$ 2,315,854.12	\$ 9,374.10	\$ 6,040,189.33
Aug-19	141-General	\$ 6,040,189.33	\$ 97,289.38	\$ 2,390,628.55	\$ 2,255,508.89	\$ 1,314.89	\$ 6,271,283.48
Sep-19	141-General	\$ 6,271,283.48	\$ 97,753.24	\$ 2,354,637.84	\$ 2,002,591.52	\$ 4,445.61	\$ 6,716,637.43

2019_20	142-Federal Fund	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Sep-18	142-Federal	\$ 163,807.62	\$ (95,584.52)	\$ 306,074.33	\$ 89,750.57		\$ 284,546.86
Oct-18	142-Federal	\$ 284,546.86	\$ (95,844.69)	\$ 102,429.68	\$ 123,904.86		\$ 167,226.99
Nov-18	142-Federal	\$ 167,226.99	\$ (111,291.15)	\$ 186,260.92	\$ 123,208.01		\$ 118,988.75
Dec-18	142-Federal	\$ 118,988.75	\$ (93,899.20)	\$ 264,465.95	\$ 102,200.80		\$ 187,354.70
Jan-19	142-Federal	\$ 187,354.70	\$ (95,576.01)	\$ 199,672.83	\$ 195,022.09		\$ 96,429.43
Feb-19	142-Federal	\$ 96,429.43	\$ (94,099.23)	\$ 284,703.85	\$ 105,684.07		\$ 181,349.98
Mar-19	142-Federal	\$ 181,349.98	\$ (95,863.79)	\$ 195,966.77	\$ 156,717.26		\$ 124,735.70
Apr-19	142-Federal	\$ 124,735.70	\$ (98,143.87)	\$ 249,989.16	\$ 160,721.80		\$ 115,859.19
May-19	142-Federal	\$ 115,859.19	\$ (110,525.46)	\$ 258,651.80	\$ 106,372.51		\$ 157,613.02
Jun-19	142-Federal	\$ 157,613.02	\$ (141,869.73)	\$ 568,483.96	\$ 140,460.91		\$ 443,766.34
Jul-19	142-Federal	\$ 443,766.34	\$ (98,776.09)	\$ 500.81	\$ 147,745.87		\$ 197,745.19
Aug-19	142-Federal	\$ 197,745.19	\$ (97,289.38)	\$ 169,583.86	\$ 123,971.70		\$ 146,067.97
Sep-19	142-Federal	\$ 146,067.97	\$ (97,753.24)	\$ 260,468.08	\$ 143,227.19		\$ 165,555.62

DIRECTOR OF FINANCE
MONTHLY REPORT

2019_20	143-Central Caferia	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Sep-18	143-Food Service	\$ 652,331.08		\$ 40,625.28	\$ 145,385.70		\$ 547,570.66
Oct-18	143-Food Service	\$ 547,570.66	\$ 1,013.45	\$ 218,254.19	\$ 165,586.50		\$ 601,251.80
Nov-18	143-Food Service	\$ 601,251.80		\$ 207,937.54	\$ 115,186.93		\$ 694,002.41
Dec-18	143-Food Service	\$ 694,002.41		\$ 187,231.73	\$ 134,757.06		\$ 746,477.08
Jan-19	143-Food Service	\$ 746,477.08		\$ 273,017.82	\$ 145,767.20		\$ 873,727.70
Feb-19	143-Food Service	\$ 873,727.70		\$ 191,880.75	\$ 111,389.74		\$ 954,218.71
Mar-19	143-Food Service	\$ 954,218.71		\$ 129,346.76	\$ 173,840.24		\$ 909,725.23
Apr-19	143-Food Service	\$ 909,725.23		\$ 173,801.57	\$ 151,334.18		\$ 932,192.62
May-19	143-Food Service	\$ 932,192.62		\$ 231,754.22	\$ 104,385.57		\$ 1,059,561.27
Jun-19	143-Food Service	\$ 1,059,561.27	\$ 3,291.33	\$ 132,953.13	\$ 89,483.57		\$ 1,106,322.16
Jul-19	143-Food Service	\$ 1,106,322.16	\$ 465.26	\$ 18,223.91	\$ 72,203.42		\$ 1,052,807.91
Aug-19	143-Food Service	\$ 1,052,807.91		\$ 18,997.54	\$ 197,181.39		\$ 874,624.06
Sep-19	143-Food Service	\$ 874,624.06		\$ 216,371.81	\$ 156,337.16		\$ 934,658.71

2019_20	145 - Virtual School Fund	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Sep-18	145- TNVA	\$ 577,886.68		\$ 615,186.00	\$ 6,295.50		\$ 1,186,777.18
Oct-18	145- TNVA	\$ 1,186,777.18		\$ 615,186.00	\$ 1,146,757.34		\$ 655,205.84
Nov-18	145- TNVA	\$ 655,205.84		\$ 615,186.00	\$ 49.75		\$ 1,270,342.09
Dec-18	145- TNVA	\$ 1,270,342.09		\$ 615,186.00	\$ 1,146,757.17		\$ 738,770.92
Jan-19	145- TNVA	\$ 738,770.92		\$ 615,186.00	\$ 573,469.43		\$ 780,487.49
Feb-19	145- TNVA	\$ 780,487.49		\$ 1,425,186.00	\$ 49.43		\$ 2,205,624.06
Mar-19	145- TNVA	\$ 2,205,624.06		\$ 615,186.00	\$ 1,163,948.13		\$ 1,656,861.93
Apr-19	145- TNVA	\$ 1,656,861.93		\$ 615,186.00	\$ 573,402.88		\$ 1,698,645.05
May-19	145- TNVA	\$ 1,698,645.05		\$ -	\$ 587,054.13		\$ 1,111,590.92
Jun-19	145- TNVA	\$ 1,111,590.92		\$ 615,186.00	\$ 832,676.25		\$ 894,100.67
Jul-19	145- TNVA	\$ 894,100.67		\$ 916,853.00	\$ 1,389,523.56		\$ 421,430.11
Aug-19	145- TNVA	\$ 421,430.11		\$ 1,190,484.38	\$ 804,951.40		\$ 806,963.09
Sep-19	145- TNVA	\$ 806,963.09		\$ 807,011.00	\$ 791,174.64		\$ 822,799.45

DIRECTOR OF FINANCE
MONTHLY REPORT

2019_20	177-Education Capital Projects	Beginning Balance	Adjustments	Receipts	Disburse- ments	Commission Transfer	Ending Balance
Sep-18	177-ED CAP Pro	\$ 3,390,841.99			\$ 4,166.36		\$ 3,386,675.63
Oct-18	177-ED CAP Pro	\$ 3,386,675.63			\$ 1,620.00		\$ 3,385,055.63
Nov-18	177-ED CAP Pro	\$ 3,385,055.63			\$ 75,275.05		\$ 3,309,780.58
Dec-18	177-ED CAP Pro	\$ 3,309,780.58			\$ 6,291.00		\$ 3,303,489.58
Jan-19	177-ED CAP Pro	\$ 3,303,489.58			\$ 71,553.52		\$ 3,231,936.06
Feb-19	177-ED CAP Pro	\$ 3,231,936.06			\$ 336,684.12		\$ 2,895,251.94
Mar-19	177-ED CAP Pro	\$ 2,895,251.94			\$ 57,335.70		\$ 2,837,916.24
Apr-19	177-ED CAP Pro	\$ 2,837,916.24			\$ 61,709.76		\$ 2,776,206.48
May-19	177-ED CAP Pro	\$ 2,776,206.48		\$ 3,487,056.00	\$ 334,972.80		\$ 5,928,289.68
Jun-19	177-ED CAP Pro	\$ 5,928,289.68			\$ 377,729.00		\$ 5,550,560.68
Jul-19	177-ED CAP Pro	\$ 5,550,560.68			\$ 497,188.00		\$ 5,053,372.68
Aug-19	177-ED CAP Pro	\$ 5,053,372.68			\$ 355,959.12		\$ 4,697,413.56
Sep-19	177-ED CAP Pro	\$ 4,697,413.56			\$ 320,380.97		\$ 4,377,032.59

UNION COUNTY GOVERNMENT							
EXPENDITURE REPORT							
FOR MONTH ENDING SEPTEMBER 2019							
MAJOR FUNCTIONS					YTD		
FUND 101-GENERAL FUND	JUL	AUG	SEP	TOTAL	BUDGET	PRCT	
51300 MAYOR	14,682	19,327	14,098	48,107	189,207	25%	
51500 ELECTION COMMISSION	22,261	11,661	8,357	42,279	194,686	22%	
51600 REGISTER OF DEEDS	12,724	17,356	13,138	43,219	187,900	23%	
51800 COUNTY BUILDINGS	133,997	26,609	23,794	184,399	392,069	47%	
51900 GENERAL ADMINISTRATIVE	7,068	1,791	3,196	12,055	52,114	23%	
52100 ACCOUNTING & BUDGET	40,815	26,427	21,331	88,572	345,679	26%	
52300 PROPERTY ASSESSOR	14,983	24,289	15,451	54,724	232,377	24%	
52400 TRUSTEE	27,183	22,048	19,931	69,163	250,374	28%	
52500 COUNTY CLERK	27,942	32,920	27,534	88,396	386,640	23%	
53100 CIRCUIT COURT	39,832	25,759	18,981	84,572	305,013	28%	
53300 SESSIONS COURT	12,566	17,404	11,925	41,895	160,738	26%	
53400 CHANCERY	19,564	17,711	13,289	50,565	189,889	27%	
54110 SHERIFF	94,416	157,627	110,620	362,663	1,483,740	24%	
54120 SPECIAL PATROLS	30,624	30,496	31,513	92,632	404,898	23%	
54210 JAIL	102,266	113,972	92,400	308,638	1,191,466	26%	
54240 JUVENILE SERVICES	5,891	7,724	6,599	20,213	102,491	20%	
54610 MEDICAL EXAMINER	-	1,850	3,700	5,550	42,000	13%	
55110 HEALTH CENTER	12,709	2,163	2,309	17,181	86,027	20%	
55732 CONVENIENCE CENTER	14,000	14,000	14,000	42,000	168,000	25%	
56300 SENIOR CENTER	15,497	8,317	8,429	32,243	112,067	29%	
56500 LIBRARY	12,961	16,767	14,754	44,483	219,561	20%	
TOTAL MAJOR FUNCTIONS	661,981	596,219	475,351	1,733,550	6,696,936	26%	
TOTAL NON-MAJOR FUNCTIONS	106,620	54,735	47,594	208,949	1,081,963	19%	
TOTAL GOVERNMENT	768,601	650,953	522,945	1,942,499	7,778,899	25%	
OTHER FUNDS		JUL	AUG	SEP	YTD TOTAL	BUDGET	PRCT
FUND 118-AMBULANCE SERVICE		178,521	65,158	123,660	367,339	1,581,737	23%
FUND 122-DRUG FUND		2,762	13,969	5,882	22,612	34,455	66%

UNION COUNTY GOVERNMENT							
EXPENDITURE REPORT							
FOR MONTH ENDING SEPTEMBER 2019							
MINOR FUNCTIONS					YTD		
FUND 101-GENERAL FUND		JUL	AUG	SEP	TOTAL	BUDGET	PRCT
51100	COUNTY COMMISSION	4,912	4,912	4,912	14,735	67,551	22%
51210	EQUALIZATION BOARD	-	-	-	-	800	0%
51220	BEER BOARD	215	29	269	513	1,522	34%
51400	COUNTY ATTORNEY	-	930	930	1,861	13,628	14%
51710	PLANNING COMMISSION	1,024	969	1,564	3,558	12,294	29%
52900	TRUSTEE COMMISSION	5,584	1,940	-	7,524	100,000	8%
53930	VICTIMS ASSESSMENT	-	-	-	-	20,110	0%
54310	FIRE PREVENTION	22,000	-	-	22,000	71,000	31%
54420	RESCUE SQUAD	-	-	5,582	5,582	22,000	25%
54490	OTHER EMERGENCY MGMT	-	-	-	-	152,416	0%
55190	OTHER LOCAL HEALTH	10,375	12,886	12,191	35,452	209,300	17%
55390	APPROPRIATION TO STATE	-	-	-	-	23,500	0%
55710	SANITATION MGMNT	5,081	5,572	(7,195)	3,458	13,000	27%
56700	PARKS AND FAIR BOARDS	510	553	3,515	4,578	31,113	15%
57100	AGRICULTURE EXTENSION	392	1,096	1,774	3,263	74,291	4%
57300	FOREST SERVICE	-	-	-	-	500	0%
57500	SOIL CONSERVATION	4,097	4,981	4,155	13,232	61,978	21%
58190	OTHER EC & COM DEVEL	-	-	-	-	-	0%
58300	VETERAN'S SERVICES	1,513	1,211	1,513	4,237	19,636	22%
58400	OTHER CHARGES-NONPROFIT	-	15,500	14,500	30,000	83,500	36%
58600	EMPLOYEE BENEFITS	48,260	-	-	48,260	52,993	91%
58900	MISCELLANEOUS	-	-	-	-	-	0%
64000	LITTER AND TRASH COLLECT	2,656	4,155	3,884	10,694	50,831	21%
TOTAL	NON-MAJOR FUNCTIONS	106,620	54,735	47,594	208,949	1,081,963	19%
OTHER FUNDS		JUL	AUG	SEP	YTD TTL	BUDGET	PRCT
FUND 131-HIGHWAY		146,768	274,219	111,543	532,530	3,694,204	14%
FUND 151-DEBT SERVICE		47,325	47,405	105,593	200,322	1,956,278	10%

UNION COUNTY SCHOOLS							
EXPENDITURE REPORT							
FOR MONTH ENDING SEPTEMBER 2019							
FUND 141-GP SCHOOLS	JUL	AUG	SEP	YTD TOTAL	BUDGET	PRCT	
71100-REGULAR INSTRUCTION	53,628	960,654	879,958	1,894,240	11,587,968	16%	
71200-SPECIAL EDUC PROG	6,000	135,397	134,163	275,560	1,994,157	14%	
71300-VOCATIONAL ED	9,553	75,262	74,173	158,988	1,061,924	15%	
72110-ATTENDANCE	198	7,540	7,539	15,277	90,754	17%	
72120-HEALTH SERVICES	8,788	27,845	31,156	67,789	412,184	16%	
72130-GUIDANCE	9,672	50,273	51,333	111,278	958,538	12%	
72210-REGULAR ED SUPPORT	45,948	75,353	61,355	182,655	814,136	22%	
72220-SPECIAL ED SUPPORT	26,990	42,506	43,683	113,179	712,795	16%	
72230-VOCATION SUPPORT	11,408	10,860	11,778	34,046	146,422	23%	
72250-TECHNOLOGY	30,632	23,621	35,788	90,042	385,489	23%	
72310-BOARD OF EDUCATION	260,657	13,607	10,014	284,278	506,833	56%	
72320-DIRECTOR OF SCHOOLS	14,175	14,152	11,551	39,879	159,588	25%	
72410-PRINCIPALS	42,414	147,467	149,486	339,367	1,824,144	19%	
72510-FISCAL SERVICES	2,496	(416)	-	2,080	233,671	1%	
72610-OPERATION OF PLANT	271,860	108,231	172,648	552,739	1,976,922	28%	
72620-MAINTENANCE OF PLANT	27,662	56,432	52,192	136,287	404,100	34%	
72710-TRANSPORTATION	51,276	82,729	96,671	230,676	1,113,403	21%	
73100-FOOD SERVICE	-	-	-	-	-	0%	
73300-COMMUNITY SERVICES	5,018	6,741	6,741	18,499	84,129	22%	
73400-EARLY CHILDHOOD ED	1,164	33,587	26,999	61,749	440,102	14%	
82330-DEBT SERVICE	-	-	-	-	781,150	0%	
99100-TRANSFERS OUT	-	-	-	-	-	0%	
TOTAL FUND 141	879,538	1,871,842	1,857,228	4,608,607	25,688,409	18%	
FUND 142-FEDERAL SCHOOLS	JUL	AUG	SEP	YTD TOTAL	BUDGET	PRCT	
011-CONSOLIDATED ADMIN	12,955	14,399	13,172	40,526	189,859	21%	
101-TITLE I	15,553	131,943	48,654	196,150	1,046,590	19%	
102-TITLE I-ATSI	-	-	19,336	19,336	175,000	11%	
171-TITLE I-ALTG	-	24,950	-	24,950	32,034	78%	
201-TITLE II	10,029	10,231	12,023	32,283	218,056	15%	
301-ELL	-	-	-	-	810	0%	
401-TITLE IV	-	2,669	1,778	4,448	58,278	8%	
441- TITLE IV-SSAE	-	-	-	-	5,266	0%	
501-TITLE V	-	3,151	5,018	8,169	97,538	8%	
720-READ TO BE READY	-	-	-	-	-	0%	
801-CARL PERKIN	420	8,512	1,197	10,129	65,938	0%	
802-CARL PERKINS RESERVE	-	1,280	-	1,280	8,000	0%	
890-IDEA DISCRETIONARY	-	-	-	-	9,411	0%	
901-IDEA	15,870	81,421	85,965	183,255	1,119,593	16%	
911-IDEA PRESCHOOL	-	2,303	1,416	3,719	35,340	11%	
TOTAL FUND 142	54,827	280,859	188,559	524,245	3,061,712	17%	
FUND 143-CENTRAL CAFETERIA	JUL	AUG	SEP	YTD TOTAL	BUDGET	PRCT	
73100-FOOD SERVICE	64,357	230,108	168,258	462,723	2,079,574	22%	
FUND 145-OTHER ED-INVA	JUL	AUG	SEP	YTD TOTAL	BUDGET	PRCT	
VIRTUAL ACADEMY	-	42,662	748,609	791,270	8,490,716	9%	
FUND 177-Capital Projects	JUL	AUG	SEP	YTD TOTAL	BUDGET	PRCT	
CAPITAL PROJECTS	19,981	425,359	272,952	718,292	2,016,475	36%	

b. Budget Amendments & Transfers

UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Budget Committee October 15, 2019
FUND 101-GENERAL FUND

Function	Obj	COST CENTER	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
51300	320		Dues And Memberships	\$ 1,400.00		\$ 120.16	\$ 1,520.16
51300	332		Legal Notices, Recording And Court Costs	\$ 660.00		\$ 113.71	\$ 773.71
51300	719		Office Equipment	\$ 3,900.00	\$ (233.87)		\$ 3,666.13
54110	338		Maintenance And Repair Services-Vehicles	\$ 33,103.02		\$ 2,105.00	\$ 35,208.02
52300	320		Dues And Memberships	\$ 1,000.00		\$ 400.00	\$ 1,400.00
52300	399		Other Contracted Services	\$ 3,000.00	\$ (400.00)		\$ 2,600.00
56500	599 L		Other Charges	\$ 14,798.59		\$ 500.00	\$ 15,298.59
56500	599 M		Other Charges	\$ 14,109.86		\$ 500.00	\$ 14,609.86
					\$ (633.87)	\$ 3,738.87	
					\$ 3,105.00	NET CHANGE	
	49700		Insurance Recovery	\$ 2,105.00			
	44570		Contributions & Gifts	\$ 1,000.00			

United Way

This request is to transfer funds to areas of need from available budget and to enter into budget insurance recovery and contributions received

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 28st day of October, 2019



Attest:

Pam Ailor
Union County Clerk

Jason Bailey, Chairman
Union County Mayor

Voting Aye	15
Voting Nay	0
Pass	0
Abstain	0

A **Motion** was made by **Sidney Jessee, Jr.** and **Seconded** by **Gary England** that this County Commission; approve the Budget Amendment Request for FUND 101-General Fund, as presented.

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

UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Budget Committee October 15, 2019
FUND 118-AMBULANCE SERVICE

Function	Obj	COST CENTER	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
55130	399		Other Contracted Services	\$ 8,400.00		\$ 10,000.00	\$ 18,400.00
55130	513		Workman's Compensation Insurance	\$ 51,000.00	\$ (10,000.00)		\$ 41,000.00
					\$ (10,000.00)	\$ 10,000.00	
						\$ -	NET CHANGE

This request is to transfer funds to areas of need from available budget

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 28st day of October, 2019

<p>Attest: <u><i>Pam Ailor</i></u> Pam Ailor Union County Clerk</p>	<p><u><i>Jason Bailey</i></u> Jason Bailey, Chairman Union County Mayor</p>	<table> <tr><td>Voting Aye</td><td style="text-align: right;">15</td></tr> <tr><td>Voting Nay</td><td style="text-align: right;">0</td></tr> <tr><td>Pass</td><td style="text-align: right;">0</td></tr> <tr><td>Abstain</td><td style="text-align: right;">0</td></tr> </table>	Voting Aye	15	Voting Nay	0	Pass	0	Abstain	0
Voting Aye	15									
Voting Nay	0									
Pass	0									
Abstain	0									

UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Budget Committee October 15, 2019
FUND 171-CAPITAL PROJECTS

Function	Obj	COST CENTER	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
91110	308	RENO	Consultants			\$ 12,000.00	\$ 12,000.00
91110	707	RENO	Building Improvements			\$ 108,000.00	\$ 108,000.00
					\$ -	\$ 120,000.00	
						\$ 120,000.00	NET CHANGE

46990	RENO	Other State Revenues	\$ 120,000.00
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This request is to enter into budget additional funding received to renovate Health Department

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 28st day of October, 2019

<p>Attest: <u><i>Pam Ailor</i></u> Pam Ailor Union County Clerk</p>	<p><u><i>Jason Bailey</i></u> Jason Bailey, Chairman Union County Mayor</p>	<table> <tr><td>Voting Aye</td><td style="text-align: right;">15</td></tr> <tr><td>Voting Nay</td><td style="text-align: right;">0</td></tr> <tr><td>Pass</td><td style="text-align: right;">0</td></tr> <tr><td>Abstain</td><td style="text-align: right;">0</td></tr> </table>	Voting Aye	15	Voting Nay	0	Pass	0	Abstain	0
Voting Aye	15									
Voting Nay	0									
Pass	0									
Abstain	0									

A **Motion** was made by **Gary England** and **Seconded** by **R. L. Jones** that this County Commission; approve the Budget Amendment Request for FUND 118-Ambulance Service, as presented.

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

A **Motion** was made by **Bill Cox** and **Seconded** by **Kenny Hill** that this County Commission; approve the Budget Amendment Request for FUND 171-Capital Projects, as presented.

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

UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Budget Committee October 15, 2019
FUND 122-DRUG FUND

Function	Obj	COST CENTER	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
54150	718		Motor Vehicles	\$ 13,800.00		\$ 23,000.00	\$ 36,800.00
					\$ -	\$ 23,000.00	

\$ 23,000.00 NET CHANGE

This request is to enter into budget the revenue from sale of seized vehicle

42910	Proceeds From Confiscated Property	\$ 23,000.00
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ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 28st day of October, 2019

Attest:

OFFICIAL SEAL OF
UNION
COUNTY
TENNESSEE
COUNTY CLERK

Pam Ailor
Pam Ailor

Union County Clerk

Jason Bailey
Jason Bailey, Chairman

Union County Mayor

Voting Aye 15
Voting Nay 0

Pass 0

Abstain 0

A **Motion** was made by **Larry Lay** and **Seconded** by **Joyce Meltabarger** that this County Commission; approve the Budget Amendment Request for FUND 122-Drug Fund, as presented.

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

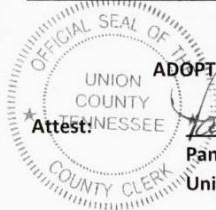
**UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST**

Submitted to Board of Education October 3, 2019

To be submitted to Budget Committee October 15, 2019

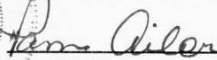
FUND 141-GENERAL PURPOSE SCHOOLS-Strategic Preventions for Prescription Drugs-SPFRx

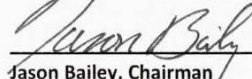
Function	Obj	COST CENTER	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
72210	307	SPF20	Communication	\$ -		\$ 775.00	\$ 775.00
72210	355	SPF20	Travel	\$ -		\$ 3,611.00	\$ 3,611.00
72210	399	SPF20	Other Contracted Services	\$ -		\$ 15,600.00	\$ 15,600.00
72210	432	SPF20	Library Books/Media	\$ -		\$ 3,018.00	\$ 3,018.00
72210	499	SPF20	Other Supplies And Materials	\$ -		\$ 6,000.00	\$ 6,000.00
					\$ -	\$ 29,004.00	
						\$ 29,004.00	NET CHANGE
47590 SPF20 Other Federal Through State				\$ 29,004.00			



This amendment is to enter into FY20 budget the SPFRx FY20 grant
ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 28st day of October, 2019

Attest:


Pam Ailor
Union County Clerk


Jason Bailey, Chairman
Union County Mayor

Voting Aye	15
Voting Nay	0
Pass	0
Abstain	0

A **Motion** was made by **Jody Smith** and **Seconded** by **Sidney Jessee, Jr.** that this County Commission; approve the Budget Amendment Request for FUND 141-General Purpose Schools-Strategic Preventions for Prescription Drugs-SPFRx, as presented.

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

UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Board of Education October 3, 2019
To be submitted to Budget Committee October 15, 2019
FUND 141-GENERAL PURPOSE SCHOOLS

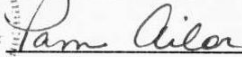
Function	Obj	COST CENTER	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
72250	337		Maintenance And Repair Services-Office Equipment	\$ 21,169.00	\$ (4,000.00)		\$ 17,169.00
72250	310		Contracts With Other Public Agencies	\$ 14,119.00		\$ 4,000.00	\$ 18,119.00
72620	335		Maintenance And Repair Services-Buildings	\$ 80,355.00		\$ 15,000.00	\$ 95,355.00
72620	336		Maintenance And Repair Services-Equipment	\$ 90,700.00		\$ 40,000.00	\$ 130,700.00
72210	499		Other Supplies And Materials	\$ 5,300.00		\$ 247.00	\$ 5,547.00
					\$ (4,000.00)	\$ 59,247.00	
						\$ 55,247.00	NET CHANGE

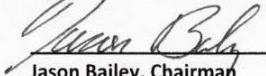
	49800		Transfers In	\$ 40,000.00	
	44570		Contributions & Gifts	\$ 247.00	
	46511		Basic Education Program	\$ 15,000.00	\$ 55,247.00

This amendment is to transfer funds within appropriated budget and to increase Maintenance HVAC budget



ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 28st day of October, 2019

Attest: 
Pam Ailor
Union County Clerk


Jason Bailey, Chairman
Union County Mayor

Voting Aye	15
Voting Nay	0
Pass	0
Abstain	0

A **Motion** was made by **Janet Holloway** and **Seconded** by **Kenny Hill** that this County Commission; approve the Budget Amendment Request for FUND 142-General Purpose Schools, as presented.

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

UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Board of Education October 3, 2019
To be submitted to Budget Committee October 15, 2019
FUND 143-CENTRAL CAFETERIA FUND

Function	Obj	COST CENTER	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
73100	312	PESG	Contracts With Private Agencies	\$ -		\$ 28,000.00	\$ 28,000.00
73100	312		Contracts With Private Agencies	\$ 28,000.00	\$ (28,000.00)		\$ -
73100	710	MES	Food Service Equipment	\$ 10,000.00		\$ 50,000.00	\$ 60,000.00
73100	710	LES	Food Service Equipment	\$ 5,000.00		\$ 50,000.00	\$ 55,000.00
73100	710	SCES	Food Service Equipment	\$ 35,000.00		\$ 45,000.00	\$ 80,000.00
73100	710	UCHS	Food Service Equipment	\$ 60,000.00		\$ 45,000.00	\$ 105,000.00
73100	165	UCHS	Cafeteria Personnel	\$ 134,658.00		\$ 20,000.00	\$ 154,658.00
73100	421	UCHS	Food Preparation Supplies	\$ 24,000.00		\$ 60,000.00	\$ 84,000.00
73100	422	UCHS	Food Supplies	\$ 200,000.00		\$ 90,000.00	\$ 290,000.00
73100	336	HMMS	Maintenance And Repair Services-Equipment	\$ 7,000.00		\$ 6,850.00	\$ 13,850.00
					\$ (28,000.00)	\$ 394,850.00	
						\$ 366,850.00	NET CHANGE
49700			Insurance Recovery	\$ 6,850.00			
39000			Unassigned	\$ 360,000.00	\$ 366,850.00		

This amendment is to enter into budget Insurance Recovery Funds and changes in budget to comply with the Federal Excess Balance Requirements from fund balance



ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 28st day of October, 2019

Attest: *Pam Ailor*
Pam Ailor
Union County Clerk

Jason Bailey
Jason Bailey, Chairman
Union County Mayor

Voting Aye	15
Voting Nay	0
Pass	0
Abstain	0

A **Motion** was made by **Bill Cox** and **Seconded** by **Sidney Jessee, Jr.** that this County Commission; approve the Budget Amendment Request for FUND 143-Central Cafeteria Fund, as presented.

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

UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Board of Education October 3, 2019
To be submitted to Budget Committee October 15, 2019
FUND 177-EDUCATION CAPITAL PROJECTS

Function	Obj	COST CENTER	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
76100	707	SCORE	Building Improvements			\$ 25,000.00	\$ 25,000.00
76100	707	HURDL	Building Improvements			\$ 6,000.00	\$ 6,000.00
76100	712	CWHAC	Heating And Air Conditioning Equipment			\$ 35,000.00	\$ 35,000.00
76100	707	TURF	Building Improvements	\$ 714,260.00	\$ (182,438.00)		\$ 531,822.00
76100	707	PDAWN	Building Improvements	\$ 10,000.00		\$ 1,247.00	\$ 11,247.00
76100	724	MEPAV	Site Development	\$ 25,000.00		\$ 30.00	\$ 25,030.00
76100	729	BUS	Transportation Equipment	\$ 170,000.00		\$ 1,761.00	\$ 171,761.00
76100	712	BHVAC	Heating And Air Conditioning Equipment	\$ 10,000.00	\$ (1,600.00)		\$ 8,400.00
76100	707	HSFIR	Building Improvements	\$ -		\$ 75,000.00	\$ 75,000.00
76100	590	CWHAC	Transfers To Other Funds	\$ -		\$ 40,000.00	\$ 40,000.00
					\$ (184,038.00)	\$ 184,038.00	
						\$ -	NET CHANGE

This amendment is to transfer funds to new projects and to transfer funding to Fund 141 for HVAC repairs

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 28st day of October, 2019



Attest:

Pam Ailor
Union County Clerk

Jason Bailey, Chairman
Union County Mayor

Voting Aye	15
Voting Nay	0
Pass	0
Abstain	0

A **Motion** was made by **R. L. Jones** and **Seconded** by **Jody Smith** that this County Commission; approve the Budget Amendment Request for FUND 177-Education Capital Projects, as presented.

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

c. Approve/Disapprove Surplus

PRESENTED TO BUDGET COMMITTEE: October 15, 2019			
TO BE PRESENTED TO COMMISSION COMMITTEE: October 28, 2019			
Description	Asset #	Condition	Office
2- MeridianTelecom Phones	5288	Used	Judge
5-Nortel Northern Telecom Phones		Used	Trustee
1- MeridianTelecom Phones		Used	Trustee
5- MeridianTelecom Phones		Used	Chancery
2- MeridianTelecom Phones		Used	Courtrooms
1-Executive Office Chair		Used	Mayor
1-Office Chair		Used	Finance
1-2004 John Deere Tractor -6420		Used	Highway
1-1998 Ford Pick up		Used	Highway
1-1992Ford Work Truck		Used	Highway
1-2000 Dodge 1500 4x4		Used	Highway

Surplus 2019_10.xlsxPage 1 of 1

A **Motion** was made by **Janet Holloway** and **Seconded** by **Kenny Hill** to approve the Surplus Items, as presented.

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

12. Ray Butler, TN Forestry Technician, talked about equipment and facility upgraded at the Chuck Swan State Forest.
13. Approve/Disapprove County Public Officials Bond – Charles Dale Holloway, Jr. - Constable Third (3rd) Civil District



SURETY'S BOND NO. 72203385 STATE OF TENNESSEE
COUNTY OF Union
OFFICIAL STATUTORY BOND
FOR
COUNTY PUBLIC OFFICIALS
OFFICE OF Maintenance/Constable

KNOW ALL MEN BY THESE PRESENTS:

That Charles Dale Holloway Jr.
of Maynardville (City or Town), County of Union
Tennessee, as Principal, and WESTERN SURETY COMPANY
as Surety, are held and firmly bound unto THE STATE OF TENNESSEE in the full amount of
Five Thousand and 00/100 Dollars (\$ 5,000.00)
lawful money of the United States of America for the full and prompt payment whereof we bind ourselves, our representatives,
successors and assigns, each jointly and severally, firmly and unequivocally by these presents.

WHEREAS, The said Principal was duly _____ elected ☒ appointed to the office of Maintenance/Constable
of and for Union County for the 3 year term beginning on the 3rd day of
October, 2019 and ending on the 1st day of September, 2022.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH:

That if the said Charles Dale Holloway Jr., Principal, shall:
1. Faithfully perform the duties of the office of Maintenance/Constable of Union County during such person's term of office or his continuance therein; and,
2. Pay over to the persons authorized by law to receive them, all moneys, properties, or things of value that may come into such Principal's hands during such Principal's term of office or continuance therein without fraud or delay, and shall faithfully and safely keep all records required in such Principal's official capacity, and at the expiration of the term, or in case of resignation or removal from office, shall turn over to the successor all records and property which have come into such Principal's hands, then this obligation shall be null and void; otherwise to remain in full force and effect.

WITNESS our hands and seals this 4th day of October, 2019.


WITNESS — ATTEST
COUNTERSIGNED BY:
NOT NEEDED
Tennessee Resident Agent

PRINCIPAL: Charles D. Holloway Jr.
SURETY: WESTERN SURETY COMPANY
by: Paul T. Bruflat
Paul T. Bruflat, Vice President
(Attach evidence of authority to execute bond)

ACKNOWLEDGEMENT OF PRINCIPAL

STATE OF TENNESSEE
COUNTY OF Union
Before me, a Notary Public, of the State and County aforesaid, personally appeared Charles Dale Holloway Jr.
to me known (or proved to me on the basis of satisfactory evidence) to be the individual described in the foregoing bond as
Principal, and who, upon oath acknowledged that such individual executed the foregoing bond as such individual's free act and
deed.
WITNESS my hand and seal this 7th day of October, 2019
My Commission Expires: Sept 26, 2023

Candice Raley
Notary Public
(over)

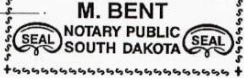
CT-0467 (Rev 07-13) RDA 903

ACKNOWLEDGEMENT OF SURETY

STATE OF South Dakota
COUNTY OF Minnehaha

Before me, a Notary Public, of the State and County aforesaid, personally appeared Paul T. Bruflat with whom I am personally acquainted and, who, upon oath, acknowledged himself/herself to be the individual who executed the foregoing bond on behalf of WESTERN SURETY COMPANY, the within named Surety, a corporation duly licensed to do business in the State of Tennessee, and that he/she as such individual being authorized so to do, executed the foregoing bond on behalf of the Surety, by signing the name of the corporation by himself/herself as such individual.

WITNESS my hand and seal this 4th day of October 2019
My Commission Expires: March 2, 2020



M. Bent
Notary Public

APPROVAL AND CERTIFICATION

SECTION I. (Applicable to all County Officials except Clerks of all Courts)

Bond and Sureties approved by _____, County Executive/Mayor
of _____ County, on this _____ day of _____,
Signed: _____

County Executive/Mayor

CERTIFICATION:

I, _____, County Clerk of _____ County,
hereby certify that the foregoing bond was approved by the Legislative Body of said county, in open session on the _____
day of _____, and entered upon the minutes thereof.

Signed: _____

County Clerk

SECTION II. (Applicable to all Clerks of all Courts)

CERTIFICATION:

This is to certify that I have examined the foregoing bond and found the same to be sufficient and in conformity to law, that the
sureties on the same are good and worth the penalty thereof and that the same has been entered upon the minutes of said court.

Signed: _____

Judge of the _____ Court of and for said County on
this _____ day of _____,

SECTION III. (Applicable to all County Officials' Bonds)
FOR USE BY REGISTER OF DEEDS

SECTION IV. (Applicable to all County Officials Bonds)

ENDORSEMENT:

Filed with the Office of the County Clerk, County of _____, this _____ day of _____,

Signed: _____

County Clerk

Form Prescribed by the Comptroller of the Treasury, State of Tennessee
Form Approved by the Attorney General, State of Tennessee

WESTERN SURETY COMPANY
101 S. Reid St., Ste. 300
Sioux Falls, SD 57103-7046
605-336-0850

CT-0467 (Rev 07-13)

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Maintenance/Constable County of Union

bond with bond number 72203385

for Charles Dale Holloway Jr.

as Principal in the penalty amount not to exceed: \$5,000.00.

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its
Vice President with the corporate seal affixed this 4th day of October,
2019.

ATTEST

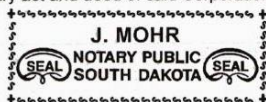
L. Nelson
L. Nelson, Assistant Secretary

WESTERN SURETY COMPANY
By Paul T. Bruflat
Paul T. Bruflat, Vice President



STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 4th day of October, 2019, before me, a Notary Public, personally appeared
Paul T. Bruflat and L. Nelson
who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President
and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the
voluntary act and deed of said Corporation.



My Commission Expires June 23, 2021

J. Mohr
Notary Public





RIDER

It is hereby mutually agreed and understood by and between the Principal/Insured and Western Surety Company, that instead of as originally written:

The expiration date has been changed to read:
September 1st, 2020

No further changes other than above.

Nothing herein contained shall be held to vary, alter, waive or extend any of the terms, limits or conditions of the Policy/Bond _____, except as hereinabove set forth.

This Rider becomes effective on the 29th day of October, 2019, at twelve and one minute o'clock a.m., standard time.

Attached to and forming part of Policy/Bond No. 72203385
issued by WESTERN SURETY COMPANY of Sioux Falls, South Dakota,
to Charles Dale Holloway Jr.

Signed this 29th day of October, 2019.

By Paul T. Bruflat
Paul T. Bruflat, Senior Vice President

Form FS147-6-2002



Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Maintenance/Constable County of Union

bond with bond number 72203385

for Charles Dale Holloway Jr.

as Principal in the penalty amount not to exceed: \$ 5,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its
Vice President with the corporate seal affixed this 29th day of October,
2019.

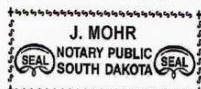
ATTEST

L. Nelson
L. Nelson, Assistant Secretary

WESTERN SURETY COMPANY
By Paul T. Bruflat
Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 29th day of October, 2019, before me, a Notary Public, personally appeared
Paul T. Bruflat and L. Nelson
who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President
and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the
voluntary act and deed of said Corporation.



My Commission Expires June 23, 2021

J. Mohr

Notary Public

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.

Form F1975-1-2016



A **Motion** was made by **Jody Smith** and **Seconded** by **R. L. Jones** that this County Commission; approve the County Public Officials Bond for Charles Dale Holloway, Jr. Constable of Third (3rd) Civil District with the appointed term to expire on September 1, 2020 as stated in the Amendment Rider.

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

14. Old Business:
- a.

There was a discussion concerning rules and regulations for Community Buildings and Parks, and a **Motion** was made by **Jeffrey Brantley** and **Seconded by Jody Smith** to include a day by day rental agreement with no long term leases in the policies and procedures for the community buildings and parks and to not enforce until January 1, 2020.

County Chairman, Jason Bailey called for a **Roll Call Vote**. **Commissioner 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, Joyce Meltabarger, Becky Munsey and Jody Smith **Commissioners Voting Against:** None. **Commissioners Passing:** Kenny Hill. **Commissioners Abstaining:** None. **Motion Carried.**

15. New Business:

Community Tectonics Architects	
Schedule of Hourly Rates & Reimbursable Expenses	
January 1-December 31, 2019	
Category	Hourly Rate 2019
Principal	\$175.00
Associate Architect	\$150.00
Senior Architect	\$125.00
Project Architect Manager	\$100.00
Interior Designer	\$100.00
Design Coordinator Senior Technician	\$75.00
Intern Architect	\$50.00
Apprentice Architect Designer Administrative Clerical	\$45.00
Administrative Clerical	\$40.00
Hourly Rates for Engineering Consultants (Cost Plus 15%)	
Engineering Principal	\$175.00
Engineer	\$110.00
Senior Designer	\$100.00
Design Draftsman	\$60.00
Administrative Clerical	\$40.00
Miscellaneous Reimbursable Expenses	
Mileage (2018 IRS Standard Rate)	\$0.54.5 per mile
In House Printing:	
24x36 (Black & White)	\$2.00
30x42 (Black & White)	\$3.00
8.5x11 (Black & White Color)	\$0.15 \$1.00
8.5x17 (Black & White Color)	\$0.25 \$2.00
Out of House:	
30x42 Color Plot Bond	\$3.50 per sq. ft.
24x36 Color Plot Photo	\$7.00 per sq. ft.
Additional Printing, Mounting, Postage, Special Supplies, Etc.	Cost Plus 10%
Electronic Media	
*Electronic media will only be released upon Community Tectonics receipt of the signed Electronic Media Agreement.	
Editable AutoCAD file (drawing)	\$100.00 per drawing*
Non-Editable File (pdf, jpg, etc.)	\$5.00 per drawing (\$40 min)*
Revit Model	\$10.00 per megabyte of file size*

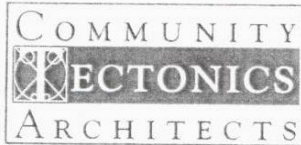
COMMUNITY
RENOVATIONS
ARCHITECTS

AUTHORIZATION FORM FOR ARCHITECTURAL SERVICES

1. Date: October 04, 2019
2. Project Description: Interior renovations to the Union County Health Department
 - A. Name: Union County Health Department Renovations
 - B. Location: 4335 Maynardville Highway, Maynardville, TN 37807
 - C. Scope: Provide demolition of, and new configuration of, interior areas of the existing Health Department. Areas affected will be the waiting areas, the lobby and the clerical area. General layout will conform to the drawing provided by Josh Gloson. Work will include an expanded Lobby/Waiting area, a reconfigured clerical area with new cabinetry, and new supervisor's office, minor renovations to the ceiling, mechanical system, and lighting as required by the reconfiguration, new service windows, new flooring and painting of disturbed area. The budget for this work is \$120,000 less the architectural fees. Any new furniture will be purchased via the state contract. It is desired that new flooring be provided for the entire facility if funds are available.
3. Owner:
 - A. Name: Union County
 - B. Address: 901 Main St. Suite #124, Maynardville, TN 37807
 - C. Phone: 865-992-3061
 - D. Email: annndyer@unioncountyttn.org
4. Compensation Basis:
 - ☒ Fixed Fee: \$12,000 (per state of Tennessee fee schedule)
 - ☒ Other: Per rate schedule, only for additional services requested and approved by the owner, if any.
5. Retainer Fee: None
6. Reimbursable Expenses: See attached rate schedule.
7. Billing Procedure: Owner shall be billed upon completion of the work or upon the first day of each month, whichever comes first. Any unpaid balance over 30 days past due shall incur a 1.5% late payment charge.

Work will be billed according to the following schedule (% of total fee):

Preliminary plan, finish scheduled and review:	15%
	(\$1,800)
Dimensioned plan, door schedule and details, and reflected ceiling plan:	20%



Working drawing for bidding purposes	((\$2,400))
	40%
Bidding and Negotiating:	(\$4,800)
	5%
	(\$600)
Construction observations and administration during construction	20%
	(\$2,400)

Community Tectonics Architects Inc. is hereby authorized to provide the design services for the above referenced project as herein defined.

OWNER: Name
AUTHORIZED BY:

Community Tectonics Architects, Inc.
ACCEPTED BY:

DATE

9 October 2019
DATE

7610 GLEASON DRIVE, SUITE 103 • KNOXVILLE, TN 37619 • 865.637.0890 • WWW.COMMUNITYTECTONICS.COM
ARCHITECTURE • PLANNING • INTERIOR DESIGN
Designing the future!

A **Motion** was made by **Gary England** and **Seconded** by **Debra Keck** that this County Commission; approve the contract between Community Tectonics Architects, Inc. and Union County, Tennessee, for Interior Renovations to the Union County Health Department, as presented.

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

16. Addendums: No Addendums were brought before County Commission in open meeting on Monday, October 28, 2019.
17. Public Comments: No Public Comments were brought before County Commission in open meeting on Monday, October 28, 2019.
18. A **Motion** was made by **Sidney Jessee, Jr.** and **Seconded** by **Jody Smith** to **Adjourn**.

County Chairman, Jason Bailey called for an **Aye Vote. Motion Carried.**
Union County Commission's Regular Meeting **Adjourned at 8:50 p.m.**