ERNEST G. BURGESS
COUNTY MAYOR

RUTHERFORD COUNTY
TENNESSEE

March 27, 2012

MEETING NOTICE

TO: Steering, Legislative & Governmental Committee

FROM: Adam Coggin, Chairman

DATE: Monday, April 2, 2012

TIME: 5:30 P.M.

PLACE: Suite 205, Rutherford County Historic Courthouse

PURPOSE:
1. Fill 4 Vacancies on Equalization Board
2. Human Resources:
   1. Budget
   2. Ambulance Service SOP
3. Social Media Policy
4. Deadline for Committee Appointment Application Submissions
5. Road Board and School Board Zones Study Committee
6. Any Other Business

In accordance with Americans with Disabilities Act (ADA), any disabled persons requiring accommodations for participation in the meeting should contact the County Mayor's Office at 898-7745 at least two working days prior to the meeting in order that appropriate accommodations can be made.

xc: Commissioners
Ernest Burgess
Jim Cope
Becky Shelton
Brian Robertson
Mike Nunley
Sonya Stephenson
Media
Leadership Rutherford
Lisa Nolen
Lee Harris
Amy Davis

MAR 0 1 2012

APPLICATION FOR APPOINTMENT

SERVICE ON RUTHERFORD COUNTY BOARD OR COMMITTEE
(APPLICATIONS MUST BE RECEIVED ONE WEEK PRIOR TO STEERING MEETING)
PRESENCE AT STEERING COMMITTEE IS STRONGLY REQUESTED WHEN APPOINTMENT IS CONSIDERED.

NAME: DAVID L. ADAMS

ADDRESS: 11023 VAUGHT ROAD

READYVILLE, TN. 37149 PHONE: 893-2661

VOTING PRECINCT: KITTRELL 6 DISTRICT #: 6

BOARD APPLYING FOR: COUNTY EQUALIZATION BOARD

NEW APPLICANT: _____ REAPPOINTMENT: ✓

IF REAPPOINTMENT, YEARS SERVED: 3 YEARS

EXPLAIN WHY YOU WOULD LIKE TO SERVE: TO SERVE THE CITIZENS OF RUTHERFORD COUNTY

QUALIFICATIONS & EXPERIENCE: PAST EXPERIENCE ON THE EQUALIZATION BOARD; COUNTY PROPERTY OWNER.

EDUCATION: B. S. DEGREE M.T.S.U.

OCCUPATION: RETIRED

EMPLOYER: N/A PHONE: N/A

REFERENCES: (1) JOE FRANK JERNIGAN (3)- JOE CARR

(2) BEN CATES (4)- JOHN HOOD

David L. Adams MARCH 1, 2012

SIGNATURE DATE

MAR 1 2 2012

APPLICATION FOR APPOINTMENT

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NAME: James O. (Jim) Baker

ADDRESS: 3897 Betty Ford RD

Murfreesboro, TN 37130 PHONE: 893-6098

E-MAIL BakerJimTN@aol.com DISTRICT # 2

BOARD APPLYING FOR: Tax Equalization Board

NEW APPLICANT: _____ REAPPOINTMENT: ✓

IF REAPPOINTMENT, YEARS SERVED: 1

EXPLAIN WHY YOU WOULD LIKE TO SERVE: Community Service

QUALIFICATIONS & EXPERIENCE: President MJEMC 1980 → 2004 retired
Chairman IDB Board, Finance Committee North Blvd C&C

EDUCATION: VANDERBILT University 1960 BS engineering

OCCUPATION: Retired

EMPLOYER: — PHONE: _____

REFERENCES: 1. Myers Parsons
2. Craig Lynch

James O. Baker 3/9/12
SIGNATURE DATE

MAR 2 6 2012

APPLICATION FOR APPOINTMENT

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NAME: Albert Nelson

ADDRESS: 4475 Shelbyville Hwy. M'boro, Tn. 37027 PHONE: 615-890-9421

E-MAIL Judy.Nelson2@EarthLink.Net DISTRICT # 6

BOARD APPLYING FOR: Equalization

NEW APPLICANT: _____ REAPPOINTMENT: ✓

IF REAPPOINTMENT, YEARS SERVED: 20 yrs

EXPLAIN WHY YOU WOULD LIKE TO SERVE: Enjoy making sure of the process being fare.

QUALIFICATIONS & EXPERIENCE: Property owner & minister.

EDUCATION: 2 yrs college.

OCCUPATION: Funeral Director & minister.

EMPLOYER: Self PHONE: 615-594-7663

REFERENCES: 1. Joe Frank Jernigan
2. Allen McAdoo

Albert Nelson
SIGNATURE

3/26/12
DATE

MAR 20 2012

APPLICATION FOR APPOINTMENT

SERVICE ON RUTHERFORD COUNTY BOARD OR COMMITTEE
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NAME: Laughlin Youree

ADDRESS: 746 Cedar Bucket Rd

615 563-4997 PHONE: 848-7409

E-MAIL wlyouree@dtccom.net DISTRICT # 6

BOARD APPLYING FOR: Equlization Board

NEW APPLICANT: _____ REAPPOINTMENT: ✓

IF REAPPOINTMENT, YEARS SERVED: 12

EXPLAIN WHY YOU WOULD LIKE TO SERVE: Asked to serve

QUALIFICATIONS & EXPERIENCE: Certified General Real Estate Appraiser

EDUCATION: B.S.

OCCUPATION: Farmer. Appraiser

EMPLOYER: Self PHONE: _____

REFERENCES: 1. Joe Frank Torrigan

2. Robert Reay

Laughlin Youree
SIGNATURE

3-20-12
DATE

MAR 0 8 2012

APPLICATION FOR APPOINTMENT

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(APPLICATIONS MUST BE RECEIVED ONE WEEK PRIOR TO STEERING MEETING – PRESENCE AT STEERING COMMITTEE IS STRONGLY REQUESTED WHEN APPOINTMENT IS CONSIDERED.)

NAME: EDMOND DESLATTE

ADDRESS: 2710 AMBER DRIVE

MURFREESBORO, TN 37129 PHONE: 615-225-7257

E-MAIL CAJUNONE@ATT.NET DISTRICT # 14

BOARD APPLYING FOR: COUNTY BOARD OF EQUALIZATION

NEW APPLICANT: ✓ REAPPOINTMENT:

IF REAPPOINTMENT, YEARS SERVED:

EXPLAIN WHY YOU WOULD LIKE TO SERVE: AS AN APPRAISER, I FEEL IT IS MY CIVIC DUTY TO ASSIST THE COUNTY IN THIS CAPACITY.

QUALIFICATIONS & EXPERIENCE: SEE ATTACHED RESUMÉ

EDUCATION: SEE ATTACHED RESUMÉ

OCCUPATION: REVIEW APPRAISER

EMPLOYER: US ARMY CORPS OF ENGINEERS PHONE: 615-736-7722

REFERENCES: 1. SEE ATTACHED RESUMÉ

2.

SIGNATURE

8 MARCH 2012
DATE

EDMOND D. DESLATTE

2710 Amber Drive, Murfreesboro, TN 37129
Personal Cell: (615) 225-7257
Email:cajunone@att.net

SUMMARY OF QUALIFICATIONS: Technical expertise, proficiency and experience in supervision, management and personal performance providing real estate planning, management, control, acquisition, appraisal, cartographic mapping functions, contract implementation/management, internal audit, budgeting, and real estate records management and control.

WORK EXPERIENCE

Review Appraiser
US Army Corps of Engineers, Nashville District (12/01/2008 – Present)
Nashville, Tennessee, United States
Supervisor: Mike Abernathy/Deb Hopkinson - 615-736-7704/513-684-6232

Duties: Manages, plans, organizes, prepares and reviews appraisal reports, as necessary, to accomplish the District/Regional real estate acquisition, and management and disposal program. Administers appraisal program and contract for Section 202 program and others including preparing scope of work, preparing legal descriptions, maps and plats, participation on selection committees, manage contract workload, appraisal reviews, budgeting, scheduling and prompt payment of invoices upon receipt. Proficient administration of relocation agreements/contracts as required. Established and maintains a quarterly QA/QC program with contract appraisers to establish new and ongoing requirements for work submitted to the District. Have obtained Review Authority from LRD with sufficient limits to accomplish District/Regional mission. These limits are $2,000,000 for acquisition/disposal appraisals, $75,000 yearly for fair market rental appraisals and $2,000,000 for gross and reconnaissance level appraisals. Actively participates in National and Regional Appraisal sub-CoP activities including all teleconferences. Provides Branch Chiefs with support, technical guidance and expertise on all real estate issues. Prepares out-grant appraisals (partial interest, easements, leases and licenses) as requested in a timely manner. Prepares and reviews market analysis and feasibility studies as required. Serves as a contributing member to selection committees for new and renewal of commercial concessions. Prepares or contracts for the appraisal of government owned housing including all areas of contract administration, as required. Prepares rental updates as required by regulations and branch chiefs in a timely manner. Fully supports implementation of the Quality Management System (QMS) and ISO Certification process to include, participating in continuous improvement activities, audits, and the timely resolution of nonconforming/ corrective actions/preventative actions. Prepares and reviews reconnaissance level valuations to meet the planning requirements of other district elements in support of local cost share projects. Prepares and reviews Gross Appraisals and Real Estate Plans for the District and the region, as necessary, including preparation of labor estimates, workload distribution and time management. Serves as real estate representative on project teams, design teams and ITR/ATR teams, as necessary. Works with local sponsors to assure clear understanding of appraisals, as well as, general real estate support/coordination/technical guidance and expertise, regulation, LERRD's crediting, P.L. 91-646, required estates and relocation agreements. Supports work for others as opportunities arise, including performing review work for other Districts in support of regionalization. Prepares for all meetings and pre-briefs/provides technical expertise to Branch Chiefs/management on complex or controversial technical appraisal issues. Performed all assigned responsibilities with minimal to no supervision.

Has technical expertise in a wide array of property types and value estates, as shown later herein. Acts as the Lead Review Appraiser for the Nashville District with technical supervision of one staff appraiser. Manages appraisal work load by performing or assigning appraisal work to subordinates based on priorities, selective consideration of the difficulty and requirements of assignments, and the capabilities of employees, assuring that production and accuracy requirements of the organization are met. Frequently called upon by other appraisers in the region and others for technical guidance and expertise. Frequently called upon by the Division Appraiser for technical expertise on complex, complicated and controversial regional projects. Recently completed several Gross appraisal projects, including the most recent on a FUSRAP Site in the Toledo Area for the Buffalo District and on the Interim I Efficacy Fish Barrier for the Chicago/Detroit District. Was the Lead Appraiser for the appraisal team that completed the Fish Barrier project. Also, mentored a lower level appraiser from another District during this project as the Lead Appraiser. Recently performed reviews of several Gross appraisals for other districts in support of regionalization. Recently performed an acquisition level (USFLA) appraisal on the ComEd easement for the Fish Barrier Project for the Chicago/Detroit District. In addition, recently performed a gross appraisal on several non-standard easements in the area of the Fish Barrier to support acquisition/planning for project success and completion. From a national perspective, he has recently performed several reviews and has been called upon to perform appraisal assignments in districts outside the Division. These contributions to regionalization were completely voluntary. Has also volunteered to assist in other regional areas, including assisting other districts, the Division and other Divisions with any workload overflows due to absence or other reasons. Assisted in internal ISO audits to complete the ISO certification goals of our District and Division, including becoming certified to perform audits and policy review and development. Designated PCS Claims Officer for the District and actively participate in PCS sub-CoP activities, including technical guidance to other Claims Officers. Primary point of contact for GSA, including recent space requests. Recently performed market survey/SFO preparation/negotiations with GSA to accomplish acquiring swing space for the District. Acts as the primary real estate consultant for the Commander's space utilization/acquisition team. Member of the Crisis Action Team and provide support to Emergency Management as necessary. Only qualified Emergency Support Coordinator in the District outside of the Emergency Management Department. Selected as the Nashville District Employee of the Month, out of over 725 employees, for October 2010 for national and regional direction, cooperation, expertise, support and success.

Supervisory Realty Specialist
US Army Corps of Engineers, Nashville District (7/31/2011 – 11/27/2011)
Nashville, Tennessee, United States
Supervisor: Mike Abernathy - 615-736-7704

Duties: Serves as Chief, Project Support Branch, with responsibility for administrative management and technical direction of all project management, acquisition, and project development programs involving real estate interests for the District as well as to perform the more complex, controversial Branch duties. Leads a team of nonsupervisory professional, technical, and support personnel. Performs the following duties in support of the branch programs:
a. Acquisition: Prepares Acquisition Program budget in accordance with time and labor requirements, land and relocation payments, and available CG and O&M funds. Prepares, reviews, evaluates and analyzes: design memorandums, negotiations with property owners and offers to sell; deviating estates; and develops counteroffers and judgment to make decisions within delegated authority to accept offers or proposed settlement of condemnation cases. Recommends to higher authority on matters outside delegated authority directing preparation of necessary legal opinions and analysis. Makes decisions regarding necessity of condemnation actions. Assists U.S. Attorney's office, as required, with trial preparation, settlement negotiations and appeals. Provides technical direction and acquisition support to field project office(s) including reviewing and approving negotiators reports, offers to sell and unusual questions of title. Prepares relocation agreements in connection with the relocation of eligible public facilities. Has overall responsibility of developing and maintaining tract acquisition schedules to meet construction schedules. Personally represents the agency, in negotiations of highly complex and/or sensitive situations involving the acquisition of interests in real property. Periodically checks accomplishments against schedules and takes action necessary to assure compliance considering changed conditions, revised policies, and reports to project management. Monitors the acquisition program to ensure fair treatment to all and protection of the interests of the Government.
b. Planning and Control: Directs the work efforts of team members in the preparation of planning reports required for development and acquisition of projects. This may include use of various estates, easements and leases in addition to lands to be acquired in fee; Oversees the records control system for Real Estate records which utilizes the Real Estate Management Information System (REMIS) and other electronic systems; Oversees cadastral support in connection with the planning, management, disposal and acquisition programs; Estimates funding needed for the programs and prepares budgetary estimates. Participates in extremely complex procedures, such as establishing of taking lines and justification of taking lands in excess of minimum requirements, considering the payment of severance damages, cost and necessity for providing access to residual areas.
c. Contract Management: Administers contracts for title, mapping and surveying. Contracts often involving large expenditures. Oversees preparation of scope of work; assures prompt payment, review and approval of title evidence, mapping and survey products, and monitors contracts to meet project schedule. Trained/Certified as a Contracting Officer Representative.
d. Local Co-Operation: Reviews and comments on real estate and acquisition aspects of planning reports for proposed local cooperation projects. Participates with Project Managers and other District elements in conferences with local project sponsors, advising of Federal requirements in connection with the acquisition of real estate interest and the indemnification required by the United States against claims for damages as a result of project construction or operation. Participates in the investigation of the financial and legal authorities and capabilities of sponsors to ascertain their ability to fulfill local cooperation assurances. Exercises staff oversight over acquisition functions performed by local sponsors including: development of acquisition schedules to meet construction contract awards schedules; actively assists local sponsor in meeting local land acquisition responsibilities; provides sponsor with estate, title evidence requirements and other acquisition requirements; approves title to land owned or acquired by the sponsor and recommends to the Chief, Real Estate whether titles acquired and right-of-entry for the Untied State is sufficient for construction, operation and maintenance of project; reviews Lands, Easements, Right-Of-Ways, Relocations and Disposals (LERRD) credit submission for approval; reviews for approval offers/settlements in excess of appraised value; where necessary prepares and submits condemnation cases on behalf of the sponsor.
e. Leasing Program: Oversees leasing of privately owned land and facilities for Government purposes, coordinating requirements with the requesting elements and GSA. Prepares and coordinates District space requests with GSA. Monitors prompt rental payments, and forwards supporting justifications and recommendations to higher authority for approval.
f. Environment/Cultural Resources Program: Acts to prevent or limit government liability under Historical Preservation and Environmental Laws arising from land acquisition.
g. Provides periodic support to Operations Support Branch in preparation of litigation reports, resolution of boundary disputes, review of instruments for sufficiency, support to the encroachment and exchange programs and other matters.
2. Establishes performance objectives and evaluates immediate subordinates. Assures employees are appropriately recognized through the Incentive Awards program. Plans and manages work to be accomplished by subordinates. Provides technical oversight and quality assurance inspections of work products. Sets and adjusts short-term priorities and prepares schedules for completion of work. Assigns work to subordinates based on priorities, selective consideration of the difficulty and requirements of assignments, and the capabilities of employees, assuring that production and accuracy requirements of the organization are met. Approves leave. Reviews position description for accuracy and initiates action to revise inaccuracies and/or reassign duties. Recommends major disciplinary actions such as removals, downgrades, etc. Takes disciplinary measures, such as warnings and reprimands, recommending other actions in more serious cases. Interviews candidates for positions and recommends hiring, promotion, or reassignments. Provides leadership to enhance morale and organizational effectiveness. Actively promotes and supports a variety of management programs such as upward mobility, the realty specialist career program, Affirmative Action, and EEO. Maintains positive employee and labor/management relations. Hears and resolves complaints from employees, referring group grievances and more serious unresolved complaints to a higher level supervisor or manager. Assures grievances and complaints are resolved at the lowest possible level. Identifies developmental and training needs of employees and provides for and/or makes arrangements for needed development and training. Ensures that employees maintain and update REMIS. Reviews and approves transactions in the Corps of Engineers Financial Management System (CEFMS).

Has become an integral part of the Real Estate Management Team. Advises and provides input to Real Estate Chief/Senior Leaders on complex and controversial real estate programs and issues, staffing/budget issues, internal staff conflict resolution and stakeholder conflict resolution. Coordinated all aspects of closing out the Upper Cumberland Real Estate Field Office after over 20 years of service,

including transfer of responsibilities to District Office, personnel actions, property disposal, utilities transfer and records management. Have overseen several appraisal, mapping, title work, acquisition, relocation and condemnation actions for the Section 202 program. Resolved many instances of internal staff conflicts.

Appraiser III
Rutherford County Property Assessor (09/18/2006 - 12/01/2008)
Murfreesboro, Tennessee, United States
Supervisor: Russell Key - 615-898-7750

Duties: Certified General Real Estate Appraiser, Tennessee Master Assessor, work included appraisals, research and development of Residential, Commercial and income producing properties for tax purposes. Managed Tax Payer relations and appeals. Performed all assigned responsibilities with minimal to no supervision.

Senior Appraiser
Johnstone Group, Inc. (08/01/2005 - 09/18/2006)
Jackson , Tennessee, United States
Supervisor: Mark Johnstone, MAI CCIM - 731-668-1812

Duties: Certified General Real Estate Appraiser, work included USPAP appraisals, research, development, contracting, marketing and sales of Commercial and income producing properties. Appraisals were also performed for various Federal Government agencies including US Department of the Interior and US Army Corps of Engineers, under the Uniform Appraisal Standards for Federal Land Acquisition guidelines. Fee-based appraisal work, salary/work hours were varied. Performed all assigned responsibilities with minimal to no supervision.

Senior Appraiser
Associated Appraisers (06/01/1999 - 08/01/2005)
Lafayette, Louisiana, United States
Supervisor: Lawayne Sieferman, MAI CCIM - 337-981-0710

Duties: Certified General Real Estate Appraiser, work included USPAP appraisals, research, development, contracting, marketing and sales of Commercial and income producing properties. Fee-based appraisal work, salary/work hours were varied. Performed all assigned responsibilities with minimal to no supervision.

Real Estate Agent
Spectrum Real Estate (01/01/1998 - 07/01/2000)
Lafayette, Louisiana, United States
Supervisor: Lawayne Sieferman, MAI CCIM - 337-981-0710

Duties: Real Estate Sales and Marketing. Commission on sales was salary.

Machinist Mate 1st Class (E-6)
US Navy (05/18/1989 - 06/15/1997)
Various, Armed Forces Americas United States
Supervisor: Various

Duties: Nuclear Trained Machinist Mate, Petty Officer 1st Class. Leader, Supervisor, Instructor. Classified Security Clearance. Enlisted Surface Warfare Specialist, Navy Achievement Medal, Letter of Commendation, Desert Storm Veteran. 2 Good Conduct Awards. Overseas and Stateside Assignments.

EDUCATION

Appraisal Courses:
Attended and successfully completed the following

Appraisal Principles
Appraisal Procedures
Basic Income Capitalization Theory and Techniques
Standards of Professional Practice, Part A
Standards of Professional Practice, Part B
General Applications
Advanced Income Capitalization Theory and Techniques
DPA Tennessee Assessment Law and Appraisal Fundamentals
Uniform Appraisal Standards for Federal Land Acquisitions
Condemnation Appraising-Principles & Application
Valuation of Conservation Easements Certificate Program
7-Hour National USPAP Update

Appraisal/Leadership Seminars
Attended and successfully completed the following:

The Valuation of Wetlands
Business Practices and Ethics
Partial Interest Valuation-Undivided
Easements, Profits, and Licenses in Land
Appraisal of Local Retail Properties
Quality Assurance in Residential Appraisals: Risky Appraisals equal Risky Loans
Institutional Fraud
Leading in a Learning Organization
Media Interaction and Interview Training
Introduction to GIS Advanced Systems
Contracting Officer's Representative Course
Real Estate Acquisition 101
HR for Supervisors
Facilities Engineering Acquisition 101

High School
Louisiana School For Math, Science and the Arts (08/15/1986 - 05/21/1988)
Natchitoches, Louisiana
United States
Degree: High School Diploma
GPA: 3.4

ADDITIONAL INFORMATION

License - Certified General Real Estate Appraiser (08/31/2005)
State of Tennessee Certified General Real Estate Appraiser # 3649 Expires 08/31/2013

Certification - Tennessee Master Assessor (09/18/2008)
Tennessee Master Assessor # 097

License - Certified General Real Estate Appraiser (05/01/2005)
State of Louisiana Certified General Real Estate Appraiser #G1269

EXAMPLES OF TYPES OF REAL ESTATE APPRAISED:

Single/Multi-Tenant Office Buildings, Single/Multi-Tenant Retail Buildings, Office Condominium Complexes, Neighborhood Shopping Mall Facilities/Cinemas, Light/Heavy Industrial Buildings, Light/Heavy Manufacturing Buildings, Inpatient/Outpatient Medical Facilities, Inpatient/Outpatient Rehabilitation Facilities, Inpatient/Outpatient Psychiatric Facilities, Inpatient/Outpatient Specialty Hospital Facilities, Medical/Dental Office Buildings, Inpatient/Outpatient Assisted Care Facilities, Apartment/Condominium Complexes Hotel and Motel Properties, Distribution Truck Terminals, Rice Mill, Rice Dryer and Rice Storage Facilities, Automobile Dealerships Automobile Service Facilities, Fitness/Health Club Facilities, Restaurant/Lounge Facilities, Bed and Breakfast Facilities, Church/School Facilities, Residential Subdivision Analyses, Commercial Subdivision Analyses, Special Purpose/Historical Properties, Hunting/Recreational Properties, Agricultural/Row Crop Properties, Flood Prone/Swamp Properties, Condemnation/Contaminated Properties, Dam Sites/Ancillary Local (CAP) Project Sites/Operational Disposal Sites, Leasehold/Easement/Out-Grant/License Properties, Various Partial Interest/Estate Properties, Various Vacant Land and Proposed or Specialized Projects, Uniform Appraisal Standards for Federal Land Acquisition Reports

Other Types of Properties Appraised and Representative Appraisal/Consulting Clients available upon request.

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21750

State of Tennessee

TENNESSEE REAL ESTATE APPRAISER COMMISSION

CERTIFIED GENERAL REAL ESTATE APPRAISER

EDMOND DEWITT DESLATTE

This is to certify that all requirements of the State of Tennessee have been met.

ID NUMBER: 00003649
LIC STATUS: ACTIVE
EXPIRATION DATE: 08/31/2013

IN-1313
DEPARTMENT OF
COMMERCE AND INSURANCE

CEF001