TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

`DATE: August 12, 2019

TO: Hamblen County Legislative Body

FROM : Bill Brittain, Hamblen County Mayor

RE: **August 2019 Committee Meeting Information**

Monday, August 12, 2019 at 5:30 p.m. – **Large Courtroom – Hamblen County Courthouse**

- **Presentation-***Marshall Ramsey, President, Morristown Area Chamber of Commerce*
- **Finance Committee-** *Immediately following Presentation of Marshall Ramsey*
- **Personnel Committee-** *Immediately following Adjournment of the Finance Committee*
- **Public Services Committee-** *Immediately following Adjournment of the Personnel Committee*
- **Jail Study Committee-***Immediately following Adjournment of the Public Service Committee*
- **Calendar and Rules Committee -** *Immediately following Adjournment of the Jail Study Committee*

Bill Brittain, *County Mayor*
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TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY

FINANCE COMMITTEE

Randy DeBord
Chairman

Thomas Doty
Vice-Chairman

Howard Shipley
Ex-Officio

Tim Goins
Member

Joe Huntsman, Sr.
Member

Mike Minnich
Member

Wayne NeSmith
Member

Jim Stepp
Member

Taylor Ward
Member

Hamblen County Government

FINANCE COMMITTEE

Monday, August 12, 2019
Immediately Following Presentation Marshall Ramsey
Large Courtroom – Hamblen County Courthouse

AGENDA

Call to Order – *Chairman Randy DeBord*

1. **Visitors Wishing to Address the Committee** – *Chairman Randy DeBord*
   (*Visitors will be allotted 5 minutes to speak)*

2. **Recurring Business –** *Chairman Randy DeBord*
   a. Expenditure Reports – July 2019 (*Information Only-No Action Necessary*)
   b. Review/Acceptance of Monthly Checks July 2019 Submitted by the County Mayor's Office

3. **Old Business** – *Chairman Randy DeBord*
   a. None

4. **New Business** – *Chairman Randy DeBord*
   a. Bid Award-Commercial Grade, Zero turn Radius, 72" Diesel Lawn Mower- *County Mayor Bill Brittain*
   b. Electronic Monitoring Indigency Fund Memorandum of Understanding-*County Mayor Bill Brittain*
   c. Budget Amendments-*Finance Director Anne Bryant-Hurst*
      i. Fund #101 Other Social, Cultural and Recreational $98,587
      ii. Fund#101 Sheriff's Department $200
      iii. Fund #101 Health Department $1,500
      iv. Fund #101 Health Department $34,100
   d. Mailing Machine Leases- *Finance Director-Anne Bryant -Hurst*

5. **Items of Interest (No Action Necessary)** – *Chairman Randy DeBord*
   a. Planning Commission Building Permit Report – July 2019
   b. County Attorney Invoices – July 2019
   c. Coroner's Monthly Report – July 2019
   d. Budget Amendments Approved by County Mayor
      i. Fund 101 County Clerk $235
   e. State of Tennessee Comptroller Letter of Acknowledgement-Receipt of Certified Copy of the Fiscal Year 2020 Budget
   f. Annual Reports
      i. Chancery Court/Clerk and Master
      ii. Circuit Court Clerk
      iii. County Clerk
      iv. General Sessions Court
      v. Juvenile Court
      vi. Register of Deeds
      vii. Sheriff
      viii. Trustee
   g. Morristown-Hamblen Humane Society Reports
   h. Interlocal Agreement and Memorandum of Understanding-Morristown Hamblen Economic and Community Development Board
   i. Tourism Economic Impact Fact Sheet

Adjournment – *Chairman Randy DeBord*

Return to Committee Cover

HAMBLEN COUNTY ACCOUNTS & BUDGETS
GENERAL FUND (101)
EXPENDITURE REPORT
REPORT DATE: 07/31/2019

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2019	101	50000	000	00	000	0000	000
Thru:	2019	101	99999	999	99	999	9999	999

Page: 1
Date: 8/5/2019
Time: 11:18 am

Fnd	Account/Description		Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
101	51100	County Commission	197,486.00	16,456.58	16,456.58	25,124.28	155,905.14	78.94%
101	51210	Board Of Equalizaton	16,650.00	0.00	0.00	0.00	16,650.00	100.00%
101	51300	County Mayor/Executive	221,058.00	17,881.06	17,881.06	8,020.38	195,156.56	88.28%
101	51400	County Attorney	31,293.00	107.66	107.66	0.00	31,185.34	99.66%
101	51500	Election Commission	291,431.00	18,505.72	18,505.72	28,427.66	244,497.62	83.90%
101	51600	Register Of Deeds	367,121.00	24,656.20	24,656.20	21,540.65	320,924.15	87.42%
101	51720	Planning	216,560.00	15,307.89	15,307.89	3,707.95	197,544.16	91.22%
101	51750	Codes Compliance	59,911.00	1,000.00	1,000.00	0.00	58,911.00	98.33%
101	51760	Geographical Information Systems	89,166.00	4,273.06	4,273.06	0.00	84,892.94	95.21%
101	51810	Other Facilities	868,471.00	57,688.72	57,688.72	67,690.67	743,091.61	85.56%
101	51910	Preservation Of Records	20,744.00	1,192.41	1,192.41	1,409.04	18,142.55	87.46%
101	52100	Accounting And Budgeting	427,196.00	32,531.77	32,531.77	13,661.04	381,003.19	89.19%
101	52200	Purchasing	42,012.00	3,267.47	3,267.47	165.00	38,579.53	91.83%
101	52300	Property Assessor's Office	360,395.00	25,962.28	25,962.28	18,640.00	315,792.72	87.62%
101	52310	Reappraisal Program	154,125.00	4,359.42	4,359.42	7,302.96	142,462.62	92.43%
101	52400	County Trustee's Office	395,124.00	29,183.45	29,183.45	16,643.80	349,296.75	88.40%
101	52500	County Clerk's Office	663,077.00	50,759.36	50,759.36	22,515.87	589,801.77	88.95%
101	52600	Data Processing	121,156.00	8,087.01	8,087.01	15,650.10	97,418.89	80.41%
101	52900	Other Finance	322,945.00	22,993.50	22,993.50	31,037.79	268,913.71	83.27%
101	53100	Circuit Court	933,917.00	108,871.30	108,871.30	10,799.69	814,246.01	87.19%
101	53300	General Sessions Court	443,265.00	35,896.11	35,896.11	2,560.40	404,808.49	91.32%
101	53330	Drug Court	163,990.00	10,166.38	10,166.38	3,653.66	150,169.96	91.57%
101	53400	Chancery Court	392,723.00	44,971.21	44,971.21	13,823.00	333,928.79	85.03%
101	53500	Juvenile Court	317,468.00	26,736.90	26,736.90	6,829.04	283,902.06	89.43%
101	53920	Courtroom Security	871,840.00	61,076.52	61,076.52	0.00	810,763.48	92.99%
101	54110	Sheriff's Department	3,159,945.00	228,682.72	228,682.72	105,359.78	2,825,902.50	89.43%
101	54160	Administration Of The Sexual Offender Registry	4,500.00	425.00	425.00	148.67	3,926.33	87.25%
101	54210	Jail	4,580,542.00	240,246.57	240,246.57	784,400.16	3,555,895.27	77.63%
101	54220	Workhouse	80,447.00	3,395.40	3,395.40	0.00	77,051.60	95.78%
101	54250	Work Release Program	360,190.00	18,499.24	18,499.24	1,139.00	340,551.76	94.55%
101	54310	Fire Prevention And Control	220,000.00	0.00	0.00	0.00	220,000.00	100.00%
101	54410	Civil Defense	100,335.00	6,357.73	6,357.73	2,359.92	91,617.35	91.31%
101	54490	Other Emergency Management	189,133.00	47,283.25	47,283.25	0.00	141,849.75	75.00%
101	54510	Inspection And Regulation	4,877.00	322.95	322.95	2,500.00	2,054.05	42.12%
101	54610	County Coroner/Medical Examiner	131,000.00	320.00	320.00	34,000.00	96,680.00	73.80%

Return to Committee Cover

HAMBLEN COUNTY ACCOUNTS & BUDGETS
GENERAL FUND (101)
EXPENDITURE REPORT
REPORT DATE: 07/31/2019

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2019	101	50000	000	00	000	0000	000
Thru:	2019	101	99999	999	99	999	9999	999

Date: 8/5/2019
Time: 11:18 am

Fnd	Account/Description		Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
101	54900	Other Public Safety	20,000.00	0.00	0.00	10,380.00	9,620.00	48.10%
101	55110	Local Health Center	889,657.00	59,011.55	59,011.55	20,293.00	810,352.45	91.09%
101	55120	Rabies And Animal Control	150,000.00	12,500.00	12,500.00	0.00	137,500.00	91.67%
101	55140	Nursing Home	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
101	55170	Alcohol And Drug Programs	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
101	55180	Children's Special Services	6,000.00	0.00	0.00	0.00	6,000.00	100.00%
101	55390	Appropriation To State	109,233.00	0.00	0.00	0.00	109,233.00	100.00%
101	55520	Aid To Dependent Children	8,000.00	0.00	0.00	0.00	8,000.00	100.00%
101	55530	Child Support	0.00	0.00	0.00	0.00	0.00	0.00%
101	55590	Other Local Welfare Services	40,000.00	0.00	0.00	0.00	40,000.00	100.00%
101	55710	Sanitation Management	0.00	0.00	0.00	0.00	0.00	0.00%
101	55900	Other Public Health And Welfare	0.00	0.00	0.00	0.00	0.00	0.00%
101	56100	Adult Activities	11,600.00	0.00	0.00	0.00	11,600.00	100.00%
101	56300	Senior Citizens Assistance	6,500.00	0.00	0.00	0.00	6,500.00	100.00%
101	56500	Libraries	293,500.00	73,375.00	73,375.00	0.00	220,125.00	75.00%
101	56700	Parks And Fair Boards	290,164.00	25,808.05	25,808.05	8,532.99	255,822.96	88.16%
101	56900	Other Social, Cultural And Recreational	411,000.00	0.00	0.00	32,564.66	378,435.34	92.08%
101	57000	Agriculture & Natural Resource	0.00	0.00	0.00	0.00	0.00	0.00%
101	57100	Agricultural Extension Service	165,206.00	0.00	0.00	160,456.00	4,750.00	2.88%
101	57300	Forest Service	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
101	57500	Soil Conservation	50,787.00	4,063.60	4,063.60	0.00	46,723.40	92.00%
101	57800	Storm Water Management	30,960.00	0.00	0.00	11,747.00	19,213.00	62.06%
101	58110	Tourism	54,700.00	100.00	100.00	0.00	54,600.00	99.82%
101	58120	Industrial Development	741,000.00	0.00	0.00	0.00	741,000.00	100.00%
101	58210	Public Transportation	0.00	0.00	0.00	0.00	0.00	0.00%
101	58300	Veterans' Services	30,319.00	1,369.30	1,369.30	0.00	28,949.70	95.48%
101	58600	Employee Benefits	685,192.00	574,538.20	574,538.20	0.00	110,653.80	16.15%
101	58900	Miscellaneous	295,404.00	0.00	0.00	15,404.00	280,000.00	94.79%
101	73300	Community Services	6,000.00	0.00	0.00	0.00	6,000.00	100.00%
101	91110	General Administration Projects	115,426.00	0.00	0.00	0.00	115,426.00	100.00%
101	91120	Administration Of Justice Projects	0.00	0.00	0.00	0.00	0.00	0.00%
101	91130	Public Safety Projects	259,006.00	0.00	0.00	20,926.00	238,080.00	91.92%
101	91140	Public Health And Welfare Projects	25,204.00	0.00	0.00	0.00	25,204.00	100.00%
101	91150	Social, Cultural And Recreation Projects	74,250.00	0.00	0.00	0.00	74,250.00	100.00%
101	91190	Other General Government Proje	14,087.00	0.00	0.00	0.00	14,087.00	100.00%

Return to Committee Cover

HAMBLEN COUNTY ACCOUNTS & BUDGETS
GENERAL FUND (101)
EXPENDITURE REPORT
REPORT DATE: 07/31/2019

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2019	101	50000	000	00	000	0000	000
Thru:	2019	101	99999	999	99	999	9999	999

Date: 8/5/2019
Time: 11:18 am

Fnd	Account/Description	Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
101	99100 Transfers Out	0.00	37,229.06	37,229.06	0.00	-37,229.06	0.00%
		$ 21,614,288.00	**$ 1,955,459.60**	**$ 1,955,459.60**	**$ 1,529,414.16**	**$ 18,129,414.24**	**83.88%**

Return to Committee Cover

HAMBLEN COUNTY ACCOUNTS & BUDGETS
SOLID WASTE/SANITATION (116)
EXPENDITURE REPORT
REPORT DATE: 07/31/2019

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2019	116	50000	000	00	000	0000	000
Thru:	2019	116	99999	999	99	999	9999	999

Date: 8/5/2019
Time: 11:21 am

Fnd	Account/Description	Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
116	55710 Sanitation Management	2,582,517.00	160,185.29	160,185.29	0.00	2,422,331.71	93.80%
		$ 2,582,517.00	**$ 160,185.29**	**$ 160,185.29**	**$ 0.00**	**$ 2,422,331.71**	**93.80%**

Return to Committee Cover

HAMBLEN COUNTY ACCOUNTS & BUDGETS
HIGHWAY FUND (131)
EXPENDITURE REPORT
REPORT DATE: 07/31/2019

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2019	131	50000	000	00	000	0000	000
Thru:	2019	131	99999	999	99	999	9999	999

Page: 1
Date: 8/5/2019
Time: 11:22 am

Fnd	Account/Description		Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
131	61000	Administration	437,983.00	92,257.95	92,257.95	300.00	345,425.05	78.87%
131	62000	Highway And Bridge Maintenance	1,485,861.00	66,905.51	66,905.51	37,400.00	1,381,555.49	92.98%
131	63100	Operation And Maintenance Of Equipment	331,126.00	11,263.72	11,263.72	2,325.00	317,537.28	95.90%
131	66000	Employee Benefits	28,725.00	14,840.00	14,840.00	0.00	13,885.00	48.34%
131	68000	Capital Outlay	894,000.00	0.00	0.00	144,326.00	749,674.00	83.86%
			$ 3,177,695.00	**$ 185,267.18**	**$ 185,267.18**	**$ 184,351.00**	**$ 2,808,076.82**	**88.37%**

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
51100	312	Contracts With Private Agencies	2019-07-25	1010265001	Smith, Jerry Allen			100.00
51100	320	Dues And Memberships	2019-07-11	1010264836	TN County Commissioners Association			1,800.00
51100	320	Dues And Memberships	2019-07-11	1010264837	TN County Services Association			2,444.00
51100	435	Office Supplies	2019-07-25	1010264987	Evans Office Supply Co			0.00
51100	599	Other Charges	2019-07-11	1010264794	Citizen Tribune			95.69
51100	599	Other Charges	2019-07-25	1010265022	Suntrust Bankcard, NA			35.00
51100	**.....**	**County Commission**				**Total:**	**6**	**4,474.69**
51300	307	Communication	2019-07-02	1010264758	Century Link/Business Services			35.65
51300	307	Communication	2019-07-02	1010264780	Verizon Wireless			76.08
51300	307	Communication	2019-07-11	1010264783	AT&T			90.00
51300	320	Dues And Memberships	2019-07-11	1010264782	Association Of County Mayors			1,800.00
51300	355	Travel	2019-07-11	1010264787	Brittain, William H			125.96
51300	355	Travel	2019-07-11	1010264803	Fuelman			4.47
51300	355	Travel	2019-07-18	1010264889	TN County Services Association			500.00
51300	355	Travel	2019-07-25	1010264976	Association Of County Mayors			135.00
51300	599	Other Charges	2019-07-11	1010264794	Citizen Tribune			1,451.19
51300	599	Other Charges	2019-07-11	1010264800	English Mountain Spring Water			0.00
51300	**.....**	**County Mayor/Executive**				**Total:**	**10**	**4,218.35**
51400	331	Legal Services	2019-07-11	1010264791	Capps, Cantwell, Capps & Byrd			1,150.25
51400	**.....**	**County Attorney**				**Total:**	**1**	**1,150.25**
51500	307	Communication	2019-07-02	1010264758	Century Link/Business Services			3.44
51500	307	Communication	2019-07-11	1010264783	AT&T			20.47
51500	351	Rentals	2019-07-11	1010264790	Canon Solutions America, Inc			0.00
51500	355	Travel	2019-07-25	1010265023	Suntrust Bankcard, NA			-219.16
51500	435	Office Supplies	2019-07-11	1010264800	English Mountain Spring Water			0.00
51500	435	Office Supplies	2019-07-25	1010264987	Evans Office Supply Co			282.28
51500	**.....**	**Election Commission**				**Total:**	**6**	**87.03**
51600	307	Communication	2019-07-02	1010264758	Century Link/Business Services			2.45
51600	320	Dues And Memberships	2019-07-25	1010264984	County Officials Association			698.00
51600	320	Dues And Memberships	2019-07-25	1010264986	East Tn Register's Association			25.00
51600	320	Dues And Memberships	2019-07-25	1010265011	Tn Registers Association			135.00
51600	348	Postal Charges	2019-07-25	1010265016	United States Postal Service			268.00
51600	435	Office Supplies	2019-07-25	1010265020	Walmart Community BRC			0.00
51600	709	Data Processing Equipment	2019-07-11	1010264789	Business Information Systems			1,128.40
51600	**.....**	**Register Of Deeds**				**Total:**	**7**	**2,256.85**
51720	307	Communication	2019-07-02	1010264758	Century Link/Business Services			6.34
51720	307	Communication	2019-07-02	1010264780	Verizon Wireless			112.10
51720	338	Maintenance And Repair Services - Vehicles	2019-07-25	1010265015	Ultimate Shine 3 Minute Express Car Wash			0.00

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
51720	351	Rentals	2019-07-11	1010264790	Canon Solutions America, Inc			0.00
51720	425	Gasoline	2019-07-11	1010264803	Fuelman			0.00
51720	435	Office Supplies	2019-07-11	1010264845	Whitaker, Tina R			100.00
51720	524	In Service/Staff Development	2019-07-02	1010264779	University Of Tennessee			225.00
51720	.....	**Planning**				**Total:**	**7**	**443.44**
51750	331	Legal Services	2019-07-11	1010264791	Capps, Cantwell, Capps & Byrd			525.00
51750	399	Other Contracted Services	2019-07-02	1010264765	McKinney, Thomas David			1,950.00
51750	399	Other Contracted Services	2019-07-25	1010264993	McKinney, Thomas David			1,000.00
51750	.....	**Codes Compliance**				**Total:**	**3**	**3,475.00**
51760	309	Contracts With Government Agencies	2019-07-18	1010264852	City of Morristown			6,888.86
51760	.....	**Geographical Information Systems**				**Total:**	**1**	**6,888.86**
51810	307	Communication	2019-07-02	1010264780	Verizon Wireless			292.06
51810	307	Communication	2019-07-11	1010264783	AT&T			857.37
51810	307	Communication	2019-07-11	1010264784	AT&T			630.21
51810	335	Maintenance And Repair Service - Buildings	2019-07-11	1010264814	Lowe's			0.00
51810	335	Maintenance And Repair Service - Buildings	2019-07-11	1010264824	Nies' Mechanical, LLC			0.00
51810	335	Maintenance And Repair Service - Buildings	2019-07-25	1010264980	Bill Parker's Carpet Service			0.00
51810	336	Maintenance And Repair Services - Equipment	2019-07-11	1010264822	NAPA Auto Parts Of Morristown			0.00
51810	336	Maintenance And Repair Services - Equipment	2019-07-25	1010264987	Evans Office Supply Co			189.00
51810	338	Maintenance And Repair Services - Vehicles	2019-07-25	1010265015	Ultimate Shine 3 Minute Express Car Wash			0.00
51810	399	Other Contracted Services	2019-07-11	1010264800	English Mountain Spring Water			0.00
51810	410	Custodial Supplies	2019-07-11	1010264840	Unifirst			0.00
51810	415	Electricity	2019-07-25	1010264994	Morristown Utilities			30,430.00
51810	425	Gasoline	2019-07-11	1010264803	Fuelman			0.00
51810	434	Natural Gas	2019-07-18	1010264849	Atmos Energy			1,017.78
51810	451	Uniforms	2019-07-11	1010264840	Unifirst			0.00
51810	.....	**Other Facilities**				**Total:**	**15**	**33,416.42**
51910	351	Rentals	2019-07-11	1010264790	Canon Solutions America, Inc			0.00
51910	.....	**Preservation Of Records**				**Total:**	**1**	**0.00**
52100	435	Office Supplies	2019-07-25	1010264987	Evans Office Supply Co			1,032.40
52100	435	Office Supplies	2019-07-25	1010265023	Suntrust Bankcard, NA			0.00
52100	524	In Service/Staff Development	2019-07-25	1010265023	Suntrust Bankcard, NA			0.00
52100	.....	**Accounting And Budgeting**				**Total:**	**3**	**1,032.40**
52200	302	Advertising	2019-07-11	1010264794	Citizen Tribune			346.85
52200	.....	**Purchasing**				**Total:**	**1**	**346.85**
52300	307	Communication	2019-07-02	1010264758	Century Link/Business Services			2.01

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
52300	338	Maintenance And Repair Services - Vehicles	2019-07-25	1010265015	Ultimate Shine 3 Minute Express Car Wash			0.00
52300	425	Gasoline	2019-07-11	1010264803	Fuelman			0.00
52300	435	Office Supplies	2019-07-11	1010264800	English Mountain Spring Water			0.00
52300	435	Office Supplies	2019-07-25	1010264987	Evans Office Supply Co			0.00
52300	.....	**Property Assessor's Office**				**Total:**	**5**	**2.01**
52400	307	Communication	2019-07-02	1010264758	Century Link/Business Services			0.10
52400	351	Rentals	2019-07-11	1010264790	Canon Solutions America, Inc			0.00
52400	435	Office Supplies	2019-07-11	1010264800	English Mountain Spring Water			0.00
52400	719	Office Equipment	2019-07-25	1010265006	Tab Office Environment			2,000.00
52400	.....	**County Trustee's Office**				**Total:**	**4**	**2,000.10**
52500	307	Communication	2019-07-02	1010264758	Century Link/Business Services			6.12
52500	307	Communication	2019-07-02	1010264780	Verizon Wireless			97.88
52500	307	Communication	2019-07-11	1010264783	AT&T			40.94
52500	351	Rentals	2019-07-11	1010264790	Canon Solutions America, Inc			0.00
52500	435	Office Supplies	2019-07-11	1010264800	English Mountain Spring Water			0.00
52500	435	Office Supplies	2019-07-25	1010264987	Evans Office Supply Co			679.15
52500	435	Office Supplies	2019-07-25	1010265021	Suntrust Bankcard, NA			0.00
52500	709	Data Processing Equipment	2019-07-25	1010265006	Tab Office Environment			3,000.00
52500	.....	**County Clerk's Office**				**Total:**	**8**	**3,824.09**
52600	307	Communication	2019-07-02	1010264780	Verizon Wireless			24.00
52600	312	Contracts With Private Agencies	2019-07-18	1010264882	MUS Fibernet			12.00
52600	312	Contracts With Private Agencies	2019-07-25	1010264998	MUS Fibernet			279.90
52600	317	Data Processing Services	2019-07-25	1010264998	MUS Fibernet			437.85
52600	709	Data Processing Equipment	2019-07-11	1010264814	Lowe's			0.00
52600	709	Data Processing Equipment	2019-07-25	1010265023	Suntrust Bankcard, NA			824.70
52600	.....	**Data Processing**				**Total:**	**6**	**1,578.45**
52900	307	Communication	2019-07-02	1010264758	Century Link/Business Services			0.58
52900	307	Communication	2019-07-11	1010264783	AT&T			403.39
52900	317	Data Processing Services	2019-07-11	1010264820	MUS Fibernet			0.00
52900	335	Maintenance And Repair Service - Buildings	2019-07-25	1010264989	Fish Window Cleaning			0.00
52900	351	Rentals	2019-07-11	1010264844	Waste Industries/102 Tidiwaste			0.00
52900	415	Electricity	2019-07-11	1010264819	Morristown Utilities			643.00
52900	435	Office Supplies	2019-07-11	1010264800	English Mountain Spring Water			0.00
52900	.....	**Other Finance**				**Total:**	**7**	**1,046.97**
53100	194	Jury And Witness Expense	2019-07-18	1010264857	Davy Crockett Restaurant			190.61
53100	194	Jury And Witness Expense	2019-07-18	1010264895	Andrews, Jennifer Louise			20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264896	Andrews, Keith Johnson			20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264897	Austin, Karla Meyers			20.00

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description	Amount Paid
53100	194	Jury And Witness Expense	2019-07-18	1010264898	Barnes, Michelle Lee	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264899	Bell, Julia Ann	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264900	Bingham, Thomas Edgar	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264901	Booth, Stephanie Annette	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264902	Bowers, Charles Lynn	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264903	Bragg, Dexter Freddie	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264904	Brooks, Charlene Goins	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264905	Burchfield, Danny Alden	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264906	Byrd, Ronald Wayne	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264907	Calfee, Christopher Douglas	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264908	Cervantes, Patricia	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264909	Collins, Amy Lynn	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264910	Cronberg, Kathleen Panger	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264911	Dabbs, Angela Leann	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264912	Dalton, Tammy Marie	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264913	Daniels, David Lee	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264914	Duncan, Frank Cecil	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264915	Eden, Deanna Rose	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264916	Frazier, Susan Frady	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264917	Giddish, Marilyn Waldie	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264918	Gillispie, Mark Alan	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264919	Goins, Leslie Ann	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264920	Goins, Lisa Bales	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264921	Green, Evonne Surber	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264922	Green, James Patrick	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264923	Greene, David George	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264924	Hale, William Tuttle	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264925	Haney, Rachel Lynn	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264926	Harrison, T Clint	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264927	Hayes, Alice Wray	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264928	Hopkins, Kelly Jane	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264929	Jett, Jeanine Stutts	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264930	Johnson, Christopher Scott	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264931	Keaton, Desiree H	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264932	King, Deborah Lee	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264933	Kyle, Bettie Long	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264934	Lovin, Phillip Jason	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264935	Martinez, Juanita Joyce	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264936	McBee, April Dawn	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264937	McCauley, Kimberly Ann	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264938	McFall, Jaron Mooda	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264939	McKinney, Mary Collins	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264940	McPherson, Martha	20.00

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description	Amount Paid
53100	194	Jury And Witness Expense	2019-07-18	1010264941	Mercado, Jose Manuel	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264942	Montgomery, Megan	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264943	Moore, Lola Jane	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264944	MOORE, SAM	25.00
53100	194	Jury And Witness Expense	2019-07-18	1010264945	Morgan, Michele Leone	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264946	Moses, Douglas W	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264947	Muscari, Paul Vincent	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264948	Painter, Melinda Elizabeth	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264949	Powell, Carl Joseph	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264950	Price, Tonya Nicole	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264951	Raber, Michael William	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264952	Reed, Susan Jean	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264953	Regenold, Jeri Jean	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264954	Rice, Brad Elliott	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264955	Roach, Douglas Fain	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264956	Roark, Robin Eugenia	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264957	Roberts, Jeffery Scott	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264958	Rorie, Ronald N	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264959	Rucker, Dorothy Collins	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264960	Sandefur, Sharon Renae	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264961	Scott, Ronnie Buckner	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264962	Shepard, Clifford George	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264963	Simmons, Lucas Tylar	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264964	Sizemore, Peggy Angela	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264965	Sloan, Tyler Shane	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264966	Smith, David Bryan	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264967	Snyder, Gregory Scott	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264968	SPOONE, DIANE S	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264969	Stapleton, Stacy Elizabeth	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264970	Thornton, William	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264971	Warren, Jacob Bradly	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264972	Weidman, Ellen Jean	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264973	Whetsel, Ray Michael	20.00
53100	194	Jury And Witness Expense	2019-07-18	1010264974	Wisniewski, Paul David	20.00
53100	307	Communication	2019-07-02	1010264758	Century Link/Business Services	13.95
53100	307	Communication	2019-07-02	1010264780	Verizon Wireless	61.05
53100	307	Communication	2019-07-11	1010264783	AT&T	40.94
53100	320	Dues And Memberships	2019-07-11	1010264796	County Officials Association	698.00
53100	320	Dues And Memberships	2019-07-25	1010264985	East Tn Court Clerks Association	40.00
53100	334	Maintenance Agreements	2019-07-25	1010264992	Local Government Corporation	40,182.00
53100	349	Printing, Stationery And Forms	2019-07-02	1010264770	R Chatfield Co, Inc	0.00
53100	349	Printing, Stationery And Forms	2019-07-25	1010265000	Shred-It	0.00
53100	351	Rentals	2019-07-11	1010264790	Canon Solutions America, Inc	0.00

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
53100	399	Other Contracted Services	2019-07-02	1010264757	Burgin, Larry			218.00
53100	399	Other Contracted Services	2019-07-18	1010264856	Davis, Donald R			480.00
53100	435	Office Supplies	2019-07-02	1010264770	R Chatfield Co, Inc			0.00
53100	435	Office Supplies	2019-07-25	1010264987	Evans Office Supply Co			164.95
53100	.....	**Circuit Court**				**Total:**	**94**	**43,694.50**
53300	307	Communication	2019-07-02	1010264758	Century Link/Business Services			3.74
53300	307	Communication	2019-07-11	1010264783	AT&T			20.47
53300	399	Other Contracted Services	2019-07-11	1010264814	Lowe's			0.00
53300	435	Office Supplies	2019-07-11	1010264800	English Mountain Spring Water			0.00
53300	.....	**General Sessions Court**				**Total:**	**4**	**24.21**
53330	307	Communication	2019-07-02	1010264780	Verizon Wireless			204.20
53330	307	Communication	2019-07-11	1010264783	AT&T			40.94
53330	322	Evaluation And Testing	2019-07-11	1010264808	Intrinsic Interventions Inc.			0.00
53330	322	Evaluation And Testing	2019-07-11	1010264815	Medtox Laboratories Inc			0.00
53330	338	Maintenance And Repair Services - Vehicles	2019-07-02	1010264767	Orbom, Mark			0.00
53330	351	Rentals	2019-07-11	1010264790	Canon Solutions America, Inc			0.00
53330	435	Office Supplies	2019-07-02	1010264760	Correctional Counseling, Inc			0.00
53330	435	Office Supplies	2019-07-11	1010264800	English Mountain Spring Water			0.00
53330	499	Other Supplies And Materials	2019-07-25	1010265020	Walmart Community BRC			0.00
53330	.....	**Drug Court**				**Total:**	**9**	**245.14**
53400	307	Communication	2019-07-02	1010264758	Century Link/Business Services			6.67
53400	307	Communication	2019-07-11	1010264783	AT&T			20.47
53400	334	Maintenance Agreements	2019-07-25	1010264992	Local Government Corporation			16,769.00
53400	334	Maintenance Agreements	2019-07-25	1010265003	Sturgis Web Services			1,050.00
53400	351	Rentals	2019-07-11	1010264790	Canon Solutions America, Inc			0.00
53400	435	Office Supplies	2019-07-11	1010264800	English Mountain Spring Water			0.00
53400	524	In Service/Staff Development	2019-07-25	1010264985	East Tn Court Clerks Association			100.00
53400	.....	**Chancery Court**				**Total:**	**7**	**17,946.14**
53500	307	Communication	2019-07-02	1010264758	Century Link/Business Services			1.91
53500	307	Communication	2019-07-02	1010264780	Verizon Wireless			42.86
53500	309	Contracts With Government Agencies	2019-07-25	1010264999	Richard L Bean Juvenile Srv			1,295.00
53500	351	Rentals	2019-07-11	1010264790	Canon Solutions America, Inc			0.00
53500	422	Food Supplies	2019-07-11	1010264800	English Mountain Spring Water			0.00
53500	425	Gasoline	2019-07-11	1010264803	Fuelman			0.00
53500	.....	**Juvenile Court**				**Total:**	**6**	**1,339.77**
53920	355	Travel	2019-07-18	1010264886	Suntrust Bankcard, NA			0.00
53920	451	Uniforms	2019-07-25	1010265013	TruBlu Tactical Police Supply			0.00

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
53920	.....	**Courtroom Security**				**Total:**	**2**	**0.00**
54110	307	Communication	2019-07-02	1010264758	Century Link/Business Services			76.96
54110	307	Communication	2019-07-02	1010264780	Verizon Wireless			1,496.00
54110	307	Communication	2019-07-11	1010264783	AT&T			102.35
54110	307	Communication	2019-07-25	1010265018	Verizon Wireless			1,818.56
54110	338	Maintenance And Repair Services - Vehicles	2019-07-11	1010264818	Morristown Chevrolet			0.00
54110	338	Maintenance And Repair Services - Vehicles	2019-07-18	1010264872	Kings Collision			0.00
54110	338	Maintenance And Repair Services - Vehicles	2019-07-25	1010265004	Synergy Auto Wash			0.00
54110	338	Maintenance And Repair Services - Vehicles	2019-07-25	1010265015	Ultimate Shine 3 Minute Express Car Wash			0.00
54110	348	Postal Charges	2019-07-11	1010264801	Federal Express			0.00
54110	351	Rentals	2019-07-11	1010264790	Canon Solutions America, Inc			0.00
54110	351	Rentals	2019-07-25	1010265005	T.E.G. Enterprises			65.00
54110	353	Towing Services	2019-07-11	1010264833	Tipton, Ronald			0.00
54110	355	Travel	2019-07-02	1010264761	Dolan, Jennifer Jolynn			82.50
54110	355	Travel	2019-07-02	1010264762	Henry, Terry Joseph			82.50
54110	355	Travel	2019-07-11	1010264788	Bullington, Melissa A			247.50
54110	355	Travel	2019-07-11	1010264817	Moore, Andrea P			247.50
54110	355	Travel	2019-07-18	1010264855	Cribley, David M			396.50
54110	355	Travel	2019-07-18	1010264865	Hefner, Harold Eddie			396.50
54110	355	Travel	2019-07-18	1010264870	Ingram, Eddie			396.50
54110	355	Travel	2019-07-18	1010264880	Mullins, Chad A			396.50
54110	355	Travel	2019-07-18	1010264881	Mullins, Jimmy			396.50
54110	355	Travel	2019-07-18	1010264886	Suntrust Bankcard, NA			0.00
54110	355	Travel	2019-07-25	1010264997	Muffler & Auto Center, Inc			170.00
54110	399	Other Contracted Services	2019-07-02	1010264777	Transunion Risk & Alternative			0.00
54110	425	Gasoline	2019-07-11	1010264802	Fuelman			0.00
54110	433	Lubricants	2019-07-25	1010264988	Farris Jeep Ram Chrysler Dodge			0.00
54110	435	Office Supplies	2019-07-25	1010264987	Evans Office Supply Co			584.36
54110	450	Tires And Tubes	2019-07-02	1010264769	Porter's Tire Store			0.00
54110	524	In Service/Staff Development	2019-07-11	1010264839	TN Sheriffs' Association, Inc			100.00
54110	524	In Service/Staff Development	2019-07-18	1010264890	TN Law Enforcement Training Academy			920.00
54110	524	In Service/Staff Development	2019-07-02	1010264975	Institute Of Police Technology & Management			3,975.00
54110	524	In Service/Staff Development	2019-07-25	1010265009	Tibrs User Group			210.00
54110	599	Other Charges	2019-07-11	1010264800	English Mountain Spring Water			0.00
54110	599	Other Charges	2019-07-11	1010264827	Shred-It			0.00
54110	.....	**Sheriff's Department**				**Total:**	**34**	**12,160.73**
54160	309	Contracts With Government Agencies	2019-07-11	1010264835	TN Bureau Of Investigation			100.00
54160	334	Maintenance Agreements	2019-07-18	1010264869	Imaging Technology Consulting			425.00
54160	.....	**Administration Of The Sexual Offender Registry**				**Total:**	**2**	**525.00**
54210	322	Evaluation And Testing	2019-07-18	1010264851	Charlton S. Stanley			0.00

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description	Amount Paid
54210	322	Evaluation And Testing	2019-07-25	1010264982	Charlton S. Stanley	125.00
54210	335	Maintenance And Repair Service - Buildings	2019-07-02	1010264759	City Electric Supply	0.00
54210	335	Maintenance And Repair Service - Buildings	2019-07-02	1010264771	Relief Septic Service	0.00
54210	335	Maintenance And Repair Service - Buildings	2019-07-02	1010264774	Starr Equipment Company Inc	0.00
54210	335	Maintenance And Repair Service - Buildings	2019-07-11	1010264814	Lowe's	0.00
54210	335	Maintenance And Repair Service - Buildings	2019-07-11	1010264834	TMS - Marlin	0.00
54210	335	Maintenance And Repair Service - Buildings	2019-07-25	1010265005	T.E.G. Enterprises	170.00
54210	336	Maintenance And Repair Services - Equipment	2019-07-18	1010264846	American Detention	1,573.40
54210	336	Maintenance And Repair Services - Equipment	2019-07-25	1010265017	Valley Proteins, Inc	0.00
54210	340	Medical And Dental Services	2019-07-11	1010264841	University Of TN Medical Center	4,810.18
54210	340	Medical And Dental Services	2019-07-18	1010264847	American Esoteric Laboratories	2,298.65
54210	340	Medical And Dental Services	2019-07-18	1010264853	Covenant Health	638.24
54210	340	Medical And Dental Services	2019-07-18	1010264854	Covenant Medical Group, Inc.	117.00
54210	340	Medical And Dental Services	2019-07-18	1010264858	East Tennessee Pathology Pplc	494.20
54210	340	Medical And Dental Services	2019-07-18	1010264859	East TN Spine & Orthopaedic Specialists	931.40
54210	340	Medical And Dental Services	2019-07-18	1010264860	Emergency Coverage Corporation	316.78
54210	340	Medical And Dental Services	2019-07-18	1010264861	Hamblen Anesthesia	760.50
54210	340	Medical And Dental Services	2019-07-18	1010264864	Healthstar Physicians, Inc	483.75
54210	340	Medical And Dental Services	2019-07-18	1010264866	High Risk Obstetrical Consultants, PLLC	438.75
54210	340	Medical And Dental Services	2019-07-18	1010264868	Hyde Eyecare Associates	98.71
54210	340	Medical And Dental Services	2019-07-18	1010264873	Knoxville Oral & Maxillofacial Surgery	79.20
54210	340	Medical And Dental Services	2019-07-18	1010264874	Laboratory Corporation Of Amer	2,509.60
54210	340	Medical And Dental Services	2019-07-18	1010264875	Lakeway Regional Anesthesia Services PLLC	212.80
54210	340	Medical And Dental Services	2019-07-18	1010264877	Mobile Images Acquisition LLC	6,285.00
54210	340	Medical And Dental Services	2019-07-18	1010264879	Morristown-Hamblen Hospital	10,582.46
54210	340	Medical And Dental Services	2019-07-18	1010264883	Ortho Tennessee	53.60
54210	340	Medical And Dental Services	2019-07-18	1010264887	Tennessee Cancer Specialists, PLLC	140.34
54210	340	Medical And Dental Services	2019-07-18	1010264891	University Anesthesiologists	600.00
54210	340	Medical And Dental Services	2019-07-18	1010264892	University General Surgeons, PC	340.00
54210	340	Medical And Dental Services	2019-07-18	1010264893	University Radiology	898.10
54210	340	Medical And Dental Services	2019-07-18	1010264894	Wellmont Cardiology Services	168.00
54210	340	Medical And Dental Services	2019-07-25	1010265002	Southern Health Partners	0.00
54210	340	Medical And Dental Services	2019-07-25	1010265007	TDMHSAS	800.00
54210	351	Rentals	2019-07-11	1010264790	Canon Solutions America, Inc	0.00
54210	410	Custodial Supplies	2019-07-02	1010264764	Kelsan Inc	0.00
54210	410	Custodial Supplies	2019-07-11	1010264844	Waste Industries/102 Tidiwaste	0.00
54210	413	Drugs And Medical Supplies	2019-07-25	1010265002	Southern Health Partners	12,344.56
54210	422	Food Supplies	2019-07-02	1010264778	Trinity Services Group, Inc.	0.00
54210	422	Food Supplies	2019-07-25	1010265020	Walmart Community BRC	8.38
54210	435	Office Supplies	2019-07-25	1010264987	Evans Office Supply Co	962.82
54210	441	Prisoners Clothing	2019-07-25	1010264981	Bob Barker Company, Inc	3,635.84
54210	524	In Service/Staff Development	2019-07-18	1010264888	TN Corrections Institute	400.00
54210	524	In Service/Staff Development	2019-07-25	1010265010	Tn Gang Investigators Assn	350.00

Return to Committee Cover

Fund: 101 General Fund #(101)

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
54210	599	Other Charges	2019-07-11	1010264827	Shred-It			0.00
54210	599	Other Charges	2019-07-25	1010264981	Bob Barker Company, Inc			1,566.77
54210	710	Food Service Equipment	2019-07-25	1010264981	Bob Barker Company, Inc			478.20
54210	716	Law Enforcement Equipment	2019-07-25	1010264981	Bob Barker Company, Inc			146.88
54210	790	Other Equipment	2019-07-25	1010264981	Bob Barker Company, Inc			1,945.50
54210	.....	**Jail**				**Total:**	**49**	**57,764.61**
54250	307	Communication	2019-07-02	1010264758	Century Link/Business Services			8.01
54250	307	Communication	2019-07-02	1010264780	Verizon Wireless			86.80
54250	338	Maintenance And Repair Services - Vehicles	2019-07-11	1010264822	NAPA Auto Parts Of Morristown			0.00
54250	399	Other Contracted Services	2019-07-18	1010264884	Stepping Out Ministries			270.00
54250	425	Gasoline	2019-07-11	1010264803	Fuelman			0.00
54250	463	Testing	2019-07-25	1010265023	Suntrust Bankcard, NA			0.00
54250	499	Other Supplies And Materials	2019-07-25	1010265021	Suntrust Bankcard, NA			0.00
54250	.....	**Work Release Program**				**Total:**	**7**	**364.81**
54410	307	Communication	2019-07-11	1010264786	Bell, Chris E			56.00
54410	322	Evaluation And Testing	2019-07-11	1010264798	Emergency Management Association of Tennesse			4.50
54410	338	Maintenance And Repair Services - Vehicles	2019-07-25	1010265004	Synergy Auto Wash			0.00
54410	425	Gasoline	2019-07-11	1010264803	Fuelman			0.00
54410	599	Other Charges	2019-07-02	1010264780	Verizon Wireless			34.00
54410	708	Communication Equipment	2019-07-25	1010265021	Suntrust Bankcard, NA			0.00
54410	.....	**Civil Defense**				**Total:**	**6**	**94.50**
54490	316	Contributions	2019-07-25	1010264990	Hamblen County E.C.D. / 911			47,283.25
54490	.....	**Other Emergency Management**				**Total:**	**1**	**47,283.25**
54610	312	Contracts With Private Agencies	2019-07-11	1010264804	Giles, Todd E			160.00
54610	312	Contracts With Private Agencies	2019-07-11	1010264807	Holt, Jeffrey E.			160.00
54610	312	Contracts With Private Agencies	2019-07-11	1010264811	Knox County Medical Examiner			7,279.56
54610	312	Contracts With Private Agencies	2019-07-11	1010264826	Peoples, Jimmy W			200.00
54610	312	Contracts With Private Agencies	2019-07-11	1010264829	Stetzer Funeral Home			400.00
54610	312	Contracts With Private Agencies	2019-07-11	1010264831	Thompson, Claude, JR			280.00
54610	312	Contracts With Private Agencies	2019-07-11	1010264832	Thompson, Tom C, MD			0.00
54610	312	Contracts With Private Agencies	2019-07-18	1010264867	Horn, Lindsey E			36.00
54610	312	Contracts With Private Agencies	2019-07-25	1010264978	Axis Forensic Toxicology, Inc.			320.00
54610	399	Other Contracted Services	2019-07-11	1010264797	Davis, Eddie			0.00
54610	.....	**County Coroner/Medical Examiner**				**Total:**	**10**	**8,835.56**
55110	309	Contracts With Government Agencies	2019-07-02	1010264758	Century Link/Business Services			59.96
55110	309	Contracts With Government Agencies	2019-07-11	1010264783	AT&T			260.03
55110	309	Contracts With Government Agencies	2019-07-11	1010264790	Canon Solutions America, Inc			17.76
55110	309	Contracts With Government Agencies	2019-07-11	1010264799	English Mountain Coffee			249.80

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
55110	309	Contracts With Government Agencies	2019-07-18	1010264850	Bromberg, Wayne			250.00
55110	309	Contracts With Government Agencies	2019-07-18	1010264882	MUS Fibernet			12.00
55110	309	Contracts With Government Agencies	2019-07-18	1010264885	Strate Insurance Group			188.00
55110	309	Contracts With Government Agencies	2019-07-25	1010264977	Atmos Energy			75.87
55110	309	Contracts With Government Agencies	2019-07-25	1010264994	Morristown Utilities			2,169.00
55110	309	Contracts With Government Agencies	2019-07-25	1010265020	Walmart Community BRC			145.16
55110	355	Travel	2019-07-11	1010264785	Becerra, Michele L			72.85
55110	355	Travel	2019-07-11	1010264816	Miller, Myra G.			12.69
55110	355	Travel	2019-07-11	1010264821	Myers, Sharon			43.24
55110	355	Travel	2019-07-11	1010264828	Smith, Kim			116.09
55110	399	Other Contracted Services	2019-07-11	1010264812	Lamar Companies			0.00
55110	399	Other Contracted Services	2019-07-18	1010264876	Lamar Companies			750.00
55110	399	Other Contracted Services	2019-07-18	1010264878	Morristown Signs, Inc			144.00
55110	.....	**Local Health Center**				**Total:**	**17**	**4,566.45**
55120	316	Contributions	2019-07-25	1010264995	Morristown-Hamblen Humane Soc			12,500.00
55120	.....	**Rabies And Animal Control**				**Total:**	**1**	**12,500.00**
56500	316	Contributions	2019-07-25	1010264996	Morristown-Hamblen Library			73,375.00
56500	.....	**Libraries**				**Total:**	**1**	**73,375.00**
56700	307	Communication	2019-07-02	1010264780	Verizon Wireless			51.05
56700	307	Communication	2019-07-11	1010264820	MUS Fibernet			124.01
56700	336	Maintenance And Repair Services - Equipment	2019-07-11	1010264813	Lane Sales Power Equipment			0.00
56700	336	Maintenance And Repair Services - Equipment	2019-07-18	1010264871	Johns-Heck Plumbing Company			917.04
56700	410	Custodial Supplies	2019-07-11	1010264844	Waste Industries/102 Tidiwaste			0.00
56700	412	Diesel Fuel	2019-07-25	1010265019	Voyager Fleet Systems Inc			0.00
56700	415	Electricity	2019-07-11	1010264819	Morristown Utilities			3,139.00
56700	415	Electricity	2019-07-18	1010264848	Appalachian Electric Co-Op			23.22
56700	425	Gasoline	2019-07-25	1010265019	Voyager Fleet Systems Inc			87.01
56700	454	Water And Sewer	2019-07-11	1010264819	Morristown Utilities			3,044.00
56700	499	Other Supplies And Materials	2019-07-11	1010264814	Lowe's			0.00
56700	506	Liability Insurance	2019-07-18	1010264885	Strate Insurance Group			647.00
56700	506	Liability Insurance	2019-07-25	1010265008	Tennessee Risk Management Trust			6,983.00
56700	513	Worker's Compensation Insurance	2019-07-25	1010265008	Tennessee Risk Management Trust			2,525.00
56700	599	Other Charges	2019-07-11	1010264800	English Mountain Spring Water			0.00
56700	.....	**Parks And Fair Boards**				**Total:**	**15**	**17,540.33**
56900	309	Contracts With Government Agencies	2019-07-25	1010264991	Keep M'town Hamblen Beautiful			12,975.02
56900	316	Contributions	2019-07-02	1010264775	Sylvania Lighting Solutions			0.00
56900	.....	**Other Social, Cultural And Recreational**				**Total:**	**2**	**12,975.02**
57100	140	Salary Supplements	2019-07-02	1010264776	The University Of TN Extension			0.00

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
57100	307	Communication	2019-07-02	1010264758	Century Link/Business Services			4.82
57100	435	Office Supplies	2019-07-25	1010264987	Evans Office Supply Co			0.00
57100	.....	**Agricultural Extension Service**				**Total:**	**3**	**4.82**
57800	399	Other Contracted Services	2019-07-11	1010264843	Vulcan Materials Company			0.00
57800	399	Other Contracted Services	2019-07-25	1010264979	Bewley Excavation			0.00
57800	.....	**Storm Water Management**				**Total:**	**2**	**0.00**
58110	399	Other Contracted Services	2019-07-02		Rossignol, Ayden			-100.00
58110	399	Other Contracted Services	2019-07-02	1010264766	Morales, Hugo			50.00
58110	399	Other Contracted Services	2019-07-02	1010264768	Osborne, Asyana			50.00
58110	399	Other Contracted Services	2019-07-02	1010264772	Rossignol, Alexea			50.00
58110	399	Other Contracted Services	2019-07-02	1010264773	Rossignol, Ayden			50.00
58110	399	Other Contracted Services	2019-07-11	1010264794	Citizen Tribune			2,883.00
58110	399	Other Contracted Services	2019-07-11	1010264805	Green, Michele			125.00
58110	399	Other Contracted Services	2019-07-11	1010264825	Overhome Septic Services LLC			0.00
58110	399	Other Contracted Services	2019-07-11	1010264842	Virginia Civil War Trails, Inc.			200.00
58110	399	Other Contracted Services	2019-07-25	1010265014	Turner, Eddie			152.96
58110	399	Other Contracted Services	2019-07-25	1010265022	Suntrust Bankcard, NA			37.50
58110	.....	**Tourism**				**Total:**	**11**	**3,498.46**
58300	307	Communication	2019-07-02	1010264758	Century Link/Business Services			9.27
58300	.....	**Veterans' Services**				**Total:**	**1**	**9.27**
58600	202	Handling Charges & Administrative Costs	2019-07-11	1010264830	TASC - Client Invoices			195.00
58600	299	Other Fringe Benefits	2019-07-18	1010264863	Hamblen County Government			175.00
58600	506	Liability Insurance	2019-07-25	1010265008	Tennessee Risk Management Trust			451,997.00
58600	513	Worker's Compensation Insurance	2019-07-25	1010265008	Tennessee Risk Management Trust			116,276.00
58600	515	Liability Claims	2019-07-25	1010265012	Travelers			5,950.00
58600	.....	**Employee Benefits**				**Total:**	**5**	**574,593.00**
					Total of checks for General Fund #(101)			**955,582.33**

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 116 Solid Waste/Sanitation Fund #(116)

ACCT	OBJ	NAME	DATE	Check Nbr	Description	Amount Paid
55710	299	Other Fringe Benefits	2019-07-18	1160023746	Hamblen County Government	37.50
55710	302	Advertising	2019-07-11	1160023734	Citizen Tribune	234.90
55710	336	Maintenance And Repair Services - Equipment	2019-07-11	1160023735	Clarke Power Services, Inc	0.00
55710	336	Maintenance And Repair Services - Equipment	2019-07-11	1160023736	D&J Hydraulic Service, Inc.	0.00
55710	336	Maintenance And Repair Services - Equipment	2019-07-11	1160023740	NAPA Auto Parts Of Morristown	0.00
55710	336	Maintenance And Repair Services - Equipment	2019-07-11	1160023742	Premier Truck Group	0.00
55710	336	Maintenance And Repair Services - Equipment	2019-07-11	1160023743	Triad Freightliner	0.00
55710	359	Disposal Fees	2019-07-11	1160023739	Hamblen County-Morristown Solid Waste	78,435.34
55710	412	Diesel Fuel	2019-07-11	1160023738	Fuelman	0.00
55710	425	Gasoline	2019-07-11	1160023738	Fuelman	0.00
55710	446	Small Tools	2019-07-11	1160023740	NAPA Auto Parts Of Morristown	0.00
55710	451	Uniforms	2019-07-18	1160023744	Cintas Corp., Loc. 207	0.00
55710	499	Other Supplies And Materials	2019-07-11	1160023737	Elliott Boots	0.00
55710	506	Liability Insurance	2019-07-25	1160023747	Tennessee Risk Management Trust	36,864.00
55710	513	Worker's Compensation Insurance	2019-07-25	1160023747	Tennessee Risk Management Trust	44,119.00
55710	**.....**	**Sanitation Management**			**Total: 15**	**159,690.74**
					Total of checks for Solid Waste/Sanitation Fund #(116)	**159,690.74**

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 131 Highway/Public Works Fund (#131)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
61000	307	Communication	2019-07-11	1313042434	AT&T			83.98
61000	307	Communication	2019-07-11	1313042447	Verizon Wireless			0.00
61000	415	Electricity	2019-07-25	1313042460	Holston Electric Cooperative			800.07
61000	435	Office Supplies	2019-07-25	1313042459	Evans Office Supply Co			0.00
61000	454	Water and Sewer	2019-07-18	1313042457	Morristown Utilities			74.00
61000	506	Liability Insurance	2019-07-25	1313042461	Tennessee Risk Management Trust			45,470.00
61000	511	Vehicle And Equipment Insurance	2019-07-25	1313042461	Tennessee Risk Management Trust			26,067.00
61000	599	Other Charges	2019-07-11	1313042439	Lowe's			0.00
61000	599	Other Charges	2019-07-18	1313042458	Suntrust Bankcard, NA			0.00
61000	.....	**Administration**				**Total:**	**9**	**72,495.05**
62000	351	Rentals	2019-07-11	1313042432	A-1 Equipment Rental			0.00
62000	404	Asphalt - Hot Mix	2019-07-11	1313042443	Newport Paving & Ready Mix			0.00
62000	404	Asphalt - Hot Mix	2019-07-18	1313042450	Apac Atlantic, Inc			0.00
62000	404	Asphalt - Hot Mix	2019-07-18	1313042451	Blalock & Sons Inc			4,610.58
62000	408	Concrete	2019-07-18	1313042453	Concrete Materials Inc / Apac			2,066.50
62000	409	Crushed Stone	2019-07-11	1313042448	Vulcan Materials Company			0.00
62000	440	Pipe - Metal	2019-07-11	1313042445	Superior Drainage Products,Inc			854.04
62000	451	Uniforms	2019-07-18	1313042452	Cintas Corp., Loc. 207			0.00
62000	.....	**Highway And Bridge Maintenance**				**Total:**	**8**	**7,531.12**
63100	412	Diesel Fuel	2019-07-11	1313042437	Fuelman			0.00
63100	412	Diesel Fuel	2019-07-11	1313042444	Pioneer Petroleum			0.00
63100	416	Equipment Parts - Heavy	2019-07-11	1313042438	Heavy Machines Inc			0.00
63100	416	Equipment Parts - Heavy	2019-07-11	1313042440	Maury County Equipment			0.00
63100	416	Equipment Parts - Heavy	2019-07-11	1313042441	NAPA Auto Parts Of Morristown			0.00
63100	416	Equipment Parts - Heavy	2019-07-11	1313042449	Worldwide Equip/Volunteervolvo			0.00
63100	416	Equipment Parts - Heavy	2019-07-18	1313042456	Moore's Tractor & Trailer			0.00
63100	424	Garage Supplies	2019-07-11	1313042433	American Welding & Gas Inc.			196.03
63100	425	Gasoline	2019-07-11	1313042435	BP			0.00
63100	425	Gasoline	2019-07-11	1313042437	Fuelman			0.00
63100	425	Gasoline	2019-07-18	1313042454	Ferrell, Terry D			13.56
63100	446	Small Tools	2019-07-11	1313042441	NAPA Auto Parts Of Morristown			0.00
63100	.....	**Operation And Maintenance Of Equipment**				**Total:**	**12**	**209.59**
66000	513	Worker's Compensation Insurance	2019-07-25	1313042461	Tennessee Risk Management Trust			14,840.00
66000	.....	**Employee Benefits**				**Total:**	**1**	**14,840.00**
68000	791	Other Construction	2019-07-11	1313042436	Brown Brothers Paving LLC			0.00
68000	.....	**Capital Outlay**				**Total:**	**1**	**0.00**
					Total of checks for Highway/Public Works Fund (#131)			**95,075.76**

Return to Committee Cover

Hamblen County, Tennessee Bid Tabulation

Bid Name: New, Commercial Grade, Zero-Turn Radius, 72" Diesel Lawn Mower (2019-07)

Department: Cherokee Park

Date Bids Opened: 08/06/2019 @ 2:00p.m.

Finance Committee Review: 8/22/2019

Co. Commission Review: 8/23/2019

Bid Advertisement:
- Citizen Tribune Newspaper - Public Notice
- Citizen Tribune Newspaper (online) - Public Notice
- Hamblen County Government Website
- Emailed 2 Approved Vendors

Vendors Bidding

Item Detail	Lane Sales Morristown, TN	Lane Sales Morrisown, TN	Richey Equipment White Pine, TN	Tri-County Power Jefferson City, TN
72" Zero-Turn Radius Diesel Lawn Mower	$13,900.00	$15,000.00	$13,900.00	$13,903.00
Brand	Toro Z-Master 7000 Series	Scag	Hustler	Kubota
Maintenance Agreement	NA	NA	NA	$650.00
Delivery Fee	$0.00	$0.00	$0.00	$0.00
Delivery Time	10 Days	10 Days	30 Days	14 Days
Exceptions taken?	No	No	No	No
Warranty	5-year/1,200 hours	2-year	2-year	2-year
Notes				
Total Cost:	**$13,900.00**	**$15,000.00**	**$13,900.00**	**$13,903.00**

Recommendation by Frank Parker for Award:	**Lane Sales - *Toro Bid Submission*; A) Meets all specifications, B) Lowest bid price that met specifications**

Return to Committee Cover

ELECTRONIC MONITORING INDIGENCY FUND

MEMORANDUM OF UNDERSTANDING

WHEREAS, based on Hamblen County, TN (Name of Local Government) "Local Government" participation in the Electronic Monitoring Indigency Fund ("EMIF") by resolution, the Department of Treasury ("Department") and the Local Government have agreed to enter into this memorandum of understanding ("MOU"). The EMIF shall be composed of two (2) accounts: an account used for the payment of eligible costs associated with the lease, purchase, installation, removal and maintenance of ignition interlock devices ("Ignition Interlock Account") and an account used for the payment of eligible costs associated with the use of transdermal monitoring devices, other alternative alcohol or drug monitoring devices, and global positioning monitoring devices ("Other Alternative Drug and Alcohol Monitoring Device Account").

I. PURPOSE

The purpose of this MOU is to outline the roles and responsibilities and the payment process for the Local Government costs associated with the Local Government's participation in the EMIF relative to eligible transdermal monitoring devices; other alternative drug and alcohol monitoring devices; and global positioning monitoring devices for its indigent defendants (collectively, "Device" or "Devices").

II. PAYMENT PROCESS

A. Through the Local Government's participation in the EMIF, it will pay fifty percent (50%) of the costs associated with Devices for its indigent defendants with the State of Tennessee ("State") paying the other fifty percent (50%), subject to the transfer of money from the Ignition Interlock Account to the Other Alternative Drug and Alcohol Monitoring Account as well as an appropriation by the State.

B. In obtaining money from the Local Government, the Department will bill the Local Government on a monthly basis by providing it with a statement of costs associated with Devices by either collecting the costs from the Local Government's Local Government Investment Pool Account ("LGIP") or a Local Government's designated bank account. The Local Government chooses the following payment option (check one):

- ○ A journal draft from the Local Government's LGIP account on a monthly basis for Device invoices. In order to utilize this option, the Local Government must deposit its full budgeted amount for participation in the EMIF with the Department in a lump sum within thirty (30) business days from the date the budgeted amount is approved. The Local Government's funds will be placed in a designated LGIP account and will earn interest at the applicable rates to the credit of the Local Government; or
- ○ ACH draft from a bank account designated by the Local Government in twelve (12) equal monthly installments.

C. The State may also obtain money from participating Local Governments for costs associated with Devices from the Local Government's state-shared taxes.

D. At the conclusion of any fiscal year, should the Local Government have a balance in either account option listed above in excess of its EMIF liabilities, the Local Government may opt to have the fund returned to the Local Government or roll the funds into the next fiscal year for participation in EMIF.

E. In the event that the Local Government fails to pay its liabilities as established in this MOU, the State may also obtain money from participating Local Governments for costs associated with Devices from the Local Government's state-shared taxes.

Return to Committee Cover

F. Should the Local Government not pay its fifty percent (50%) of costs associated with Devices, the State will cease paying its portion of the costs and the Department will not approve any claims or pay any invoices as of the date that the Local Government cannot pay its costs and until such time that the Local Government has sufficient funds available to pay its costs as provided in this MOU.

III. DURATION

This MOU will become effective upon signature by the authorized representatives for the Department and the Local Government and will remain in effect until modified or terminated upon the mutual agreement of the Department and Local Government. This MOU will be automatically terminated if the Local Government withdraws its participation from the EMIF for the payment of costs associated with Devices, and the Local Government pays outstanding liabilities to the EMIF in accordance with the terms of this MOU and applicable laws, rules, policies, procedures and guidance.

IV. SURVIVAL

The terms, provisions, representations, and warranties contained in this MOU which by their sense and context are intended to survive the performance and termination of this MOU, shall so survive the completion of performance and termination of this MOU.

V. CONTACT INFORMATION

Department of Treasury:
Brian Derrick, Director of Accounting
Tennessee Department of Treasury
502 Deaderick Street
Andrew Jackson Building, 14th Floor
Nashville, Tennessee 37243
(615)
Email: Brian.Derrick@tn.gov

Local Government:
Name/Title of Representative
Name of Local Government
Address
Telephone
Email

By: _____
David H. Lillard, Jr., State Treasurer
Date: _____

By: _____
(local government representative with authority to sign)
Date: August 22, 2019

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month July Year 2019

Fund #101 *DEPT:* **Other Social, Cultural and Recreational**

Account Number	Description	Increase	Increase
	INCREASE APPROPRIATIONS:		
56900.309	Contracts with Government Agencies	$ 98,587.00	
	INCREASE REVENUE		
46980	Other State Grants (Used Oil Recycling Grant)		$ 31,550.00
46980	Other State Grants (Construct Recycling Station at Landfill Grant)		59,799.00
46980	Other State Grants (Recycling Education Grant)		7,238.00

Brief Descriptions of issue:
To record the 3 Tennessee Department of Environmental and Conservation Grants awarded to Hamblen County to expand its recycling program and to transfer these funds to the appropriate expenditure account.

Signature: Anne Bryant Hurst
Title : Finance Director
Date: 8-7-2019

For Finance Department Only:
Reviewed by: _____
Budget Amendment: _____
Date: _____

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month July Year 2019

Fund #101 *DEPT:* **Sheriff's Department**

Account Number	Description	Increase	Increase
	INCREASE APPROPRIATIONS:		
54110.355	Travel	$ 200.00	
	INCREASE REVENUE		
44170	Miscellaneous Refunds		$ 200.00

Brief Descriptions of issue:

To record the deposit received from the Department of Education for the per-diem expenses of the School Resource Officers for conference expenses and transfer the funds into the Sheriff's department Travel account.

Signature: Debbie Hammond

Title : Executive Assistant

Date: 8-7-19

For Finance Department Only:
Reviewed by: _____

Budget Amendment: _____

Date: _____

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month July/August Year 2019

Fund #101 *DEPT:* **Health Department**

Account Number	Description	Increase	Increase
	INCREASE APPROPRIATIONS:		
55110.309	Contracts with Government Agencies	$1,500.00	
	INCREASE REVENUE		
46310	Health Department Programs		$ 1,500.00

Brief Descriptions of issue:
To record contributions received in support of the Incredible Baby Shower. The Incredible Baby Shower is a joint project between the Hamblen County Health Department and community partners.

Signature: Sherrie Montgomery
Title : PH County Director 3
Date: 8/7/19

For Finance Department Only:
Reviewed by: _____
Budget Amendment: _____
Date: _____

Return to Committee Cover

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SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month July Year 2019

Fund #101 *DEPT:* **Health Department**

Account Number	Description	Increase	Incr/Decr
	INCREASE APPROPRIATIONS:		
55110.162	Clerical Personnel	$21,143.00	
55110.201	Social Security	2,500.00	
55110.204	State Retirement	3,000.00	
55110.207	Medical Insurance	367.00	
55110.212	Employee Medicare	500.00	
55110.399	Other Contracted Services	5,000.00	
39000.000	Unassigned Fund Balance (Increase)	1,590.00	
	INCREASE REVENUE or DECREASE APPROPRIATIONS		
46310	Health Department Programs (Increase)		$33,600.00
55110.307	Communications (Decrease)		500.00

Brief Descriptions of issue:
To record changes in the final DGA contract with the Tennessee Department of Health.
The major changes include replacing an Office Assistant's position with an RN's position and increasing the Tobacco Cessation line item by $5000.

Signature: Sherri Montgomery
Title : PH County Director 3
Date: 8/7/19

For Finance Department Only:
Reviewed by: _____
Budget Amendment: _____
Date: _____

Return to Committee Cover

Hamblen County Government
Mailing Machine Leases

Pitney Bowes
60 month Leases
Quarterly Payments

Courthouse		Current
SendPro P1000 Series (comparable to current model)		
State and Local Fair Market Value Lease	$ 963.42	$ 816.00
NASPO ValuePoint FMV Lease Agreement (Option C) SWC	$ 1,138.40	
Sourcewekk (formerly known as NJPA) State & Local FMV Lease	$ 1,309.71	

Justice Center		
DM400C (comparable to current model)		
State and Local Fair Market Value Lease	$ 753.36	
NASPO ValuePoint FMV Lease Agreement (Option C) SWC	$ 653.43	$ 678.00
Sourcewekk (formerly known as NJPA) State & Local FMV Lease	$ 749.88	

Return to Committee Cover

	July	2019												
Permit	**Date**	**Applicant**	**Type**	**Address**	**Construction**	**Permit**	**SW**	**Plumbing**	**Mech.**	**Gas**	**Total**	**Tax Map**	**Group**	**Parcel**
14-1452	7/1/19	Michael Bewley	storage bldg/deckcover	851 Cain Mill Rd	$2,500.00	$219.00					$219.00	019		002.01
14-1453	7/1/19	Korican (Anglea)	**House 2922**	4101 Harbor View Dr	**$344,000.00**	$1,269.00	$100.00				**$1,369.00**	017C	A	031.00
14-1454**M**	7/1/19	Tom Kotican	mechanical	4101 Harbor View Dr		$0.00			$40.00		$40.00	017C	A	031.00
14-1455	7/3/19	Charles Sexton	**House 3029**	4056 Harbor View Dr	**$360,000.00**	$1,333.75	$100.00				**$1,433.75**	017C	A	058.00
14-1456**M**	7/3/19	Charles Sexton	mechanical	4056 Harbor View Dr		$0.00			$30.00		$30.00	017C	A	058.00
14-1457	7/2/19	David Wolfe	carport	5572 Byrd Rd	$2,120.00	$25.00					$25.00	018		051.02
14-1458	7/3/19	Eva Fodor	storage bldg	6182 Lavern Cr	$4,000.00	$50.00					$50.00	054C	A	018.00
14-1459	7/5/17	Staci Smith	above-ground pool	1595 Boardwalk Cr	$10,000.00	$50.00					$50.00	018J	B	058.00
14-1460	7/5/19	Ward Phillips	in-ground pool	2287 Island Park Cr	$23,220.00	$50.00					$50.00	038M	A	020.00
14-1461	7/5/19	Rick Hightower	porch/cover	3020 Three Springs Rd	$400.00	$50.00					$50.00	006		035
14-1462	7/5/19	Keith Poe	deck/cover	2622 White Oak Grove Rd	$1,200.00	$85.00					$85.00	056		039.02
14-1463	7/5/19	Valley H House	storage bldg	3121 Valley Home Rd	$29,999.00	$0.00					$0.00	056		015.00
14-1464	7/8/19	Robt Stinson	barn 60x60	7647 Greenbriar Rd	$30,000.00	$0.00					$0.00	053		013.01
14-1465	7/8/19	Bradley Gilmer	deck	5920 N 1st St	$1,000.00	$50.00					$50.00	019I	B	008/.00
14-1466	7/10/19	Gary Coxton	garage/deck cover	1577 Rines Rd	$17,500.00	$560.00					$560.00	046		019.01
14-1467	7/11/19	Evan Baldy	deck	2032 Musick Rd	$1,500.00	$85.50					$85.50	018		013.04
14-1468	7/12/19	Robt Long	addition 12x12	4051 Brights Pike	$10,000.00	$72.00					$72.00	017		054.03
14-1469	7/15/19	Thompson (Wilder)	**House 2100 sqft**	4316 Whitecliff St	**$350,000.00**	$1,275.75	$100.00				**$1,375.75**	026O	A	038.00
14-1470**M**	7/15/19	Wm Thompson	mechanical	4316 Whitecliff St					$25.00		$25.00	026O	A	038.00
14-1471	7/12/19	Andrew Woody	garage 31x20	1505 Carroll Rd	$5,500.00	$155.00					$155.00	035		017.03
14-1472	7/22/19	P Stutts-SBA	tower upgrades	5494 St Paul Rd	$25,000.00	$100.00					$100.00	062		020.01
14-1473	7/12/19	Gwen Black	deck	498 Lakeway Rd	$2,000.00	$32.00					$32.00	023		75.01
14-1474**P**	7/15/19	Larry Lynch	plumbing	4101 Harbor View Dr				$90.00			$90.00	017C	A	031.00
14-1475	7/15/19	Glasgow (King)	carport	1750 Old Oak Lane	$4,350.00	$25.00					$25.00	032		113.01
14-1476	7/15/19	Thorpe (Butterw)	addition	3195 Bays Vew Way	$12,000.00	$120.00					$120.00	055		044.00
14-1477	7/15/19	D Burnett	**House 1360sqft**	2807 Scenic Lake Cr	**$110,000.00**	$780.00	$100.00	$90.00	$20.00		**$990.00**	011I	B	006.00
14-1478	7/15/19	K Noah (Rich)	barn w/sheds 4000sf	1130 Cedar Creek Rd	$45,000.00	$1,050.00					$1,050.00	018		051.00
14-1479	7/16/19	Frances Prickett	storage bldg	7345 St Clair Rd	$1,500.00	$50.00					$50.00	012		026.04
14-1480	7/16/19	Marcus Brogdon	garage 30x40	3860 San Francisco	$14,000.00	$300.00					$300.00	048E	C	005.00
14-1481**D**	7/18/19	Jeanne Bishop	demolition	7020 W Andrew Johnson Hwy		$0.00					$0.00	054		017.01
14-1482	7/18/19	Cassey Kyle	SWMH	175 Cannery Rd	$79,860.00	$100.00					$100.00	013		017.00
14-1483	7/30/19	Kenny Jamerson	enclose patio room	3005 Musser Rd	$47,866.00	$84.00					$84.00	035		008.07
14-1484	7/18/19	Patty Thornton	reissue #14-1070	4570 Harbor Dr	$5,000.00	$23.30					$23.30	010K	A	100.00
14-1485	7/22/19	John Russell	storage bldg	1735 Ramona Cr	$5,935.55	$139.50					$139.50	035P	A	004.00
14-1486	7/23/19	Jodie Warner	sunroom addition	5524 Old 160 Hwy	$10,000.00	$160.00					$160.00	064		007.01
14-1487	7/23/19	Maria Jaime	porch,cover,carport	2237/2245 Kingswood Dr	$6,000.00	$128.00					$128.00	043G	A	007.00
14-1488	7/23/19	James Mosier	garage to living area	8044 Greenbriar Rd	$40,000.00	$312.50					$312.50	053		001.17
14-1489**M**	7/23/19	James Mosier	mechanical	8044 Greenbriar Rd		$0.00			$15.00		$15.00	053		001.17
14-1490	7/24/19	Brenda Long	storage bldg	577 Roddy Dr	$500.00	$0.00					$0.00	047E	D	022.00
14-1491	7/24/19	Amer Found/BR	foundation repair	2507 Lakemont Cr	$109,850.00	$199.50					$199.50	0112P	C	002.00
14-1492	7/25/19	Statem Gap Ch	pavilion	305 Statem Gap Rd	$10,000.00	$150.00					$150.00	050		025.00
14-1493	7/25/19	L Hellmann	gas connection	8078 Cross Creek Dr	$800.00					$20.00	$20.00	053C	B	015.00
14-1494	7/26/19	Stephanie Judy	deck	1164 Wooddale Rd	$1,200.00	$25.00					$25.00	047		096.00
14-1495	7/26/19	Doug King	deck	4896 Brookview Dr	$3,500.00	$48.00					$48.00	036J	A	035.00
14-1496	7/31/19	Mike Mefford	garage 28x12	1320 Central Church Rd	$12,000.00	$84.00					$84.00	032		117.01
14-1497	7/31/19	Angelia Mayes	pool above-ground	4056 Priscilla St	$4,500.00	$50.00					$50.00	040K	A	009.00
											$0.00			
											$0.00			
	Total	**46**		**Total:**	**$1,743,800.55**	**$9,290.80**	**$400.00**	**$180.00**	**$130.00**	**$20.00**	**$10,020.80**			
Running	**Total**	**46**			**$1,743,800.55**	**$9,290.80**	**$400.00**	**$180.00**	**$130.00**	**$20.00**	**$10,020.80**			

D-Demolition					**Total No.**	**Amount**		**Total**				**ETHRA**	**Monthly**	**YTD**
M-Mechanical				**Copies and Miscellaneous**		$7.00		**$0.00**	**July**			**HOMES**	0	0
P-Plumbing				**Re-Zoning Request**		$75.00		**$75.00**	**Grand**					
				Variance Request		$50.00		**$150.00**	**Total:**		**$11,145.80**			
				Plat Approval		$150.00		**$900.00**						
		3 lots or	**more**	**Land Disturbance/Development**		$100.00		$0.00	**2019-2020**					
				Use on Review		$50.00			**Running**					
				Refunds				**$0.00**						
			Total Collected					**$1,125.00**	**Total:**		**$11,145.80**			
			Running Total Collected					**$1,125.00**						

Return to Committee Cover

LAW OFFICES
CAPPS, CANTWELL, CAPPS & BYRD
P.O. Box 1897
1004 WEST FIRST NORTH STREET
MORRISTOWN, TENNESSEE 37816-1897

PAUL R. CAPPS (1922-2003)

CHRISTOPHER P. CAPPS
DAVID S. BYRD

ELIANA LEAL, ASSOCIATE

TELEPHONE: (423) 586-3083
FACSIMILE: (423) 586-0513
WEBSITE: cappsbyrdlaw.com
E-MAIL: info@cccblaw.com

July 31, 2019

Mr. Bill Brittain, County Mayor
Hamblen County Courthouse
511 West Second North Street
Morristown, TN 37814

RE: INVOICES FOR LEGAL SERVICES RENDERED ON BEHALF OF HAMBLEN COUNTY, TENNESSEE - JULY, 2019

Dear Bill:

Please find enclosed five (5) invoices representing legal services rendered on behalf of Hamblen County, Tennessee during the month of July, 2019.

As usual, one invoice covers our General/Miscellaneous File, three (3) invoices cover separate county departments and one invoice is for advanced expenses paid to the Citizen Tribune regarding the delinquent tax sale ad.

Please review these invoices, and if you have any questions, please do not hesitate to contact me.

With best regards, I remain,

Very truly yours,

Christopher P. Capps/alg

Christopher P. Capps

CPC/alg

Enclosures

C:\USERS\AMY GREER\DOCUMENTS\PUBLIC FOLDERS\DOCUMENTS\HAMBLEN COUNTY\LETTERS\2019\BRITTAIN,BILL(INVOICE)-07-31-19.DOCX

Return to Committee Cover

Law Office of Capps, Cantwell, Capps, & Byrd

P.O. Box 1897
Morristown, TN 37816-1897

INVOICE

Invoice # 484
Date: 08/02/2019
Due On: 09/01/2019

Hamblen County Government
Hamblen County Courthouse
511 West Second North Street
Morristown, TN 37814

00027-Hamblen County Government

General Account

Type	Date	Description	Quantity	Rate	Total
Service	07/01/2019	Meeting with Bill Brittain	0.50	$150.00	$75.00
Service	07/03/2019	E-mail from Bill Brittain re: insurance	0.05	$150.00	$7.50
Service	07/05/2019	E-mail from Trish Bowman re: 7/8 committee meeting	0.05	$150.00	$7.50
Service	07/08/2019	Meeting with Bill Brittain; committee meeting	1.25	$150.00	$187.50
Service	07/09/2019	E-mail from Kelley Barnhart re: pending litigation; e-mails from and to Bill Brittain re: statute, HIPAA law and purchase option	0.35	$150.00	$52.50
Service	07/10/2019	E-mails to and from Bill Brittain re: pending litigation, HIPAA law, purchase option and vacancy; phone conference with Bob Ellis re: HIPAA law; prepare option to purchase	1.00	$150.00	$150.00
Service	07/11/2019	E-mail from Kelley Barnhart re: pending litigation; e-mails from and to Bill Brittain re: vacancy, budget and purchase option; e-mails from and to Chris Bell re: FEMA; conference with Dan Armstrong re: personnel matter	0.55	$150.00	$82.50
Service	07/12/2019	E-mails from and to Mark Kernahan re: pending litigation; e-mail from Trish Bowman re: 7/18 commission meeting; e-mail from Chris Bell re: FEMA; e-mail from Bill Brittain re: purchase option	0.25	$150.00	$37.50
Service	07/14/2019	E-mail to Chris Bell re: FEMA	0.05	$150.00	$7.50
Service	07/16/2019	E-mail from Lindsey Horn re: FEMA	0.05	$150.00	$7.50

Return to Committee Cover

Service	07/17/2019	E-mails from and to Jeff Thompson re: pending litigation, forward to Bill Brittain; work on options and schedules for land purchase	0.50	$150.00	$75.00
Service	07/18/2019	Conferences with Bill Brittain	0.50	$150.00	$75.00
Service	07/22/2019	E-mails from and to Chris Bell re: FEMA	0.05	$150.00	$7.50
Service	07/23/2019	E-mail from Mark Kernahan re: pending litigation	0.05	$150.00	$7.50
Service	07/24/2019	Letter for Chris Bell, e-mail to Chris Bell re: FEMA; e-mails from and to Sheri Canter re: driveway policy; e-mails from and to Bill Brittain re: policy; e-mail from Trish Bowman re: regulations for refuse and trash; work on options for land purchase and phone conference with Bill Brittain	1.60	$150.00	$240.00
Service	07/24/2019	E-mail to Chris Bell re: FEMA; e-mails from and to Sheri Canter re: driveway policy	0.10	$150.00	$15.00
Service	07/25/2019	E-mails to and from Chris Bell re: FEMA; e-mail from Taylor Ward re: regulations for refuse and trash	0.10	$150.00	$15.00
Service	07/29/2019	E-mail from Jeff Thompson re: pending litigation	0.05	$150.00	$7.50
Service	07/30/2019	E-mail to Bill Brittain and Sheriff Jarnagin re: pending litigation; e-mail from Jennifer Steele re: pending litigation; e-mail from Jeff Thompson re: pending litigation, forward to Bill Brittain and Sheriff Jarnagin; phone conference with Jennifer Steele	0.35	$150.00	$52.50
				Total	**$1,110.00**

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
484	09/01/2019	$1,110.00	$0.00	$1,110.00
			Outstanding Balance	**$1,110.00**
			Amount in Trust	**$0.00**
			Total Amount Outstanding	**$1,110.00**

Please make all amounts payable to: Law Office of Capps, Cantwell, Capps, & Byrd

Please pay within 30 days.

Return to Committee Cover

Law Office of Capps, Cantwell, Capps, & Byrd

P.O. Box 1897
Morristown, TN 37816-1897

INVOICE

Invoice # 488
Date: 08/02/2019
Due On: 09/01/2019

Hamblen County Government
Hamblen County Courthouse
511 West Second North Street
Morristown, TN 37814

00068-Hamblen County Planning Department

Planning

Type	Date	Description	Quantity	Rate	Total
Service	07/02/2019	E-mail from Tina Whitaker re: agenda	0.05	$150.00	$7.50
Service	07/08/2019	Phone conference with McKinney re: Wise	0.20	$150.00	$30.00
Service	07/09/2019	Court re: Wise and Gulley	2.25	$150.00	$337.50
Service	07/10/2019	Prepare Judgments on Wise and Gulley	0.60	$150.00	$90.00
Service	07/15/2019	E-mails from and to Tina Whitaker re: building permit	0.15	$150.00	$22.50
Service	07/25/2019	E-mails from and to Tina Whitaker re: cases	0.05	$150.00	$7.50
Service	07/29/2019	Meeting with Bill Brittain re: property maintenance code	1.00	$150.00	$150.00
Service	07/30/2019	E-mail to Bill Brittain re: property maintenance code	0.05	$150.00	$7.50
				Total	**$652.50**

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
488	09/01/2019	$652.50	$0.00	$652.50

Return to Committee Cover

Outstanding Balance	**$652.50**
Amount in Trust	**$0.00**
Total Amount Outstanding	**$652.50**

Please make all amounts payable to: Law Office of Capps, Cantwell, Capps, & Byrd

Please pay within 30 days.

Return to Committee Cover

Law Office of Capps, Cantwell, Capps, & Byrd

P.O. Box 1897
Morristown, TN 37816-1897

INVOICE

Invoice # 489
Date: 08/02/2019
Due On: 09/01/2019

Hamblen County Road Department
511 West Second North Street
Morristown, TN 37814

00055-Hamblen County Road Department

Road Department

Type	Date	Description	Quantity	Rate	Total
Service	07/24/2019	Phone conference with Sheri re: resolution; prepare lien	0.45	$150.00	$67.50
Service	07/26/2019	Conference with Barry Poole re: lien and closure of right of way	0.40	$150.00	$60.00
				Total	**$127.50**

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
489	09/01/2019	$127.50	$0.00	$127.50
			Outstanding Balance	**$127.50**
			Amount in Trust	**$0.00**
			Total Amount Outstanding	**$127.50**

Please make all amounts payable to: Law Office of Capps, Cantwell, Capps, & Byrd

Please pay within 30 days.

Return to Committee Cover

Law Office of Capps, Cantwell, Capps, & Byrd

P.O. Box 1897
Morristown, TN 37816-1897

INVOICE

Invoice # 486
Date: 08/02/2019
Due On: 09/01/2019

Hamblen County Sheriff's Department
511 West Second North Street
Morristown, TN 37814

00043-Hamblen County Sheriff's Department

Sheriff's Department

Type	Date	Description	Quantity	Rate	Total
Service	07/30/2019	Conference with Joe Perales re: writ of possession and bankruptcy	0.50	$150.00	$75.00
				Total	**$75.00**

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
486	09/01/2019	$75.00	$0.00	$75.00
			Outstanding Balance	**$75.00**
			Amount in Trust	**$0.00**
			Total Amount Outstanding	**$75.00**

Please make all amounts payable to: Law Office of Capps, Cantwell, Capps, & Byrd

Please pay within 30 days.

Return to Committee Cover

CAPPS, CANTWELL, CAPPS & BYRD
ATTORNEYS AT LAW

P. O. Box 1897
MORRISTOWN, TN 37816
Phone: 423-586-3083 Fax: 423-586-0513

INVOICE

DATE: JULY 31, 2019

TO:

HAMBLEN COUNTY, TENNESSEE

FOR:

DELINQUENT TAX SALE

DESCRIPTION	AMOUNT
Advanced costs to Citizen Tribune for delinquent tax sale ad in paper	
TOTAL	$992.88

Make all checks payable to Capps, Cantwell, Capps & Byrd and REMIT TO: P.O. Box 1897, Morristown, TN 37816-1897.
Payment is due within 30 days. Any accounts which remain unpaid after 30 day shall bear interest at the rate of 1 ½% per month.

Thank you for your business!

Return to Committee Cover

MONTHLY AUTOPSIES PENDING REPORT

Hamblen County Coroner
P.O. Box 1479
Morristown, Tennessee 37816-1479
Phone (423): Office/Home; 581-6229 Fax; 289-1262 Cell; 312-6322
Email: coroner@musfiber.com

August 1, 2019

In an effort to keep all files current, the following Hamblen County Coroner/Medical Examiner's cases have not been closed pending receipt of the final autopsy or toxicology report.

AUTOPSY

#	CASE#	DATE ORDERED	NAME, AGE
1.	19199	04-23-19	Ms. Autumn Walters, 38
2.	19234	05-18-19	Ms. Angel Garcia, 30
3.	19235	05-18-19	Mr. Brandon McMurtury, 30
4.	19244	05-22-19	Mr. Kenneth Gunter, 64
5.	19295	06-24-19	Mr. Derek Silvers, 36, Bulls Gap, TN
6.	19299	06-27-19	Master Benjamin Santana, 3
7.	19318	07-11-19	Mr. Randall McCravey, 40
8.	19327	07-16-19	Miss. Tanesa Yeary, 13
9.	19331	07-19-19	Mrs. Judy Laws, 62

TOXICOLOGY

#	CASE#	DATE ORDERED	NAME, AGE
1.	19291	06-22-19	Mr. Richard Norton, 44
2.	19298	06-27-19	Mr. George Young, 48

If I may provide any additional information or assistance please feel free to contact me at any time.

Sincerely,

Eddie R. Davis
Hamblen County Coroner

CC: Hamblen County Mayor & County Commission
Hamblen County Medical Examiner

Return to Committee Cover

MONTHLY AUTOPSIES PENDING REPORT

Hamblen County Coroner
P.O. Box 1479
Morristown, Tennessee 37816-1479
Phone (423): Office/Home; 581-6229 Fax; 289-1262 Cell; 312-6322
Email: coroner@musfiber.com

August 1, 2019

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TOXICOLOGY

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Sincerely

Eddie R. Davis
Hamblen County Coroner

CC: Hamblen County Mayor & County Commission
Hamblen County Medical Examiner

Return to Committee Cover

MONTHLY REPORT

Hamblen County Coroner
P.O. Box 1479
Morristown, Tennessee 37816-1479
Phones (423) Home 581-6229 Fax 289-1262 Cell 312-6322

August 1, 2019

Hamblen County Commission
C/O Mr. Bill Brittain, County Mayor
Hamblen County Court House
Morristown, Tennessee 37814

Dear Commissioners:
The following Coroner calls were investigated by me during the month of July along with being on call 24/7/365, recording/maintaining statistics, prepare reports, training, assisting, directing and reviewing each call, and the work of all Deputy Coroners and, serving as liaison between Medical Examiner and Pathologist; collecting, preparing and shipping toxicology specimens and reviewing/approving all cremation requests.

CALL#	CASE#	DATE	NAME, AGE, HOME ADDRESS *1
1.	19304	07-01-19	Mr. Robert Owens, 78, 5239 Stuffel Road
2.	19307	07-02-19	Mrs. Betty Ferrell, 86, 1401 Davis Street
3.	19309	07-03-19	Mrs. Nancy Baser, 92, 6451 East A.J. Highway
4.	19311	07-05-19	Mrs. Bonnie Louthen, 83, 1459 Devault Street
5.	19312	07-05-19	Mrs. Ruth Sulfridge, 90, 4503 Brockland Drive
6.	19314	07-08-19	Mr. Isaac Courtney, 85, 704 Barton Drive
7.	19315	07-08-19	Mr. Walter Jinks, 63, Bulls Gap, TN
8.	19316	07-09-19	Mrs. Kathryne Bible, 96, 5161 Brights Pike
9.	19320	07-12-19	Mr. Kenneth Buchanan, 78, 4729 Harbor Drive
10.	19321	07-13-19	Mrs. Waynah McCoy, 80, 895 Cedar Creek Road
11.	19323	07-14-19	Mrs. Martha Covington, 67, 1314 Hugh Drive
12.	19325	07-15-19	Mr. Wayne Lawson, 72, 5850 Old Russellville Pike
13.	19326	07-16-19	Mr. Fred Chamberland, 88, Rogersville, TN
14.	19329	07-18-19	Mrs. Max Brown, 83, 1567 Celeste Avenue
15.	19330	07-19-19	Mr. Howard Vanover, 79, 1310 Cherokee Drive
16.	19332	07-20-19	Mr. Thomas Conklin, 89, 1811 Morningside Drive
17.	19336	07-23-19	Mr. Jack Gerwig, 85, 1401 Brookfield Drive
18.	19337	07-23-19	Mr. Claude Burzell, 79, 3627 Maple Valley Road
19.	19338	07-24-19	Mr. Tony Brockwell, 58, 120 King Avenue
20.	19340	07-26-19	Mr. Arnold Wogtech, 77, Jefferson City, TN
21.	19342	07-27-19	Mrs. Sharon Dunigan, 72, Moshiem, TN
22.	19344	07-29-19	Mrs. Juanita Bowlin, 88, 2273 Lonnie Circle
23.	19345	07-29-19	Mr. Johnny Walker, 86, 725 Union Avenue

If I may ever provide any additional information or assistance, please feel free to contact me at any time on my cell phone 423-312-6322.

Eddie R. Davis
Hamblen County Coroner
CC: Hamblen County Medical Examiner
* Indicates Autopsy Performed
*1 All home addresses are Hamblen County unless otherwise stated. Copper & Toxicology Samples Collected by Coroner's Office and sent to: AXIS Forensic Toxicology (Formerly AIT Laboratories), Indianapolis, IN

Return to Committee Cover

MONTHLY REPORT
Hamblen County Deputy Coroner
Post Office Box 577
Russellville, Tennessee 37860-0577
Phone: 423-585-7117

August 1, 2019

Hamblen County Commission
C/O Mr. Bill Brittain, County Mayor
Hamblen County Court House
Morristown, Tennessee 37814

Dear Commissioners:

The following Coroner calls were answered by me during the month of July.

CALL#	CASE#	DATE	NAME, AGE, HOME ADDRESS *1
1.	*19318	07-11-19	Mr. Randall McCravey, 40, 2115 Walters Drive
2.	19319	07-11-19	Mr. Jacky Mantooth, 65, 615 Gammon Avenue
3.	19324	07-14-19	Mrs. Jessie Tuck, 74, 488 Sequoia Drive
4.	*19327	07-16-19	Miss. Tanesa Yeary, 13, 1143 Paul Street
5.	19333	07-20-19	Mr. Thomas Leonard, 65, 2925 Lake Forest Circle
6.	19347	07-30-19	Mrs. Ida Lovell, 76, 513 South Hill Street
7.	19348	07-30-19	Mr. Billy Jones, 78, 344 Ridgelawn Avenue

I certify that I attended to the cases listed above. I request the allocated fees of $40.00 per call:

7 Calls X $40. = $280.00

Sincerely,

SIGNATURE ON FILE
J.R. Thompson, Jr.
Deputy Coroner

erd/jrt

CC: Hamblen County Medical Examiner
* Indicates Autopsy Preformed
*1 All home addresses are Hamblen County unless otherwise stated.
& Toxicology Samples Gathered and Sent to AXIS Forensic Toxicology (Formerly AIT Laboratories), Indianapolis, IN

Return to Committee Cover

MONTHLY REPORT
Hamblen County Deputy Coroner
1925 Deer Ridge Drive
Morristown, Tennessee 37813
Phone: 423-586-2524

August 1, 2019

Hamblen County Commission
C/O Mr. Bill Brittain, County Mayor
Hamblen County Court House
Morristown, Tennessee 37814

Dear Commissioners:

The following Coroner calls were answered by me during the month of July.

CALL#	CASE#	DATE	NAME, AGE, HOME ADDRESS *1
1.	19305	07-01-19	Mrs. Julia Fanney, 79, 2016 West Outer Drive
2.	19306	07-02-19	Mr. Thomas Howard, 71, 8028 East A.J. Highway
3.	19308	07-02-19	Ms. Sharon Carroll, 72, 670 Marie Street
4.	19313	07-06-19	Mr. Robert Lovejoy, 68, White Pine, TN
5.	*19331	07-19-19	Mrs. Judy Laws, 62, 827 Bell Road
6.	19334	07-22-19	Mr. David Thompson, 66, 5544 East Sugar Hollow Rd
7.	19346	07-29-19	Mr. Carroll Sinard, 74, White Pine, TN

I certify that I attended to the cases listed above. I request the allocated fees of $40.00 per call:

7 Calls X $40. = $280.00

Sincerely,

SIGNATURE ON FILE

Todd Giles
Deputy Coroner

erd/tg

CC: Hamblen County Medical Examiner
* Indicates Autopsy Preformed
*1 All home addresses are Hamblen County unless otherwise stated.
Toxicology Samples Sent to AXIS Forensic Toxicology (Formerly AIT Laboratories), Indianapolis, IN
cccccccccccc

Return to Committee Cover

MONTHLY REPORT
Hamblen County Deputy Coroner
437 Britton Drive
Talbott, Tennessee 37877
Phone: 423-312-7510

August 1, 2019

Hamblen County Commission
C/O Mr. Bill Brittain, County Mayor
Hamblen County Court House
Morristown, Tennessee 37814

Dear Commissioners:

The following Coroner calls were answered by me during the month of July.

CALL#	CASE#	DATE	NAME, AGE, HOME ADDRESS *1
1.	19303	07-01-19	Ms. Lousynda Joyner, 77, 578 Housley Circle
2.	19310	07-03-19	Ms. Louisa Hurley, 72, 403 East 4th North Street
3.	19317	07-11-19	Mrs. Searita Sturgill, 71, 5360 ST. Paul Road
4.	19328	07-16-19	Ms. Vivian Bryan, 62, 2016 Outer Drive
5.	19335	07-22-19	Mr. Frank Cox, 79, Dandridge, TN

I certify that I attended to the cases listed above. I request the allocated fees of $40.00 per call:

5 Calls X $40. = $200.00

Sincerely,

SIGNATURE ON FILE

Jeffery Holt
Deputy Coroner

erd/jh

CC: Hamblen County Medical Examiner
* Indicates Autopsy Preformed
*1 All home addresses are Hamblen County unless otherwise stated.
& Toxicology Samples Sent to AXIS Forensic Toxicology (Formerly AIT Laboratories), Indianapolis, IN

Return to Committee Cover

MONTHLY REPORT
Hamblen County Deputy Coroner
7763 Melanie Circle
Talbott, Tennessee 37877
Phone: 423-586-6310

August 1, 2019

Hamblen County Commission
C/O Mr. Bill Brittain, County Mayor
Hamblen County Court House
Morristown, Tennessee 37814

Dear Commissioners:

The following Coroner calls were answered by me during the month of June

CALL#	CASE#	DATE	NAME, AGE, HOME ADDRESS *1
1.	19322	07-13-19	Ms. Christy Cody, 60, 4061 Bent Creek Road
2.	19339	07-25-19	Mrs. Joy Loudy, 88, Columbus, Ohio
3.	19341	07-27-19	Mrs. Florencia Bautista, 76, 3105 Norman Drive
4.	19343	07-28-19	Mrs. Pauline Hollifield, 72, 1873 Hugh Drive

I certify that I attended to the cases listed above. I request the allocated fees of $40.00 per call:

4 Calls X $40. = $160.00

Sincerely,

SIGNATURE ON FILE
Jimmy Peoples
Deputy Coroner

erd/jp

CC: Hamblen County Medical Examiner
* Indicates Autopsy Preformed
*1 All home addresses are Hamblen County unless otherwise stated.
& Toxicology Samples Sent to AXIS Forensic Toxicology (Formerly AIT Laboratories), Indianapolis, IN

Return to Committee Cover

Hamblen County Commission
Finance Committee
Information Purposes Only

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Report of Budget amendments approved by County Mayor during the month of July and August

Month August Year 2019

Fund #101 *DEPT:* **County Clerk**

Account Number	Description	Increase	Decrease
	APPROPRIATIONS:		
52500.334	Maintenance Agreement	235.00	
52500.435	Office Supplies		235.00

Brief Descriptions of issue:

To reclassify appropriations for additional cost needed for yearly maintenance agreement.

Requesting Department

Signature: [signature]

Title : County Clerk

Date: 8-7-19

Approval by County Mayor

Signature: Bill Burkhart

Title : County Mayor

Date: 8-7-19

For Finance Department Only:
Reviewed by: _____

Budget Amendment _____

Return to Committee Cover

TENNESSEE
COMPTROLLER
OF THE TREASURY

JUSTIN P. WILSON
Comptroller

JASON E. MUMPOWER
Deputy Comptroller

August 9, 2019

Honorable Bill Brittain, Mayor
and Honorable Board of Commissioners
Hamblen County
511 West Second North Street
Morristown, TN 37814

Dear Mayor Brittain and Members of the Board:

Please provide a copy of this letter to all the members of the County Commission and present it at the next meeting of the County Commission.

This letter acknowledges receipt of a certified copy of the fiscal year 2020 budget.

We have reviewed the budget and have determined that projected revenues and other available funds are sufficient to meet anticipated expenditures. Our review of the budget is based solely on the information we have received and is for determining that the budget appears to be balanced. With regard to programs included in the budget such as education, roads, and corrections, we have not attempted to determine that the local government has complied with specific program statutes or guidelines, or with any financing requirements prescribed by any state or federal agency. A property tax rate may be included in this budget, and we would recommend that local government officials be certain that all program requirements have been met before initiating the tax collection process.

This letter constitutes approval, by this office, for the County's fiscal year 2020 budget as adopted by the County Commission.

Considerations Concerning the Budget

The Office of State and Local Finance has determined that the County's budget meets basic statutory requirements, but we have detected a challenge, outlined below, that could possibly lead to financial problems in the future.

As part of the annual budget submission process required by T.C.A. § 9-21-403, the County provided a projected monthly cash flow analysis for the General Purpose School Fund, (the "Fund"). A review of the analysis indicated that the Fund is budgeted to have an amount of cash at the end of fiscal year 2020 that is less than one-month's average monthly spending. The Fund appears to have sufficient cash during fiscal year 2020 to remain balanced; however, to ensure this

continues, the County's finance staff should provide the following information to the Commission, if it does not already do so:

- An updated cash flow analysis for the Fund showing actual data from the prior month and any changes to forecasted data, and
- A budget-to-actual report for the Fund including both revenue collections and expenditures.

Please submit these reports to the Commission at each regular meeting. As part of a financially well-run county, we recommend that the County's finance staff provide the Commission these reports for all funds.

If you need further assistance, please contact your financial analyst, Steve Osborne, at 615.747.5343 or Steve.Osborne@cot.tn.gov. You may also contact our office by mail at the address located at the bottom of this page. Please send it to the attention of your analyst at the Office of State and Local Finance.

Sincerely,

Sandra Thompson

Sandra Thompson
Director of the Office of State and Local Finance

cc: Mr. Bryan Burklin, Assistant Director, Division of Local Government Audit

Date: 7/9/2019 1:47:17PM
User: teresa

Hamblen County Chancery Court
Annual Financial Report
For The Year Ended June 30, 2019

RECEIVED
JUL 10 2019
OFFICE OF HAMBLEN COUNTY MAYOR

Acct #	Description	Beginning Balance	Adjustments	Receipts	Disbursements	Commission Transfers	Ending Balance
Fund: 905 Clerk And Master							
23000	**Due To State Of Tennessee**						
23111	Litigation Tax	0.00	1,124.52	16,740.00	-16,746.24	-1,118.28	0.00
	Totals:	0.00	1,124.52	16,740.00	-16,746.24	-1,118.28	0.00
24000	**Due To County Trustee**						
24140	Litigation Tax - General	0.00	1,559.17	23,849.00	-23,817.89	-1,590.28	0.00
24160	Delinquent Taxes	-2,131.80	40,896.55	1,138,739.23	-1,123,087.14	-56,548.64	-2,131.80
24360	Officers Costs	2,137.00	-243.00	3,996.00	-4,088.00	0.00	1,802.00
	Totals:	5.20	42,212.72	1,166,584.23	-1,150,993.03	-58,138.92	-329.80
25000	**Due To Cities**						
25110	City Delinquent Taxes	0.00	9,150.87	414,716.93	-403,161.25	-20,706.55	0.00
	Totals:	0.00	9,150.87	414,716.93	-403,161.25	-20,706.55	0.00
26000	**Due To Litigants, Heirs And Others**						
26100	Court Funds And Costs	1,830,173.57	-79,972.53	2,070,852.41	-1,707,693.88	-1,171.97	2,112,187.60
26200	Officers' Costs - Non-County	24.00	104.00	1,560.00	-1,664.00	0.00	24.00
26300	Alimony/child Support	69.00	625.00	56,689.19	-57,314.19	0.00	69.00
26310	Publications	0.00	0.00	9,082.39	-8,870.39	0.00	212.00
26400	Deposits	50.00	3,550.00	0.00	-3,600.00	0.00	0.00
26510	Attorney Fees - Delinquent Tax	0.00	3,725.23	105,044.05	-103,554.28	-5,215.00	0.00
26700	Cash Bonds	3,600.00	-3,600.00	0.00	0.00	0.00	0.00
	Totals:	1,833,916.57	-75,568.30	2,243,228.04	-1,882,696.74	-6,386.97	2,112,492.60
28000	**Other Credits**						
29900	Fee/commission Account	0.00	20,177.52	253,707.12	-360,235.36	86,350.72	0.00
	Totals:	0.00	20,177.52	253,707.12	-360,235.36	86,350.72	0.00
	Fund Totals:	1,833,921.77	-2,902.67	4,094,976.32	-3,813,832.62	0.00	$2,112,162.80

Return to Committee Cover

Hamblen County Chancery Court
Annual Financial Report
For The Year Ended June 30, 2019

Summary of Assets:

Cash In Bank	$665,692.80	$855,645.92
Cash On Hand	$4,721.10	$400.00
Investments	$1,163,507.87	$1,256,116.88
Totals:	$1,833,921.77	$2,112,162.80

This report is submitted in accordance with requirements of Section 5-8-505 and/or 67-5-1902, Tennessee Code Annotated, and to the best of my knowledge and belief accurately reflects transactions of this office for the year ended June 30, 2019.

Katherine Jones-Perry (Signature) Clerk & Master (Title) 7/9/19 (Date)

Return to Committee Cover

July 3, 2019

I Bill Brittain, hereby received the Circuit Court Clerk's Annual Financial Report for the Year ended June 30, 2019.

This the 3rd day of July, 2019.

Bill Brittain

County Mayor.

Return to Committee Cover

July 3, 2019

I Rose Elkins, hereby received the Circuit Court Clerk's Annual Financial Report for the Year ended June 30, 2019.

This the 3 day of July, 2019.

Rose Elkins

Return to Committee Cover

Hamblen County Circuit Court
Annual Financial Report
For The Year Ended June 30, 2019

Acct #	Description	Beginning Balance	Adjustments	Receipts	Disbursements	Commission Transfers	Ending Balance
Fund: 902 Circuit Court Clerk							
23000	Due To State Of Tennessee						
23111	Litigation Tax	0.00	-1,623.54	36,541.06	-32,978.96	-1,938.56	0.00
23180	Criminal Injuries Compensation Tax	0.00	-214.25	6,233.41	-5,895.16	-124.00	0.00
23190	Felony Bond Forfeitures - Cic	8,000.00	-9,217.00	12,948.75	-11,145.16	-586.59	0.00
23300	Secretary Of State - Notary Commissions	0.00	0.00	40.00	-40.00	0.00	0.00
23400	Department Of Safety	0.00	9.87	1,135.75	-1,088.41	-57.21	0.00
23600	Tenn Bureau Of Investigation	0.00	-533.75	4,444.22	-3,846.09	-64.38	0.00
23900	Other Funds Due State	0.00	-1,658.00	11,717.52	-9,569.51	-490.01	0.00
	Totals:	8,000.00	-13,236.67	73,060.71	-64,563.29	-3,260.75	0.00
24000	Due To County Trustee						
24140	Litigation Tax - General	1,000.00	-1,533.68	22,315.11	-20,311.17	-1,470.26	0.00
24150	Litigation Tax - Special Purpose	0.00	0.00	5.00	-4.75	-0.25	0.00
24310	County Fines	0.00	-1,857.50	6,965.63	-4,852.66	-255.47	0.00
24330	Drug Fines	0.00	-2,395.25	14,060.68	-11,082.11	-583.32	0.00
24331	Drug Court Fees	0.00	-235.00	1,728.75	-1,419.06	-74.69	0.00
24360	Officers Costs	80.00	-304.25	18,120.85	-16,971.95	-884.65	40.00
24370	Jail Fees	0.00	-329.00	2,596.40	-2,154.01	-113.39	0.00
24380	District Attorney General Fees	0.00	-37.50	1,944.73	-1,811.85	-95.38	0.00
24490	Other Collections	0.00	-53.00	241.50	-179.07	-9.43	0.00
	Totals:	1,080.00	-6,745.18	67,978.65	-58,786.63	-3,486.84	40.00
25000	Due To Cities						
25210	City Fines	0.00	-12.50	3,272.13	-3,096.63	-163.00	0.00
25220	Drug Fines	0.00	-3,260.25	15,274.00	-11,413.04	-600.71	0.00
	Totals:	0.00	-3,272.75	18,546.13	-14,509.67	-763.71	0.00
26000	Due To Litigants, Heirs And Others						
26100	Court Funds And Costs	367,770.13	80,729.57	726,460.56	-1,038,778.08	0.00	136,182.18
26200	Officers' Costs - Non-County	0.00	42.00	289.00	-331.00	0.00	0.00
26300	Alimony/child Support	90.00	15,400.00	115.00	-15,605.00	0.00	0.00
26400	Deposits	513,328.07	-139,309.01	257,775.95	0.00	0.00	631,795.01
26700	Cash Bonds	4,000.00	0.00	3,000.00	-3,000.00	0.00	4,000.00
	Totals:	885,188.20	-43,137.44	987,640.51	-1,057,714.08	0.00	771,977.19
28000	Other Credits						
29900	Fee/commission Account	1,300.00	-23,804.98	293,820.35	-277,526.67	7,511.30	1,300.00
	Totals:	1,300.00	-23,804.98	293,820.35	-277,526.67	7,511.30	1,300.00

Return to Committee Cover

Fund Totals:	895,568.20	-90,197.02	1,441,046.35	-1,473,100.34	0.00	$773,317.19

Return to Committee Cover

Hamblen County Circuit Court
Annual Financial Report
For The Year Ended June 30, 2019

Summary of Assets:

Cash In Bank	$380,840.13	$140,122.18
Cash On Hand	$1,400.00	$1,400.00
Investments	$513,328.07	$631,795.01
Totals:	$895,568.20	$773,317.19

This report is submitted in accordance with requirements of Section 5-8-505 and/or 67-5-1902, Tennessee Code Annotated, and to the best of my knowledge and belief accurately reflects transactions of this office for the year ended June 30, 2019.

Teresa West (Signature) Circuit Court Clerk (Title) 7/3/19 (Date)

Return to Committee Cover

HAMBLEN COUNTY CLERK
GENERAL LEDGER - FINANCIAL REPORT
YEAR FORMAT
FISCAL YEAR 2019 - PERIOD ENDING 06/30/2019

ACCT	DESCRIPTION	BEGINNING BALANCE	GENERAL	RECEIPTS	DISBURSEMENTS	COMMISSIONS	ENDING BALANCE
21000	CURRENT LIABILITIES						
	*** SUB-TOTAL ***	.00	.00	.00	.00	.00	.00
22000	OTHER LIABILITIES						
22100	BUSINESS TAX REV/GROSS RECEIPT	.00	.00	.00	.00	.00	.00
22101	BUSINESS TAX INTEREST	.00	.00	.00	.00	.00	.00
22102	BUSINESS TAX PENALTY	.00	.00	.00	.00	.00	.00
22103	BUSINESS TAX ADJUSTMENTS	.00	.00	.00	.00	.00	.00
22500	BUSINESS TAX - STATE GROSS	.00	.00	.00	.00	.00	.00
22501	BUSINESS TAX - STATE INTEREST	.00	.00	.00	.00	.00	.00
22502	BUSINESS TAX - STATE PENALTY	.00	.00	.00	.00	.00	.00
22503	BUSINESS TAX - STATE ADJUSTS	.00	.00	.00	.00	.00	.00
	*** SUB-TOTAL ***	.00	.00	.00	.00	.00	.00
23000	DUE TO STATE OF TENNESSEE						
23110	BUSINESS TAX DUE STATE	.00	.00	.00	.00	.00	.00
23111	LITIGATION TAX - STATE	.00	.00	.00	.00	.00	.00
23112	JUVENILE ATTORNEY FEES	.00	.00	.00	.00	.00	.00
23130	STATE SALES TAX - AUTO	.00	250,402.26	1,713,855.96	1,379,800.34	83,653.36	.00
23131	LOCAL SALES TAX - AUTO	.00	26,768.60	164,020.45	129,352.99	7,898.86	.00
23132	STATE SALES TAX - BOAT	.00	6,557.25	109,964.61	98,095.88	5,311.48	.00
23133	LOCAL SALES TAX - BOAT	.00	1,416.11	15,147.25	13,020.24	710.90	.00
23134	AUTO - STATE SINGLE ARTICLE	.00	14,864.50	78,014.35	59,459.19	3,690.66	.00
23135	BOAT - STATE SINGLE ARTICLE	.00	537.63	6,271.14	5,446.49	287.02	.00
23145	MFG HOME INSTALLATION PERMITS	.00	.00	185.00	185.00	.00	.00
23150	MARRIAGE LICENSE DUE STATE	.00	-30.00	8,610.00	8,235.00	405.00	.00
23151	STATE PREMARITAL TRAINING	.00	-120.00	24,480.00	24,660.00	-60.00	.00
23160	MVD - STATE REGISTRATIONS	.00	-4,559.05	728,182.42	735,331.97	-2,590.50	.00
23163	EIVS NOTICE STATE	.00	-250.00	8,000.00	8,250.00	.00	.00
23165	MVD - RENEWALS	.00	-13,745.55	1,531,675.59	1,550,241.29	-4,820.15	.00
23168	Electric Vehicle Fee	.00	-100.00	500.00	600.00	.00	.00
23170	MVD - TITLE APPL - STATE	.00	-2,480.50	279,097.50	282,936.50	-1,358.50	.00
23171	REPLACE TITLES/NOTING OF LIEN	.00	.00	.00	.00	.00	.00
23175	RETIREMENT	.00	.00	.00	.00	.00	.00
23176	DRIVER LICENSE FEE DUE STATE	.00	-633.00	90,122.00	91,155.50	-400.50	.00
23211	TWRA RECEIPTS-STATE	-207.00	3,729.00	3,522.00	.00	.00	.00
23300	NOTARY COMMISSIONS	-80.00	-5.00	796.00	866.00	.00	-15.00
23301	23301 - BIRTH CERT DUE STATE	-841.50	-34.00	2,388.50	2,431.00	.00	-833.00
23405	GUN PERMIT - SAFETY	.00	.00	.00	.00	.00	.00
23900	FLEA MARKET FEES	.00	576.00	.00	-576.00	.00	.00
23901	CHILD SUPPORT	.00	.00	.00	.00	.00	.00
23902	TRANSIENT VENDERS	.00	.00	.00	.00	.00	.00
	*** SUB-TOTAL ***	-1,128.50	282,894.25	4,764,832.77	4,389,491.39	92,727.63	-848.00
24000	DUE TO COUNTY TRUSTEE						
24110	BUSINESS TAX DUE COUNTY	.00	.00	.00	.00	.00	.00

Return to Committee Cover

HAMBLEN COUNTY CLERK
GENERAL LEDGER - FINANCIAL REPORT
YEAR FORMAT
FISCAL YEAR 2019 - PERIOD ENDING 06/30/2019

ACCT	DESCRIPTION	BEGINNING BALANCE	GENERAL	RECEIPTS	DISBURSEMENTS	COMMISSIONS	ENDING BALANCE
24120	WHOLESALE BEER TAX	.00	-7,806.92	126,850.51	127,924.55	6,732.88	.00
24130	COUNTY WHEEL TAX	.00	-14,472.25	1,668,893.25	1,604,095.02	79,270.48	.00
24150	LITIGATION TAX - PROBATE	.00	.00	.00	.00	.00	.00
24195	SPECIAL PURPOSE LITIGATION TAX	.00	.00	.00	.00	.00	.00
24210	MARRIAGE LICENSE - COUNTY	.00	-20.00	5,740.00	5,490.00	270.00	.00
24220	BEER APPLICATIONS	.00	.00	750.00	712.50	37.50	.00
24221	BEER ANNUAL RENEWALS	.00	7,806.92	9,006.92	1,140.00	60.00	.00
24295	Racetrack License Fee	.00	.00	.00	.00	.00	.00
24296	Racetrack Renewal Fee	.00	.00	.00	.00	.00	.00
24320	JUVENILE FINES	.00	.00	.00	.00	.00	.00
24321	BOND MONEY	.00	.00	.00	.00	.00	.00
24322	JUVENILE-MISC	.00	.00	.00	.00	.00	.00
24323	JUVENILE DRUG TEST	.00	.00	.00	.00	.00	.00
24324	JUVENILLE SECURITY	.00	.00	.00	.00	.00	.00
24325	JUVENILE SUBPEONA	.00	.00	.00	.00	.00	.00
24326	JUV COURT RESERVE	.00	.00	.00	.00	.00	.00
24327	JUVENILE MALE DRUG SCREEN	.00	.00	.00	.00	.00	.00
24410	COPY AND OTHER FEES	.00	-40.00	8,563.50	8,649.50	-46.00	.00
24490	OTHER COLLECTIONS	.00	.00	.00	.00	.00	.00
24491	BUSINESS LICENSE OTHER	.00	-8,106.00	1,158.00	9,264.00	.00	.00
24492	HELPING SCHOOLS	.00	.00	519.40	585.60	-66.20	.00
24493	DEALER REFUND/OVERPAY	.00	27.00	201.58	174.58	.00	.00
24494	TITLE/TAG WORK SUSPENSE	.00	.00	390.75	390.75	.00	.00
24495	BUSINESS TAX OVERPAY	.00	.00	.00	.00	.00	.00
24496	BIRTH CERT DUE COUNTY	-643.50	-26.00	1,826.50	1,859.00	.00	-637.00
24497	TITLE ISSUANCE OTHER	.00	-12,163.35	.00	12,163.35	.00	.00
24498	SCANNING FEE OTHER	.00	-1,800.00	.00	1,800.00	.00	.00
24499	EIVS COUNTY FEES	.00	-1,270.00	1,600.00	2,870.00	.00	.00
	*** SUB-TOTAL ***	-643.50	-37,870.60	1,825,500.41	1,777,118.85	86,258.66	-637.00
26000	DUE TO LITIGANTS, HEIRS, & OTHERS						
26010	ML Specialty Certificate	.00	.00	.00	.00	.00	.00
26241	INSURANCE PAYMENT	.00	.00	.00	.00	.00	.00
26242	UNCOLLECTED CASH SHORTAGE	.00	.00	.00	.00	.00	.00
26300	CHILD SUPPORT ADJUSTMENTS	.00	.00	.00	.00	.00	.00
26301	JUVENILE RESTITUTION	.00	.00	.00	.00	.00	.00
26302	BIRTH CERTIFICATES/NAME CHANGE	.00	.00	.00	.00	.00	.00
26303	INVESTMENTS(HEIRS,LITIG,OTHER)	.00	.00	.00	.00	.00	.00
26304	INVESTMENTS DUE FOR JUVENILE	.00	.00	.00	.00	.00	.00
26310	PUBLICATIONS	.00	.00	.00	.00	.00	.00
26311	REFUND/OVERPAY	.00	.00	781.48	781.48	.00	.00
26312	TAX ENFORC. PARTIAL PAY	.00	.00	.00	.00	.00	.00
26315	CONTRIBUTIONS - ORGAN DONOR PR	.00	-13.00	1,335.46	1,379.61	-31.15	.00
26401	JUV/TRUST S DANCSECS-1ST TN	.00	.00	.00	.00	.00	.00
26403	JUV/TRUST S.L.ENGLAND 1ST TN	.00	.00	.00	.00	.00	.00
26404	JUV/TRUST ASHLEY EVANS-1ST TN	.00	.00	.00	.00	.00	.00

Return to Committee Cover

HAMBLEN COUNTY CLERK
GENERAL LEDGER - FINANCIAL REPORT
YEAR FORMAT
FISCAL YEAR 2019 - PERIOD ENDING 06/30/2019

ACCT	DESCRIPTION	BEGINNING BALANCE	GENERAL	RECEIPTS	DISBURSEMENTS	COMMISSIONS	ENDING BALANCE
26405	JUV/TRUST G GARRETT-1ST TN	.00	.00	.00	.00	.00	.00
26406	JUV/TRUST REBECCA GILBERT-1ST	.00	.00	.00	.00	.00	.00
26407	JUV/TRUST DEMETRIA WILSON JF	.00	.00	.00	.00	.00	.00
26408	JUV/TRUST A LEMKA 1ST TN	.00	.00	.00	.00	.00	.00
26409	JUV/TRUST L MCMAHAN 1ST TN	.00	.00	.00	.00	.00	.00
26410	JUV/TRUST TONYA DUGGER-1ST TN	.00	.00	.00	.00	.00	.00
26411	JUV/TRUST KAYLA RUSSELL-1ST TN	.00	.00	.00	.00	.00	.00
26412	JUV/TRUST SOMER STULTZ-1ST TN	.00	.00	.00	.00	.00	.00
26413	JUV/TRUST CHASITY TURNER-1ST	.00	.00	.00	.00	.00	.00
26414	JUV/TRUST DUSTIN TURNER-1ST TN	.00	.00	.00	.00	.00	.00
26415	JUV/TRUST JULIE TURNER-1ST TN	.00	.00	.00	.00	.00	.00
26416	JUV/TRUST SHAWN TURNER-1ST TN	.00	.00	.00	.00	.00	.00
26417	JUV/TRUST TRAVIS TURNER-1ST TN	.00	.00	.00	.00	.00	.00
26418	JUV/TRUST NATASHA BYRD-JF	.00	.00	.00	.00	.00	.00
26419	JUV/TRUST SCARLETT HYDE-JF	.00	.00	.00	.00	.00	.00
26420	JUV/TRUST CODY LIVESAY-JF	.00	.00	.00	.00	.00	.00
26422	JUV/TRUST LURDEEN HULL JF	.00	.00	.00	.00	.00	.00
26423	JUV/TRUST PATRICIA YEARLY-JF	.00	.00	.00	.00	.00	.00
26424	JUV/TRUST LOGAN YOUNG-JF	.00	.00	.00	.00	.00	.00
26425	JUV/TR RICHARD/STEVEN ABBOT JF	.00	.00	.00	.00	.00	.00
26427	JUV/TRUST SETH RIMER-JF	.00	.00	.00	.00	.00	.00
26428	JUV/TRUST BRENT RIMER-JF	.00	.00	.00	.00	.00	.00
26429	INV/TRUST PHILLIP NOE-JF	.00	.00	.00	.00	.00	.00
26430	JU/TR PRISCILLA HULL MILLER JF	.00	.00	.00	.00	.00	.00
26431	JUV/TRUST PHILLIP HURD-JF	.00	.00	.00	.00	.00	.00
26432	JUV/TRUST MISTY PARAGON-JF	.00	.00	.00	.00	.00	.00
26433	JUV/TRUST ERICK PARAGON-JF	.00	.00	.00	.00	.00	.00
26434	JUV/TRUST AMANDA MCGILL-JF	.00	.00	.00	.00	.00	.00
26435	JUV/TRUST WHITNEY KYLE-JF	.00	.00	.00	.00	.00	.00
26436	JUV/TRUST TERRY BUSH-JF	.00	.00	.00	.00	.00	.00
26437	JUV/TRUST ADA DEAN-JF	.00	.00	.00	.00	.00	.00
26438	JUV/TRUST AARON LEVI-JF	.00	.00	.00	.00	.00	.00
26439	JUV/TRUST SHUKEY PHIPPS-JF	.00	.00	.00	.00	.00	.00
26440	JUV/TRUST SUMMER PHIPPS-JF	.00	.00	.00	.00	.00	.00
26441	JUV/TRUST ALISHA WELLS-JF	.00	.00	.00	.00	.00	.00
26442	JUV/TR FRANCISCA RODRIGUEZ JF	.00	.00	.00	.00	.00	.00
26443	JUV/TR EDIVINA RODRIGUEZ JF	.00	.00	.00	.00	.00	.00
26444	JUV/TRUST AMANDA LAGUNA-JF	.00	.00	.00	.00	.00	.00
26445	JUV/TRUST BRITTANY HEDRICK-JF	.00	.00	.00	.00	.00	.00
26446	JUV/TRUST AMANDA JANEWAY JF	.00	.00	.00	.00	.00	.00
26447	JUV/TRUST ERIC W FLORA-JF	.00	.00	.00	.00	.00	.00
26448	JUV/TRUST CHASIDY YOUNG-JF	.00	.00	.00	.00	.00	.00
26449	JUV/TRUST MARIE G. ESTRADA JF	.00	.00	.00	.00	.00	.00
26450	JUV/TRUST CHRISTIAN GARRETT JF	.00	.00	.00	.00	.00	.00
26451	JUV/TRUST SHANNON W. MURRAY JF	.00	.00	.00	.00	.00	.00
26452	INV/TRUST VIRGINIA LACY-ST	.00	.00	.00	.00	.00	.00

Return to Committee Cover

HAMBLEN COUNTY CLERK
GENERAL LEDGER - FINANCIAL REPORT
YEAR FORMAT
FISCAL YEAR 2019 - PERIOD ENDING 06/30/2019

ACCT	DESCRIPTION	BEGINNING BALANCE	GENERAL	RECEIPTS	DISBURSEMENTS	COMMISSIONS	ENDING BALANCE
26453	INV/TRUST GENE PAUL SMITH	.00	.00	.00	.00	.00	.00
26454	JUV/TRUST LAKITA MAE STANDIFER	.00	.00	.00	.00	.00	.00
26455	JUV/TRUST RANDY PROFFITT JF	.00	.00	.00	.00	.00	.00
26456	JUV/TRUST BRANDI BASS	.00	.00	.00	.00	.00	.00
26457	JUV/TRUST JESSICA LAURA KOSHT	.00	.00	.00	.00	.00	.00
26458	JUV/TRUST ANTHONY LONG	.00	.00	.00	.00	.00	.00
26459	JUV/TRUST CHARLES D BRUNDIGE	.00	.00	.00	.00	.00	.00
26460	JUV/TRUST JANE HAUN JF	.00	.00	.00	.00	.00	.00
26461	JUV/TRUST BRIAN MACKLEM JF	.00	.00	.00	.00	.00	.00
26462	JUV/TRUST JESSICA WELCH	.00	.00	.00	.00	.00	.00
26463	PROBATE/TRUST MARY FARMER	.00	.00	.00	.00	.00	.00
26464	JUV/TRUST GLADYS F PARRIS JF	.00	.00	.00	.00	.00	.00
26465	JUV/TRUST CRYSTAL LIVINGSTON	.00	.00	.00	.00	.00	.00
26466	JUV/TRUST CARLYE HUNSUCKER JF	.00	.00	.00	.00	.00	.00
26467	JUV/TRUST JENNIFER RODRIGUEZ	.00	.00	.00	.00	.00	.00
26468	JUV/TRUST ALEXIS RODRIGUEZ	.00	.00	.00	.00	.00	.00
26469	JUV/TRUST -TYLER A. BARNARD	.00	.00	.00	.00	.00	.00
26470	JUV/TRUST KARA WOOD	.00	.00	.00	.00	.00	.00
26471	JUV/TRUST TIFFANY TYLER JF	.00	.00	.00	.00	.00	.00
26472	JUV/TRUST HALEY SLONE /JF	.00	.00	.00	.00	.00	.00
26473	JUV/TRUST LISA RICKARD	.00	.00	.00	.00	.00	.00
26475	JUV. DEPOSITS FOR HOLDING	.00	.00	.00	.00	.00	.00
26501	CREDIT CARD FEES - BIS	.00	-148.00	9,172.50	9,351.50	-31.00	.00
26505	CREDIT CARD - BANK	.00	-251.67	33,375.97	33,722.93	-95.29	.00
26700	PROBATE CASH BOND	.00	.00	.00	.00	.00	.00
26900	FEE AND COMMISSION ACCOUNT	.00	.00	.00	.00	.00	.00
26901	PATERNITY TEST/BLOOD WORK	.00	.00	.00	.00	.00	.00
26930	POSTAL CHARGES	.00	-101.00	16,632.28	16,827.28	-94.00	.00
26999	OVER & SHORT	.00	4.25	.25	.00	-4.00	.00
	*** SUB-TOTAL ***	.00	-509.42	61,297.94	62,062.80	-255.44	.00
29900	FEE & COMMISSION ACCOUNT						
29900	CLERK'S FEES/COMMISSIONS	-38,021.39	-578,880.09	3,565.01	774,704.80	-198,480.02	-44,241.71
29901	MARRIAGE CLERK FEES	.00	8,670.00	8,610.00	-30.00	-30.00	.00
29902	MVD CLERK FEES	.00	63,403.50	62,914.50	-236.00	-253.00	.00
29903	RENEWAL CLERK FEES	.00	119,589.00	118,983.00	-215.50	-390.50	.00
29904	TITLE APPL CLERK FEES	.00	143,637.00	142,421.50	-561.00	-654.50	.00
29905	SALES TAX CLERK FEES	.00	6,524.00	6,481.00	-24.00	-19.00	.00
29906	BOAT TAX CLERK FEES	.00	4,256.00	4,242.00	-7.00	-7.00	.00
29907	TWRA CLERK FEE	.00	101.00	101.00	.00	.00	.00
29908	NOTARY COMM CLERK FEES	.00	1,452.00	1,443.00	-9.00	.00	.00
29909	JUV COURT/SUPPORT CLERK FEES	.00	.00	.00	.00	.00	.00
29910	REPL TITLE N/L CLERK FEES	.00	.00	.00	.00	.00	.00
29911	BUSINESS LICENSE CLERK FEES	.00	4,632.00	4,632.00	.00	.00	.00
29912	LITIGATION CLERKS FEES	.00	.00	.00	.00	.00	.00
29913	BANK ACCOUNT INTEREST	.00	.00	.00	.00	.00	.00

Return to Committee Cover

HAMBLEN COUNTY CLERK
GENERAL LEDGER - FINANCIAL REPORT
YEAR FORMAT
FISCAL YEAR 2019 - PERIOD ENDING 06/30/2019

ACCT	DESCRIPTION	BEGINNING BALANCE	GENERAL	RECEIPTS	DISBURSEMENTS	COMMISSIONS	ENDING BALANCE
29914	SWEEP ACCOUNT-PRINCIPAL	.00	.00	.00	.00	.00	.00
29915	EXCESS FEES	.00	.00	.00	.00	.00	.00
29916	REPL TITLE N/L ISSUANCE FEE	.00	.00	.00	.00	.00	.00
29918	TAX ENFORC.-PARTIAL PAYMENT	.00	.00	.00	.00	.00	.00
29919	JUVENILE DRUG TEST-CLERK FEE	.00	.00	.00	.00	.00	.00
29920	JUVENILE-MISC CLERK FEES	.00	.00	.00	.00	.00	.00
29921	DRIVER LICENSE ISSUENCE FEE	.00	15,496.00	15,400.00	-32.00	-64.00	.00
29922	PASSPORT CLERK FEES	.00	40,740.00	40,565.00	-105.00	-70.00	.00
29923	PROPERTY TAX FEES	.00	.00	.00	.00	.00	.00
29924	PASSPORT PHOTO	.00	8,700.00	8,685.00	.00	-15.00	.00
29925	HANDGUN CLERK FEES	.00	.00	.00	.00	.00	.00
29955	EIVS NOTICE COUNTY	.00	.00	.00	.00	.00	.00
29999	OVERPAYMENT CREDIT	.00	.00	.00	.00	.00	.00
	*** SUB-TOTAL ***	-38,021.39	-161,679.59	418,043.01	773,485.30	-199,983.02	-44,241.71
	*** TOTAL ***	-39,793.39	82,834.64	7,069,674.13	7,002,158.34	-21,252.17	-45,726.71

Return to Committee Cover

HAMBLEN COUNTY CLERK
GENERAL LEDGER - FINANCIAL REPORT
YEAR FORMAT
FISCAL YEAR 2019 - PERIOD ENDING 06/30/2019

ACCT	DESCRIPTION	BEGINNING BALANCE	GENERAL	RECEIPTS	DISBURSEMENTS	COMMISSIONS	ENDING BALANCE
	SUMMARY OF ASSETS:						
	CASH ON HAND	3,340.00					3,340.00
	SUN TRUST BANK	.00					.00
	JEFFERSON FEDERAL BANK	.00					.00
	GREEN COUNTY BANK	.00					.00
	AUTOMATED SWEEP-SUN TRUST	.00					.00
	HOME TRUST BANK	1,771.52					1,489.25
	INVESTMENT-JUV-FIRST TENN BANK	.00					.00
	INVESTMENT-JUV-JEFFERSON FED	.00					.00
	INVESTMENT-COURT-UNION PLANTER	.00					.00
	INVESTMENT - SUN TRUST BANK	.00					.00
	INVESTMENT - JEFFERSON FEDERAL	.00					.00
	CREDIT CARD	32,566.24					40,314.46
	RETURNED CHECKS	2,115.63					583.00
	SWEEP ACCOUNT PRINCIPAL	.00					.00
	TITLE GIFT VOUCHER	.00					.00
	RENEWAL GIFT VOUCHER	.00					.00
	REFUND OVERPAY	.00					.00
	PARTIAL PAY	.00					.00
	CASH SHORTAGE	.00					.00
	*** TOTAL ***	39,793.39					45,726.71

THIS REPORT IS SUBMITTED IN ACCORDANCE WITH REQUIREMENTS OF SECTION 5-8-505, AND/OR 67-5-1902, TENNESSEE CODE ANNOTATED, AND TO THE BEST OF MY KNOWLEDGE AND BELEIF ACCURATELY REFLECTS TRANSACTIONS OF THIS OFFICE FOR THE PERIOD ENDING JUNE 30, 2019.

Jennifer Kelly/RC
(Signature)

7/29/19
(Date)

County Clerk
(Title)

This report is to be filed with the County Executive and County Clerk.

Return to Committee Cover

Hamblen County Gen Sessions
Annual Financial Report
For The Year Ended June 30, 2019

Acct #	Description	Beginning Balance	Adjustments	Receipts	Disbursements	Commission Transfers	Ending Balance
Fund: 904	**General Sessions Court Clerk**						
23000	**Due To State Of Tennessee**						
23111	Litigation Tax	0.00	-2,859.89	236,785.60	-219,715.91	-14,209.80	0.00
23180	Criminal Injuries Compensation Tax	0.00	-43.03	22,415.34	-21,814.05	-558.26	0.00
23220	Game And Fish Fines And Costs	0.00	93.00	578.00	-662.25	-8.75	0.00
23400	Department Of Safety	0.00	-635.00	71,968.75	-67,877.69	-3,456.06	0.00
23600	Tenn Bureau Of Investigation	0.00	-143.75	11,319.53	-10,917.23	-258.55	0.00
23810	Public Service Commission	0.00	5.00	447.50	-429.87	-22.63	0.00
23900	Other Funds Due State	0.00	88.50	4,790.38	-4,642.59	-236.29	0.00
	Totals:	0.00	-3,495.17	348,305.10	-326,059.59	-18,750.34	0.00
24000	**Due To County Trustee**						
24140	Litigation Tax - General	7,000.00	-15,497.25	515,360.73	-462,981.21	-33,382.27	10,500.00
24310	County Fines	0.00	-421.50	36,371.68	-34,152.62	-1,797.56	0.00
24330	Drug Fines	0.00	-262.50	7,377.12	-6,758.88	-355.74	0.00
24331	Drug Court Fee	0.00	-244.25	10,293.91	-9,547.18	-502.48	0.00
24340	County Game And Fish Fines	0.00	-25.00	112.50	-78.75	-8.75	0.00
24360	Officers Costs	6,480.00	-4,636.38	187,652.24	-176,092.35	-9,223.51	4,180.00
24370	Jail Fees	0.00	-1,389.00	60,630.86	-56,279.74	2,962.12	0.00
24380	District Attorney General Fees	0.00	393.75	9,807.93	-9,691.59	-510.09	0.00
24490	Other Collections	0.00	-45.50	2,174.75	-2,022.77	-106.48	0.00
	Totals:	13,480.00	-22,127.63	829,781.72	-757,605.09	-48,849.00	14,680.00
25000	**Due To Cities**						
25210	City Fines	0.00	875.00	15,357.00	-15,420.38	-811.62	0.00
25220	Drug Fines	0.00	-489.50	24,218.00	-22,542.06	-1,186.44	0.00
25230	Officers Costs	0.00	0.00	1,968.50	-1,968.50	0.00	0.00
	Totals:	0.00	385.50	41,543.50	-39,930.94	-1,998.06	0.00
26000	**Due To Litigants, Heirs And Others**						
26100	Court Funds And Costs	60,874.04	102,246.39	1,326,459.30	-1,427,908.99	0.00	61,670.74
26200	Officers' Costs - Non-County	173.00	724.00	29,454.00	-30,329.00	0.00	22.00
26700	Cash Bonds	19,150.00	-43,650.00	41,000.00	-2,000.00	0.00	14,500.00
	Totals:	80,197.04	59,320.39	1,396,913.30	-1,460,237.99	0.00	76,192.74
28000	**Other Credits**						
29900	Fee/commission Account	0.00	-3,869.06	623,763.32	-689,491.66	69,597.40	0.00
	Totals:	0.00	-3,869.06	623,763.32	-689,491.66	69,597.40	0.00
	Fund Totals:	93,677.04	30,214.03	3,240,306.94	-3,273,325.27	0.00	$90,872.74

Return to Committee Cover

Hamblen County Gen Sessions
Annual Financial Report
For The Year Ended June 30, 2019

Summary of Assets:

Cash In Bank	$93,677.04	$90,872.74
Cash On Hand	$0.00	$0.00
Totals:	$93,677.04	$90,872.74

This report is submitted in accordance with requirements of Section 5-8-505 and/or 67-5-1902, Tennessee Code Annotated, and to the best of my knowledge and belief accurately reflects transactions of this office for the year ended June 30, 2019.

Teresa West (Signature) Circuit Court Clerk (Title) 7/3/19 (Date)

Return to Committee Cover

Hamblen County Juvenile Court
Annual Financial Report
For The Year Ended June 30, 2019

Acct #	Description	Beginning Balance	Adjustments	Receipts	Disbursements	Commission Transfers	Ending Balance
Fund: 906 Juvenile Court Clerk							
23000	**Due To State Of Tennessee**						
23111	Litigation Tax	0.00	-70.00	3,036.00	-2,817.70	-148.30	0.00
23300	Secretary Of State - Notary Commissions	0.00	0.00	20.00	-20.00	0.00	0.00
23900	Other Funds Due State	0.00	0.00	428.00	-406.60	-21.40	0.00
	Totals:	0.00	-70.00	3,484.00	-3,244.30	-169.70	0.00
24000	**Due To County Trustee**						
24320	Juvenile Fines	0.00	0.00	15,971.68	-15,173.06	-798.62	0.00
24360	Officers Costs	0.00	-62.00	5,698.50	-5,240.67	-275.83	120.00
24370	Jail Fees	0.00	0.00	450.00	-427.50	-22.50	0.00
24490	Other Collections	0.00	0.00	22.00	-20.90	-1.10	0.00
	Totals:	0.00	-62.00	22,142.18	-20,862.13	-1,098.05	120.00
26000	**Due To Litigants, Heirs And Others**						
26100	Court Funds And Costs	9,362.96	-27,325.36	36,697.40	-15,581.19	0.00	3,153.81
26200	Officers' Costs - Non-County	0.00	-42.00	210.00	-168.00	0.00	0.00
26300	Alimony/Child Support	100.00	27,424.36	2,969.00	-30,493.36	0.00	0.00
26400	Deposits	65,609.14	-10,959.87	572.70	0.00	0.00	55,221.97
26700	Cash Bonds	510.00	0.00	0.00	0.00	0.00	510.00
	Totals:	75,582.10	-10,902.87	40,449.10	-46,242.55	0.00	58,885.78
28000	**Other Credits**						
29900	Fee/Commission Account	0.00	-428.58	57,163.58	-58,002.75	1,267.75	0.00
	Totals:	0.00	-428.58	57,163.58	-58,002.75	1,267.75	0.00
	Fund Totals:	75,582.10	-11,463.45	123,238.86	-128,351.73	0.00	$59,005.78

Return to Committee Cover

Hamblen County Juvenile Court
Annual Financial Report
For The Year Ended June 30, 2019

Summary of Assets:

Cash In Bank	$9,972.96	$3,783.81
Cash On Hand	$0.00	$0.00
Investments	$65,609.14	$55,221.97
Totals:	$75,582.10	$59,005.78

This report is submitted in accordance with requirements of Section 5-8-505 and/or 67-5-1902, Tennessee Code Annotated, and to the best of my knowledge and belief accurately reflects transactions of this office for the year ended June 30, 2019.

Teresa West (Signature) Circuit Court Clerk (Title) 7/3/19 (Date)

Return to Committee Cover

JIM R. CLAWSON
Register of Deeds

Hamblen County Courthouse
P. O. Box 766
Morristown, TN 37815
Phone: 423-586-6551
Fax: 423-318-2505

MEMORANDUM

DATE: July 9, 2019

TO: Trish Bowman

FROM: Jim Clawson JC.

RE: Annual Financial Report

Please add the attached Annual Financial Report to the Agenda for the August monthly meeting of County Commission.

Return to Committee Cover

Hamblen County , Tennessee
Office Of The Register Of Deeds
Annual Financial Report
For The Period Of 07/01/2018 - 06/30/2019

Account Description	Beginning Balance	Adjustments	Receipts	Transfers In	Disbursements	Transfers Out	Commission Transfers	Ending Balance
MORTGAGE TAX	0.00	0.00	350289.74	0.00	341882.74	0.00	8407.00	0.00
CONVEYANCE TAX	0.00	0.00	867137.48	0.00	846326.22	0.00	20811.26	0.00
DP FEES	0.00	10.00	18352.00	0.00	18342.00	0.00	0.00	0.00
REGISTER'S FEES	0.00	0.00	3239.00	0.00	3239.00	0.00	0.00	0.00
RECORDING FEES	-934.65	95.36	210688.50	0.00	240112.32	0.00	-29218.26	-633.73
LATE FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS FEES	0.00	-125.04	316.70	0.00	441.74	0.00	0.00	0.00
REFUNDS	0.00	0.00	911.96	0.00	911.96	0.00	0.00	0.00
OVER/SHORT	0.00	0.00	129.66	0.00	129.66	0.00	0.00	0.00
ESCROW	-472.37	0.00	1478.30	0.00	1556.68	0.00	0.00	-393.99
CR/DB CARD FEES	-17.98	0.00	300.80	0.00	303.50	0.00	0.00	-15.28
TOTALS:	-1425.00	-19.68	1452844.14	0.00	1453245.82	0.00	0.00	-1043.00
SUMMARY OF ASSETS:								
CASH ON HAND	425.00							425.00
CASH IN BANK	250.00							250.00
ACCOUNTS RECEIVABLE	750.00							368.00
TOTALS:	1425.00							1043.00

This report is submitted in accordance with requirements of Sections 5-8-505 and /or 67-5-1902, as amended, Tennessee Code Annotated, and to the best of my knowledge, information and belief accurately reflect transactions of this office for the period 07/01/2018 through 06/30/2019.

Register of Deeds — Date: 7-9-19

County Mayor — Date

County Clerk — Date

Return to Committee Cover

RECEIVED
JUL 16 2019
OFFICE OF HAMBLEN COUNTY MAYOR

HAMBLEN COUNTY, TENNESSEE
OFFICE OF SHERIFF
ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDING JUNE 30, 2019

ACCOUNT NO	DESCRIPTION	BEGINNING BALANCE	ADJUSTMENTS	RECEIPTS	TRANSFERS IN	DISBURSEMENTS	TRANSFERS OUT	INTREST DEPOSIT BY BANK	ENDING BALANCE
	Sheriff's Fee's	$40.00		$1,305.00		$1,305.00			$40.00 Cash on hand
	Civil Fees			$25,752.85		$25,752.85			
	Work Release			$7,434.00		$7,434.00			
	Sex Offender Registry			$6,000.00		$6,000.00			
	Misc.			$1,353.30		$1,353.30			
	Investigations	$1,167.60				$200.00			$967.60
	Seizure account	$107,329.27		$35,748.00		$105,159.09			$40,813.18
	TOTAL			$77,593.15		$147,204.24		$0.00	

SUMMARY OF ASSETS:		
CASH	$108,536.87	$41,820.78
INVESTMENTS		
RECEIVABLES		
TOTAL		

This report is submitted in accordance with requirements of section 5-8-505, and/or 67-5-1902, Tennessee Code Annotated, and to the best of my knowledge, information and belief accurately reflects transactions of this office for the year ended June 30, 2018

(signature)

Sheriff
(title)

7/12/2019
(date)

This report is to be filed with the County Mayor and County Clerk

Return to Committee Cover

Hamblen County Trustee's Office Fund Report

Financial Summary Report - July 01, 2018 to June 30, 2019

Fund	Name	Starting Balance	Receipts	Disbursements	Transfers In	Transfers Out	Commission adjustment	Commission	Ending Balance
101	GENERAL FUND	4,946,948.25	21,435,440.02	20,342,510.26	0.00	0.00	(3,434.12)	258,422.82	5,784,889.31
116	GARBAGE/SOLID WASTE	2,362,152.93	2,215,280.00	2,309,454.10	78,316.72	0.00	(68.77)	34,370.51	2,311,993.81
122	DRUG CONTROL	201,365.87	134,158.82	146,595.11	0.00	0.00	0.00	1,220.40	187,709.18
126	SCHOOL EMPLOYEE SELF INSURANCE	22,667.03	3,197.55	192,634.53	187,184.53	0.00	0.00	0.00	20,414.58
127	SCHOOL TAX ACCOUNT	6,865.47	12,930,966.46	11,880,258.53	0.00	0.00	0.00	0.00	1,057,573.40
131	HIGHWAY/PUBLIC WORKS	1,150,044.07	2,988,991.13	2,268,816.01	0.00	0.00	0.00	26,299.90	1,843,919.29
141	GENERAL PURPOSE SCHOOL	8,827,576.75	89,268,974.47	86,822,181.74	925.00	0.00	(10,052.68)	532,369.88	10,752,977.28
142	SCHOOL FEDERAL PROJECTS	109,946.07	6,439,037.80	6,495,664.66	0.00	0.00	0.00	0.00	53,319.21
143	FOOD SERVICE	5,009,128.82	6,420,938.78	6,472,809.74	0.00	0.00	0.00	0.00	4,957,257.86
151	GENERAL DEBT SERVICE	3,107,729.82	6,599,928.63	5,756,864.76	0.00	0.00	(361.10)	104,363.75	3,846,791.04
171	GENERAL CAPITAL PROJECTS	213,477.35	177,561.89	311,325.31	53,316.72	0.00	0.00	0.00	133,030.65
173	SANITATION PROJECTS	78,316.72	(78,316.72)	53,316.72	53,316.72	0.00	0.00	0.00	0.00
176	HIGHWAY CAPTITAL PROJECTS	154,328.84	157,015.73	150,414.68	0.00	0.00	0.00	360.00	160,569.89
177	EDUCATION CAPITAL PROJECTS	60,915.80	0.00	0.00	0.00	0.00	0.00	0.00	60,915.80
178	COUNTY ED CAP	3,681.62	0.00	3,681.62	0.00	0.00	0.00	0.00	0.00
263	EMPLOYEE SELF-INSURANCE	1,454,593.36	3,034,081.80	3,246,172.33	0.00	0.00	0.00	0.00	1,242,502.83
320	FLEX MEDICAL SPENDING	5,001.72	21,949.84	21,949.84	0.00	0.00	0.00	0.00	5,001.72
351	TRUST AND AGENCY	859.90	13,371,058.03	13,231,553.85	0.00	0.00	0.00	133,710.57	6,653.51
999	TRUSTEE'S OFFICE	(5,768,016.35)	(1,077,201.16)	0.00	0.00	0.00	0.00	0.00	(6,845,217.51)
21540	DUE TO CITIES	300.22	0.00	0.00	0.00	0.00	0.00	0.00	300.22
		27,724,594.20	165,236,383.24	159,810,907.13	357,445.14	(5,224.29)	(13,916.67)	1,091,117.83	32,435,528.58

Return to Committee Cover

Fund	Name	Starting Balance	Receipts	Disbursements	Transfers In	Transfers Out	Commission adjustment	Commission	Ending Balance
22200	OVERFLOW	3,637.68	105,375.07	104,703.34	0.00	0.00	0.00	0.00	4,309.41
28310	UNDISTRIBUTED TAXES	3,355.91	0.00	0.00	(15,614.55)	(15,968.23)	0.00	0.00	3,709.59
29900	FEE/COMMISSION	5,769,716.35	1,087,945.10	0.00	0.00	10,743.94	0.00	0.00	6,846,917.51
		27,724,594.20	165,236,383.24	159,810,907.13	357,445.14	(5,224.29)	(13,916.67)	1,091,117.83	32,435,538.58

Return to Committee Cover

Summary of Assets Beginning Balances		*Debits / Credits*				*Summary of Assets Ending Balances*	
INVESTMENT ACCOUNTS	2,323,142.32	106,147.96	(+)	2,071,010.29	(-)	**INVESTMENT ACCOUNTS**	358,279.99
CASH	1,700.00	30,258,960.46	(+)	30,258,960.46	(-)	**CASH**	1,700.00
BANK ACCOUNTS	24,397,521.88	498,925,243.74	(+)	492,250,340.53	(-)	**BANK ACCOUNTS**	31,072,425.09
COMPENSATION ACCOUNT	1,000,000.00	0.00	(+)	0.00	(-)	**COMPENSATION ACCOUNT**	1,000,000.00
STATE TAX RELIEF	2,160.00	197,195.00	(+)	196,221.50	(-)	**STATE TAX RELIEF**	3,133.50
Total	27,724,524.20	529,487,547.16	(+)	524,776,532.78	(-)	**Total**	32,435,538.58

Property Tax Summary

Current Year	27,512,025.79
Prior Year	1,211,096.42
Bankruptcy	3,601.11
Interest	592,615.42

This report is submitted in accordance with requirements of section 5-8-505 and 67-5-1902 Tennessee Code, annoted and to the best of my knowledge and belief, accurately reflects transactions of this office July 01, 2018 through June 30, 2019.

Signature: John Rusk Title: Trustee July 11, 2019

COUNTY COURT CLERK HAMBLEN COUNTY, TENNESSEE AGRICULTURE COMMERCE

STATE OF TENNESSEE, COUNTY OF HAMBLEN
I, Penny Pelly County Clerk, certify that the foregoing is a true and perfect copy of original Annual Report
Filed in my office
This 30 day of July 2019
Penny Pelly | PP
County Clerk

Return to Committee Cover

End of Fiscal Year Report for 2018

Hamblen County Trustee
John Baskette

511 West 2nd North St
Morristown, TN 37814
Ph: 423-586-6290

Section I: Tax Aggregate

Tax Aggregate for bills loaded on October 1st (or slightly before)

	Total
Property Taxes	$.....28,227,681.00
Public Utility Taxes	$.....1,088,343.00
Assessor Additions & Increases	$.....148,693.57
Assessor Deletions & Decreases	($.....42,397.41)
Tax Freeze Increases	$.....0.00
Tax Freeze Decreases	$.....0.00
Other Increases	$.....0.00
Other Decreases	$.....0.00
Uncollectible	$.....0.00
Total	$.....29,422,320.16

Section II: Taxes Collected

	Total
Property Taxes	($.....27,859,102.31)
Property Taxes - State Relief	($.....197,056.00)
Property Taxes - County Match	$.....0.00
Refunds & Returned Checks	$.....25,079.75
Reversals & No New Money	($.....5,419.87)
Combined State/County Relief Denied	$.....0.00
Total	($.....28,036,498.43)

Section III: Delinquent Balances

	Total
Total	($.....1,385,877.73)

Section IV: Final Tax Balances

	Total
Initial Taxes Due	$.....29,422,320.16
Taxes Collected	($.....28,036,498.43)
Delinquent Balances	($.....1,385,877.73)
Collected + Delinquent	($.....29,422,376.16)
Difference	($.....56.00)

I certify that this report has been examined by me and is to the best of my knowledge and belief a true and complete report of the End of Year Balances made in good faith for the 2018 fiscal year.

John Baskette, Hamblen County Trustee
July 11th 2019 03:54 pm

John Baskette

STATE OF TENNESSEE, COUNTY OF HAMBLEN
I, Penny Petty County Clerk, certify that the foregoing is a true and perfect copy of original Annual Report
Filed in my office
This 30 day of July 2019
Penny Petty
County Clerk

Return to Committee Cover

6:05 PM
07/07/19
Accrual Basis

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
May 2019

	May 19	Jul '18 - May 19
Ordinary Income/Expense		
Income		
4000 · Adoption		
4001 · Fees	1,805.00	28,596.00
4002 · Refunds	-50.00	-620.00
4004 · Adoption - Pet Sense	0.00	720.00
4007 · Adoption - Puppy	0.00	5,440.00
4000 · Adoption - Other	0.00	4,045.00
Total 4000 · Adoption	1,755.00	38,181.00
4003 · Medical Fee	20.00	1,606.00
4005 · After Hours Pick-up Charge	0.00	350.00
4008 · Microchip Fee	210.00	5,385.00
4009 · Dog-Cat Sponsorship	0.00	440.00
4015 · Animal Pickups - Vet	340.00	2,220.00
4020 · Boarding Fees	0.00	2,550.00
4030 · Citations	39.90	4,344.31
4040 · Donations		
4041 · Donations - AJ Fund	1,000.00	2,933.65
4042 · Building Fund	-73,691.49	-67,016.49
4044 · Pet Sense Red Box	0.00	83.25
4045 · Memorial	100.00	1,626.00
4046 · Network for Good	0.00	1,405.00
4048 · Rescue	0.00	755.00
4050 · Donations - Food	0.00	157.60
4051 · Donations - Undesignated	633.36	31,373.17
4040 · Donations - Other	0.00	8,881.04
Total 4040 · Donations	-71,958.13	-19,801.78
4060 · Euthanasia Fees	40.00	830.00
4061 · Animal Disposal Fee	0.00	493.00
4100 · Fundraising		
4101 · General Income	0.00	170.00
4117 · Donation Boxes	0.00	1,563.05
4100 · Fundraising - Other	0.00	-156.50
Total 4100 · Fundraising	0.00	1,576.55
4135 · T-shirts Income	10.00	640.00
4136 · Pet Sense Red Box	0.00	140.97
4200 · Funds - City of Morristown	0.00	114,900.00
4210 · Funds - Hamblen County	12,500.00	137,500.00
4250 · Membership Fees	140.00	1,460.00
4260 · Miscellaneous Income	0.00	180.00
4261 · Vet Treatment	0.00	870.00
4270 · Rabies Vaccination Deposit	13.00	903.00
4280 · Reclaim Fee	45.00	3,313.00
4290 · Surrender Fee	420.00	3,645.00
4300 · Spay / Neuter		
4301 · Spay / Neuter Deposit	50.00	5,300.00
4302 · Spay / Neuter Refund	-50.00	-2,120.00
4300 · Spay / Neuter - Other	0.00	185.00
Total 4300 · Spay / Neuter	0.00	3,365.00
4400 · Frozen Cats	0.00	448.00
Total Income	-56,425.23	305,539.05
Gross Profit	-56,425.23	305,539.05
Expense		
Professional Fee	0.00	24,996.00

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
May 2019

	May 19	Jul '18 - May 19
6000 · Payroll Expense		
6010 · ACO	7,222.28	64,304.01
6020 · Admin	3,557.70	34,327.05
6030 · Office	6,855.77	65,887.34
6040 · Kennel	1,877.72	32,162.26
6100 · Payroll Tax Expense	1,521.30	15,939.10
Total 6000 · Payroll Expense	21,034.77	212,619.76
6400 · New Location		
6511 · Repairs & Maintenance New Bldg	5,128.29	7,841.79
6400 · New Location - Other	0.00	1,511.00
Total 6400 · New Location	5,128.29	9,352.79
6500 · MonthlyExpenses for New Shelter		
6501 · Utilities Gas	68.02	580.81
6502 · Utilities Electric N	207.30	1,092.30
6503 · Security Light	18.90	175.27
6504 · Garbage Fee	15.00	498.23
6505 · Metered Water	22.51	142.73
6506 · Sewage Fee	22.50	180.00
6507 · Utility Service Charge	1.79	28.58
Total 6500 · MonthlyExpenses for New Shelter	356.02	2,697.92
7000 · Advertising	0.00	1,745.73
7010 · Alarm Monitoring	96.00	600.66
7020 · Animal Care		
7021 · Animal Care Supplies	527.23	5,260.48
7023 · Animal Care Cat Food	119.88	133.84
7024 · Kitty Litter	181.78	1,511.97
7020 · Animal Care - Other	0.00	48.36
Total 7020 · Animal Care	828.89	6,954.65
7030 · Bank Charges	71.01	1,127.54
7040 · Bookkeeping & Audit	0.00	5,495.00
7050 · Communications		
7051 · ACO Radios	0.00	546.55
7052 · Cell Phone	228.80	2,124.10
7053 · Internet Service	0.00	287.88
7054 · Telephone	0.00	776.10
7058 · Television	0.00	721.83
Total 7050 · Communications	228.80	4,456.46
7070 · Dues & Subscriptions	0.00	538.88
7090 · Food - Animal	0.00	6,766.63
7110 · Insurance		
7112 · Auto	0.00	-3,368.00
7113 · D&O Liability	0.00	1,298.00
7114 · Group Medical	209.09	2,324.15
7115 · Liability Insurance	0.00	8,068.13
7116 · Volunteer Accident Coverage	0.00	300.00
7117 · Workmen's Comp	0.00	3,644.00
7127 · Group Life	0.00	75.42
7110 · Insurance - Other	0.00	407.75
Total 7110 · Insurance	209.09	12,749.45
7120 · Landfill Fees		
7121 · TIDI Dumpster	0.00	536.40
7121A · Landfill Fees - Animal Burial	0.00	143.26
7120 · Landfill Fees - Other	23.94	146.64
Total 7120 · Landfill Fees	23.94	826.30

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
May 2019

	May 19		Jul '18 - May 19	
7122 · Group Dental/Vision		0.00		170.98
7130 · Legal Fees		0.00		2,400.00
7140 · License & Fees		490.00		1,312.25
7150 · Meals				
7152 · Inmates	352.36		6,549.92	
Total 7150 · Meals		352.36		6,549.92
7159 · Medicine / Medical				
7160 · Medicine / Medical Supplies	830.98		13,754.14	
7159 · Medicine / Medical - Other	87.13		922.52	
Total 7159 · Medicine / Medical		918.11		14,676.66
7169 · Microchip				
7170 · Microchip Supplies	0.00		6,043.95	
7171 · Reimbursement	0.00		40.00	
7169 · Microchip - Other	0.00		-360.01	
Total 7169 · Microchip		0.00		5,723.94
7180 · Miscellaneous		0.00		135.00
7200 · Postage and Shipping		0.00		786.19
7220 · Postage		4.49		743.57
7230 · Repairs & Maintenance				
7231 · Equipment	399.84		2,561.28	
7232 · Property	357.74		1,296.59	
7230 · Repairs & Maintenance - Other	0.00		337.31	
Total 7230 · Repairs & Maintenance		757.58		4,195.18
7240 · Supplies				
7241 · ACO Supplies	0.00		266.82	
7242 · Cleaning	461.28		7,453.96	
7243 · Office				
7240a · Shipping Expense	0.00		50.00	
7243 · Office - Other	258.21		4,319.42	
Total 7243 · Office	258.21		4,369.42	
7244 · Kennel Supplies				
7244a · Pest Control	70.00		770.00	
7244 · Kennel Supplies - Other	0.00		808.72	
Total 7244 · Kennel Supplies	70.00		1,578.72	
7245 · Condiments	0.00		359.75	
7240 · Supplies - Other	0.00		1,040.02	
Total 7240 · Supplies		789.49		15,068.69
7250 · Taxes				
7251 · Property Tax	0.00		180.63	
Total 7250 · Taxes		0.00		180.63
7252 · Taxes & Fees		15.48		484.98
7255 · Training / Education		0.00		750.00
7260 · Transportation				
7261 · Fuel				
Fuel- ACO Truck	0.00		2,760.30	
7261 · Fuel - Other	869.91		6,282.46	
Total 7261 · Fuel	869.91		9,042.76	
7262 · Registration & Tags	17.50		17.50	
7263 · Repair & Maintenance	22.71		2,050.86	
7260 · Transportation - Other	0.00		35.00	
Total 7260 · Transportation		910.12		11,146.12

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
May 2019

	May 19	Jul '18 - May 19
7270 · Uniforms	0.00	634.53
7280 · Utilities		
7281 · Electric	361.00	9,745.03
7282 · Utilities Security light	0.00	50.00
7283 · Gas	85.41	2,787.28
7284 · Garbage Fee	326.31	1,432.89
7280 · Utilities - Other	0.00	237.14
Total 7280 · Utilities	772.72	14,252.34
7300 · Veterinary Fees		
7310 · Regular Vet Fees	0.00	12,004.18
7315 · Veterinary Fees Rabies Certific	0.00	481.00
7316 · Spay & Neuter	65.00	6,278.20
7317 · TNR Spay & Neuter	0.00	-315.00
7320 · Special Medical	0.00	40.30
7300 · Veterinary Fees - Other	0.00	33.00
Total 7300 · Veterinary Fees	65.00	18,521.68
7304 · Claw & Paw 4 The Cause Mobile	467.00	3,943.00
7600 · Fundraising Expense		
7635 · T-shirt Expenses	0.00	718.00
7600 · Fundraising Expense - Other	0.00	710.62
Total 7600 · Fundraising Expense	0.00	1,428.62
Total Expense	33,519.16	394,032.05
Net Ordinary Income	-89,944.39	-88,493.00
Other Income/Expense		
Other Income		
8050 · Interest Income	0.00	137.05
8060 · Interest Expense	0.00	3.20
Total Other Income	0.00	140.25
Other Expense		
5555 · Contract Labor	0.00	10,466.00
9010 · Rescue Van Expenses		
9011 · Rescue Van - Fuel	0.00	0.00
9012 · Rescue Van - R/M	0.00	0.00
Total 9010 · Rescue Van Expenses	0.00	0.00
Total Other Expense	0.00	10,466.00
Net Other Income	0.00	-10,325.75
Net Income	**-89,944.39**	**-98,818.75**

Return to Committee Cover

5:48 PM
07/07/19
Accrual Basis

Morristown-Hamblen Humane Society, Inc.
Expenses by Vendor Summary
May 2019

	May 19	May 18
Access Technology Group, INC	0.00	133.12
Alyssa Coburn	0.00	50.00
Amazon	818.84	1,299.37
Andrews & Hoskins Construction	75,000.00	0.00
AT&T	0.00	195.62
AT&T Mobility	228.80	0.00
Atmos Energy	153.43	0.00
BlueCross BlueShield of Tennessee	82.14	0.00
Board of Veterinary Medical Examiners	120.00	0.00
Cook's Pest Control	70.00	70.00
Crestview Animal Hospital	65.00	0.00
David Gulley	80.00	73.00
Debbie Chance	50.00	0.00
Department of Health	370.00	0.00
Dr. Amanda D. Dykstra Wessel	0.00	1,304.00
Eddie Ward	50.00	0.00
Express Health Clinic	38.00	0.00
Express Lane	0.00	50.70
Federated Auto Parts	0.00	14.89
Fisher Auto Parts	22.71	0.00
Frankenmuth Insurance	0.00	952.58
Fueiman	817.08	846.59
Hamblen Co/Morristown Solid Waste	23.94	0.00
Home Depot	600.90	0.00
IDEXX Distribution, Inc.	463.50	0.00
Intervet	0.00	1,508.49
Intuit	0.00	39.51
Lakeway Animal Hospital	0.00	150.00
Lakeway Fence & Supply	6,400.00	0.00
Laundry Systems of Tennessee	0.00	276.68
Life Insurance Company of Alabama	75.42	63.26
Med-Vet International	213.38	0.00
Midwest Veterinary Supply, Inc.	0.00	1,009.17
Morristown Animal Hospital, PC	0.00	70.00
Morristown Signs	0.00	240.00
Morristown Utilities	649.00	716.00
Moyers Veterinary Hospital	0.00	10.00
Murrell Burglar Alarms	96.00	20.00
MUS Fibernet	0.00	243.59
Petty Cash	1,160.15	804.74
Postmaster General	0.00	100.00
QuickBooks Payroll Service	0.00	77.23
Shelter Medicine - UT	195.00	0.00
southern Global Refrigeration	0.00	197.50
Stericycle, Inc.	87.13	166.28
Tractor Supply Credit Plan	615.12	0.00
United Health Care	308.18	0.00
Wal-Mart Community	505.02	1,344.00
Waste Industries	326.31	173.17
Wayne R. Stambaugh, ATTY.	0.00	260.00
Wimberly Lawson Wright Daves & Jones, PLL	0.00	87.50
Zoetis	154.10	406.92
TOTAL	89,839.15	12,953.91

Return to Committee Cover

5:53 PM
07/07/19
Accrual Basis

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
May 2019

	May 19	May 18
Ordinary Income/Expense		
Income		
4000 · Adoption		
4001 · Fees	1,805.00	0.00
4002 · Refunds	-50.00	0.00
4004 · Adoption - Pet Sense	0.00	165.00
4007 · Adoption - Puppy	0.00	1,362.00
4000 · Adoption - Other	0.00	1,945.00
Total 4000 · Adoption	1,755.00	3,472.00
4003 · Medical Fee	20.00	175.00
4005 · After Hours Pick-up Charge	0.00	75.00
4008 · Microchip Fee	210.00	533.00
4015 · Animal Pickups - Vet	340.00	0.00
4020 · Boarding Fees	0.00	285.00
4030 · Citations	39.90	1,535.30
4040 · Donations		
4041 · Donations - AJ Fund	1,000.00	520.00
4042 · Building Fund	-73,691.49	425.21
4045 · Memorial	100.00	200.00
4049 · Amazon	0.00	78.21
4051 · Donations - Undesignated	633.36	0.00
4040 · Donations - Other	0.00	6,266.58
Total 4040 · Donations	-71,958.13	7,490.00
4060 · Euthanasia Fees	40.00	260.00
4061 · Animal Disposal Fee	0.00	20.00
4100 · Fundraising		
4117 · Donation Boxes	0.00	299.37
Total 4100 · Fundraising	0.00	299.37
4135 · T-shirts Income	10.00	348.00
4200 · Funds - City of Morristown	0.00	11,490.00
4210 · Funds - Hamblen County	12,500.00	11,125.00
4250 · Membership Fees	140.00	1,170.00
4270 · Rabies Vaccination Deposit	13.00	104.00
4280 · Reclaim Fee	45.00	425.00
4290 · Surrender Fee	420.00	230.00
4300 · Spay / Neuter		
4301 · Spay / Neuter Deposit	50.00	300.00
4302 · Spay / Neuter Refund	-50.00	-123.00
Total 4300 · Spay / Neuter	0.00	177.00
4400 · Frozen Cats	0.00	312.00
Total Income	-56,425.23	39,525.67
Gross Profit	-56,425.23	39,525.67
Expense		
6000 · Payroll Expense		
6010 · ACO	7,222.28	5,304.58
6020 · Admin	3,557.70	0.00
6030 · Office	6,855.77	3,245.82
6040 · Kennel	1,877.72	3,732.61
6100 · Payroll Tax Expense	1,521.30	1,093.80
Total 6000 · Payroll Expense	21,034.77	13,376.81
6400 · New Location		
6511 · Repairs & Maintenance New Bldg	5,128.29	0.00
Total 6400 · New Location	5,128.29	0.00

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
May 2019

	May 19	May 18
6500 · MonthlyExpenses for New Shelter		
6501 · Utilities Gas	68.02	0.00
6502 · Utilities Electric N	207.30	63.53
6503 · Security Light	18.90	19.16
6504 · Garbage Fee	15.00	10.00
6505 · Metered Water	22.51	9.81
6506 · Sewage Fee	22.50	22.50
6507 · Utility Service Charge	1.79	0.00
Total 6500 · MonthlyExpenses for New Shelter	356.02	125.00
7000 · Advertising	0.00	240.00
7010 · Alarm Monitoring	96.00	20.00
7020 · Animal Care		
7021 · Animal Care Supplies	527.23	0.00
7023 · Animal Care Cat Food	119.88	0.00
7024 · Kitty Litter	181.78	0.00
Total 7020 · Animal Care	828.89	0.00
7030 · Bank Charges	71.01	93.60
7050 · Communications		
7051 · ACO Radios	0.00	195.62
7052 · Cell Phone	228.80	0.00
7053 · Internet Service	0.00	124.02
7054 · Telephone	0.00	119.57
Total 7050 · Communications	228.80	439.21
7090 · Food - Animal	0.00	946.73
7110 · Insurance		
7112 · Auto	0.00	952.58
7114 · Group Medical	209.09	-70.94
Total 7110 · Insurance	209.09	881.64
7120 · Landfill Fees		
7121 · TIDI Dumpster	0.00	173.17
7120 · Landfill Fees - Other	23.94	0.00
Total 7120 · Landfill Fees	23.94	173.17
7130 · Legal Fees	0.00	347.50
7140 · License & Fees	490.00	0.00
7150 · Meals		
7152 · Inmates	352.36	691.11
Total 7150 · Meals	352.36	691.11
7159 · Medicine / Medical		
1759.5 · -Petsmart Grant Medicine / Med	0.00	467.63
7160 · Medicine / Medical Supplies	830.98	406.92
7159 · Medicine / Medical - Other	87.13	166.28
Total 7159 · Medicine / Medical	918.11	1,040.83
7169 · Microchip		
7170 · Microchip Supplies	0.00	1,508.49
Total 7169 · Microchip	0.00	1,508.49
7200 · Postage and Shipping	0.00	549.56
7220 · Postage	4.49	100.00
7230 · Repairs & Maintenance		
7231 · Equipment	399.84	622.19
7232 · Property	357.74	0.00
Total 7230 · Repairs & Maintenance	757.58	622.19

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
May 2019

	May 19	May 18
7240 · Supplies		
7242 · Cleaning	461.28	265.96
7243 · Office	258.21	43.90
7244 · Kennel Supplies		
7244a · Pest Control	70.00	70.00
7244 · Kennel Supplies - Other	0.00	1,444.49
Total 7244 · Kennel Supplies	70.00	1,514.49
7245 · Condiments	0.00	87.41
Total 7240 · Supplies	789.49	1,911.76
7252 · Taxes & Fees	15.48	0.00
7260 · Transportation		
7261 · Fuel	869.91	846.59
7262 · Registration & Tags	17.50	0.00
7263 · Repair & Maintenance	22.71	50.70
Total 7260 · Transportation	910.12	897.29
7280 · Utilities		
7281 · Electric	361.00	591.00
7283 · Gas	85.41	0.00
7284 · Garbage Fee	326.31	0.00
Total 7280 · Utilities	772.72	591.00
7300 · Veterinary Fees		
7310 · Regular Vet Fees	0.00	10.00
7316 · Spay & Neuter	65.00	220.00
7317 · TNR Spay & Neuter	0.00	0.00
Total 7300 · Veterinary Fees	65.00	230.00
7304 · Claw & Paw 4 The Cause Mobile	467.00	0.00
7600 · Fundraising Expense		
7611 · Car Show Expenses	0.00	-40.00
Total 7600 · Fundraising Expense	0.00	-40.00
Total Expense	33,519.16	24,745.89
Net Ordinary Income	-89,944.39	14,779.78
Other Income/Expense		
Other Income		
8050 · Interest Income	0.00	17.67
Total Other Income	0.00	17.67
Other Expense		
5555 · Contract Labor	0.00	1,304.00
9010 · Rescue Van Expenses		
9011 · Rescue Van - Fuel	0.00	0.00
Total 9010 · Rescue Van Expenses	0.00	0.00
Total Other Expense	0.00	1,304.00
Net Other Income	0.00	-1,286.33
Net Income	-89,944.39	13,493.45

Return to Committee Cover

5:50 PM
07/07/19
Accrual Basis

Morristown-Hamblen Humane Society, Inc.
Expenses by Vendor Summary
June 2019

	Jun 19	Jun 18
Acme Printing	0.00	130.00
Amazon	0.00	34.04
Animal Hospital	60.00	741.00
Anthony Woods	0.00	60.00
AT&T	0.00	225.62
Atmos Energy	0.00	150.23
BlueCross BlueShield of Tennessee	82.14	187.11
Board of Veterinary Medical Examiners	60.00	0.00
Claws and Paws 4 A Cause	1,005.00	0.00
Cook's Pest Control	70.00	70.00
Courtney Blackstock	50.00	0.00
David Gulley	80.00	0.00
Dr. Amanda D. Dykstra Wessel	0.00	325.00
Express Health Clinic	38.00	0.00
Federated Auto Parts	0.00	150.22
Five Rivers Pet Emergency Clinic	0.00	45.00
Fuelman	838.29	775.77
Hamblen Co/Morristown Solid Waste	0.00	35.35
Hines and Company	0.00	1,000.00
Home Depot	0.00	129.34
Interim Health Care of East Tennessee	0.00	-70.23
Intervet	1,498.50	9.99
Lakeway Animal Hospital	0.00	30.00
Life Insurance Company of Alabama	75.42	75.42
Med-Vet International	342.00	124.80
MHHS Petty Cash	0.00	340.00
Morristown Animal Hospital, PC	13.00	193.00
Morristown Utilities	880.00	152.00
Moyers Veterinary Hospital	130.00	0.00
Murrell Burglar Alarms	0.00	20.00
MUS Fibernet	93.47	110.68
Petty Cash	545.44	726.51
Precision Automotive	0.00	359.41
Price Ramey Insurance	5,313.44	3,880.52
QuickBooks Payroll Service	0.00	3.50
Revival Animal Health	429.98	0.00
RICK DEGRAFF	50.00	0.00
Screen Designs	0.00	370.50
Selective Insurance	1,056.00	0.00
Shelter Medicine - UT	105.00	0.00
Southern Care Veterinary Hospital	2,015.24	1,043.75
southern Global Refrigeration	0.00	1,270.00
Specialties, Inc	336.51	0.00
SteadPoint	769.00	867.00
Stericycle, Inc.	87.13	0.00
The Cincinnati Insurance Company	1,298.00	0.00
Toni Bunch	0.00	85.00
Tractor Supply Credit Plan	0.00	319.60
Tri-County Animal Clinic	0.00	65.00
Uline	0.00	68.92
United Health Care	308.18	0.00
Wal-Mart Community	751.16	1,744.55
Waste Industries	0.00	173.17
Wayne R. Stambaugh, ATTY.	0.00	20.00
Wes Barnette	65.00	0.00
White Pine Veterinary Practice	0.00	184.00
Zoetis	820.51	992.91
TOTAL	**19,266.41**	**17,218.68**

Return to Committee Cover

Joint Morristown Hamblen
Economic & Community Development Board
(JMHECDB)

****

September 6, 2016

Interlocal Agreement
& Memorandum of Understanding:

Appointment of Members and Operations
Joint Morristown Hamblen
Economic & Community Development Board

From: Bill Buttram
Mayor, Hamblen County

Mayor, City of Morristown

Attest:
Morristown City Administrator

Subject to the provisions of Public Chapter No. 1101 of the Tennessee Code Annotated, the following persons (by Representative Title) will be appointed as members of the Joint Morristown Hamblen Economic and Community Development Board, effective September 6, 2016 and continuing for one to four-year terms, subject to Section 15(E) of the Code. Each January, the Authority will reorganize and officers will be designated for a one-year term ending in December of that year. A listing of the 8 members with the representatives' names will be maintained in the offices of the Mayor of Hamblen County, the Mayor of the City of Morristown and the City Administrator's office. After the initial founding, members may be added or deleted by mutual agreement of the Mayors, City Administrator, Industrial Board Chairman and Chamber President.

The Board shall meet as often as necessary to meet the standards and requirements of Public Chapter No. 1101, Section 15 (F), in order to oversee cooperation between the City and County on issues relating to the orderly economic and community development of the area. An Executive Committee will also be appointed each January and will meet as often as required by the Code. The following will be appointed to the Board:

Members
Mayor, Hamblen County*
Mayor, City of Morristown*
Morristown City Administrator*
Chairman, Hamblen County Commission or his/her designee
Chairman, Morristown Industrial Development Board*
Vice-chair, Morristown Industrial Development Board
President, Morristown Area Chamber of Commerce*
Greenbelt Landowner

**Executive Committee*

Return to Committee Cover

MORRISTOWN AREA CHAMBER of COMMERCE TENNESSEE

TOURISM GENERATED A $22 BILLION ECONOMIC IMPACT IN TENNESSEE
$106 MILLION IN MORRISTOWN/HAMBLEN COUNTY

Nashville, TN – Aug. 6, 2019 – Tennessee saw 119 million domestic visitors in 2018, up 5.1 percent from 113 million the previous year and hit a record-high $22 billion in domestic and international travel spending. Travelers in Tennessee spend an estimated $60 million per day. Tennessee Gov. Bill Lee and Department of Tourist Development Commissioner Mark Ezell made the announcement at the Ford Theater at the Country Music Hall of Fame and Museum.

Tennessee's growth is outpacing the nation in all areas of travel; including tax revenue, expenditures, payroll and employment.

The report's findings also show tourism's value to Tennessee taxpayers. Travel in Tennessee generated 189,757 jobs and $1.81 billion in state and local tax revenue. That is an increase of over $50 million in new state and local tax dollars in 2018 compared to the previous year, approximately $25 million of which supports public education. Without tourism, each Tennessee household would have to pay an additional $712 in taxes each year. Those tax dollars support education, health and human services, public safety, business and economic development.

In 2018, Tennessee ranked number 3, after Pennsylvania and Colorado, for international spending growth over 2017, according to Tourism Economics. International spending growth in Tennessee is 7 times the national average.

"From our thriving cities to our beautiful rural landscapes and everything in between, Tennessee has solidified its place as a leader in tourism across the country," Lee said. "Our booming tourism sector is outpacing the nation in every category. World-class food, music, and adventure are just a few things folks find when they come to Tennessee, and thankfully, folks are visiting this remarkable place more than ever."

"Tennessee's diverse cities and small towns offer quality tourism products and remarkable brands that drive visitation," said Commissioner Mark Ezell. "We would not have these numbers if it weren't for renovations, capital investments and passion shown by tourism partners across the state. The record-breaking millions who come here discover the music, history and culture, family experiences and scenic beauty that make Tennessee 'The Soundtrack of America.'"

Highlights of the report include:

- $22.02 Billion Travel Expenditures, 6% increase (Source: U.S. Travel Association)
- **$106.65 Million Travel Expenditures, 6.18% increase in Hamblen County** (Source: U.S. Travel Association)
- Growth rate was 20% more than the national average of 4.9%
- Travelers in Tennessee spend an estimated $60 million per day.
- 119.37 Million Domestic Visitors, up 5.1% from 113 Million in 2018, the highest growth in the past 6 years.
- Record Setting – 81.3% of visitors were leisure travelers, an increase of 5.5%
- Daily spending per person - $128 (Source: D.K. Shifflet & Associates)
- Tourism generated 189,757 jobs for Tennesseans, a 2.9% percent growth year over year.
- Travel in Tennessee generated $1.81 billion in state and local tax revenue. (Source: U.S. Travel Association)
- **Travel in Hamblen County generated $6.58 million in state sales tax an increase of 4.65%, and $2.32 million in local sales tax for a 4.61% increase** (Source: U.S. Travel Association)
- Travel generated tax revenue results in $712 in annual state and local tax savings for the average Tennessee household (Source: U.S. Travel Association, U.S. Census Bureau)

Return to Committee Cover

Travel and Tourism is the state's second largest industry by employment (Source: U.S. Travel Association)

In 2018, Tennessee ranked number 3, after Pennsylvania and Colorado, for international spending growth over 2017 (Source: Tourism Economics)

International spending growth is 7 times the national average.

5.4% TN vs 0.8% U.S.

All 95 counties saw an increase in domestic travel spending

Each county saw more than $1 million in direct travel expenditures in the economic impact of tourism. (Source: U.S. Travel Association)

In response to Governor Lee's first executive order to better serve rural Tennessee, the Tennessee Department of Tourist Development received state budget funding to create the Office of Rural Tourism and Outreach, led by Assistant Commissioner Melanie Beauchamp. The new office will provide outreach and resources specifically to help at-risk and distressed counties.

#######

Return to Committee Cover

The SOUNDTRACK of AMERICA
MADE IN
TENNESSEE

2018 ECONOMIC IMPACT OF TRAVEL ON TENNESSEE

AUGUST 6, 2019

Tennessee Department of Tourist Development

Return to Committee Cover

ECONOMIC IMPACT of Travel on Tennessee 2018

Total Economic Impact includes domestic and international travel | Source: U.S. Travel Association

$22.02B

Travel Expenditures

6.0% INCREASE

20% higher than the national growth rate of travel-generated expenditures of **4.9%**

International traveler expenditure growth is

7X THE NATIONAL AVERAGE

5.4% TN vs 0.8% US

$1.81B

State & Local Tax Revenue

4.5% INCREASE

Higher than the national growth of travel generated state and local tax revenues of **4%**

$4.99B

Payroll

6.9% INCREASE

Higher than the national growth of travel generated payroll of **3.6%**

189,757

Employment

2.9% INCREASE

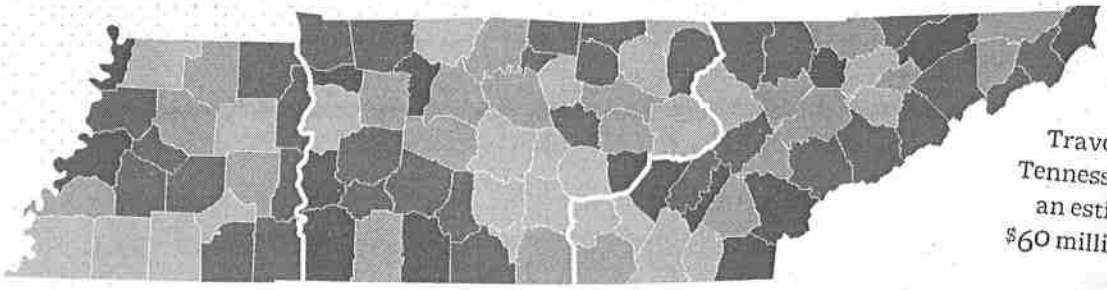
More than double than the national growth rate of travel generated employment of **1.3%**

Travel generated over **$50 MILLION** in **NEW** state & local tax dollars in 2018, approximately $25 million of which directly supports **public education.**

Travel-generated tax revenue reduces the average Tennessee household's state & local tax burden by **$712 ANNUALLY.**

ALL 95 COUNTIES SAW AN INCREASE IN DOMESTIC TRAVEL SPENDING

See pages 6-15 for complete county-level data



Travelers in Tennessee spend an estimated $60 million a day.

Colored by % increase 7.4-9.2% 5.8-7.1% 3.9-5.6% 2.1-3.8% 0.3-2.1%

All percent change calculations are over 2017.

Return to Committee Cover

VISITATION 2018

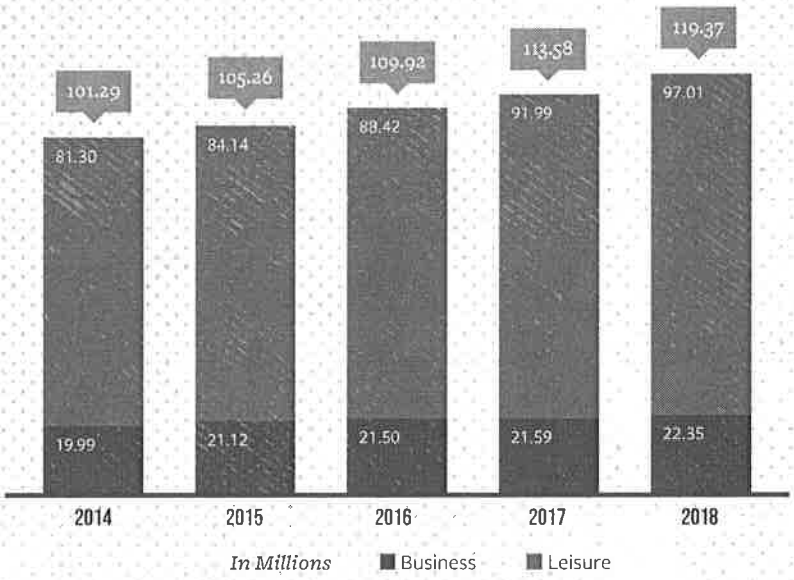
Source: D.K. Shifflet & Associates

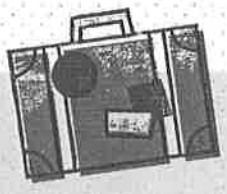
Presenting NEW DATA

$119.37M DOMESTIC VISITORS

Up **5.1%** in 2018, the highest growth in the past 6 years

TENNESSEE VISITORS VOLUME





RECORD SETTING

81.3%

of visitors were leisure travelers

5.5% INCREASE

Overall Leisure Visitor Satisfaction: **8.63/10**, higher than the national average

AVERAGE PARTY PER TRIP SPENDING IN TENNESSEE

YEAR ROUND	WINTER	SPRING	SUMMER	FALL
$409	$352	$435	$455	$385

Return to Committee Cover

LEISURE & HOSPITALITY 2018

Presenting NEW DATA

The Tennessee Departments of Revenue & Labor and Workforce Development provide new data on the leisure and hospitality industry which includes: arts, entertainment, recreation, accomodation, and food services.

FROM THE DEPARTMENT OF REVENUE

Leisure & Hospitality state tax revenues are up **6.4%:**

$1.26B IN STATE TAX REVENUE

FROM THE DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT

Leisure & Hospitality employees make up **11.2%** of total nonfarm employment

340,688 TOTAL EMPLOYEES

Wages are up 7.9%

1,500 HOTELS

with 132,950 rooms across the state

25,814 additional rooms in the pipeline, a **19% increase** of the market's existing supply*

Revenue per Available Room (RevPAR)

INCREASED 5.6%

to $73.38 per day*

SECTOR	EXPENDITURES	% CHANGE
INTERNATIONAL	1,041.4 M	5.4
ENTERTAINMENT & RECREATION	2,341.6 M	4.9
AUTO TRANSPORTATION	3,508.8 M	8.5
FOOD SERVICE	6,469.4 M	3.9
GENERAL RETAIL TRADE	2,177.2 M	4.5
LODGING	4,645.6 M	7.9
PUBLIC TRANSPORTATION	1,833.9 M	7.7

ALL INDUSTRIES EXPERIENCED AN INCREASE IN SPENDING IN 2018

Source: U.S. Travel Association

*Source: Smith Travel Research

Return to Committee Cover

ECONOMIC IMPACT of Travel on Tennessee by Industry

Source: U.S. Travel Association

	2017	2018	2018/17
TRAVEL EXPENDITURES	($ Millions)	($ Millions)	(% Change)
PUBLIC TRANSPORTATION	$1,703.3	$1,833.9	7.7%
AUTO TRANSPORTATION	3,234.1	3,508.8	8.5%
LODGING	4,304.9	4,645.6	7.9%
FOOD SERVICE	6,224.3	6,469.4	3.9%
ENTERTAINMENT & RECREATION	2,232.2	2,341.6	4.9%
GENERAL RETAIL TRADE	2,084.0	2,177.2	4.5%
DOMESTIC	$19,782.8	$20,976.49	6.0%
INTERNATIONAL	988.3	1,041.4	5.4%
TOTAL	$20,771.1	$22,017.9	6.0%
PAYROLL INCOME GENERATED	($ Millions)	($ Millions)	(% Change)
PUBLIC TRANSPORTATION	$524.2	$583.3	11.3%
AUTO TRANSPORTATION	169.9	180.8	6.4%
LODGING	855.4	932.2	9.0%
FOOD SERVICE	1,584.2	1,676.5	5.8%
ENTERTAINMENT & RECREATION	838.5	909.0	8.4%
GENERAL RETAIL TRADE	340.6	349.7	2.7%
TRAVEL PLANNING	128.1	118.0	-7.9%
DOMESTIC	$4,441.0	$4,749.6	6.9%
INTERNATIONAL	231.3	246.9	6.7%
TOTAL	$4,672.4	$4,996.4	6.9%
EMPLOYMENT GENERATED	(Thousands)	(Thousands)	(% Change)
PUBLIC TRANSPORTATION	9.5	10.3	7.5%
AUTO TRANSPORTATION	5.3	5.4	1.7%
LODGING	32.6	33.9	3.9%
FOOD SERVICE	88.5	90.3	2.1%
ENTERTAINMENT & RECREATION	23.2	24.4	5.1%
GENERAL RETAIL TRADE	13.9	13.9	0.1%
TRAVEL PLANNING	2.2	2.2	0.0%
DOMESTIC	175.3	180.5	2.9%
INTERNATIONAL	9.1	9.3	2.7%
TOTAL	184.3	189.8	2.9%
TAX REVENUE GENERATED	($ Millions)	($ Millions)	(% Change)
FEDERAL	$1,627.2	$1,721.0	5.8%
STATE	1,075.1	1,123.4	4.5%
LOCAL	572.4	596.5	4.2%
DOMESTIC	$3,274.7	$3,440.9	5.1%
INTERNATIONAL	189.3	200.2	5.7%
TOTAL	$3,464.1	$3,641.1	5.1%

Return to Committee Cover

	EXPENDITURES ($ Millions)	PAYROLL ($ Millions)	EMPLOYMENT (Thousands)	STATE TAX RECEIPTS ($ Millions)	LOCAL TAX RECEIPTS ($ Millions)
GREENE					
2018	$94.09	$17.18	0.64	$5.75	$2.48
2017	$91.71	$16.77	0.64	$5.69	$2.46
% CHANGE	2.59%	2.46%	-0.85%	1.12%	1.08%
GRUNDY					
2018	$9.15	$1.17	0.02	$0.54	$1.60
2017	$8.81	$1.13	0.02	$0.53	$1.57
% CHANGE	3.90%	3.77%	0.42%	2.41%	2.37%
HAMBLEN					
2018	$106.65	$11.53	0.58	$6.58	$2.32
2017	$100.44	$10.86	0.56	$6.29	$2.22
% CHANGE	6.18%	6.16%	2.62%	4.65%	4.61%
HAMILTON					
2018	$1,165.45	$219.90	8.97	$68.03	$25.61
2017	$1,112.61	$208.57	8.84	$65.89	$24.81
% CHANGE	4.75%	5.43%	1.50%	3.24%	3.20%
HANCOCK					
2018	$1.33	$0.17	0.01	$0.08	$0.27
2017	$1.28	$0.16	0.01	$0.07	$0.27
% CHANGE	3.46%	3.33%	-0.01%	1.97%	1.93%
HARDEMAN					
2018	$26.89	$4.32	0.16	$1.60	$1.52
2017	$25.86	$4.16	0.16	$1.56	$1.48
% CHANGE	3.98%	3.84%	0.49%	2.48%	2.44%
HARDIN					
2018	$43.78	$8.04	0.25	$2.59	$3.69
2017	$42.55	$7.82	0.25	$2.56	$3.64
% CHANGE	2.90%	2.77%	-0.55%	1.41%	1.38%
HAWKINS					
2018	$39.08	$6.70	0.25	$2.24	$2.13
2017	$38.95	$6.68	0.26	$2.26	$2.16
% CHANGE	0.32%	0.20%	-3.04%	-1.12%	-1.16%
HAYWOOD					
2018	$16.09	$2.63	0.09	$0.95	$0.70
2017	$15.55	$2.55	0.09	$0.93	$0.69
% CHANGE	3.45%	3.32%	0.37%	1.96%	1.92%
HENDERSON					
2018	$29.54	$4.60	0.18	$1.79	$0.93
2017	$27.82	$4.34	0.17	$1.71	$0.89
% CHANGE	6.18%	6.04%	2.62%	4.65%	4.61%

Source: U.S. Travel Association

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY

PERSONNEL COMMITTEE

Thomas Doty
Chairman

Jeff Akard
Vice-Chairman

Howard Shipley
Ex-Officio

Randy DeBord
Member

Joe Huntsman, Sr.
Member

Wayne NeSmith
Member

Taylor Ward
Member

Hamblen County Government
PERSONNEL COMMITTEE

Monday, August 12, 2019
Immediately Following Adjournment of Finance Committee
Large Courtroom – Hamblen County Courthouse

AGENDA

1. **Call to Order** – *Chairman Thomas Doty*

2. **Visitors Wishing to Address the Committee** – *Chairman Thomas Doty*
   (Visitors will allotted 5 minutes to speak)

3. **Old Business** – *Chairman Thomas Doty*
   a. None

4. **New Business** – *Chairman Thomas Doty*
   a. Approval of Education and Longevity Pay Submissions

5. **Items of Interest (No Action Necessary)** –*Chairman Thomas Doty*
   a. None

6. **Adjournment** – *Chairman Thomas Doty*

Return to Committee Cover

HAMBLEN COUNTY, TENNESSEE
OFFICE OF COUNTY MAYOR
EDUCATION AND LONGEVITY PAY APPLICANTS PRESENTED TO PERSONNEL COMMITTEE ON August 12, 2019

LONGEVITY

Last Name	First Name	Hire Date	Years of Service	Amount	Notes
Cashion	William	7/9/2018	3	$ 225.00	7/01/14 to 11/16/16 then 7/09/18
Collins	Larry	7/1/2016	3	$ 225.00	
Dean	Christopher	9/26/2016	3	$ 225.00	
Elkins	Sharon	9/6/2016	3	$ 225.00	
Whitt	Ashley	7/18/2016	3	$ 225.00	

EDUCATION

Last Name	First Name	Education	Amount
Miller	Myra	Master's Degree	$1,600.00

Return to Committee Cover

Hamblen County Government

PUBLIC SERVICES COMMITTEE

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
PUBLIC SERVICES COMMITTEE

Tim Goins
Chairman

Wayne NeSmith
Vice-Chairman

Howard Shipley
Ex-Officio

Jeff Akard
Member

Chris Cutshaw
Member

Bobby Haun
Member

Tim Horner
Member

Scotty Long
Member

Jim Stepp
Member

Monday, August 12, 2019
Immediately Following Adjournment of Personnel Committee
Large Courtroom – Hamblen County Courthouse

AGENDA

1. **Call to Order** – *Chairman Tim Goins*

2. **Visitors Wishing to Address the Committee** – *Chairman Tim Goins*
   (*Visitors will be allotted 5 minutes to speak)*

3. **Old Business** – *Chairman Tim Goins*
   a. None

4. **New Business** – *Chairman Tim Goins*
   a. Resolution to Amend Zoning Map of Hamblen County, TN by Rezoning Tax Map 012, Part of Parcel 026.14, Lot 1R, 7274 St. Clair Road, Whitesburg, TN 37891 from A-1 to C-1- *Josh Cole, Planning Consultant*
   b. Resolution to Approve the Policies and Procedures for the 2019 HOME Grant- *County Mayor Bill Brittain*
   c. Surplus Equipment Register's Office –*Register of Deeds Jim Clawson*
   d. Surplus of Kitchen Equipment-Hamblen County Jail- *County Mayor Bill Brittain*
   e. Surplus Items from Maintenance Department-*County Mayor Bill Brittain*
   f. Surplus Executive Chairs in Large Courtroom-*County Mayor Bill Brittain*
   g. Amendment to Hamblen County Property Maintenance Code- *County Mayor Bill Brittain*

5. **Items of Interest (No Action Necessary)** – *Chairman Tim Goins*
   a. None

6. **Adjournment** – *Chairman Tim Goins*

Return to Committee Cover

RESOLUTION #_____

A RESOLUTION TO AMEND THE ZONING MAP OF HAMBLEN COUNTY, TENNESSEE, BY REZONING DISTRICT 03, TAX MAP 012, PART OF PARCEL 026.14 MELVIN GREENE PROPERTY- LOT 1R 7274 ST. CLAIR ROAD WHITESBURG, TN. 37891 FROM A-1 TO C-1

WHEREAS, The Hamblen County Planning Commission heard the request to amend the Hamblen County Zoning Map from A-1 to C-1 on the parcel listed above located outside the Urban Growth Boundary:

WHEREAS, The Hamblen County Planning Commission does recommend the rezoning request:

NOW, THEREFOR, BE IT RESOLVED that the Hamblen County Board of Commissioners does hereby approve the rezoning and map amendment from A-1 to C-1 according to the attached map.

Motion was made by _____.

Second by _____.

Voting For: Voting Against:

ATTEST:

_____

County Clerk

AUTHENTICATED:

_____

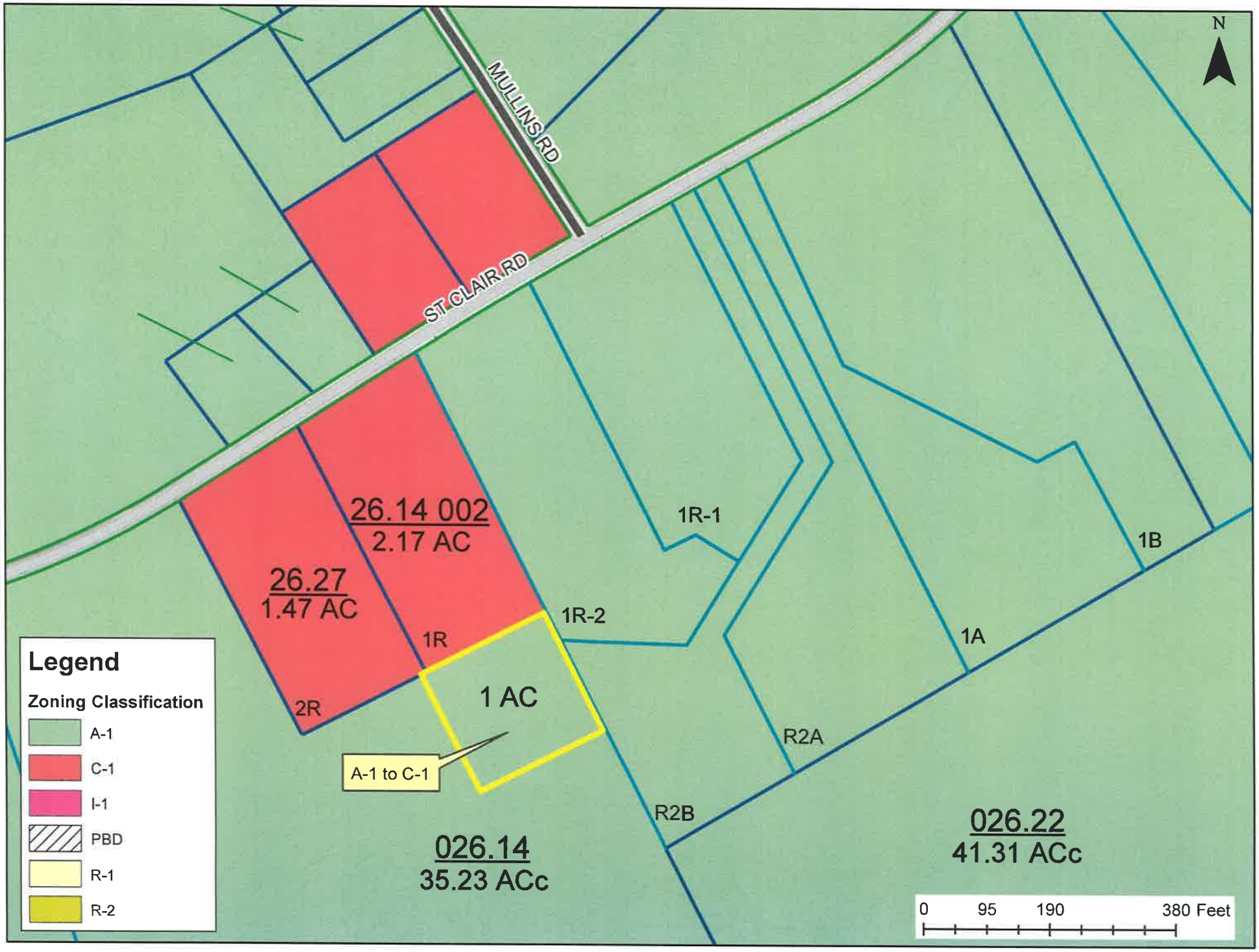
County Mayor

_____

Date

Return to Committee Cover

Phase 3: 26.14 002 Rezone



Return to Committee Cover

City of Morristown

Incorporated 1855

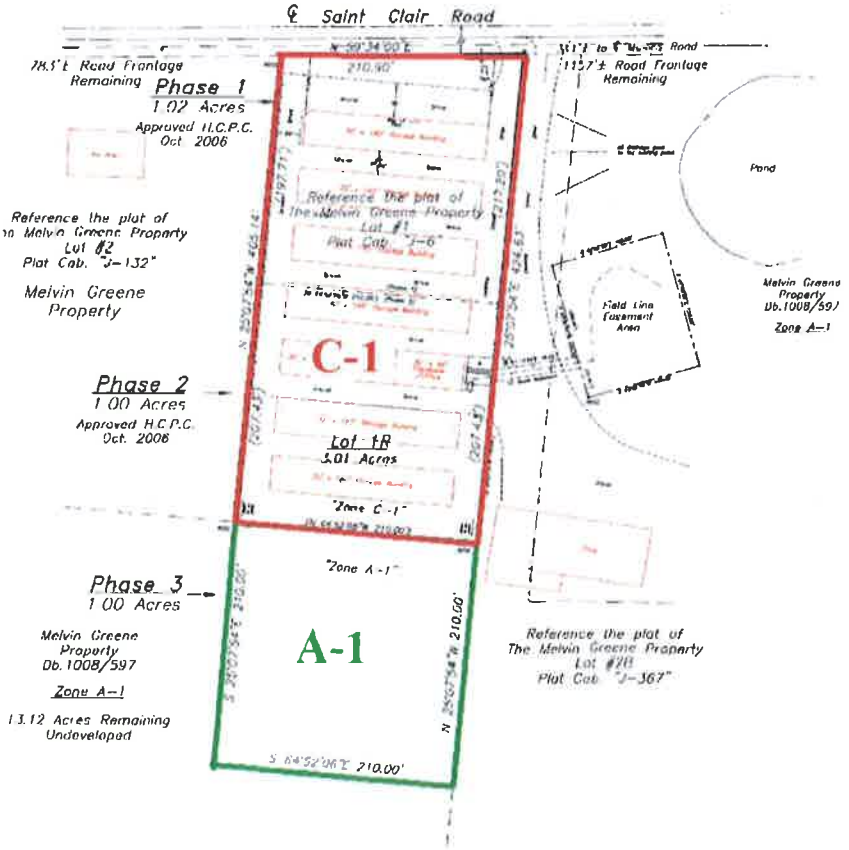
DEPARTMENT OF COMMUNITY DEVELOPMENT & PLANNING

TO:	Hamblen County Commission
FROM:	Josh Cole, City of Morristown Planner
DATE:	August 12th, 2019
SUBJECT:	Rezoning from A-1 to C-1 at 7274 St. Clair Road

BACKGROUND:

The property owner of 7274 St. Clair Road, which currently contains a mini-storage units business, went before the Planning Commission on August 5th for a request to add 4 additional storage units at this location. As part of the request the owner provided a subdivision plat that increased the storage unit parcel by approximately one acre. This plat was approved by Planning Commission; however, the additional acre that was added to this parcel maintains the original zoning designation of A-1. Thus, in order to accommodate the expansion of this business and to avoid the parcel being split zoned, the owner is requesting the portion of the property that is zoned A-1 be rezoned to C-1.

The below image shows the parcel being split-zoned with the northern 2 acres being zoned C-1 and the southern one acre being zoned A-1.



Recommendation:

This rezoning request is to accommodate a small expansion of the commercial business currently on site while also allowing the parcel to contain a single zoning designation of C-1. After review, staff recommends approval of this request.

Planning Commission voted unanimously is support of this request at their August 5th meeting.

Return to Committee Cover

PUBLIC NOTICE

The Hamblen County Board of Commissioners will hold an open public hearing on the following date: Thursday, August 22, 2019 at 5:00 p.m. in the Large Courtroom, 3rd floor of the Main Courthouse to consider

Rezoning Request for District 03, Tax Map 012, Pt. of Parcel 026.14,
7274 St. Clair Road Whitesburg, TN. 37891
From the present A-1 (Agricultural) to C-1 (Commercial)
Proposed use: Expansion of Commercial Storage Units

Inquiries may be directed to the Hamblen County Planning Commission at (423) 581-1373

Citizen Tribune:

Please run this Public Notice in the Wednesday, August 7, 2019 issue
Bill to: Hamblen County Planning Commission
Attn: Tina Whitaker
511 W. 2nd N. St.
Morristown, TN. 37814
423-581-1373

Return to Committee Cover

RESOLUTION _____

A RESOLUTION TO ADOPT THE PROGRAM POLICIES AND PROCEDURES OF THE 2019 HOME GRANT PROGRAM

WHEREAS, Hamblen County has received funding from the HOME program, administered by the Tennessee Housing Development Agency (THDA), to provide homeowner rehabilitation for low and very low income persons within Hamblen County; and

WHEREAS, the County Commissioners desires to provide rehabilitation opportunities to qualified potential homeowners in an equitable and consistent manner; and

WHEREAS, the County Commissioners understands that it must approve program policies and procedures for this grant to ensure equitable and consistent homeowner rehabilitation services; and

NOW, THEREFORE, BE IT RESOLVED, that the Hamblen County Legislative Body does hereby authorize the approval of the document, "Program Policies and Procedures for the "2019 Hamblen County HOME Program" (HM-19-07).

This Resolution was duly considered and adopted by the Hamblen County Legislative Body, 511 West Second North Street, Morristown, TN this the _____ day of _____, 2019

_____ _____

Howard Shipley, Commission Chairman Bill Brittain, County Mayor

Attest:

_____

Penny Petty, County Clerk

Return to Committee Cover

PROGRAM POLICIES AND PROCEDURES
2019 HOME Program
Hamblen County Homeowner Rehabilitation Program

1. PURPOSE

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

2. AUTHORITY

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

3. PROGRAM RESOURCES

The source of funds for the undertaking of rehabilitation activities is a grant in the amount of $**500,000** which the Grantee has been awarded by Tennessee Housing Development Agency (THDA) through the U.S. Department of Housing and Urban Development Home Investment Partnership Act.

4. APPLICABLE LAWS

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

Return to Committee Cover

1. Flood Disaster Protection Act of 1973 (42 U.S.C. 4001-4128 and 24 CFR 92.358)

2. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA)(42 U.S.C. 4201-4655), (46 CFR Part 24, and 24 CFR 92.353)

3. Debarment and Suspension provisions as required by 24 CFR Part 24 and 24 CFR 92.357.

4. National Environment Policy Act of 1969 (NEPA), 24 CFR Parts 50 and 58, and 24 CFR 92-352.

5. Equal Opportunity Provisions and Fair Housing, 42 CFR 92.350.

6. Affirmative Marketing, 24 CFR 92.351.

7. Lead-based Paint Poisoning Prevention Ace, 24 CFR 92.355.

8. Conflict of Interest Provisions, 24 CFR 85.36 and OMB Circular A-110, and 24 CFR 92.356.

9. Davis-Bacon Act and Contract Work Hours and Safety Standards Act, and 24 CFR 92.354.

10. Intergovernmental Review of Federal Programs, Executive Order 112372 and 24 CFR 92.359.

11. Drug-Free Workplace, 24 CFR part 24, subpart F.

12. Standard Equal Opportunity Construction Contract Specifications.

13. Certification on Non-segregated Facilities for Contracts over $10,000.

14. Title VI of Civil Rights Act of 1964 Provisions.

15. Section 109 of Housing and Community Development Act of 1974 Provisions.

16. Section 3 Compliance Provisions.

17. Age Discrimination Act of 1975 Provisions.

18. Section 504 Affirmative Action for Handicapped Provisions.

19. And any other Federal requirements as set forth in 24 CFR Part 92, HOME Investment Partnerships Program.

Return to Committee Cover

5. DRUG-FREE WORKPLACE

A. Hamblen County will or will continue to provide a drug-free workplace by

1. Notifying employees in writing that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substance is prohibited in the grantee's workplace and specifying the action that will be taken against employees for violation of such prohibition.

2. Establishing an ongoing drug-free awareness program to inform employees about:

   a. The dangers of drug abuse in the workplace;

   b. The Grantee's policy of maintaining a drug-free workplace;

   c. Any drug counseling, rehabilitation, and employee assistance programs; and

   d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

B. Providing each employee engaged in the performance of the HOME contract a copy of the notification required in paragraph A(1) above;

C. The written notification required in paragraph A (1) above will advise the employee that, as a condition of employment under the HOME grant, the employee will:

1. Abide by the terms of the notification; and

2. Notify the employers in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five (5) calendar days after such conviction.

D. Notifying the State in writing, within ten (10) calendar days after receiving notice under D(2) above from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal Agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant.

1. Taking one of the following actions, within thirty (30) calendar days of receiving notice under D(2) above, with respect to any employee who is so convicted:

2. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirement of the Rehabilitation Act of 1973, as amended; or

Return to Committee Cover

3. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

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

6. CONFLICT OF INTEREST

A. No person listed in paragraph B may obtain a financial interest or benefit from a HOME-assisted activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds there under, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter.

B. **PERSONS COVERED** – Immediate family members of any local elected official or of any employee or board member of a non-profit agency are ineligible to receive benefits through the HOME program. "Immediate family member" means the spouse, parent (including a stepparent), child (including a stepchild), grandparent, grandchild, sister or brother (including a stepsister or stepbrother) of any covered individual.

In addition, the conflict of interest provisions as apply to any person who is an employee, agent, consultant, officer, elected official or appointed official of THDA, the local community or the nonprofit agency (including CHDOs) receiving HOME funds, and who exercises or has exercised any functions or responsibilities with respect to activities assisted with HOME funds or who is in a position to participate in a decision-making process or gain inside information with regard to these activities.

C. **APPEARANCE OF A CONFLICT OF INTEREST** - Grantees must also make every effort to avoid the appearance of favoritism in the eligibility determination process. In those cases where the applicant is otherwise eligible, but there exists the appearance of a conflict of interest or the appearance of favoritism, the Grantee must complete *HO-4A (Determination of a Conflict of Interest)* and submit written documentation to THDA that the following procedures have been observed:

1. The Grantee must publish an announcement in the local newspaper concerning the potential for a conflict of interest and request citizen comments.

2. The Grantee's attorney must render an opinion as to whether or not a conflict of interest exists and that no state or local laws will be violated should the applicant receive HOME assistance.

3. The Grantee's elected body must pass a resolution approving the applicant.

Return to Committee Cover

7. ELIGIBILITY REQUIREMENTS

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

A. ELIGIBILITY CRITERIA - The following criteria must be satisfied by all applicants in order to become eligible for a rehabilitation grant:

1. The applicant must be low or very low income as defined by Section 8 income requirements.

2. The applicant must have been the resident of the property to be rehabilitated for a period of not less than one year and must occupy the property as his or her principle residence.

3. The applicant's ownership must be in the form of:

   a. fee simple title; or

   b. a 99-year leasehold; or

   c. A life estate. The person with the life estate must have the right to live in the housing for the remainder of his or her life and not pay rent, must be low income, and must occupy the housing as his or her principal residence; or

   d. Inherited property with multiple owners not all residing in the housing. The owner- occupant must be low income, must occupy the house as his or her principal residence, and must pay all the costs associated with ownership and maintenance of the housing.

4. The title must not have any restrictions or encumbrances that would unduly restrict the good and marketable nature of the ownership interest.

5. The applicant must voluntarily apply for assistance (HO-3).

6. The applicant must obtain homeowners insurance.

7. The applicant must demonstrate the ability to maintain the property and the dwelling.

Return to Committee Cover

8. INCOME ELIGIBILITY

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

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

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

1. Go to, or on behalf of, the family head or spouse (even if temporarily absent) or to any other family member;

2. Are anticipated to be received from a source outside the family during the 12-month period following admission or annual reexamination effective date. In other words, it is the household's future or expected ability to pay rather than its past earnings that is used to determine program eligibility. If it is not feasible to anticipate a level of income over a 12- month period, the income anticipated for a shorter period may be annualized, subject to a redetermination at the end of the shorter period; and

3. Which are not specifically excluded in paragraph 6.8 (Income Exclusions) below.

4. Annual income also means amounts derived (during the 12-month period) from assets to which any member of the family has access.

5. MONTHLY GROSS INCOME - Monthly gross income is Annual Gross Income divided by 12 months.

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

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

Return to Committee Cover

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

2. CASH VALUE - The cash value of an asset is the market value less reasonable expenses required to convert the asset to cash, including:

   a. Penalties or fees for converting financial holding. Any penalties, fees, or transaction charges levied when an asset is converted to cash are deducted from the market value to determine its cash value (e.g., penalties charged for premature withdrawal of a certificate of deposit, the transaction fee for converting mutual funds, or broker fees for converting stocks to cash); and/or

   b. Costs for selling real property. Settlement costs, real estate transaction fees, payment of mortgages/liens against the property, and any legal fees associated with the sale of real property are deducted from the market value to determine equity in the real estate.

   c. Under Section 8 rules, only the cash value (rather than market value) of an item is counted as an asset.

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

   a. The income from assets included in Annual Gross Income is the income that is anticipated to be received during the coming 12 months.

      - To obtain the anticipated interest on a savings account, the current account balance can be multiplied by the current interest rate applicable to the account; or If the value of the account is not anticipated to change in the near future and interest rates have been stable, a copy of the IRA 1099 form showing past interest earned can be used.

      - Checking account balances (as well as savings account balances) are considered an asset. This is a recognition that some households keep assets in their checking accounts, and is not intended to count monthly income as an asset. Grantees should use the average monthly balance over a 6-month period as the cash value of the checking account.

   b. Assets above and below $5,000 are treated differently.

      - If the family's assets are $5,000 or less, actual income from assets (e.g., interest on a checking account) is not counted as annual income. For example, if a family has $600 in a non-interest bearing checking account, no actual income would be counted because the family has no

Return to Committee Cover

actual income from assets and the total amount of all assets is less than $5,000.

c. If the family's assets are greater than $5,000, income from assets is computed as the greater of:

- actual income from assets, or
- calculate income from assets based on a passbook rate applied to the cash value of all assets. For example, if a family has $3,000 in a non-interest bearing checking account and $5,500 in an interest-bearing savings account, the two amounts are added together. Use the standard passbook rate to determine the annual income from assets for this family.

d. Applicants who dispose of assets for less than fair market value (i.e., value on the open market in an "arm's length" transaction) have, in essence, voluntarily reduced their ability to afford housing. Section 8 rules require, therefore, that any asset disposed of for less than fair market value during the 2 years preceding the income determination be counted as if the household still owned the asset.

e. The value to be included as an asset is the difference between the cash value of the asset and the amount that was actually received (if any) in the disposition of the asset.

f. Each applicant must certify whether an asset has been disposed of for less fair market value. Assets disposed of for less than fair market value as a result of foreclosure, bankruptcy, divorce or separation are not included in this calculation.

g. These procedures are followed to eliminate the need for assets limitation and to penalize people who give away assets for the purpose of receiving assistance or paying a lower rent.

4. ASSETS INCLUDE:

a. Amounts in savings accounts and three-month average balance of checking accounts.

b. Stocks, bonds, savings certificates, money market funds and other investments accounts.

c. Equity in real property or other capital investments. Equity if the estimated current market value of the asset less the unpaid balance on all loans secured by the asset and reasonable costs (such as broker fees) that would be incurred in selling the asset. *DO NOT INCLUDE EQUITY OF PRINCIPAL RESIDENCE AS AN ASSET FOR HOMEOWNER REHABILITATION PROGRAMS.*

Return to Committee Cover

d. The cash value of trusts that are available to the household.

e. IRA, Keogh and similar retirement savings accounts, even though withdrawal would result in penalty.

f. Contributions to company retirement/pension funds that can be withdrawn without retiring or terminating employment.

g. Assets, which, although owned by more than one person, allow unrestricted access by the applicant.

h. Lump sum receipts such as inheritances, capital gains, lottery winnings, insurance settlements, and other claims.

i. Personal property held as an investment such as gems, jewelry, coin collections, antique cars, etc.

j. Cash value of life insurance policies.

k. Assets disposed of for less than fair market value during two years preceding certification or recertification.

5. ASSETS DO NOT INCLUDE:

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

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

1. The full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation for personal services;

2. The net income for operation of a business or profession. Expenditures for business expansion or amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation of assets used in a business or profession may be deducted, based on straight-line depreciation, as provided in Internal Revenue Service regulations. Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the Family;

3. Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as a deduction in determining net income. An allowance for depreciation is permitted only as authorized in paragraph (B)(2) of this section. Any withdrawal of cash or assets from an investment will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested by the Family. Where the Family has Net Family Assets in excess of $5,000, Annual Income shall include the greater of the actual income derived from Net Family Assets or a percentage of the value of such Assets based on the current passbook saving rate, as determined by HUD;

4. The full amount of periodic payments received from social security, annuities, insurance policies, retirement funds, pensions, disability or death benefits and other similar types of periodic receipts, including lump-sum payment for the delayed start of periodic payment (but see paragraph (D)(13) below;

5. Payments in lieu of earnings, such an unemployment, worker's compensation and severance pay (but see paragraph (D) (3) below;

6. Welfare Assistance. If the Welfare Assistance payment includes an amount specifically designed for shelter and utilities that is subject to adjustment by the Welfare Assistance agency in accordance with the actual cost of shelter and utilities, the amount of Welfare Assistance income to be included as income shall consist of:

   a. The amount of the allowance or grant exclusive of the amount specifically designated for shelter or utilities; plus

   b. The maximum amount that the Welfare Assistance agency could in fact allow the Family for shelter and utilities. If the Family's Welfare Assistance is ratably reduced from the standard of need by applying a percentage, the amount calculated under this paragraph shall be the amount resulting from on application of the percentage;

7. Periodic and determinable allowance, such as alimony and child support payments and regular contributions or gifts received from persons not residing in the dwelling;

8. All regular pay, special pay and allowances of a member of the Armed Forces (whether or not living in the dwelling) who is head of the Family, spouse, or other person whose dependents are residing in the unit (but see paragraph (D)(7) below).

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

Return to Committee Cover

1. Income from employment of children (including foster children) under the age of 18 years;

2. Payments received for the care of foster children or foster adults (usually individuals with disabilities, unrelated to the tenant family, who are unable to live alone);

3. Lump-sum additions to Family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses (but see paragraph (C)(5) above);

4. Amounts received by the Family that are specifically for, or in reimbursement of, the cost of Medical Expenses for any Family member;

5. Income of a live-in aide;

6. Certain increases in income of a disabled member of the family residing in HOME assisted housing or receiving HOME tenant-based rental assistance (see 6.12 (7) under Determining Whose Income to Count).

7. The full amount of student financial assistance paid directly to the student or to the educational institution;

8. The special pay to a Family member serving in the Armed Forces who is exposed to hostile fire;

9. Temporary, nonrecurring or sporadic income (including gifts);

10. For all initial determinations and reexaminations of income carried out on or after April 23, 1993, reparation payment paid by a foreign government pursuant to claims files under the laws of that government by persons who were persecuted during the Nazi era;

11. Earnings in excess of $480 for each full-time student 18 years old or older (excluding the head of household and spouse);

12. Adoption assistance payments in excess of $480 per adopted child;

13. For public housing only, the earnings and benefits to any family member resulting from participation in a program providing employment training and supportive accordance with the Family Support Act of 1988, Section 22 of the 1937 Act, or any comparable federal, state or local law during the exclusion period.

14. Deferred periodic payments of supplemental security income and social security benefits that are received in a lump sum payment;

15. Amounts received by the family in the form of refunds or rebates under state of local law for property taxes paid on a dwelling unit;

16. Amounts paid by a State agency to a family with a developmentally disabled family

Return to Committee Cover

members living at home to offset the cost of services and equipment needed to keep the developmentally disabled family members at home; or

17. Amounts specifically excluded by any other Federal statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under the United States Housing Act of 1938. The following is a list of types of income that qualify for that exclusion (9/27/89 regulations):

    a. The value of the allotment provided to an eligible household under the Food Stamp Act of 1977;

    b. Payments to volunteers under the Domestic Volunteer Service Act of 1973 (employment through VISTA; Retired Senior Volunteer Program, Foster Grandparents, Program, youthful offenders incarceration alternatives, senior companions);

    c. Payments received under the Alaska Native Claims Settlement Act (43 U.S.C. 1626 (a));

    d. Income derived from certain sub-marginal land of the United States that is held in trust for certain Indian tribes (25 U.S.C. 259e);

    e. Payments or allowances made under the department of Health and Human Services Low-Income Home Energy Assistance Program (42 U.S.C. 8624(f));

    f. Payments received under programs funded in whole or in part under the Job Training Partnership Act;

    g. Income derived from the disposition of funds of the Grand River Band of Ottawa Indians;

    h. The first $2,000 of per capita shares received from judgement funds awarded by the Indian Claims Commissioner or the Court of Claims (25 U.S.C. 1407-1408) or from funds held in trust for an Indian tribe by the Secretary of Interior (25 U.S.C. 117);

    i. Amounts of scholarships funded under Title IV of the Higher Education Act of 1965 including awards under the Federal work-study program or under the Bureau of Indian Affairs student assistance programs (20 U.S.C. 1087uu);

    j. Payment received from programs funded under Title V of the Older Americans Act of 1965 (42 U.S.C. 3056(f);

    k. Any earned income tax credit to the extent it exceeds income tax liability;

    l. Payments received after January 1, 1989 from the Agent Orange Settlement Fund or any other funds established pursuant to the settlement in the Agent Orange product liability litigation MDL No. 381 (E.D.N.Y.);

Return to Committee Cover

m. The value of any child care provided or arranged (or any amount received as payment for such care of reimbursement for costs incurred for such care) under the Child Care and Development Block Grant Act of 1990 (42 U.S.C. 9858q);

n. Payments received under the Main Indian Claims Settlement Act of 1980.

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

1. At a minimum, income certification must be completed before assistance begins.

2. Verification documentation cannot be dated no earlier than 6 months prior to eligibility; Otherwise income must be revivified.

3. Households must qualify as low income at the time of occupancy or at the time funds are invested, whichever is later.

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

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

   a. To conduct third party verifications, a Grantee must obtain a written release from the household that authorized the third party to release required information.

   b. Third-party verifications are helpful because they provide independent verification of information and permit Grantees to determine if any changes to current circumstances are anticipated. Some third-party providers may, however, be unwilling or unable to provide the needed information in a timely manner.

2. REVIEW OF DOCUMENTS - Documents provided by the applicant (such as pay stubs, IRS returns, etc.) may be most appropriate for certain types of income and can be used as an alternative to third-party verifications. Copies of documents should be retained in project files.

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

3. APPLICANT CERTIFICATION - When no other form of verification is possible, a certification by the applicant may be used. For example, it may be necessary to use an applicant certification for an applicant whose income comes from odd jobs paid for in cash.

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

G. CALCULATION METHODOLOGIES - Grantees must establish methodologies that treat all households consistently and avoid confusion.

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

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

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

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

1. INCOME OF LIVE-IN AIDES - If a household includes a paid live-in aide (whether paid by the family or social service program), the income of the live-in aide, regardless of its source, is not counted. (Except under unusual circumstances, a related person can never be considered a live-in aide).

2. INCOME ATTRIBUTABLE TO THE CARE OF FOSTER CHILDREN - Foster children are not counted as family members when determining family size to compare with the Income Limits. Thus, the income a household receives for the care of foster children is not included; and

3. EARNED INCOME OF MINORS - Earned income of minors (age 17 and under) is not counted. However, unearned income attributable to a minor (e.g., child support, AFDC payments, and other benefits paid on behalf of a minor) is counted.

4. TEMPORARILY ABSENT FAMILY MEMBERS - The income of temporarily absent family members is counted in Annual Income - regardless of the amount the absent family member contributes to the household. For example, a construction worker earns $600/week at a temporary job on the other side of the State. He keeps $200/week for expenses and send $400/week home to his family. The entire $600/week is counted in the family’s income.

Return to Committee Cover

5. ADULT STUDENTS LIVING AWAY FROM HOME - If the adult student is counted as a member of the household in determining the Income Limit used for eligibility of the family, the student's income must be counted in the family's income.

6. PERMANENTLY ABSENT FAMILY MEMBER - If a family member is permanently absent from the household (e.g., a spouse who is in a nursing home), the head of the household has the choice of either counting that person as a member of the household, and including income attributable to that person as household income, or specifying that the person is no longer a member of the household.

7. PERSONS WITH DISABILITES – During the annual recertification of a family's income, increases in the income of a disabled member of qualified families residing in HOME assisted housing or receiving HOME tenant- based rental assistance is excluded. 24 CFR 5.61(a) outlines the eligible increases in income. These exclusions from annual income are of limited duration. The full amount of increase to an eligible family's annual income is excluded for the cumulative 12-month period beginning on the date the disabled family member is first employed or the family first experiences an increase in annual income attributable to the employment. During the second cumulative 12-month period, 50 percent of the increase in income is excluded. The disallowance of increased income of an individual family member who is a person with disabilities is limited to a lifetime 48-month period.

9. ELIGIBILITY REQUIREMENTS OF PROPERTY TO BE REHABILITATED

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

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

1. DWELLING UNIT - A housing structure which is used entirely for residential purposes.

2. SINGLE FAMILY - Designed for single-family use, although more than one family may be residing therein, if every resident has access to all parts of the structure.

3. SUBSTANDARD - Failing to meet the minimum housing requirements as set forth in the housing code of the Community or the SBCCI, HQS as defined by HUD, or as defined by the application.

B. ELIGIBILITY CRITERIA

1. The minimum HOME expenditure per unit must exceed $1,000.

2. The dwelling unit must be located within the designated area as outlined in the

Return to Committee Cover

Application.

3. The dwelling unit must be classified as substandard, based on a written, detailed inspection report by THDA approved Rehab Coordinator.

4. Vacant dwelling may be eligible if their owners are eligible, if the dwelling has been vacant due to its substandard conditions, and if the owner will occupy the vacant dwelling upon completion.

C. INELIGIBLE PROPERTIES

1. Projects assisted under Title VI of NAHA - Prepayment of Mortgages Insured under the National Housing Act.

2. Public Housing projects.

3. Rental Rehabilitation Program funded projects.

4. If the dwelling lies within a flood zone, the household is INELIGIBLE for assistance.

10. RATING SYSTEM FOR RANKING OF APPLICANTS

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

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

A. INCOME/FAMILY SIZE

1.

Family Size	Low Income Limits*	Very Low Income Limits*
1	$ 31,300	$ 19,600
2	$ 35,800	$ 22,400
3	$ 40,250	$ 25,200
4	$ 44,700	$ 27,950
5	$ 48,300	$ 30,200
6	$ 51,900	$ 32,450
7	$ 55,450	$ 34,700
8	$ 59,050	$ 36,900

Hamblen County updated 6/28/2019

2. If the income is based on family size is less than the stated **low income** figure, the household will receive extra points.

If	80% to 99% less	add 70 points
If	60% to 79% less	add 60 points
If	40% to 59% less	add 50 points
If	39% or less	add 20 points

Annual Income Limit Figures available from HUD/THDA

3. NUMBER IN HOUSEHOLD

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

B. ELDERLY IN HOUSEHOLD - 10 points per household.
An elderly person is at least 62 years old at time of application.

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

D. SINGLE PARENT HEAD OF HOUSEHOLD WITH CHILDREN - 10 points per household. Defined as such when household is legally and/or financially headed by a single person with a child younger than 18 years of age.

E. GRANDPARENT WITH CUSTODY OF GRANDCHILD OR FOSTER FAMILY – 10 Points per person in household. Must provide proof of custody/guardianship status for each person.

F. DWELLING WITH ACTIVE PROPERTY CODES VIOLATION – 10 point per household

G. CONDITION OF THE DWELLING STRUCTURE

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

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

Return to Committee Cover

11. TERMS, CONDITIONS AND CONSIDERATIONS FOR GRANTS

A. DETERMINATION OF THE AMOUNT OF THE GRANT - The amount of a rehabilitation grant that an applicant may receive will not exceed:

1. The actual and approved cost of the repairs and improvements necessary to make the dwelling unit conform to the housing standards adopted by the Grantee and THDA.

2. The amount and structure of the grant must be consistent with the application submitted to THDA.

3. When the applicant is furnishing supplementary funds from other sources, evidence that actual funds are available will consist of verifications and documentation by the Grantee that the applicant has deposited the required amount in the appropriate escrow account. Such deposit must be made before the grant application and any construction work can begin.

B. STRUCTURE OF FINANCIAL ASSISTANCE

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

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

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

0-12 months	100%	repayment
after one (1) year	80%	repayment
after two (2) years	60%	repayment
after three (3) years	40%	repayment
after four (4) years	20%	repayment
after five (5) years	0%	repayment

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

Year One	100% Repayment
Year Two	93.3% Repayment
Year Three	83.63% Repayment

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

e. The property owner must sign a Grant Note and a Deed of Trust. The Deed of Trust secures the Grant Note by placing a lien against the property and is activated if the owner attempts to sell within the compliance period.

a. If ownership of the property is in the form of a life estate, the owner of the property as well as the life estate must sign the Grant Note and the Deed of Trust.

b. If the property has been inherited by multiple owners not of whom reside in the property, all of the owners must sign the Grant Note and Deed of Trust.

c. Grantees and administrators should consult their agency and community general counsel if there are questions.

5. In case of death, THDA does not require repayment as long as the ownership of the property passes to the heirs. If the heirs sell or rent the property, or if the property is sold with monetary gain by any actions of a court to settle outstanding claims or settle estate, the grant must be repaid into the states HOME account, less any forgivable portion.

6. The property owner agrees to maintain their newly rehabilitated structure to a minimum level as expected by local codes and provisions. This agreement will last the lifetime of the contractual agreements as outlined in the Grant Note and Deed of Trust.

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

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

2. Furnish complete, truthful and proper information as needed to determine eligibility for receipt of rehabilitation grant money.

3. Permit the contractor to use, at no cost, reasonable existing utilities such as gas, water and electricity which are necessary to the performance and completion of the work.

Return to Committee Cover

4. Cooperate fully with the Grantee and the contractor to insure that the rehabilitation work will be carried out promptly.

12. ELIGIBLE REHABILITATION ACTIVITIES

A. INTRODUCTION

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

1. REHABILITATION: The maximum allowable HOME funds per Homeowner Rehabilitation unit are capped by the HOME subsidy limits, which are established by HUD and cannot be exceeded.

2. All units built prior to 1978 require a lead-based paint (LBP) inspection. If hazards are identified, a risk assessment by a qualified risk assessor is required. If the risk assessment of a pre-1978 unit discloses no lead, then the cap for rehabilitation costs is capped by the HOME subsidy limit.

3. If the risk assessment for a pre-1978 unit reveals the presence of lead-based paint and the estimated rehabilitation costs are less than $25,000, interim control/lead safe-work practices will apply and the maximum HOME subsidy for rehabilitation hard costs is limited to $25,000.

4. If the risk assessment for a pre-1978 unit reveals the presence of lead-based paint and the estimated rehabilitation costs exceed $25,000, then abatement using a qualified abatement contractor and will be required to provide assistance up to the HOME subsidy limits.

5. Manufactured units are not eligible for HOME-funded rehabilitation.

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

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

C. REPLACEMENT HOME GUIDELINES - The intent of a reconstruction activity is to provide assistance to homeowners who might not otherwise be helped due to the prohibitive

Return to Committee Cover

cost of rehabilitating their existing home. A replacement home, if deemed the most cost-effective solution to the housing deficiencies, shall be prescribed by the grantee.

1. Rehabilitation spending beyond reasonable limits on an existing home is not authorized if a replacement home is refused by the homeowner.

2. A replacement home does not necessarily have to meet the same requirements as the existing home in terms of square footage, number of bedrooms/ bathrooms or other design/amenity considerations.

3. The replacement home must provide all permanent residents of the home with safe, decent and sanitary housing within the terms of the 2009 International Residential Code for One- and Two-Family Dwellings, and/or local codes, as applicable.

D. ELIGIBLE COSTS

1. EXISTING CODE VIOLATIONS - Costs allowable in rehabilitation grants are the costs of correcting existing housing code violations which have been determined by a qualified housing inspector and formalized in an individualized housing report.

2. INCIPIENT CODE VIOLATIONS - An incipient violation exists if at the time of inspection an element in the structure which, due to age, deterioration, wear, or normal usage will deteriorate within the life of the grant period and thus become code violations. Costs to correct these potential violations are eligible costs.

3. PERMITS AND FEES - Rehabilitation funds may be used to cover the cost of building permits and related fees required to carry out the proposed rehabilitation work. However, since the rehabilitation contract documents will require the contractor to pay them, these cost ordinarily would be included in the contract amount. Recording and filing fees are eligible costs.

4. EQUIPMENT - Rehabilitation funds may provide for the repair or purchase and installation of certain basic equipment necessary for the maintenance of the household in a safe, sanitary and healthy environment. These include such items as heating furnace, hot water heater, electrical and sanitary fixtures, kitchen stove, refrigerator, cabinets and sinks. Purchase and installation is acceptable if there is no such equipment in the dwelling or if the existing equipment is unsafe, unsanitary or non-functional.

5. HANDICAPPED - Special alterations or costs related with making the dwelling more convenient or accessible for handicapped persons is an eligible cost. The Grantee will notify THDA if an applicant is handicapped. All work performance in these units must comply with all applicable codes as well as all Federal and State regulations.

6. LEAD-BASED PAINT - All costs associated with the abatement of lead-based paint hazards must comply with SS92.206(a)3.

7. DEMOLITION OF EXISTING STRUCTURES AND UTILITY

CONNECTIONS - All costs related to the demolition of existing structures and provide utility connections are to comply with SS92.206(a)3.

8. **EXTERIOR PAINTING -** Exterior painting is an eligible cost when it is necessary to maintain watertight exterior on the dwelling.

9. **OTHER COSTS -** Rehabilitation costs not specifically required by the housing rehabilitation standards found necessary for the safety, health and general welfare of the occupants of the structure may be considered for eligibility, with prior consent of the Grantees governing body and THDA, as well as any other cost as outlined in the Federal Register SS92.206.

10. **GUTTERS –** Gutters are an eligible cost when rehabilitating the exterior of a unit or when reconstructing a unit.

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

1. Renovation of dilapidated out buildings.

2. Appliances, not required by code standards/HQS.

3. Materials, fixtures, equipment, or landscaping of type or quality that exceeds that customarily used in the locality for properties of the same general type as the property to be rehabilitated.

4. All items as outlined in Section 92-214.

13. HOUSING REHABILITATION SPECIFICATIONS

A. INTRODUCTION - This section sets forth the responsibilities of the Grantee for determining the rehabilitation work necessary to bring a dwelling into conformance with the minimum code adopted by the Grantee, and with the objective of the program as proposed in the application submitted to THDA. The Grantee will:

1. Inspect the property and prepare an inspection list noting code deficiencies.

2. Consult lead-based paint testing/risk assessment to identify lead-based paint hazards.

3. Consult with and advise the owner of the work to be done and the availability of a rehabilitation grant.

4. Prepare a work write-up and cost estimate as a basis for a rehabilitation grant and for the bid process in contracting for the rehabilitation work.

B. **PROPERTY REVIEWS** – The THDA approved Rehab Coordinator must conduct: (1) an initial review of the property to determine the deficiencies that must be addressed, (2) a progress review to monitor construction progress and (3) a final review to certify that work is completed in accordance with the approved work write up and any applicable change orders. The final inspection must be conducted by not only the Rehab Coordinator but also by a state certified residential building code official. A certificate of compliance by the local codes official or representative of the State Fire Marshal's Office must be submitted to THDA with the Rehab Coordinator's final property review.

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

1. DUAL-USE OF WORK WRITE-UP - The write-up will be detailed and specific in style. Each item will be identified as correcting a code violation, meeting a code requirement, or an eligible cost under the grant. This same write-up without the cost estimate will serve as a part of the specifications for the constructions contract documents.

2. ITEMIZING COSTS - Each item of work and its estimated cost will be identified in the work write-up as either correcting a code violation, meeting a code requirement, or eligible under the grant. This will be done on the work write-up by entering the cost estimates in a columnar arrangement.

3. OWNER PREFERENCE - A work write-up need not contain details that have no significant effect on cost, such as color, style or pattern. The term to be selected by owner may be used appropriately.

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

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

1. Each specification will show the nature and location of the work and the quantity and type of material required.

2. The specifications will refer to manufacturer's brand names and association standards to identify quality of material and equipment and may make provision for acceptable substitutes or quality and brand name requirements may be included in the general conditions and specifications and indicated by reference in the work write-up.

14. CONTRACTING FOR REHABILITATION WORK

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

1. FORM OF CONTRACT - The construction contract will consist of a single document signed by the contractor and the property owner, following approval of the grant application. It will contain a bid, the Grantee's General Conditions and Specification by reference, the work write-up which specifies the work to be done, and the existing code violations.

2. USE OF ALTERNATES - The document prepared by the Grantee may contain alternates by which each bidder may increase or decrease the lump sum contract price.

3. PROCUREMENT OF BIDS - The Grantee will advertise openly and publicly for bids and encourage minority and female owned firms to bid on its projects.

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

1. The address, time, and date by which the bid should be submitted by the contractor

2. A provision that the bid be accepted by the homeowner within a specified length of time

3. A provision that the contractor start work within a specified length of time

4. A statement concerning the acceptability of progress payments

5. A provision that final payment on the contract amount will be made only after final inspection, acceptance of all work by the Grantee and the homeowner, and after the Grantee receives the contractor's invoice and release of liens, and claims for liens by the subcontractor, laborers and material suppliers for completed work or supplied materials.

6. Provisions that the contractor will be required to:

a. Obtain and pay for all permits and licenses necessary for the completion and execution of the work and labor to be performed.

b. Perform all work in conformance with applicable local codes and requirements whether or not covered by the specifications and drawings for the work.

c. Keep the premises clean and orderly during the course of the work and remove all debris at the completion of the work. Materials and equipment that have been removed and replaced as part of the work shall belong to the contractor.

d. Not assign the contract without written consent of the Grantee and homeowner.

e. Guarantee the work performed for a period of one year from the date of final acceptance of all work required by the contract. Furthermore, furnish the homeowner, in care of the Grantee, with all manufacturers and suppliers written guarantees and warranties covering materials and equipment furnished under the contract.

f. Include a statement as to whether the premises are to be either occupied or vacant during the course of construction work.

g. A provision that the contractor may use existing utilities without payment during the course of the work.

C. INSURANCE

1. The Grantee requires the Contractor to carry Workman's Compensation Insurance for all his employees and those of his subcontractors engaged in work at the site, and that the Grantee be listed on said insurance as an **Additional Interest**. The Contractor shall be required to furnish the Grantee documentation of coverage before the contract shall be awarded.

2. The Contractor is to be required to carry Manufacturer's and contractor's Public Liability Insurance and the Grantee is to be listed on said insurance as an **Additional Interest**. The policy shall be for an amount not less than $100,000 for injuries including accidental death to any one person and for one accident, and to protect the contractor and his subcontractors against claims for injury to or death of one or more than one person because of accidents which may occur or result from operations under the contract. Such insurance shall cover the use of all equipment including but not limited to excavating machinery, trenching machines, cranes, hoists, rollers, concrete mixers, and motor vehicles in the construction of the rehabilitation embraced in their contract.

3. The contractor shall carry during the life of the contract Property Damage Insurance in the amount of not less than $100,000 to protect him and his subcontractors from claims for property damage which might arise from operations under their contract.

4. Before commencing work, the contractor shall submit evidence of coverage to the Grantee. A certificate of insurance shall be present as the evidence.

Return to Committee Cover

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

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

1. The code violation.

2. The work necessary to correct those violations.

3. The Grantees estimated cost for rehabilitation.

5. Any unusual features or limitations.

6. Will be initialed on each page by the homeowner and signed on the signature page by the homeowner.

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

1. The Contractor is listed on the Federal Debarred list.

2. There is documented proof that the contractor has not paid material suppliers.

3. That the contractor has not completed projects within the allotted time frame.

4. When there exist complaints by homeowners about quality of work and performance.

5. There is documented proof that the contractor has not performed warranty work on previous contracts.

7. Conflict of interest exist between the contractor candidate and project participants, location, or any financial ties

F. INVITATION TO CONTRACTORS FOR BID AND PROPOSAL

1. Announce program and advertise for contractors in local and/or regional newspapers at the beginning of the program.

2. Accept applications from contractors throughout the life of the program.

3. Develop and maintain a list of contractors, including minority and female headed firms within the region.

4. Notify in a timely fashion in writing all contractors on list when bid packages are available.

5. Document when and to whom invitations to bid are sent out and packages picked up.

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

1. The opening must be open to the public.

2. The lowest bid will prevail unless it falls under or over previously established limits as determined by the Grantees cost estimate.

3. There must be three competitive bids by eligible contractors.

4. Minutes of the award and bid tabulations should be appropriately filed.

5. Questions concerning contractor eligibility shall be decided prior to opening bids.

6. Verify with THDA to determine if contractors are debarred or not.

7. The Grantee may limit the number of bids awarded to any one contractor at any one bid letting to three (3) per grant project.

8. If all bids exceed the amount of the construction budget, the Grantee may not negotiate solely with the low bidder. The project can be rebid or changed in scope. If the project is changed, then each bidder must be given the opportunity to bid again. Bidders must be informed that they have the right to change their original unit prices as long as they conform to the revised bid specifications. Grantees must maintain documentation to demonstrate that this process was followed.

9. If there are not at least three (3) competitive bids from eligible contractors, the project must be re-bid. If there are still not three bids after the project has been re-bid, the Grantee will seek written approval from THDA before selecting the winning bid.

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

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

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

A. RESPONSIBILITY FOR MAKING INSPECTIONS - Inspection of construction will be performed by the Grantee or its designate as follows:

1. Compliance inspections will be made as often as necessary to assure that the work is being completed in accordance with the community's building, electrical, mechanical and plumbing codes, zoning regulations; and any other related State or local laws and ordinances.

2. Inspections will be made as often as necessary to assure that the work being performed is in accordance with the terms of the construction contract.

3. Written notices of inspections shall be filed appropriately.

4. The Grantee's Rehab Coordinator will perform a minimum of 3 inspections throughout the project. An initial inspection, a progress inspection, and a final inspection will be conducted in accordance with THDA's Policy and Procedures and HUD 24CFR 92.251 of the 2013 HOME Final rule. An agent of THDA will be selecting projects at random and performing Quality Assurance inspections is accordance with THDA's Policy and Procedures and HUD 24CFR 92.251 of the 2013 HOME Final rule.

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

C. FINAL PAYMENTS

1. FINAL INSPECTION - Upon completion of the rehabilitation work, a final inspection is held by Grantee's RC. Any uncompleted work or work that is unsatisfactory is noted on a final punch list and sent to the Contractor in writing (HO-17 and HO-18). When these items are completed, the contract is complete, clearance testing for lead-based paint hazards is conducted on the unit. When the unit passes clearance testing, and a certificate of code compliance from a local codes official is issued, the project is complete.

2. CERTIFICATION - After the Grantee determines that the rehabilitation work has been fully and satisfactorily completed, it will prepare a Certificate of Completion and Final Inspection. The homeowner signs the certification indicating that he/she accepts the rehabilitation work as meeting the terms and conditions of the contract. The contractor signs the certification indicating that the work has been completed in accordance with the contract and that there are no unpaid claims for labor, materials supplies or equipment. The Rehab Coordinator and the Administrator sign the Certification indicating that work has been completed in accordance with the contract and authorizing final payment. PLEASE NOTE: Final payment will not be authorized without a signed Certificate of Code Compliance OR approval of rehabilitation by a local codes official or a state certified codes official.

3. NOTICE OF COMPLETION - The Contractor shall file a Notice of Completion with

Return to Committee Cover

the Register of Deeds in the county that the work is performed and returned a certified copy to the Grantee.

4. MAKING FINAL PAYMENT - When the final inspection determines that the work is completed in accordance with the contract and the homeowner has accepted the work, the Grantee will obtain from the contractor a release of liens, including all subcontractors and suppliers, and a copy of each warranty due the owner for the work. The Grantee will request final payment from THDA at that time.

5. If the homeowner refuses to sign the final acceptance, the Grantee may authorize full payment for those items which are undisputed and acceptable to all parties.

16. GRIEVANCE PROCEDURE

The Grievance Procedure should be made a part of the contract between the homeowner and the contractor. Disputes between the homeowner, Grantee and contractor may arise from time to time during the life of the rehabilitation project. In those instances where a mutually satisfactory agreement cannot be reached between the parties, the grievance procedure will be followed.

A. POLICIES AND PROCEDURES

1. The grievance by the homeowner or contractor is to be filed with the program administrator in writing.

2. The program administrator will meet with the homeowner/contractor and attempt to negotiate a solution.

3. Contact THDA Community Programs Division at (615) 815-2030 should the program administrator fail to negotiate a solution.

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

1. All claims or disputes between the owners and contractor arising out of or related to the work shall be decided by arbitration in accordance with the construction industry arbitration rules of the American Arbitration Association then obtaining, unless the parties mutually agree otherwise.

2. The owners and contractor shall submit all disputes or claims, regardless of the extent of the work progress, to an agreed upon arbitrator unless the parties mutually agree otherwise.

3. Notice of the demand for arbitration shall be filed in writing with the other party to this rehabilitation agreement and shall be made within a reasonable time after the dispute has arisen.

4. The award rendered by the arbitrator shall be final, and judgement may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

5. If the arbitrator's award is in a sum which is less than that which was offered in settlement by the contractor, the arbitrator may award costs and attorney's fees in favor of the contractor. If the award of the arbitrator is in a sum greater than that which was offered in settlement by the owners, the arbitrator may award costs and attorney's fees in favor of the owner.

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

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

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

17. SUBORDINATION OF LEINS

A. SUBORDINATION POLICY

When a homeowner requests that Hamblen County subordinate the soft second mortgage, Hamblen County may subordinate if:

1. The reason for financing is to:
   a. Make home improvements (upgrade the condition of the home).
   b. Cash outs are not allowed

2. The new appraisal on the home must exceed the current unpaid amount of the original mortgage balance plus the amount of Hamblen County's grant/loan.

3. There will be a $150 fee imposed to the homeowner, due from financing proceeds.

4. Unless unusual circumstances exist, Hamblen County will not subordinate more than once.

5. The financial institution will prepare the Subordination Agreement for Hamblen County's Mayor's signature, have it recorded and provide a copy to Hamblen County.

6. The financial institution will provide Hamblen County with a copy of the new appraisal and the Settlement Statement.

7. Hamblen County shall be responsible for administering these Subordination Policies. Any matters that fall outside the parameters of this policy shall be decided by the Mayor.

7. Hamblen County will not subordinate for interest-only loans.

9. Total closing costs and prepaid items cannot exceed 6% of the refinanced purchase price.

HOME Rehabilitation Program
Program Overview

- Federal (HUD) funds awarded through THDA state-wide competitive process

- Limited grant funds available for Rehabilitation program

- Program goal is to bring sub-standard housing units into compliance with HUD housing quality standards as well as local building codes and health/safety concerns; examples of eligible work include:
  - Plumbing, electrical
  - Foundations, sub-flooring replacement/repair
  - Roof truss repair/roof replacement
  - Handicap accessibility
  - Window and door repair/replacement

- Unfortunately we cannot do Mobile Homes

- Compliance with HUD regulations for Lead-based paint hazards

- Rehabilitation Grant funding contains a 5-year forgiven compliance period (15 years for reconstruction)

o 0 - 12 months	100% repayment
o after one (1) year	80% repayment
o after two (2) years	60% repayment
o after three (3) years	40% repayment
o after four (4) years	20% repayment
o after five (5) years	0% repayment

  Reconstruction Grant funding contains a 15-year forgiven compliance period (see Policies & Procedures for chart)

- A thorough inspection of home is performed to compile a description of necessary work required; all work completed by professional, licensed contractors

- Projected Time Line:

  Applicant Qualification.....September-October 2019
  Environmental Report.....August-October 2019
  Home Inspection Visits.....September- October 2019
  Bidding Process.....October 2019
  Construction Work On-going.....October 2019–January2020
  Project Close-out.....May 2022

Return to Committee Cover

HOME Program Guidelines
Applicant criteria

- Reside within grant program area boundaries
- Applicant is not related to any individual who is employed by Hamblen County
- All property taxes must be paid and up to date
- Applicant must have been the resident of the property to be rehabilitated for a period of not less than one year, and must occupy the property as their principle residence; Owned home/property for minimum of one (1) year
- Property is not located within a 100-year flood plain
- The applicant must voluntarily apply for assistance
- Demonstrate ability to maintain their residence is areas of on-going maintenance and repairs, safety hazards, and health/cleanliness issues
- The applicant must obtain homeowner's insurance.
- The property owner must sign a Grant Note and a Deed of Trust (Forgiven after 5-15 year compliance period)
- The applicant acknowledges that resources (family/friends) are available if temporary relocation is necessary during the rehabilitation construction period
- Applicant may not own more than one home, nor can there be more than one home on parcel of property (single home owner)
- Applicant's ownership must be in the form of: Fee simple title, 99-year leasehold, a life estate, Inherited property with multiple owners not all residing in the housing. (The owner occupant must be low income, and must occupy the housing as his or her principle residence, and pay all cost associated with ownership.)
- The title must not have any restrictions or encumbrances that would unduly restrict the good and marketable nature of the ownership interest.

Return to Committee Cover

✐ Qualify by low income guidelines

Family Size	Low Income Limits
1	$ 31,300
2	$ 35,800
3	$ 40,250
4	$ 44,700
5	$ 48,300
6	$ 51,900
7	$ 55,450
8	$ 59,050

Hamblen County updated 6/28/2019

Return to Committee Cover

JIM R. CLAWSON
Register of Deeds

Hamblen County Courthouse
P. O. Box 766
Morristown, TN 37815
Phone: 423-586-6551
Fax: 423-318-2505

MEMORANDUM

DATE: July 22, 2019

TO: Hamblen County Commission

FROM: Jim Clawson JC

RE: Surplus equipment

The following two items are surplus equipment for the Register's Office, and will be posted for sale on GovDeals:

Ricoh Scanner, Model Aficio IS 330DC,
Serial Number 51100315

Brother Laser Printer, Model HL-1440,
Serial Number U60066F1J141067

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

To: Hamblen County Commission

From: Bill Brittain, County Mayor BB

Date: August 1, 2019

Re: Surplus of Kitchen Equipment at the Hamblen County Jail

We recently replaced some equipment in the jail kitchen. **I am requesting to surplus the old equipment so it can be sold.**

1. 20-quart Hobart Electric Mixer
2. Globe Meat Slicer

Bill Brittain, *County Mayor*
511 West Second North Street • Morristown, TN 37814 • *office.* 423.586.1931 • *fax.* 423.585.4699
www.HamblenCountyTN.gov • *email.* bbrittain@co.hamblen.tn.us

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

To: Hamblen County Commission

From: Bill Brittain BB

Date: August 8, 2019

Re: Surplus Items Maintenance Department

Hamblen County would like to surplus the following items from the Maintenance Department.

1) 1991 Ford Aerostar Van – Serial # 1FMCA11U9MZB34357

2) 2006 Cub Cadet 4x4 Utility Vehicle 3-cylinder diesel engine – Serial #1E196G40019

3) Troy Built Riding Mower 17.5 mower Model #13AN77BS011 - Serial #1B218B30284

Bill Brittain, *County Mayor*
511 West Second North Street • Morristown, TN 37814 • *office.* 423.586.1931 • *fax.* 423.585.4699
www.HamblenCountyTN.gov • *email.* bbrittain@co.hamblen.tn.us

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE · COMMUNITY · INDUSTRY
OFFICE OF THE MAYOR

To: Hamblen County Commission

From: Bill Brittain BB

Date: August 8, 2019

Re: Surplus Items

Hamblen County would like to surplus the following items.

1) Hi-Back Executive Chairs in Large Courtroom – 13 pcs.

Bill Brittain, *County Mayor*
511 West Second North Street • Morristown, TN 37814 • *office.* 423.586.1931 • *fax.* 423.585.4699
www.HamblenCountyTN.gov • *email.* bbrittain@co.hamblen.tn.us

Return to Committee Cover

RESOLUTION #18-05

HAMBLEN COUNTY PROPERTY MAINTENANCE CODE

Amended July 19, 2018

A Resolution of the Hamblen County Commission adopting the **Hamblen County Property Maintenance Code , 2018 edition**, regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; repealing Regulations adopted **April 23, 2015 by the Hamblen County Commission** and all other ordinances or parts of laws in conflict therewith.

The Legislative Body of Hamblen County does ordain as follows:

Section 1. That a certain document, three (3) copies of which are on file in the Planning and Zoning Office of Hamblen County, being marked and designated as the **Property Maintenance Code of Hamblen County , 2018 edition**, and is hereby adopted as the Property Maintenance Code of Hamblen County, in the State of Tennessee for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and each and all of the regulations, provisions, penalties, conditions and terms of said Property Maintenance Code on file in the Planning and Zoning Office are hereby referred to, adopted, and made a part hereof, as if fully set out in this legislation, with the additions, insertions, deletions and changes, if any, prescribed in Section 2 of this resolution.

Section 2. That Resolutions adopted April 23, 2015 by the Legislative Body of Hamblen County entitled 2012 International Property Maintenance Code and all other ordinance or parts of laws in conflict herewith are hereby repealed.

Section 3. That if any section, subsection, sentence, clause or phrase of this legislation is, for any reason, held to be unconstitutional and such decision shall not affect the validity of the remaining portions of this resolution. The Legislative Body hereby declares that it would have passed this law, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional.

Section 4. That nothing in this legislation or in the Property Maintenance Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cities in Section 3 of this law; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this legislation.

Section 5. That the **Planning and Zoning Office** is hereby ordered and directed to cause this legislation to be published on the County's website www.hamblencountytn.gov.

DRAFT #2

Return to Committee Cover

Section 6. That this law and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect from and after the date of its final passage and adoption.

Section 7. Enforcement of the law and the rules, regulations, provisions, requirements, orders and matters established shall be implemented in phases. Phase 1 applies to subdivisions. Phase II is effective with the passage of this amendment dated_____ and applies to all properties located in Hamblen County outside the Morristown corporate limits.

DRAFT #2

Return to Committee Cover

TABLE OF CONTENTS

CHAPTER 1 SCOPE AND ADMINISTRATION

PART 1 - SCOPE AND APPLICATION

Section:

101 General

102 Applicability

PART 2 - ADMINISTATION AND ENFORCEMENT

Section:

103 Department of Property Maintenance Inspection

104 Duties and Powers of the Code Official

105 Violations

106 Notices and Orders

107 Unsafe Structures and Equipment

108 Emergency Measures

109 Demolition

110 Means of Appeal

111 Stop Work Order

CHAPTER 2 DEFINITIONS

Section:

201 General

202 General Definitions

CHAPTER 3 GENERAL REQUIREMENTS

Section

301 General

302 Exterior Property Areas

303 Swimming Pools, Spas and Hot Tubs

304 Exterior Structure

305 Handrails and Guardrails

306 Rubbish and Garbage

307 Code Enforcement

DRAFT #2

Return to Committee Cover

CHAPTER 1
SCOPE AND ADMINISTRATION
PART 1 - SCOPE AND APPLICATION

Section 101
General

101.1 Title-These regulations shall be known as the Property Maintenance Code of Hamblen County hereinafter referred to as "this code".

101.2 Scope-The provision of this code shall apply to all related residential and nonresidential structures and all related premises and constitute minimum requirements and standards; regarding the responsibility of owners, operators, and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

101.3 Intent-This code shall be construed to secure its expressed intent, which is to ensure public health, safety and welfare insofar as they are affected by the continued occupancy and maintenance of structures and premises. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required herein.

101.4 Severability-If a section, subsection, sentence, clause or phrase of this code is, for any reason, held to be unconstitutional; such decision shall not affect the validity of the remaining portions of this code.

Section 102
Applicability

102.1 General-Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall govern. Where differences occur between provisions of this code and the referenced standards, the provisions of this code shall apply. Where, in a specific case, different sections of this code specify different requirements, the most restrictive shall govern.

102.2 Maintenance-Equipment, systems, devices, and safeguards required by this code or a previous regulation or code under which the structure or premises was constructed, altered or repaired shall be maintained in good working order. No owner, operator or occupant shall cause any service, facility, equipment or utility which is required under this section to be removed from or shut off from or discontinued for any occupied dwelling, except for such temporary interruption as necessary while repairs or alterations are in progress. The requirements of this code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing structures. Except as otherwise specified herein, the owner or the owner's designated agent shall be responsible for the maintenance of buildings, structures and premises.

DRAFT #2

Return to Committee Cover

102.3 Application of other codes-Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the International Building Code, International Residential Code and other codes of the International Code Council adopted and in effect by Hamblen County. Nothing in this code shall be construed to cancel, modify or set aside any provision of the ~~International Zoning Code~~ Hamblen County Zoning, Stormwater & Flood Damage Prevention Regulations.

102.4 Existing Remedies-The provisions in this code shall not be construed to abolish or impair existing remedies of the jurisdiction or its officers or agencies relating to the removal or demolition of any structure which is dangerous, unsafe and insanitary.

102.5 Workmanship-Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this code shall be executed and installed in a workmanlike manner and installed in accordance with the manufacturer's instructions.

102.6 Historic Buildings -The provisions of this code shall not be mandatory for existing buildings or structures designated as historic buildings when such building or structures are judged by the code official to be safe and in the public interest of health, safety and welfare.

102.7 Requirements not covered by code-Requirements necessary for the strength, stability, or proper operation of an existing fixture, structure or equipment, or for the public safety, health and general welfare, not specifically covered by this code or the adopted (9/22/2003) Regulations of Nuisances and Other Practices Detrimental to the Inhabitants of the County, shall be determined by the code official.

102.8 Application of reference-References to chapter or section numbers, or to provisions not specifically identifies by number, shall be construed to refer to such chapter, section or provision of this code.

102.9 Other Laws-The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law.

DRAFT #2

PART 2 - ADMINISTRATION AND ENFORCEMENT

Section 103
Department of Property Maintenance and Inspection

103.1 General - Property Maintenance inspections are a function of the Planning and Zoning office. The executive official supervising the day to day operations of the department is the Planning Zoning Operations Manager who shall be known in this document as the code official.

103.2 Appointment-The code official shall be appointed by the County Mayor.

103.3 Deputies-In accordance with funding provided by the Hamblen County Legislative Body and with the concurrence of the County Mayor, the code official shall have the authority to appoint a deputy/designee(s). Such employees shall have such powers as delegated by the code official.

103.4 Liability-The code official, member of the board of appeals or employee(s) charged with the enforcement of this code, while acting for the jurisdiction, in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered liable personally, and is hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act or by reason of an act or omission in the discharge of official duties. Any suit instituted against any officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by the legal representative of the jurisdiction or such other counsel as may be provided by the jurisdiction until the final termination of the proceedings. The code official or any subordinate shall not be liable for costs in an action, suit or proceedings that are instituted in pursuance of the provisions of this code.

Section 104
Duties and Powers of the Code Official

104.1 General-The code official or designee is hereby authorized and directed to enforce the provisions of this code. The code official shall have the authority to render interpretations of this code and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of this code. Such policies and procedures shall not have the effect of waiving requirements specifically provided in this code.

104.2 Inspections-The code official or designee shall make all of the required inspections, or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The code official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the appointing authority.

DRAFT #2

104.3 Identification-The code official and/or approved agency individuals shall carry proper identification when inspecting structures or premises in the performance of duties under this code.

104.4 Notice and orders-The code official shall issue all necessary notices or orders to ensure compliance with this code.

104.5 Department records-The code official shall keep official records of all business and activities of the department specified in the provisions of this code. Such records shall be retained in the official records for the period required for retention of public records.

Section 105
Violations

105.1 Unlawful acts-It shall be unlawful for a person, firm or corporation to be in conflict with or in violation of any of the provision of this code.

105.2 Notice of violation-The code official shall serve a notice of violation or order in accordance with 106.

105.3 Prosecution of violation-Any person failing to comply with a notice of violation or order served in accordance with Section 106 shall be deemed guilty of a misdemeanor and/or civil infraction as determined by the local jurisdiction and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto.

105.4 Violation penalties-Any person, who may violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Each day that a violation continues (beginning with the day that the code violation citation is issued) shall be deemed a separate offense. The fine will be $50 per offense. TCA 5-1-121; TCA 13-7-111.

105.5 Abatement of violation-The imposition of the penalties herein prescribed shall not preclude the legal officer of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

DRAFT #2

Section 106

Notice and Orders

106.1 Notice to person responsible-Whenever the code official determine(s) that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed in Section 106.2 and 106.3 to the person responsible for the violation as specified in this code. Notices for condemnation procedures shall also comply with Section 109.3

106.2 Forms-Such notice prescribed in Section 106.1 shall be in accordance with all of the following:

1. Be in writing
2. Include a description of the real estate (street address and/or tax map/parcel number) sufficient for identification.
3. Include a statement of the violation or violations and why the notice is being issued.
4. Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of this code.
5. Inform the property owner of the right to appeal.

106.3 Method Service-Such notice shall be deemed to be properly served if a copy thereof is;

1. Delivered personally;
2. Sent by certified or first-class mail addressed to the last known address of the property and/or property owner, if different;
3. If the notice is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice.

106.4 Unauthorized tampering-Signs, tags or seals posted or affixed by the code official shall not be mutilated, destroyed or tampered with, or removed without authorization from the code official.

106.5 Penalties-Penalties for noncompliance with orders and notices shall be as set forth in Section 105.4.

106.6 Transfer of ownership-It shall be unlawful for the owner of any dwelling unit or structure who received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the correction or repairs required by such compliance order or notice of violation.

DRAFT #2

Return to Committee Cover

Section 107
Unsafe Structures and Equipment

107.1 General-When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this code.

107.1.1 Unsafe structures-An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

107.1.2 Unsafe equipment-Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the premises or within the structure which is in such disrepair or condition that such equipment is a hazard to life, health, property or safety of the public or occupants of the premises or structures.

107.1.3 Structure unfit for human occupancy-A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

107.1.4 Unlawful Structures-An unlawful structure is one found in whole or in part to be occupied by more persons than permitted under this code, or was erected, altered or occupied contrary to law.

107.1.5 Dangerous structure or premises-For the purpose of this code, any structure or premises that has any or all of the conditions or defects described below shall be considered dangerous:

1. Any door, aisle, passageway, stair, exit or other means of egress that does not conform to the approved building or fire code of the jurisdiction as related to the requirements for existing buildings.
2. The walking surface of any aisle, passageway, stairway, exit or other means of egress is so warped, worn loose, torn or otherwise unsafe as to not provide safe and adequate means of egress.
3. Any portion of a building, structure or appurtenance that has been damaged by fire, earthquake, wind, flood, deterioration, tree or vegetation encroachment, neglect, abandonment, vandalism or by any other

DRAFT #2

cause to such an extent that it is likely to partially or completely collapse, or to become detached or dislodged.

4. Any portion of a building, or member, appurtenance or ornamentation on the exterior thereof that is not of sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting natural or artificial loads of one and one-half of the original designed value.
5. The building or structure, or part of the building or structure, because of dilapidation, deterioration, decay, faulty construction, the removal or movement of some portion of the ground necessary for the support, or for any other reason, is likely to partially or completely collapse, or some portion of the foundation or underpinning of the building or structure is likely to fail or give way.
6. The building or structure, or any portion thereof, is clearly unsafe for its use and occupancy.
7. The building or structure is neglected, damaged, dilapidated, unsecured or abandoned so as to become an attractive nuisance to children who might play in the building or structure to their danger, becomes a harbor for vagrants, criminals or immoral persons, or enables persons to resort to the building or structure for committing a nuisance or an unlawful act.
8. Any building or structure has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the approved building or fire code of the jurisdiction, or of any law or ordinance to such an extent as to present either a substantial risk of fire, building collapse or any other threat to life and safety.
9. A building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, ventilation, mechanical or plumbing system, or otherwise, is determined by the code official to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease.
10. Any building or structure, because of a lack of sufficient or proper fire-resistance-rated construction, fire protection systems, electrical system, fuel connections, mechanical system, plumbing system or other cause, is determined by the code official to be a threat to life or health.
11. Any portion of a building remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned so as to constitute such building or portion thereof as an attractive nuisance or hazard to the public.

107.2 <u>Closing of vacant structures</u>-If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, the code official is authorized to notify the property owner of the code violation and begin the enforcement process.

107.2.1 <u>Authority to disconnect service utilities</u> - The code official shall have the authority to authorize disconnection of utility service to the building, structure or system regulated by this code and the referenced codes and standards set forth in Section 102.7 in case of emergency where necessary to eliminate an immediate hazard to life or property or when such utility

Return to Committee Cover

connection has been made without approval. The code official shall notify the serving utility and, whenever possible, the owner and occupant of the building, structure or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnection the owner or occupant of the building structure or service system shall be notified in writing as soon as practical thereafter.

107.2.2 <u>Condemnation of Property</u> - The code official may pursue condemning a structure if it is found to be unsafe, unfit for human occupancy or is found unlawful pursuant to the provisions of this code.

If the code official determines that a structure under consideration is unfit for human occupancy or use, he shall state in writing his finding of fact in support of such determination and shall issue and cause to be served upon the owner and parties in interest (ex: lienholders) a notice of violation:

a) If the repair, alteration or improvement of the structure can be made at a reasonable cost to relation to the value of the structure (defined as less than 50% of the appraised value on the records of the Assessor of Property), the code official can require the owner during the time specified in the notice of violation to repair, alter or improve such structure to rend it fit for human occupancy or use, or to vacate and close the structure for human occupancy or use; or,
b) If the repair, alteration or improvement of said structure cannot be made at a reasonable cost in relation to the value of the structure (defined as more than 50% of the appraised value on the records of the Assessor of Property), the code official can require the owner within the time specified in the order, to remove or demolish such structure.

The property owner or parties in interest can appeal the order within ten (10) days after receipt of the notice of violation to the PMB.

If the order is not followed by the property owner or parties in interest and they do not appeal, the code official issues a citation (with fine, court costs and attorney's fees) and the case is sent to General Sessions Court for prosecution/enforcement.

107.3 <u>Notice</u>-Whenever the code official has condemned a structure or equipment under the provisions of this section, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner or the person or persons responsible for the structure or equipment in accordance with Section 107.3. If the notice pertains to equipment, it shall also be placed on the condemned equipment. The notice shall be in the form prescribed in Section 107.2

107.4 <u>Placarding</u>-Upon failure of the owner or person responsible to comply with the notice provisions within the time given, the code official shall post on the premises or on defective equipment a placard bearing the word "Condemned" and a statement of the penalties provided for occupying the premises, operating the equipment or removing the placard.

DRAFT #2

107.4.1 Placard removal-The code official shall remove the condemnation placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the code official shall be subject to the penalties provided by this code.

107.5 Prohibited occupancy-Any occupied structure condemned and placarded by the code official shall be vacated as ordered by the code official. Any person who shall occupy a placarded premise or shall operate placarded equipment, and any owner or any person responsible for the premises who shall let anyone occupy a placarded premise or operate placarded equipment shall be liable for the penalties provided by this code.

107.6 Abatement methods-The owner, operator or occupant of a building, premises or equipment deemed unsafe by the code official shall abate or cause to be abated or corrected such unsafe conditions either by repair, rehabilitation, demolition or other approved corrective action.

107.7 Record-The code official shall cause a report to be filed on an unsafe condition. The report shall state the occupancy of the structure and the nature of the unsafe condition.

Section 108
Emergency Measures

108.1 Imminent danger-When, in the opinion of the code official, there is imminent danger of failure or collapse of a building or structure which endangers life, or when any structure or part of a structure has fallen and life is endangered by the occupation of the structure, or when there is actual or potential danger to the building occupants or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, or operation of defective or dangerous equipment, the code official is hereby authorized and empowered to order and require the occupants to vacant the premises forthwith. The code official shall cause to be posted at each entrance to such structure a notice reading as follows: "This Structure is Unsafe and Its Occupancy Has Been Prohibited by the Code Official." It shall be unlawful for any person to enter such structure except for the purpose of securing the structure, making the required repairs, removing the hazardous condition or of demolishing the same

108.2 Temporary safeguards-Notwithstanding other provisions of this code, whenever, in the opinion of the code official there is imminent danger due to an unsafe condition, the code official shall order the necessary work to be done, including the boarding up of openings, to render such structure temporarily safe whether or not the legal procedure herein described has been instituted; and shall cause such other action to be taken as the code official deems necessary to meet such emergency

DRAFT #2

Section 109
Demolition

109.1 General- Any premises upon which is located any structure, which in the code official's judgement after review, is so deteriorated or dilapidated or has become so out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure is in violation of this code. The code official is authorized to begin the enforcement process with the notice of violation that lists possible remedies to the violation including but not limited to repairs to make the structure safe and sanitary, to board up and hold for future repairs, or to demolish and remove at the owner's option.-Boarding the building up for future repair shall not extend beyond one year, unless approved by the building official.

109.2 Notices and orders-All notices and orders shall comply with Section 107

109.3 Failure to comply -If the owner of a premises fails to comply with a court order to demolish a structure within the time prescribed, the code official shall cite the responsible person to the appropriate judicial authority to explain why he/she should not be required to comply with the court order.

Section 110
Means of Appeal

110.1 Application for appeal-Any person directly affected by a decision of the code official or a notice of violation issued under this code shall have the right to appeal to the Property Maintenance Board provided that a written application for appeal is filed within 20 days after the day the notice of violation was served. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or the requirements of this code are adequately satisfied by other means.

110.2 Membership of Board-The Property Maintenance Board (PMB) shall consist of ~~a minimum of three~~ five members who are qualified by experience and training to pass on matters pertaining to property maintenance and who are not regular full-time employees of the County. The code official shall be an ex-officio member but shall have no vote on any matter before the board. The board shall be ~~selected from the~~ members of the County Planning Commission who are not County Commissioners. The terms of the Property Maintenance Board members shall correspond with their terms as Planning Commissioners. ~~The Planning Commission shall appoint the three members who serve on the Property Maintenance Board. The remaining two members of the Planning Commission shall serve as alternates at the discretion of the PMB chairman~~. **No private citizen shall have any right of action to enforce the above member appointment rotation, such being totally within the purview of the Hamblen County Planning Commission or County Commission.**

DRAFT #2

110.2.1 Chairman-The board shall annually select one of its members to serve as chairman.

110.2.2 Disqualification of member-A member shall not hear an appeal in which that member has a personal, professional or financial interest.

110.2.3 Secretary-The planning and zoning department's operations manager shall designate a qualified person to serve as secretary to the board. The secretary shall file a detailed record of all proceedings in the planning and zoning office.

110.2.4 Compensation of members-Compensation of members shall be determined by the County Legislative Body.

110.3 Notice of meeting-The PMB shall meet upon notice from its chairman, within 20 days of the filing of an appeal, or at stated periodic meetings.

110.4 Open hearing-All hearings before the board shall be open to the public. The appellant, the appellant's representative, the code official and any person who interests are affected shall be given an opportunity to be heard. A quorum shall consist of a minimum of two-thirds of the board membership.

110.4.1 Procedure-The PMB shall adopt and make available to the public through the secretary procedures under which a hearing will be conducted. The procedures shall not require compliance with strict rules of evidence, but shall mandate that only relevant information be received.

110.5 Postponed hearing-When the full board is not present to hear an appeal, either the appellant or the appellant's representative shall have the right to request a postponement of the hearing.

110.6 Board decision-The board shall modify or reverse the decision of the code official only by a concurring vote of a majority ~~(2)~~ of the total number of appointed board members.

110.6.1 Records and copies-The decision of the board shall be audio recorded. Copies shall be furnished to the appellant and to the code official when requested.

110.6.2 Administration -The code official shall take immediate action in accordance with the decision of the board.

110.7 Court review-Any person, whether or not a previous party of the appeal, shall have the right to apply to the appropriate court for a writ of certiorari to correct errors of law. Application for review shall be made in the manner and time required by law following the filing of the decision in the planning and zoning office.

110.8 Stays of enforcement-Appeals of notice and orders shall stay the enforcement of the notice and order until the appeal is heard by the appeals board.

DRAFT #2

Return to Committee Cover

Section 111
Stop Work Order

111.1 Authority-Whenever the code official finds any work regulated by this code being performed in a manner contrary to the provisions of this code or in a dangerous or unsafe manner, the code official is authorized to issue a stop work order.

111.2 Issuance-A stop work order shall be in writing and shall be given to the owner of the property, to the owner's agent, or to the person doing the work. Upon issuance of a stop work order, the cited work shall immediately cease. The stop work order shall state the reason for the order and the conditions under which the cited work is authorized to resume.

111.3 Emergencies-Where an emergency exists, the code official shall not be required to give a written notice prior to stopping the work.

111.4 Failure to comply-Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine as described in Section 106.4.

CHAPTER 2
DEFINITIONS

Section 201
General

201.1 Scope-Unless otherwise expressly stated, the following terms shall, for the purposes of this code, have the meaning shown in this chapter.

201.2 Interchangeability-Words stated in the present tense include the future; words stated in the masculine gender include the feminine and neuter; the singular number includes the plural and the plural, the singular.

201.3 Terms defined in other codes-Where terms are not defined in this code and are defined in the International Building Codes adopted by Hamblen County, such terms shall have the meaning ascribed to them as stated in those codes.

201.4 Terms not defined-Where terms are not defined through the methods authorized by this section, such terms shall have ordinarily accepted meanings such as the context implies.

201.5 Parts- Whenever the words "dwelling unit, " "dwelling," "premises," "building," "rooming house," "rooming unit," "housekeeping unit" or "story" are stated in this code, they shall be construed as though they were followed by the words "or any part thereof".

DRAFT #2

Return to Committee Cover

Section 202
General Definitions

Anchored-Secured in a manner that provides positive connection

Approved-Approved by the code official

Basement-That portion of a building which is partly or completely below grade

Bathroom-A room containing plumbing fixtures including a bathtub or shower

Bedroom-Any room or space used or intended to be used for sleeping purposes in either a dwelling or sleeping unit

Code Official-The official who is charged with the administration and enforcement of this code, or any duly authorized representative

Condemn-To adjudge unfit for occupancy

Curtilage- The enclosed space of ground and buildings immediately surrounding a dwelling

Detached-When a structural element is physically disconnected from another and that connection is necessary to provide a positive connection

Deterioration-To weaken, disintegrate, corrode, rust or decay and lose effectiveness

Dwelling Unit-A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation

Easement-That portion of land or property reserved for present or future use by a person or agency other than the legal fee owner(s) of the property. The easement shall be permitted to be use under, on or above a said lot or lots

Equipment Support-Those structural members or assemblies of members or manufactured elements, including braces, frames, lugs, snuggers, hangers or saddles that transmit gravity load, lateral load and operating load between the equipment and the structure

Exterior Property-The open space on the premises and on adjoining property under the control of owners or operators of such premises

Garbage-The animal or vegetable waste resulting from the handling, preparation, cooking and consumption of food

Guard-A building component or a system of building components located at or near the open sides of elevated walking surfaces that minimizes the possibility of a fall from the walking surfaces to a lower level.

DRAFT #2

Habitable Space-Space in a structure for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.

Housekeeping Unit-A room or group of rooms forming a single habitable equipped and intended to be used for living, sleeping, cooking and eating which does not contain, within such a unit, toilet, lavatory and bathtub or shower.

House Trailer-A trailer fitted with accommodations for sleeping, eating, washing, etc. including but not limited to mobile homes, campers, and recreational vehicles, but excluding double-wide mobile and modular homes.

Imminent Danger-A condition which could cause serious or life-threatening injury or death at any time

Infestation-The presence, within or contiguous to, a structure or premises of insects, rats, vermin or other pests

Inoperable Motor Vehicle-A vehicle, car, truck, van, bus, recreational vehicle, motorcycle, or parts thereof, which cannot be driven upon the public streets for reason including but not limited to, having no current valid registration, wrecked, abandoned, in a state of disrepair, or incapable of being moved under its own power

Labeled-Equipment, materials or products to which have been affixed a label, seal, symbol or other identifying mark of a nationally recognized testing laboratory, inspection agency or other organization concerned with product evaluation that maintains periodic inspection of the production of the above-labeled items and whose labeling indicates either that the equipment, material or product meets identified standards or has been tested and found suitable for a specific purpose.

Let for Occupancy or Let-To permit, provide or offer possession or occupancy of a dwelling, dwelling unit, rooming unit, building, premise or structure by a person who is or is not legal owner of record thereof, pursuant to a written or unwritten lease, agreement or license, or pursuant to a recorded or unrecorded agreement of contract for the sale of land.

Neglect-The lack of property maintenance for a building or structure

Occupancy-The purpose for which a building or portion thereof is utilized or occupied.

Occupant-Any individual living or sleeping in a building, or having possession of a space within a building

Openable Area-The part of a window, skylight or door which is available for unobstructed ventilation and which opens directly to the outdoors.

Operable Motor Vehicle-A vehicle which can start at any given time, steer and move forward and reverse under its own power.

Operator-Any person who has charge, care or control of a structure or premises which is let or offered for occupancy

Owner-Any person, agent, operator, firm or corporation having a legal or equitable interest in the property; or recorded in the official records of the state, county or municipality as holding title to the

Return to Committee Cover

DRAFT #2

property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

Person-An individual, corporation, partnership or any other group acting as a unit.

Pest Elimination-The control and elimination of insects, rodents or other pests by eliminating their harborage places; by removing or making inaccessible materials that serves as their food or water; by other approved pest elimination methods

Premises-A lot, plot or parcel of land, easement or public way, including any structures thereon

Public Way-Any street, alley or similar parcel of land essentially unobstructed from the ground to the sky, which is deeded, dedicated or otherwise permanently appropriated to the public for public use

Repeat Offense-The repeating of or returning to a violation by the same offender or type of offender.

Rooming House-A building arranged or occupied for lodging, with or without meals, for compensation and not occupied as a one-or-two family dwelling

Rooming Unit-Any room or group of rooms forming a single habitable unit occupied or intended to be occupied for sleeping or living, but not for cooking purposes

Rubbish-Combustible and noncombustible waste materials, except garbage; the term shall include the residue from the burning of wood, coal, coke and other combustible materials, paper, rags, cartons, boxes, wood, excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass, crockery and dust and other similar materials.

Sleeping Unit-A room or space in which people sleep, which can also include permanent provisions for living, eating and either sanitation or kitchen facilities, but not both. Such rooms and spaces that are also part of a dwelling unit are not sleeping units.

Strict Liability Offense-An offense in which the prosecution in a legal proceeding is not required to prove criminal intent as a part of its case. It is enough to prove that the defendant either did an act which was prohibited, or failed to do an act which the defendant was legally required to do.

Structure-That which is built or constructed or a portion thereof

Subdivision- A Subdivision shall be defined as a group or groups of lots restricted to residential use by private covenant or zoning, intended for single family or multifamily use which are designated numerically on a recorded or unrecorded plat which bears a common name such as “Greene Acres”.

Tenant-A person, corporation, partnership or group, whether or not the legal owner of record, occupying a building or portion thereof as a unit or decision maker.

Toilet Room-A room containing a water closet or urinal but not a bathtub or shower.

Ultimate Deformation-The deformation at which failure occurs and which shall be deemed to occur if the sustainable load reduces to 80 percent (80%) or less of the maximum strength.

DRAFT #2

Vacant Lot – A small parcel of property that s unimproved, contains no structures and is not being used.

Ventilation-The natural or mechanical process of supplying conditioned or unconditioned air to or removing such air from, any space.

Workmanlike-Executed in a skilled manner; e.g., generally plumb, level, square, in line, undamaged and without marring adjacent work.

Yard-An open space on the same lot with a structure

CHAPTER 3
GENERAL REQUIREMENTS

Section 301
General

301.1 Scope- The provisions of this chapter shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment and exterior property.

301.2 Responsibility-The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this chapter. Occupants of a dwelling unit, rooming unit or housekeeping unit and responsible for keeping in a clean, sanitary and safe condition that part of the dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

301.3 Vacant structures and land-All vacant structures and premises thereof shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety. The premises of vacant structures are required to be maintained by the provisions of the code as if the structure was occupied.

Section 302
Exterior Property Areas

302.1 Sanitation-All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

302.2 Grading and drainage-All premises shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon. Exception: Approved retention areas and reservoirs.

DRAFT #2

302.3 Weeds-All ~~premises and exterior residential property~~ properties within the county, that do not fall within the exception clause set forth in this resolution, shall be maintained free from weeds or plant growth in excess of 12 inches in height. All noxious weeds shall be prohibited. Weeds shall be defined as all weeds, grasses, plants, bushes, vines, poison oak, poison ivy and other vegetation not cultivated, whether living or dead, except vegetation for the purpose of conservation or preventing erosion, trees, ornamental shrubbery, ornamental grass, flowers, garden vegetables or other plants or vegetables customarily planted and/or cultivated by farmers or gardeners. **Vacant lots within subdivisions are exempt from this provision of the code.**

Upon failure of the owner or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with Section 106.3 and as prescribed by the authority having jurisdiction.

Exceptions: Notwithstanding the requirements set forth in this article, the following shall be exempt from the provisions of this article

a) Undeveloped wooded areas where tree growth is in excess of ten feet in height.
b) All government-owned land or premises, and street rights-of-way.
c) Streambeds or banks.
d) Heavily wooded parcels of land or premises that are densely wooded with trees, shrubs and overgrowth where equipment cannot maneuver due to the density of the area.
e) Slopes covered with vegetation as recommended by the state (UT) agricultural extension service for the purpose of conservation or preventing erosion.
f) Portion of land or premises, excluding the curtilage of any dwelling located thereon, that , due to steepness of terrain, rock or rock outcroppings, marshes or wetlands, cannot be mowed using wheeled, motorized equipment, unless such vegetative growth is an immediate threat to the health or safety of life or property.
g) Land or premises zoned for agricultural use or that is actively and legitimately used for agricultural purposes, such as, but not limited to, mowing hay, pasture, gardens or field crops.
h) Periods of active construction and/or demolition, which is defined as the time when the land disturbance and/or demolition permit is issued and for a period of six months thereafter. If the construction is still in active development after the initial six-month period, the developer can request an extension for an additional six months by contacting the code official.
i) Public and private country clubs and golf courses.

302.3.1 Stagnant water It is a violation of this code for any person knowingly to allow any pool of stagnant water that is not a stock or retention pond to accumulate and stand on property without treating it to prevent the breeding of mosquitos.

DRAFT #2

Return to Committee Cover

302.4 Rodent harborage-All structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by approved processes which will not be injurious to human health. After pest elimination, proper precautions shall be taken to eliminate rodent harborage and prevent re-infestation.

302.5 Accessory Buildings-All accessory structures, including detached garages and storage buildings, shall be maintained structurally sound and in good repair. Fences and walls are exempt from this provision of the code.

302.6 Inoperable Motor Vehicles-Except as provided for in other regulations, no more than two (2) inoperative, unlicensed and uninsured motor vehicles shall be parked, kept or stored on any premises of 1 acre or less. Any parcel larger than 1 acre is allowed to have four (4) inoperative motor vehicles. No vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an approved spray booth. No inoperable vehicles allowed to be parked on public road Right of Way (ROW). No motor vehicle shall be parked on any lot unless parked behind the residence, or on hard surfaces including asphalt, concrete, pervious pavement, pavers, or a gravel driveway. The code official can require the property owner to **demonstrate** that the vehicle is operable by starting and moving the vehicle.

Exception: A vehicle of any type is permitted to undergo major overhaul, including body work, provided that such work is performed inside a structure or similarly enclosed area designed and approved for such purposes.

302.7 House trailers-It shall be unlawful for any person to locate and occupy any house trailer or portable building unless it complies with all plumbing, electrical, sanitary, and building provisions applicable to stationary structures and the proposed location conforms with the zoning provisions of the county and unless a permit therefore shall have been first duly issued by the building officials, as provided for in the building code. **The user and/or owner must have acquired a permit from the County building official before occupying the structure.**

302.8 Defacement of property-No person shall willfully or wantonly damage, mutilate or deface any exterior surface of any structure or buildings on any private or public property by placing thereon any making carving or graffiti.

It shall be the responsibility of the property owner to restore said surface to an approved state of maintenance and repair.

Section 303

Swimming Pool, Spas and Hot Tubs

303.1 Swimming Pools-Swimming pools and structures that surround or are in close proximity to a swimming pools, shall be maintained in a clean and sanitary condition, and in good repair.

DRAFT #2

303.2 Enclosures-Private swimming pools, hot tubs and spas, containing water more than 24 inches (610 mm) in depth shall be completely surrounded by a fence or barrier at least 48 inches (1219mm) in height above the finished ground level measured on the side of the barrier away from the pool. Gates and doors in such barriers shall be self-closing and self-latching. Where the self-latching device is minimum of 54 inches (1372 mm) above the bottom of the gate, the release mechanism shall be located on the pool side of the gate. Self-closing and self-latching gates shall be maintained such that the gate will positively close latch when released from an open position of 6 inches (152 mm) from the gatepost. No existing pool enclosure shall be removed, replaced or changed in a manner that reduces its effectiveness as a safety barrier.

Exception: Spas or hot tubs with a safety cover that complies with ASTM F 1346 shall be exempt from the provisions of this section.

Section 304

Exterior Structure

304.1 General-The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

304.1.1 Unsafe conditions-The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code or the International Existing Building Code as required for existing buildings:

1. The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength;
2. The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects;
3. Structures or components thereof that have reached their limit state;
4. Structural members that have evidence of deterioration or that are not capable of safely deterioration or that are not capable of safely supporting all nominal loads and load effects;
5. Foundation systems that are not firmly supported by footings, are not plumb and free from open cracks and breaks, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects;
6. Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue or without proper anchorage and incapable ~~and incapable~~ of supporting all nominal loads and resisting all load effects;
7. Overhang extensions or projections including, but not limited to, trash chutes, canopies, marquees, signs, awnings, fire escapes, standpipes and exhaust ducts not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all loads effects;
8. Exterior stairs, decks, porches, balconies and all similar appurtenances attached thereto, including guards and handrails, are not structurally sound, not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all

Return to Committee Cover

DRAFT #2

loads effects; or

304.2 Premises identification-Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches (mm) in height with a minimum stroke width of 0.5 inch (12.7mm).

304.3 Structural members-All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

304.4 Foundation walls-All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pest.

304.5 Exterior walls-All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

304.6 Roofs and drainage-The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance. When required, it shall be the responsibility of the property owner to restore/repair, within 6 months, said surface to an approved state of maintenance and repair. Tarps and plastic covers are not considered an adequate roof repair.

304.7 Overhang extensions-All overhang extensions including, but not limited to, canopies, marquees, signs, metal awnings, fire escapes, standpipes and exhaust ducts shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

304.8 Stairways, decks, porches and balconies -Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

304.9 Handrails and guards-Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

304.10 Doors-All exterior doors, door assemblies, operator systems if provided, and hardware shall be maintained in good condition. Locks at all entrances to dwelling units and sleeping units shall tightly secure the door.

304.11 Basement hatchways-Every basement hatchway shall be maintained to prevent the entrance of rodents, rain, and surface drainage water.

DRAFT #2

Section 305
Handrail and Guardrails

305.1 General-Every exterior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches (762 mm) above the floor or grade below shall have guards. Handrails shall not be less than 30 inches (762 mm) in height or more than 42 inches (1067 mm) in height measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Guards shall not be less than 30 inches (762 mm) in height above the floor of the landing, balcony, porch, deck, or ramp or other walking surface.

Exception: Guards shall not be required where exempted by the adopted building code.

Section 306
Rubbish and Garbage

306.1 Accumulation of rubbish or garbage-All exterior property and premises of every structure shall be free from any accumulation of rubbish or garbage. This includes, but is not limited to, the keeping or maintaining or depositing on or scattering over such yards any of the following: (1)Lumber, junk, trash, or debris; (2) Abandoned, discarded or unused objects or equipment such as furniture, appliances, cans, tires, broken or un-used toys, lawn care equipment, buckets, or other containers; (3) Any compost pile which is of such a nature as to spread or harbor disease, emit unpleasant odors or harmful gas, or attract rodents, vermin or other disease-carrying pests, animals or insects, provided that the presence of earthworms in a compost pile shall not constitute a nuisance; (4) Garbage and unsanitary matter on premises unless such material is retained in containers, garbage pails or vessels which deny access to flies, insects, rodents and animals. Garbage can only be stored outside in mechanically-handled containers (MHC) provided by Hamblen County for garbage collection and then only for the purpose of such collection. (5) Abandoned wells, cisterns, shafts, basements, excavations, sinkholes, mounds of gravel or earth, junk vehicles, structurally unsound structures or fences, trash, debris or vegetation; and (6) Container units or garbage cans that have failed to be maintained in good repair.

306.2 Disposal of rubbish- The safe and sanitary placement of rubbish curbside for collection by the Hamblen County Sanitation Department is permitted. No hazardous household waste, such as batteries, wet paint, shingles, animal or human feces, fuel, oxygen, propane tanks, oil and tires will be collected by the County Sanitation Department. Rubbish should be placed ~~at places~~ where it will not cause personal property damage or hinder sight distance for safe ingress/egress onto the public road when collection is being performed and within approximately a week of the areas' routine pickup schedule. Rubbish such as discarded household materials shall be placed at the curbside in plastic bags or containers to prevent items from scattering or being washed away by storm water. Construction materials should be taken to the public landfill for disposal by the property owner. Persons searching through and scattering material that has been properly bagged are considered to be littering and can be charged with a Class A misdemeanor.

DRAFT #2

306.2.1Refrigerators- ~~Refrigerators~~ The doors of refrigerators and similar equipment not in operation shall be removed before the items are discarded.

306.3 Disposal of garbage-Every occupant of a structure shall dispose of garbage in a clean and sanitary manner by placing such garbage in an approved garbage disposal facility or approved garbage container

306.3.1 Garbage facilities-The owner of every dwelling shall supply one of the following: an approved mechanical food waste grinder in each dwelling unit; an approved incinerator unit in the structure available to the occupants in each dwelling unit; or an approved leak-proof, covered, outside garbage container.

306.3.2 Containers-The owner of every establishment, producing garbage, shall provide and at all times cause to be utilized, approved leak-proof containers with close-fitting covers for the storage of such materials until removed from the premises for disposal.

Section 307
Code Enforcement

307.1 – Enforcement Process – The enforcement of this code will follow ~~the following~~ this process:

a) Code violation complaint received or is identified by the code enforcement officer
b) Field review by codes official
c) Violation Identified and documented
d) Notice of Violation Sent According to Provisions in Section 107. Ten (10) days given to correct violation or written request for additional time to correct violation or to appeal the violation finding
e) Second Field Review to Determine if the Violation is Corrected Within Time Allotted
f) If the violation is not corrected, Code officer will issue a citation with a $50 fine and give ten (10) additional days for compliance and advise that a 2nd Citation with additional fines, court costs and attorney's fees will follow if not corrected.
g) Court Action
h) Return to Court if Order not followed

307.2-Repeat Offense Violation Process- The enforcement of this code for repeat offenders will follow this process:

a.) Complaint or found by code enforcement officer within 6 months of the original violation

b.) Code official will issue a citation with a $50 fine and give the violator 10 days to comply

c.) Second field review

d.) Citation to court with additional fines, court cost and attorney's fees

e.) Court action

DRAFT #2

f.) Return to court if Order is not followed

WHEREFORE, it was moved by Stancil Ford and seconded by Rick Eldridge that the update to Section 302.0 Weeds be adopted. Voting Aye: 8; Voting Nay: 1; Pass: 0; and

WHEREFORE, it was moved by Hubert Davis and seconded by Rick Eldridge that the update to Section 302.0 Weeds be adopted. Voting Aye: 9; Voting Nay: 0; Pass: 0; and

WHEREFORE, it was moved by Hubert Davis and seconded by Tim Goins that the update to Section 302.3.1 Stagnant Water, Section 306.1 Accumulation of Rubbish or Garbage and Section 307.1d Notice of Violation be adopted. Voting Aye: 8; Voting Nay: 1; Pass: 0

The Chair declared the amendments to Resolution 18-05 adopted this 19th day of July, 2018.

Hamblen County Board of Commissioners

By: _____
Louis "Doe" Jarvis, Chairman

APPROVED:

By: _____
Bill Brittain
Hamblen County Mayor

ATTEST:

By: _____
Penny Petty
Hamblen County Clerk

DRAFT #2

RESOLUTION TO AUTHORIZE THE EXERCISE BY THE COUNTY OF CERTAIN POWERS GRANTED TO MUNICIPALITIES UNDER T.C.A. § 6-2-201 (22) AND (23) WITH RESPECT TO THE REGULATION OF NUISANCES AND OTHER PRACTICES DETRIMENTAL TO THE INHABITANTS OF THE COUNTY

WHEREAS, the General Assembly, in passing Chapter 627 of the Public Acts of 2002 and Chapter 57 of the Public Acts of 2003, amended T.C.A. § 5-1-118 to expand the ability of counties to exercise certain municipal powers in relation to the regulation of nuisances and other practices detrimental to the inhabitants of the county as outlined in T.C.A. § 6-2-201 (22) and (23); and,

WHEREAS, the Board of County Commissioners of Hamblen County has determined that it would be beneficial to the inhabitants of the county for Hamblen County to adopt these regulatory authorities and general police powers; and,

WHEREAS, T.C.A. § 5-1-118(c) requires that any county desiring to exercise these powers must adopt a resolution by two-thirds vote of its legislative body in order to do so and must subsequently adopt any such regulations also by a two-thirds majority;

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Hamblen County, Tennessee, meeting in regular session on this 18th day of September, 2003 at Hamblen County, Tennessee, that;

SECTION 1. Pursuant to the directives of T.C.A. § 5-1-118(c), the Board of County Commissioners of Hamblen County, Tennessee hereby expresses its intent that the county be authorized to exercise those powers granted to municipalities under T.C.A. § 6-2-201(22) and (23). Such powers are described by law as the ability to:

> Define, prohibit, abate, suppress, prevent and regulate all acts, practices, conduct, businesses, occupations, callings, trades, uses of property and all other things whatsoever detrimental, or liable to be detrimental, to the health, morals, comfort, safety, convenience or welfare of the inhabitants of the municipality, and exercise general police powers; and
>
> Prescribe limits within which business occupations and practices liable to be nuisances or detrimental to the health, morals, security or general welfare of the people may lawfully be established, conducted or maintained.

SECTION 2. The exercise of such powers by Hamblen County shall be in accordance with all limitations provided in T.C.A. § 5-1-118. Such authority shall only be exercised in the unincorporated areas of the county. Such authority shall not apply to those activities, businesses or uses of property and business occupations and practices which are exempted from regulation by T.C.A. § 5-1-118(c)(2).

Return to Committee Cover

SECTION 3. Furthermore, the Board of County Commissioners of Hamblen County recognizes that all court decisions and statutory laws relating to variances of non-conforming uses which are applicable to zoning ordinances and land use controls shall also apply to the enforcement and exercise of the powers granted by T.C.A. § 5-1-118(c). Further, the Board of County Commissioners recognizes that the enforcement and exercise of these powers by the county is limited by the provisions of the Constitution of the State of Tennessee and the United States Constitution.

SECTION 4. Subsequent to the effective date of this resolution, the county is hereafter authorized to adopt regulations in accordance with the authority granted under T.C.A. § 5-1-118(c). In order to be effective, such regulations shall also be passed by a two-thirds majority of the Board of County Commissioners of Hamblen County.

SECTION 5. This Resolution shall be effective upon its passage and approval, the public welfare requiring it.

Approved:

Daniel W Fulton 9/22/3

County Mayor

Attest:

Linda Wilder

County Clerk

OCM:18Sept03

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE · COMMUNITY · INDUSTRY

JAIL STUDY COMMITTEE

Taylor Ward
Chairman

Tim Horner
Vice-Chairman

Howard Shipley
Ex-Officio

Jeff Akard
Member

Chris Cutshaw
Member

Randy DeBord
Member

Thomas Doty
Member

Tim Goins
Member

Bobby Haun
Member

Joe Huntsman, Sr.
Member

Mike Minnich
Member

Scotty Long
Member

Wayne NeSmith
Member

Jim Stepp
Member

Hamblen County Government
JAIL STUDY COMMITTEE

Monday, August 12, 2019
Immediately Following Adjournment of Public Services Committee
Large Courtroom-Hamblen County Courthouse

AGENDA

1. **Call to Order** – *Chairman Taylor Ward*

2. **Visitors Wishing to Address the Committee** – *Chairman Taylor Ward*
   (*Visitors will be allotted 5 minutes to speak)*

3. **Old Business** – *Chairman Taylor Ward*
   a. Design Team Update

4. **New Business –** *Chairman Taylor Ward*
   a. Property Purchase for Future Justice Center/Jail Site-*County Mayor Bill Brittain*
   b. Resolution of the County Commission of Hamblen County, Tennessee, Authorizing the Issuance, Sale, and Payment of Hamblen County Interfund Loan Capital Outlay Notes, Series 2020 Not to Exceed $1,500,000-*County Mayor Bill Brittain*

5. **Items of Interest (No Action Necessary)** – *Chairman Taylor Ward*
   a. None

6. **Adjournment** – *Chairman Taylor Ward*

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

August 8, 2019

To: Jail Study Committee
Hamblen County Commission

From: Bill Brittain, County Mayor BB
Scotty Long, County Commissioner

Re: Justice Center/Jail Project Design Team Update

The Justice Center/Jail Project Design Team consists of the County Mayor, Commissioner Long, representatives of the jail administration, circuit court clerk's office, community service office and the maintenance department. Moseley Architects has four representatives. Bob Bass of the Tennessee Corrections Institute and Jim Hart, the CTAS corrections consultant, are also part of the team.

SPACE DESIGN

The design team met on May 15th and May 29th to discuss schematic design objectives of the project. At both meetings, site plans were discussed and some basic concepts of jail management and design were debated as well as the needs of the court rooms and clerk's office.

The next planning meetings took place by telephone with representatives of Moseley Architects, Mayor Brittain and Commissioner Long. At the first telephone conversation on June 24th , the group reviewed a 180,000 sq ft concept that County representatives said would cost too much. During the second telephone meeting on July 16th, a 140,000 sq ft concept was reviewed. It didn't meet the County's needs since it included less than 450 prisoner beds. Mayor Brittain and Commissioner Long suggested that the architects take the first concept and reduce it to 160,000 to 165,000 sq ft. Project Manager Bryan Payne of Moseley Architects is currently working on that concept.

Return to Committee Cover

PROJECT COSTS

During June and July, Mayor Brittain and representatives from Moseley Architects researched justice center building costs in Tennessee by contacting other counties who are either planning jail expansions or are in the construction phase. The research concluded that jail space is costing about $325/sq ft, courtroom space $250/sq ft and office space $180/sq ft. Moseley Architects will provide the first of three cost estimates with the help of cost estimators once the schematic design is completed.

EXISTING JUSTICE CENTER BUILDING

Regarding the existing Justice Center building, Moseley Architects' structural engineer toured the building on July 18th and project manager Bryan Payne had discussions with TCI's Bob Bass about how the building can be used in the future.

The weight of the material stored in the attic exceeds what it was designed to support. Therefore, we need to move some of the material from the attic and store it elsewhere. A plan will be presented in the coming weeks.

The "slams" area of the jail cannot be used for housing units because it cannot meet the certification requirements for natural light in the cell areas because it is underground. It will have to be used for storage or other purposes. The 1st floor of the "annex" can be used for housing with some modifications to the structure, such as the construction of a firewall that separates the annex from the original building. The physical address of the annex would also have to be separate from the original building. It can be certified for about 30-35 beds.

As is, the second floor of the annex (currently the women's area) cannot be used for housing because the roof construction includes plywood sheathing and the exterior walls have wood components. State corrections regulations do not allow combustible materials in the walls or in the over-head space of a housing unit. To use the second floor, the current construction would have to be removed and rebuilt using non-combustible material. This option would also require improvements to the 2nd floor support system to handle the additional weight of the heavier non-combustible materials.

More discussions about the best use of the existing building will need to take place.

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

August 6, 2019

To: Jail Study Committee
Hamblen County Commission

From: Bill Brittain, County Mayor BB

Re: Property Purchase at Future Justice Center/Jail Site

The design team for the Justice Center/Jail Project is recommending that Hamblen County buy the property bordered to the east by Allison Street and to the west by North Jackson Street to provide additional land for the project.

Purchase agreements/options have been negotiated with four of the property owners and negotiations are continuing with the remaining owners.

I am requesting two separate actions from the Jail Study Committee:

1) Recommend to the County Commission that it purchase the four parcels of property for which we have purchase agreements/options. See the attached list.

2) Recommend to the County Commission the approval of a $1.5 million Capital Outlay Note to borrow money from the General Debt Service Fund (#151) to purchase the property and pay the design fees until permanent financing is arranged. The "interfund loan" will be made at 0% and the money will be moved to the General Capital Projects Fund (#171) where the bills will be paid.

If the Commission approves the Capital Outlay Note, it must be submitted to the Office of State and Local Finance for its approval before the money can be spent.

Do not hesitate to contact me with any questions.

Bill Brittain, *County Mayor*
511 West Second North Street • Morristown, TN 37814 • *office.* 423.586.1931 • *fax.* 423.585.4699
www.HamblenCountyTN.gov • *email.* bbrittain@co.hamblen.tn.us
Return to Committee Cover

Property Purchases

Tax Map/Parcel	Owner of Record	Address
33L-D-23.01	Link Gibbons	510 N Jackson Street
33L-D-24.00	Scott Hodge	502 N Jackson Street
33L-D-31.00	Pleasantview Properties	425 Allison Street
33L-D-23.00	Wayne Stambaugh	509 Allison Street
	Future Purchases	Allison St., N. Jackson St., W 3rd N St.

Return to Committee Cover

Resolution No. _____

RESOLUTION OF THE COUNTY COMMISSION OF
HAMBLEN COUNTY, TENNESSEE, AUTHORIZING THE
ISSUANCE, SALE, AND PAYMENT OF HAMBLEN COUNTY
INTERFUND LOAN CAPITAL OUTLAY NOTES, SERIES 2020
NOT TO EXCEED $1,500,000

WHEREAS, the County Commission of Hamblen County, Tennessee (the Local Government) has determined that it is necessary and desirable to provide funds for the following public works project: **Purchase of Land and Payment of Architects' Fees for the Construction and Expansion of the Hamblen County Jail and Justice Center** (the "Project") at a cost of **$1,500,000** and an economic life of **20** years; and

WHEREAS, the County Commission has determined that the Project will promote or provide a traditional governmental activity or otherwise fulfill a public purpose; and

WHEREAS, under the provisions of Parts I, IV, and VI of Title 9, Chapter 21, Tennessee Code Annotated, local governments in Tennessee are authorized to finance the cost of the Project through the issuance and sale of interest bearing capital outlay notes with a maturity of up to three years upon the approval of the Comptroller of the Treasury or Comptroller's Designee; and

WHEREAS, under the provisions of §9-21-408 of Title 9 Chapter 21, Tennessee Code Annotated, Local Governments in Tennessee are authorized to make interfund loans in accordance with procedures for issuance of notes in § 9-21-604 of Title 9 Chapter 21 Tennessee Code Annotated.

WHEREAS, the County Commission finds that it is advantageous to the Local Government to authorize the issuance of capital outlay notes to finance the cost of the Project;

NOW THEREFORE, BE IT RESOLVED, by the County Commission of **Hamblen County**, Tennessee, as follows:

Section 1. That, for the purpose of providing funds to finance the cost of the Project in and for the Local Government, the **Hamblen County Mayor** of the Local Government is hereby authorized in accordance with the terms of this resolution, and upon approval of the Comptroller of the Treasury or Comptroller's Designee, to issue and sell interest-bearing capital outlay notes in a principal amount not to exceed **One Million Five Hundred Thousand Dollars ($1,500,000**) (the "Notes") from the **General Debt Service Fund** to the **General Capital Projects Fund** upon approval of the Comptroller of the Treasury or Comptroller's Designee pursuant to the terms, provisions, and conditions permitted by law. The Notes shall be designated **"Hamblen County Interfund Loan Capital Outlay Notes, Series 2020"**, shall be numbered serially from 1 upwards; shall be dated as of the date of issuance; shall be in denomination (s) as agreed upon by the legislative governing body; shall be sold at not less than 99% of par value and accrued interest; and shall bear interest at a rate or rates not to exceed **zero** percent **(0%)** per annum, and in no event shall the rate exceed the legal limit provided by law.

Section 2. That, the Notes shall mature not later than **three**(**3**) years after the date of issuance and that the Notes and any extension or renewal notes shall not exceed the reasonably expected economic life of the Project, which is hereby certified by the County Commission to be at least **20** years. Provided, however, that each year [or *fiscal year after the fiscal year of issue*] the

Return to Committee Cover

Notes are outstanding, **one-third (1/3)**, [*but in no event not less than one-ninth (1/9)*], of the original principal amount of the Notes shall mature without renewal but subject to prior redemption.

Section 3. That, the Notes shall be subject to redemption at the option of the Local Government, in whole or in part, at any time, at the principal amount and accrued interest to the date of redemption, without a premium, or, if sold at par, with or without a premium of not exceeding one percent (1%) of the principal amount.

Section 4. That, the Notes shall be direct general obligations of the Local Government, for which the punctual payment of the principal and interest on the notes, the full faith and credit of the Local Government is irrevocably pledged and the Local Government hereby pledges its taxing power as to all taxable property in the Local Government for the purpose of providing funds for the payment of principal of and interest on the Notes. The County Commission of the Local Government hereby authorizes the levy and collection of a special tax on all taxable property of the Local government over and above all other taxes authorized by the Local government to create a sinking fund to retire the Notes with interest as they mature in an amount necessary for that purpose.

Section 5. That, the Notes shall be executed in the name of the Local Government and bear the manual signature of the **Hamblen County Mayor** and the manual signature of the **Hamblen County Clerk** with the Local Government seal affixed thereon; and shall be payable as to principal and interest at the office of the **County Trustee** of the Local Government or the paying agent duly appointed by the Local Government. Proceeds of the Notes shall be deposited with the **County Trustee** of the Local Government and shall be paid out for the purpose of financing the Project pursuant to this Resolution and as required by law.

Section 6. That, the Notes will be issued in fully registered form and that at all times during which any Notes remains outstanding and unpaid, the Local Government or its agent shall keep or cause to be kept at its office a note register, if held by an agent of the Local Government, shall at all times be open for inspection by the Local Government or any duly authorized officer of the Local Government. Each Note shall have the qualities and incidents of a negotiable instrument and shall be transferable only upon the note register kept by the Local Government or its agent, by the registered owner of the Note in person or by the registered owner's attorney duly authorized in writing, upon presentation and surrender to the Local Government or its agent together with a written instrument of transfer satisfactory to the Local Government duly executed by the registered owner of the registered owner's duly authorized attorney. Upon the transfer of any such Note, the Local Government shall issue in the name of the transferee a new registered note or notes of the same aggregate principal amount and maturity as the surrendered Notes. The Local Government shall not be obligated to make any such Note transfer during the fifteen (15) days next preceding an interest payment date of the Notes or, in the case of any redemption of the Notes, during the forty-five (45) days next preceding the date of redemption.

Section 7. That, the Notes shall be in substantially the form authorized by the Comptroller of the Treasury or Comptroller's Designee and shall recite that the Notes are issued pursuant to Title 9, Chapter 21, Tennessee Code Annotated.

Section 8. The Notes shall not be sold until receipt of the Comptroller of the Treasury or Comptroller's Designee's written approval for the sale of the Notes.

Section 9. That the Notes may be designated as qualified tax-exempt obligations for the purpose of Section 265(b) (3) of the Internal Revenue Code of 1986.

Section 10. That, after the sale of the Notes, and for each year that any of the notes are

Return to Committee Cover

outstanding, the Local Government shall prepare an annual budget in a form consistent with accepted governmental standards and as approved by the Comptroller of the Treasury or Comptroller's Designee (the "Director".) The budget shall be kept balanced during the life of the notes. The annual budget shall be submitted to the Director immediately upon its adoption; however, it shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or Comptroller's Designee in accordance with Title 9, Chapter 21, Tennessee Code Annotated (the "Statutes".) If the Comptroller of the Treasury or Comptroller's Designee determines that the budget does not comply with the Statutes, the County Commission shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes, or as directed by the Comptroller of the Treasury or Comptroller's Designee.

Section 12. That, all orders or resolutions in conflict with this Resolution are hereby repealed insofar as such conflict exists and this Resolution shall become effective immediately upon its passage.

Duly passed and approved this **22nd day of August, 2019**.

_____

_____

Hamblen County Mayor

ATTESTED:_____

Hamblen County Clerk

Return to Committee Cover

Attachment 1
CAPITAL OUTLAY NOTE FORM

Registered
Note #: **1**

Hamblen County of the
State of Tennessee

Registered
$1,500,000

Interfund Capital Outlay Note,
Series 2020

DATED	INTEREST RATE	MATURITY DATE
Xxxxxx xx, 2019	**0 %**	**Xxxxxx xx, 2022**

Registered Owner: **Hamblen County**

Principal Sum: **$ 1,500,000**

The **County Commission** (Governing Body) of **Hamblen County**, Tennessee (the Local Government) hereby acknowledges itself indebted, and for value received hereby promises to pay to the Registered Owner hereof (named above), or registered assigns, the Principal Sum specified above on the Maturity Date specified above or according to an amortization schedule attached hereto (unless this note shall have been duly called for prior redemption and payment of the redemption price shall have been duly made or provided for), upon presentation and surrender to the Local Government or its agent, and to pay interest on the Principal Sum on **Xxxxxx xx, 2020** and thereafter on **Xxxxxx xx** of each year at the Interest Rate per annum specified above or according to an amortization schedule attached hereto, by check, draft, or warrant mailed to the Registered Owner at the address of the Registered Owner as it appears on the fifteenth (15th) calendar day of the month next preceding the applicable payment date in the note register maintained by or on behalf of the Local Government. Both principal of and interest on this note are payable at the office of the **Hamblen County Trustee** of the Local Government or a paying agent duly appointed by the Local Government in lawful money of the United States of America.

This note is a direct obligation of the Local Government for the payment of which as to both principal and interest the full faith and credit of the Local Government is pledged.

This note is subject to redemption prior to its stated maturity in whole or in part at any time at the option of the Local Government upon payment of the principal amount of the note together with the interest accrued thereon to the date of redemption with a premium of **0%** of par value.

This note is issued under the authority of Parts I, IV, and VI of Title 9, Chapter 21, Tennessee Code Annotated, and a Resolution duly adopted by the County Commission of the Local Government meeting in session on the **22nd day of August, 2019** (the "Resolution") to provide funds to finance the cost of public works projects referenced in the Resolution.

Return to Committee Cover

This note shall have the qualities and incidents of a negotiable instrument and shall be transferable only upon the note register kept by the Local Government or its agent, by the Registered Owner of the note in person or by the Registered Owner's attorney duly authorized in writing, upon presentation and surrender to the Local Government or its agent of the note together with a written instrument of transfer satisfactory to the Local Government duly executed by the Registered Owner or the Registered Owner's duly authorized attorney but only in the manner as provided in the Resolution of the Local Government authorizing the issuance of this note and upon surrender hereof for cancellation. Upon the transfer of any such note, the Local Government or its agent shall issue in the name of the transferee a new registered note or notes of the same aggregate principal amount and maturity as the surrendered note. The Local Government shall not be obligated to make any such Note transfer during the fifteen (15) days next preceding an interest payment date on the Notes or, in the case of any redemption of the Notes, during the forty-five (45) days next preceding the date of redemption.

Title 9, Chapter 21, Section 117, Tennessee Code Annotated provides that this note and interest thereon are exempt from taxation by the State of Tennessee or by any county, municipality or taxing district of the State, except for inheritance, transfer and estate taxes and except as otherwise provided under the laws of the State of Tennessee.

IT IS HEREBY CERTIFIED, RECITED AND DECLARED that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this note exist, have happened and have been performed in due time, form and manner as required by the Constitution and laws of the State of Tennessee, and that the amount of this note, together with all other indebtedness of the Hamblen County, does not exceed any constitutional or statutory limitation thereon, and that this note is within every constitutional and statutory limitation.

IN WITNESS WHEREOF, the County Commission of Hamblen County has caused this note to be executed in the name of Hamblen County by the manual signature of the **Hamblen County Mayor**, and countersigned and attested by the manual signature of the **Hamblen County Cle**rk with the Seal of the Local Government affixed hereto or imprinted hereon, and this note to be dated as of the **22nd day August of 2019**.

_____

Hamblen County Mayor

ATTESTED: _____

Hamblen County Clerk

SEAL

Return to Committee Cover

Expenses To Be Paid From Capital Outlay Note

Aug-19

Property Purchases

Tax Map/Parcel	Owner of Record	Address	Amount
33L-D-23.01	Link Gibbons	510 N Jackson Street	$ 135,000
33L-D-24.00	Scott Hodge	502 N Jackson Street	$ 145,000
33L-D-31.00	Pleasantview Properties	425 Allison Street	$ 63,300
33L-D-23.00	Wayne Stambaugh	509 Allison Street	$ 220,000
	Future Purchases	Allison St., N. Jackson St., W 3rd N St.	$ 339,924
	Transaction Costs		$ 5,000
		TOTAL	**$ 908,224**

Architect/Design Fees

Moseley Architects

May	$	78,754.50
June	$	78,454.51
July	$	39,566.99
August	$	79,000.00
September	$	79,000.00
October	$	79,000.00
November	$	79,000.00
December	$	79,000.00
TOTAL	**$**	**591,776.00**

TOTAL ESTIMATED COSTS

Property Acquisition	$	908,224
Architect/Design Fees	$	591,776
Total	**$**	**1,500,000**

Return to Committee Cover

Hamblen County Government

CALENDAR & RULES COMMITTEE

Monday, August12, 2019

Immediately Following Adjournment of Jail Study Committee
Large Courtroom of the Hamblen County Courthouse

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY

CALENDAR & RULES COMMITTEE

Joe Huntsman, Sr.
Chairman

Jim Stepp
Vice-Chairman

Howard Shipley
Ex-Officio

Jeff Akard
Member

Randy DeBord
Member

Thomas Doty
Member

Bobby Haun
Member

Scotty Long
Member

AGENDA

1. **Call to Order** – *Chairman Joe Huntsman, Sr.*

2. **Visitors Wishing to Address the Committee** – *Chairman Joe Huntsman, Sr.*
   (Visitors will be allotted 5 minutes to speak)

3. **Old Business -** *Chairman Joe Huntsman, Sr.*
   a. None

4. **New Business** - *Chairman Joe Huntsman, Sr.*
   a. Review of Regular Calendar Items
   b. Review of Consent Calendar Items

5. **Items of Interest -** *Chairman Joe Huntsman, Sr.*
   a. None

6. **Adjournment** – *Chairman Joe Huntsman, Sr.*

Return to Committee Cover

HAMBLEN COUNTY LEGISLATIVE BODY

Regularly Scheduled Monthly Meeting
Thursday, August 22, 2019
5:00 p.m.

Open Meeting - *Sheriff Esco Jarnagin*

Call to Order - *Chairman Howard Shipley*

Prayer – *TBD*

Pledge of Allegiance - *Commissioner Tim Goins*

Roll Call - *County Clerk Penny Petty*

Prepared under the direction of:
Chairman Howard Shipley

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Return to Committee Cover

REGULAR CALENDAR

Order #	Vote	Item
1		**Recognition/Presentations/Proclamations (Commission Chairman Howard Shipley)** a. Employees Years of Service
2		**Public Comment Regarding Business of the Agenda Only (Commission Chairman Howard Shipley)**
3	Vote	**Nominations/Appointments (Commission Chairman Howard Shipley)** **a.** Appointment to Planning Commission
4		**RECESS AS HAMBLEN COUNTY LEGISLATIVE BODY AND CONVENE AS HAMBLEN COUNTY BEER BOARD – Commission Chairman Howard Shipley)** a. Beer Permit-Kalpesh K. Patel-6822 W. Andrew Johnson Highway, Talbott, TN 37877 DKMP Inc./Carroll's Grocery **RECONVENE AS HAMBLEN COUNTY LEGISLATIVE BODY (Commission Chairman Howard Shipley)**
5	Vote	**BEER PERMIT VOTE** a. Beer Permit-Kalpesh K. Patel-6822 W. Andrew Johnson Highway, Talbott, TN 37877 DKMP Inc./Carroll's Grocery
6		**RECESS AS HAMBLEN COUNTY LEGISLATIVE BODY -OPEN PUBLIC HEARING (Commission Chairman Howard Shipley)** a. Resolution 19-13 to Amend Zoning Map of Hamblen County, TN by Rezoning Tax Map 012, Part of Parcel 026.14, Lot 1R, 7274 St. Clair Road, Whitesburg, TN 37891 from A-1 to C-1 **CLOSE PUBLIC HEARING, RECONVENE AS HAMBLEN COUNTY LEGLISATIVE BODY (Commission Chairman Howard Shipley)**
7	Vote	**REZONING RESOLUTION VOTE (Commission Chairman Howard Shipley)** a. Resolution _____ to Amend Zoning Map of Hamblen County, TN by Rezoning Tax Map 012, Part of Parcel 026.14, Lot 1R, 7274 St. Clair Road, Whitesburg, TN 37891 from A-1 to C-1
8	Vote Vote	**Calendar and Rules Committee Report (Chairman Joe Huntsman, Sr.)** a. Approval of Consent Calendar Items Approval of Regular Calendar Items
9	Vote	**Approval of Consent Calendar (Commission Chairman Howard Shipley)** **a.** Consent Calendar
10	Vote Vote Vote Vote Vote Vote Vote Vote	**Finance Committee (Chairman Randy DeBord)** a. Monthly Checks July 2019 b. Bid Award –Commercial Grade, Zero-Turn Radius, 72" Diesel Lawn Mower c. Electronic Monitoring Indigency Fund –Memorandum of Understanding d. Budget Amendments i. Fund #101 Other Social, Cultural and Recreational $98,587 ii. Fund #100 Sheriff's Department $200 iii. Fund #101 Health Department $1,500 iv. Fund #101 Health Department $34,100 e. Mailing Machine Leases
11	Vote	**Personnel Committee (Chairman Thomas Doty)** a. Approval of Education and Longevity Pay Submissions
12	Vote Vote Vote	**Public Services Committee (Chairman Tim Goins)** a. Resolution to Approve the Policies and Procedures for the 2019 HOME GRANT b. Surplus Equipment-Register's Office c. Surplus of Kitchen Equipment at the Hamblen County Jail

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Return to Committee Cover

	Vote Vote	d. Surplus Items from Maintenance Department e. Surplus Executive Chairs in Large Courtroom
13		**Jail Study Committee (Chairman Taylor Ward)**
	Vote Vote	a. Property Purchase for Future Justice Center/Jail Site b. Resolution_____ of the County Commission of Hamblen County, Tennessee, Authorizing the Issuance, Sale, and Payment of an Interfund Capital Outlay Notes Series 2020 Not to Exceed $1,500,000
14		**Public Comment-General (Commission Chairman Howard Shipley)**
15		**Announcements /Informational Items /Upcoming Meeting Dates (Commission Chairman Howard Shipley)**
		a. September Committee Meeting: Monday, September 9, 2019 @ 5:30 p.m. at the Courthouse Large Courtroom b. September Commission Meeting: Thursday, September 19, 2019 @ 5:00 p.m. at the Courthouse Large Courtroom
16		**Adjournment (Commission Chairman Howard Shipley)**

August 22, 2019

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Return to Committee Cover

CONSENT CALENDAR

Hamblen County Legislative Body

Order #	Item	Placed From
1	Approval of the Previous Month's Minutes – July 1, 2019 and July 18, 2019	Commission Chairman
2	Approval of Notaries	County Clerk Penny Petty
3	Expenditure Reports – July 2019	Finance Committee
4	Planning Commission Building Permit Log –July 2019	Finance Committee
5	County Attorney Invoices –July 2019	Finance Committee
6	Coroner's Monthly Report - July 2019	Finance Committee
7	Budget Amendments –Approved by County Mayor i. Fund #101 County Clerk $235	Finance Committee
8	State of Tennessee Comptroller Letter of Acknowledgement-Receipt of Certified Copy of the Fiscal Year 2020 Budget	Finance Committee
9	Annual Reports i. Chancery Court/Clerk and Master ii. Circuit Court Clerk iii. County Clerk iv. General Sessions Court v. Juvenile Court vi. Register of Deeds vii. Sheriff viii. Trustee	Finance Committee
10	Morristown-Hamblen Humane Society Reports	Finance Committee
11	Interlocal Agreement and Memorandum of Understanding -Morristown Hamblen Economic and Community Development Board	Finance Committee
12	Tourism Economic Impact Fact Sheet	Finance Committee
13	Longevity Pay Submission	Personnel Committee
14	Design Team Update	Jail Study Committee

Thursday, August 22, 2019

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Return to Committee Cover

AMBLEN COUNTY
Clerk

PENNY PETTY

511 West Second North Street
Morristown, Tennessee 37814
Phone: (423) 586-1993 • Fax: (423) 585-2015

"The Peoples House"

Date 7-26-19

To: Sheriff Esco Jarnagin

From: Penny Petty

RE: Beer License Application

Attached is a copy of an application for a beer permit in Hamblen County. The Beer Board has requested that you verify any conviction of any crime (other than traffic violations) within the last 10 years for the owner of the business and any name listed in question #14. Once verified, please sign below and return to my office before the next County Commission meeting. You may fax response to 423-585-2015.

Thank you.

NO RECORD
JUL 26 2019
HCSD

Findings are as follows:

Signature (Sheriff) Kenzie Hilton

Date 07-26-2019

Return to Committee Cover

HAMBLEN COUNTY
Clerk

PENNY PETTY

511 West Second North Street
Morristown, Tennessee 37814
Phone: (423) 586-1993 • Fax: (423) 585-2015

"The Peoples House"

August 5, 2019

TO ALL COUNTY COMMISSIONERS:

Enclosed please find a beer permit application for DKMP Inc / Carrolls Grocers, 6822 W Andrew Johnson Hwy, Talbott, TN 37877. The Business ower is Kalpesh K. Patel This application is to be considered at the Aug.22, 2019 commission meeting. The business is located in the 12th commission district.

Thank You,

Penny Petty

Hamblen County Clerk

Return to Committee Cover

Page	:	1 of 1 08/06/2019 11:47:18	Ad Number	:	22240530
			Ad Key	:	
Order Number	:	22157767	Salesperson	:	02 - Emily Chapin
PO Number	:		Publication	:	Citizen Tribune
Customer	:	21875800 HAMBLEN CO BEER BOARD.	Section	:	Classified Section
Contact	:	CARRIE	Sub Section	:	Classified Section
Address1	:	511 W 2nd North St.	Category	:	Public Notices-130
Address2	:	HAMBLEN CO. COURTHOUSE	Dates Run	:	00/00/0000-00/00/0000
City St Zip	:	MORRISTOWN TN 37814	Days	:	0
Phone	:	(423) 586-1931	Size	:	1 x 3.71, 39 lines
Fax	:	(423) 587-9798	Words	:	50
	:		Ad Rate	:	Open
Printed By	:	ctadtaker2	Ad Price	:	0.00
Entered By	:	ctadtaker2	Amount Paid	:	0.00
			Amount Due	:	0.00
Keywords	:	Beer Board 5/23/19 (April)			
Notes	:				
Zones	:				

PUBLIC NOTICE

Beer Permit to be considered at the August 22, 2019 Hamblen County Commision meeting to be held at the Hamblen County Courthouse, large courtroom, at 5:00 p.m.

Business Name :
DKMP Inc / Carrolls Grocers

Owner:
Kalpesh K. Patel

Phone Number:
865-235-5148
423-586-2136

District:
#12

Publish Date
8/7/19

Return to Committee Cover

07/25/2019

PENNY PETTY
HAMBLEN COUNTY CLERK
511 W. 2ND NORTH ST
MORRISTOWN, TN 37814

RECEIPT
0045724

RECEIPT BOOK: GENERAL RECEIPTS - FEE IS NOT REFUNDABLE

Received Of
KALPESH K PATEL

Phone:
(865)235-5142

ITEM	QTY	EACH	EXTENSION
Beer Application	1	250.00	250.00
		Total	250.00

For
BEER PERMIT

Mail To

Cash	.00	
Check	250.00	#0092
Credit Card	.00	
Change	.00	

BY WK04 1 PH

DETACH ALONG THIS LINE

07/25/2019

PENNY PETTY
HAMBLEN COUNTY CLERK
511 W. 2ND NORTH ST
MORRISTOWN, TN 37814

RECEIPT
0045724

RECEIPT BOOK: GENERAL RECEIPTS - FEE IS NOT REFUNDABLE

Received Of
KALPESH K PATEL

Phone:
(865)235-5142

ITEM	QTY	EACH	EXTENSION
Beer Application	1	250.00	250.00
		Total	250.00

For
BEER PERMIT

Mail To

Cash	.00	
Check	250.00	#0092
Credit Card	.00	
Change	.00	

BY WK04 1 PH

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE · COMMUNITY · INDUSTRY

BEER PERMIT CHECKLIST

Applicant: Kalpesh K Patel

Circle One:

Yes	No	Application Received - Date Received: 7-26-19
Yes	No	Application Fee Paid $250.00 Date Paid: 7-26-19
Yes	No	Advertised in Local Newspaper – Date: 8/7/19
Yes	No	Notification Letter mailed to Commissioners - Date: 8/7/19
Yes	No	Criminal Background Check Completed (attached) Fax - 7-26-19
Yes	No	Is property properly zoned? (verify w/Planning & Zoning) – Zone: ____
Yes	No	Sales Tax Registration Received – Date Received: _____ (new permit holder/due 10 days after permit issued)

511 West Second North Street • Morristown, TN 37814 • *office.* 423.586.1931 • *fax.* 423.585.4699
www.HamblenCountyTN.gov

Return to Committee Cover

District 12

APPLICATION FOR BEER PERMIT

STATE OF TENNESSEE COUNTY OF HAMBLEN

ON-PREMISES PERMIT____

OFF-PREMISES PERMIT_✓

ON-AND-OFF PREMISES PERMIT____

MANUFACTURER'S OR DISTRIBUTOR'S PERMIT____

TEMPORARY (SPECIAL EVENT) PERMIT____

I HEREBY MAKE APPLICATION FOR A PERMIT TO SELL, STORE, MANUFACTURE, OR DISTRIBUTE BEER OR OTHER BEVERAGES AUTHORIZED TO BE SOLD, STORED, MANUFACTURED, OR DISTRIBUTED UNDER THE PROVISIONS OF TENNESSEE CODE ANNOTATERD 57-5-101 et seq., AND BASE MY APPLICATION UPON THE ANSWERS TO THE FOLLOWING QUESTIONS:

1. Full name of applicant (owner of business) KALPESH.K.PATEL 50%.
2. Type of applicant (check one) Person____ Firm___Corporation___Joint-Stock Company_✓ Syndicate___

   Association___
3. Give the name and address of all persons, firms, corporations, joint-stock companies, syndicates or associations who own five percent (5%) or more of the business (attach additional sheet if needed)

   Dipankr. K. Patel 50%.

If the owner is an individual, answer 4,5, and 6. Otherwise, proceed to question 7.

4. What is your present home address? 6006 Hollow View Ln. Knoxvil. TN
5. Previous address (es) within the last ten (10) years (use additional sheet if necessary)

   2305 W. Hwy 11-E, Strasburg Plane, TN-37871
6. Date of birth 09/15/1981 Home telephone 865-235-5146
7. Applicant's business telephone 423-586-2136

Return to Committee Cover

8. Under what name will this business operate DKMP INC / Carrolls Grocers

9. Give business address and geographical location 6822 W Andrew Johnson Hwy
Talbott, TN 37877

10. Describe the nature of the business you will operate Grocery and Gas Sta.

11. Name and address of person to receive annual tax notices and any other communication
Kalpesh Patel
6822 W Andrew Johnson Hwy, Talbott, TN 37877

12. Name and address of property owner (if other than business owner) Same

13. Will this permit be used to operate two or more restaurants or other businesses within the same building (yes or no) No. If yes, specify number____, and list the names of all restaurants or other businesses and describe all locations (use separate sheet if necessary)

14. Give the name, date of birth, and address of any manager other than the applicant Same

15. Has any person who owns five percent (5%) or more of the business, any manager listed in response to question 14 above, or any other employee of the business, been convicted of any violation of the beer or alcoholic beverage laws or any crime (other than minor traffic violations) within the past ten (10) years? No If yes, give the particulars of each charge, the court, and the date convicted No

16. Have you, your business, or any person who owns five percent (5%) or more of the business, ever had a beer permit revoked, suspended or denied in the state of Tennessee NO If yes, specify where, when, and why.
NO

17. Give the name, relationship to the applicant (if applicable) and address of the former beer permittee at this location 6844 West Andrew Johnson Hwy, Talbott, TN Mr. Pc. Patel.

18. For purposes of application, in no event will an off premise permit be issued authorizing the sale of beer within one hundred fifty feet (150') of any church, public or private school, or city park.

19. Hamblen County has adopted a rule forbidding the sale, storage, or manufacture of beer or like beverages within 300 feet (300') of a residential dwelling, if the owner objects to the issuance of a beer permit.

20. Give the name of the owner and the address of the nearest residential dwelling to your business.
Mr. Patel 6844 West Andrew Janson Hwy, Talbott, TN

Return to Committee Cover

12. Name and address of property owner (if other than business owner)_____

6822 West Andrew Johnson Hwy, Talbott, TN

13. Will this permit be used to operate two or more restaurants or other businesses within the same building (yes or no) No. If yes, specify number____, and list the names of all restaurants or other businesses and describe all locations (use separate sheet if necessary)_____ N/A

14. Give the name, date of birth, and address of any manager other than the applicant_____

Kulpesh. Patel 6822. West Andrew Johnson Hwy. Talbott. TN

15. Has any person who owns five percent (5%) or more of the business, any manager listed in response to question 14 above, or any other employee of the business, been convicted of any violation of the beer or alcoholic beverage laws or any crime (other than minor traffic violations) within the past ten (10) years? NO If yes, give the particulars of each charge, the court, and the date convicted_____ NO

16. Have you, your business, or any person who owns five percent (5%) or more of the business, ever had a beer permit revoked, suspended or denied in the state of Tennessee NO If yes, specify where, when, and why.

NO

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Mr. Patel, 6822 West Andrew Johnson Hwy, Talbott, TN

Return to Committee Cover