

**Board Members:**

Charley Bible  
Shannon Coleman Egle  
Paul Fortunato  
Tiffany Gardner  
Mike George  
Terry Henley  
J. Ford Little  
Lou Moran, III  
Alvin Nance  
Lisa Rottmann  
Anthony Wise



**The Health, Educational and Housing Facility Board of the County of Knox**

Regular Meeting  
Tuesday, April 11, 2023, 4:15 p.m.  
17 Market Square, #201  
Knoxville, Tennessee 37902

**AGENDA**

- I. Call to Order
- ACTION** II. Approval of Minutes from Previous Meeting
  - a) Regular Meeting – March 21, 2023
- ACTION** III. Finance Report
- IV. New Business
- V. Old Business
- VI. Adjourn



**MINUTES OF THE REGULAR MEETING OF  
HEALTH, EDUCATIONAL & HOUSING FACILITY BOARD OF  
THE COUNTY OF KNOX**

March 21, 2023, 4:15 p.m.

The regular meeting of the Board of Directors of Health, Educational & Housing Facility Board of the County of Knox (the “Health, Ed Board” or “Board”) was held on Tuesday, March 21, 2023, at 5:13 p.m., pursuant to notice duly provided to the Directors and the public. The meeting was held at the offices of the Knoxville Chamber and The Development Corporation of Knox County located at 17 Market Square, #201, Knoxville, Tennessee, 37902.

The following Directors were present at the meeting, Paul Fortunato (Chair), Tiffany Gardner (Vice-Chair), Shannon Coleman Egle (Secretary), Alvin Nance, Dr. Anthony Wise, Jr., Terry Henley, Mike George, Lisa Rottmann, Charley Bible, and J. Ford Little.

Also, in attendance were Mike Odom (Knoxville Chamber), Mac McWhorter (Knoxville Chamber), Karen Kakanis (Knoxville Chamber), R. Christopher Trump (Legal Counsel – Egerton, McAfee, Armistead & Davis, P.C.), Katrina Vargas (Paralegal - Egerton, McAfee, Armistead & Davis, P.C.), and Blayne Chance (Public Observer).

I. Paul Fortunato, the Board’s Chair, called the Health, Ed Board meeting to order. The Agenda of the Industrial Development Board meeting is attached hereto as Exhibit A.

The Health, Ed Board then discussed the following matters and took the following actions as noted:

II. Review/Approve Minutes from Previous Meeting. The Chair of the meeting asked if there were any changes to the minutes of the regular meeting held on February 14 & 28, 2023.

Upon a motion by Alvin Nance and a second by Dr. Anthony Wise, the minutes of the February 14 & 28, 2023, meeting were unanimously approved. A copy of the minutes is attached hereto as Exhibit B.

III. Fee Waivers Discussion. Mr. Odom presented a breakdown of application and other fees charged by various Industrial Development Board’s across the State of Tennessee for PILOTs, stating that the larger peer communities charge fees which are generally much less than that which the Health Ed Board charges or have eliminated such fees entirely. Mr. Odom explained that staff to the Board believes that the waiver and eventual elimination of such fees is necessary to ensure that Knox County remains competitive with such communities for projects seeking to relocate in the State of Tennessee. Mr Odom explained that the fees were once necessary for the Health Ed Board to be able to pay the management fee payable to The Development Corporation of Knox County and its other expenses, but that the Knoxville Chamber Partnership (“Chamber”) will not be charging such management fees and pays such other costs and expenses on behalf of the Health Ed Board. Mr. Odom stated that such other costs and expenses are now included in its budget for funds provided to the Chamber by Knox County. As a result, Mr. Odom stated, the

charging of application and closing fees is not necessary. Discussion was had.

IV. Old Business. None.

V. New Business. None.

VI. Next Meeting. The next regular meeting of The Health, Ed Board of the County of Knox is scheduled for April 11, 2023, at 4:15 p.m. at the offices of The Development Corporation of Knox County located at 17 Market Square, #201, Knoxville, Tennessee.

VII. Adjournment. No further business having come before the Board, and upon motion duly made and seconded, the Board voted unanimously to adjourn the meeting at 5:15 p.m.

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Shannon Coleman Egle, Secretary

DRAFT

**EXHIBITS**

Exhibit A      Agenda – March 21, 2023

Exhibit B      Minutes –February 14 & 28, 2023

DRAFT



**The Health, Educational and Housing Facility Board of the County of Knox**  
**Balance Sheet**  
**As of March 31, 2023**

	<u>As of Mar 31, 2023</u>	<u>As of Mar 31, 2022 (PY)</u>
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Bank Accounts</b>		
100-000 Cash - Checking	199,598.27	194,907.28
104-000 Cash - Money Market	224,585.69	223,910.73
<b>Total Bank Accounts</b>	<b>\$ 424,183.96</b>	<b>\$ 418,818.01</b>
<b>Accounts Receivable</b>		
125-000 Accounts Receivable	-	2,000.00
<b>Total Accounts Receivable</b>	<b>\$ -</b>	<b>\$ 2,000.00</b>
<b>Other Current Assets</b>		
127-000 Prepaid Insurance	6,645.83	6,645.83
<b>Total Other Current Assets</b>	<b>\$ 6,645.83</b>	<b>\$ 6,645.83</b>
<b>Total Current Assets</b>	<b>\$ 430,829.79</b>	<b>\$ 427,463.84</b>
<b>TOTAL ASSETS</b>	<b>\$ 430,829.79</b>	<b>\$ 427,463.84</b>
<b>LIABILITIES AND EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
200-000 Accounts Payable	7,250.00	7,880.99
<b>Total Accounts Payable</b>	<b>\$ 7,250.00</b>	<b>\$ 7,880.99</b>
<b>Total Current Liabilities</b>	<b>\$ 7,250.00</b>	<b>\$ 7,880.99</b>
<b>Long-Term Liabilities</b>		
250-000 Deferred Revenue	37,872.47	39,953.22
<b>Total Long-Term Liabilities</b>	<b>\$ 37,872.47</b>	<b>\$ 39,953.22</b>
<b>Total Liabilities</b>	<b>\$ 45,122.47</b>	<b>\$ 47,834.21</b>
<b>Equity</b>		
300-000 Opening Balance Equity	44,772.55	44,772.55
320-000 Retained Earnings	334,857.08	257,553.29
Net Income	6,077.69	77,303.79
<b>Total Equity</b>	<b>\$ 385,707.32</b>	<b>\$ 379,629.63</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 430,829.79</b>	<b>\$ 427,463.84</b>

# The Health, Educational and Housing Facility Board of the County of Knox

## Budget Variance Report

For the 12 Periods Ended March 31, 2023

	March 2023			April 2022 - March 2023			April 2022 - March 2023	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Remaining
<b>Income</b>								
410-000 Interest Revenue	64	125	(61)	694	1,500	(806)	1,500	54%
420-000 Base Rent Revenue	-	344	(344)	6,130	4,130	2,000	4,130	-48%
435-000 Application Revenue	-	1,667	(1,667)	24,000	20,000	4,000	20,000	-20%
445-000 Agenda Revenue	-	166	(166)	1,500	2,000	(500)	2,000	25%
447-000 Appropriation - Retained Earnings	-	352	(352)	-	4,220	(4,220)	4,220	100%
<b>Total Income</b>	<b>\$ 64</b>	<b>\$ 2,654</b>	<b>\$ (2,591)</b>	<b>\$ 32,324</b>	<b>\$ 31,850</b>	<b>\$ 474</b>	<b>\$ 31,850</b>	<b>-3%</b>
<b>Expenses</b>								
502-001 Operating Expenses	30	58	(29)	943	700	243	700	-35%
503-001 Advertising Expenses	48	83	(36)	753	1,000	(247)	1,000	25%
504-001 Administrative Expenses (TDC)	750	750	-	9,000	9,000	-	9,000	0%
507-001 Insurance Expense	604	604	-	7,250	7,250	-	7,250	0%
511-001 Accounting Expense	-	492	(492)	5,300	5,900	(600)	5,900	10%
512-001 Legal Expense	250	667	(417)	3,000	8,000	(5,000)	8,000	63%
<b>Total Expenses</b>	<b>\$ 1,682</b>	<b>\$ 2,654</b>	<b>\$ (973)</b>	<b>\$ 26,246</b>	<b>\$ 31,850</b>	<b>\$ (5,604)</b>	<b>\$ 31,850</b>	<b>18%</b>
<b>Net Operating Income</b>	<b>\$ (1,618)</b>	<b>\$ -</b>	<b>\$ (1,618)</b>	<b>\$ 6,078</b>	<b>\$ -</b>	<b>\$ 6,078</b>		



**The Health, Educational and Housing Facility Board of the County of Knox**  
**Income Statement with Prior Year Comparison**  
**For the 12 Periods Ended March 31, 2023**

	<u>Apr 2022 - Mar 2023</u>	<u>Apr 2021 - Mar 2022 (PY)</u>
<b>Income</b>		
410-000 Interest Revenue	694.05	899.24
420-000 Base Rent Revenue	6,129.75	4,050.00
435-000 Application Revenue	24,000.00	19,500.00
444-000 Closing Revenue	-	76,800.00
445-000 Agenda Revenue	1,500.00	1,500.00
<b>Total Income</b>	<b>\$ 32,323.80</b>	<b>\$ 102,749.24</b>
<b>Gross Profit</b>	<b>\$ 32,323.80</b>	<b>\$ 102,749.24</b>
<b>Expenses</b>		
502-001 Operating Expenses	943.41	430.10
503-001 Advertising Expenses	752.70	1,290.35
504-001 Administrative Expenses (TDC)	9,000.00	9,000.00
507-001 Insurance Expense	7,250.00	6,425.00
511-001 Accounting Expense	5,300.00	5,300.00
512-001 Legal Expense	3,000.00	3,000.00
<b>Total Expenses</b>	<b>\$ 26,246.11</b>	<b>\$ 25,445.45</b>
<b>Net Operating Income</b>	<b>\$ 6,077.69</b>	<b>\$ 77,303.79</b>
<b>Other Income</b>		
430-000 PILOT Revenue	7,710.00	5,000.00
<b>Total Other Income</b>	<b>\$ 7,710.00</b>	<b>\$ 5,000.00</b>
<b>Other Expenses</b>		
587-001 PILOT Payment Expense	7,710.00	5,000.00
<b>Total Other Expenses</b>	<b>\$ 7,710.00</b>	<b>\$ 5,000.00</b>
<b>Net Other Income</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Income</b>	<b>\$ 6,077.69</b>	<b>\$ 77,303.79</b>