

## MEETING NOTICE

**TO:** Budget, Finance & Investment Committee  
**FROM:** Will Jordan, Chairman  
**TIME:** Thursday, December 7, 2017 – 5:30 P.M.  
**PLACE:** Courthouse, Room 205

### AGENDA

1. Approve Minutes of November 9, 2017  
Consideration of the following:
2. Investment Report
3. Fund Condition Report
4. Risk Management Financial Report
5. General Fund Budget Amendment for Agriculture Extension
6. Request for Additional Funding for Oakland Middle School Annex and Related  
General Purpose School Fund Budget Amendment
7. General Purpose School Fund Budget Amendment
8. Drug Fund Budget Amendment for Sheriff
9. EMP Grant Contract with the TEMA for Emergency Management
10. General Fund Budget Transfer for Circuit Court Clerk
11. General Fund Budget Amendment for Planning
12. 2018-2019 Budget Calendar and Schedule
13. Debt Service Fund Budget Amendment
14. Presentation of State Form CT-0253 for the New Bond Issue
15. Other Business

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**To also include items that may be forwarded by Public Works  
Committee or any other committee after agenda is mailed.**

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cc: Commissioners  
Ernest Burgess  
Josh McCreary  
Teb Batey  
Jeff Davidson  
News Media

In Accordance with ADA (AMERICANS WITH DISABILITIES ACT), any disabled persons requiring accommodations for participation in the meeting should contact the Finance Department (898-7795) at least two working days prior to the meeting in order that appropriate accommodations can be made.

## EXPLANATION OF AGENDA ITEMS

1. The minutes of the November 9, 2017 Budget Committee meeting will be presented for approval.
2. Mr. Teb Batey will present the monthly Investment Report for November 2017.
3. Mrs. Lisa Nolen will present the Fund Condition Report for the month ending November 30, 2017.
4. Mrs. Melissa Street will present the monthly Risk Management Financial Report for the use and information of the committee for November 2017.
5. Mr. Anthony Tuggle will be requesting approval of a General Fund budget amendment to purchase tables, chairs and a trailer for the community center building:

Decrease:	101-34640- -AGRI Committed Fund	\$10,000
	Balance	
Increase Expend.:	101-57100-499 Other Supp. & Mat.	\$10,000

6. Mr. Jeff Sandvig will present a General Purpose School Fund budget amendment to transfer \$2,961,000 from Unassigned Fund Balance to the School Building Program, Fund 189, in order to internally fund the total cost of the Oakland Middle School Annex construction contract. The funds will be split up into two components so that \$987,000 will fund the 6<sup>th</sup> grade portion of the project and \$1,974,000 will be available for future elementary projects. He will also request the total funding for the project be increased by the same amount as the amendment.

Decrease:	141-39000 Unassigned Fund Bal.	\$2,961,000
Increase Expend.:	141-99100-590 Trans. to Other Funds	\$2,961,000

7. Mr. Jeff Sandvig will be requesting approval of a General Purpose School Fund budget amendment to reclassify \$1,331,090 within expenditure accounts.
8. The Sheriff's Office will be requesting approval of a Drug Fund budget amendment to provide funds for gates, phone system, furniture and equipment for the new building:

Decrease:	122-34525 Restricted Fund Bal.	\$150,000
Increase Expend.:	121-54150-799 Other Capital Outlay	\$150,000

9. Mr. Tharrel Kast will present the Emergency Management Performance Grant with the Tennessee Emergency Management Agency for training, exercises, planning, management & administration and equipment. The grant is for the period of October 1, 2016 to June 30, 2018. The grant is for \$69,350 and requires a match of \$69,350. The revenue and matching portion have been budgeted for 2017-18.
10. Mrs. Melissa Harrell will be requesting approval of a General Fund budget transfer to fund an invoice from Jury Systems for the annual maintenance agreement:

Increase Expend.:	101-53100-534 Maint. Agreement	\$5,100
Decrease Expend.:	101-53100-599 Other Charges	\$5,100

11. A General Fund budget amendment will be presented for Planning to fund an increase in the MPO annual dues:

Decrease:	101-39000	Unrestricted Fund Bal.	\$14,000
Increase Expend.:	101-51720-320	Dues & Memberships	\$14,000

12. The 2018-2019 Budget Calendar and Schedule will be presented.
13. Mrs. Lisa Nolen will be requesting approval of a Debt Service Fund budget amendment to reflect the activity of the recent bond issue.

Increase Revenue:	151-49100	Bond Proceeds	\$499,103
Increase Expend.:	151-82330-605	Underwriters Disc.	\$258,103
	151-82330-606	Other Issuance Charge	\$241,000
Decrease Expend.:	151-51900-606	Other Issuance Charge	\$100,000
	151-82230-603	Interest on Bond	\$475,371
Increase:	151-34780	Assigned for Debt	\$575,371

14. The Finance Director will be presenting State Form CT-0253 for the new bond issue that closed on November 28, 2017.
15. Other Business