

MEETING NOTICE

TO: Budget, Finance & Investment Committee
FROM: Will Jordan, Chairman
TIME: Thursday, August 9, 2018 – 5:30 P.M.
PLACE: Courthouse, Room 205

AGENDA

1. Approve Minutes of June 21, 2018
Consideration of the following:
2. Investment Reports
3. Fund Condition Reports
4. Risk Management Financial Reports
5. Special Purpose Fund Budget Amendment
6. Application for Grant for Sheriff's Office
7. General Fund Budget Amendments for Circuit Court Clerk
8. General Fund Budget Amendment for Emergency Management
9. General Fund Budget Amendments and Transfer for PAWS
10. General Fund Budget Amendment for Property Assessor
11. Juvenile Detention Contract with Rutherford County Board of Education for Education Services
12. Application for Recycling Rebate Program for Solid Waste
13. Solid Waste Fund Budget Amendment
14. General Fund Budget Amendment for Health Department
15. MTSU Subaward Agreement for Drug Court
16. Lease for Adult Probation Office Space
17. Highway Fund Budget Amendment
18. General Fund Budget Amendment for Juvenile Court
19. Agreement with Public Building Authority for Architectural and Engineering Services
20. 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 June 21, 2018 Budget Committee meeting will be presented for approval.
2. Teb Batey will present the monthly Investment Reports for June and July, 2018.
3. Lisa Nolen will present the Fund Condition Reports for the months ending June 30 and July 31, 2018.
4. Melissa Street will present the monthly Risk Management Financial Reports for the use and information of the committee for June and July, 2018.
5. The Sheriff's Department will be requesting approval of a Special Purpose Fund budget amendment to appropriate the fund balance remaining after close of fiscal year 2017-18:

Decrease:	121-34525	Restricted for Public Safety	\$107,000
Increase Expend.:	121-54110-196	In-Service Training	\$2,500
	121-54110-319	Confid. Drug Enforce.	\$28,000
	121-54110-429	Instuct. Supp. & Mat.	\$2,500
	121-54110-451	Uniforms	\$5,000
	121-54110-499	Other Supp. & Mat.	\$2,500
	121-54110-716	Law Enforce. Equip.	\$60,000
	121-54110-799	Other Capital Outlay	\$6,500

6. The Sheriff's Office will request authorization to apply for the American Police and Sheriff's Association equipment grant for a narcotics analyzer, throw phone and radios for judicial services.
7. Melissa Harrell will present two General Fund budget amendments:

To fund six deputy clerks to cover the courts of the new magistrate in Juvenile Court and the new Circuit Court judge.

Decrease Revenue:	101-45120	Cir. Clerk Excess Fees	\$180,510
Increase Expend.:	101-53100-201	Social Security	\$6,800
	101-53100-204	Pensions	\$12,000
	101-53100-205	Emp. & Dep. Insur.	\$83,140
	101-53100-209	Disability Insurance	\$200
	101-53100-212	Employer Medicare	\$1,600
Decrease:	101-39000	Unassigned Fund Bal.	\$284,250

To provide additional funding for the support fees for TnCIS for Circuit, Juvenile and General Sessions Courts.

Increase Expend.:	101-53100-317	Data Proc. Services	\$66,620
Decrease:	101-34520-	-CIDEP Fund Balance	\$66,620

8. Tharrel Kast will be requesting approval of a General Fund budget amendment to appropriate funds remaining from the 2017 Homeland Security Grant:

Increase Revenue:	101-47235	Homeland Sec. Grant	\$31,256
Increase Expend.:	101-54430-790-	17HML Other Equip.	\$31,256

9. Michael Gregory will be requesting approval of two General Fund budget amendments and a transfer:

To carryforward funds received from the PetCo Foundation and ASPCA grants that were not expended in 2017-18.

Decrease:	101-34530- - PAWS Restricted for Public Health	\$15,068
Increase Expend.:	101-55120-169 Part-time Personnel	\$10,529
	101-55120-201 Social Security	\$660
	101-55120-212 Employer Medicare	\$160
	101-55120-355 Travel	\$3,719

To transfer funds to vet services for a contract vet while in the process of hiring a full-time vet.

Increase Expend.:	101-55120-357 Veterinary Services	\$5,000
Decrease Expend.:	101-55120-189 Other Sal. & Wages	\$5,000

To recognize State Animal Friendly grant and appropriate funds.

Increase Revenue:	101-46980- -PAWS Other State Grant	\$1,000
Increase Expend.:	101-55120-413 Drugs & Med. Supp.	\$1,000

10. Rob Mitchell will present a General Fund budget amendment to purchase a file cabinet system:

Increase Expend.:	101-52300-711 Furniture & Fixtures	\$10,000
Decrease:	101-39000 Unassign. Fund Bal.	\$10,000

11. Lynn Duke will be requesting approval of a contract with the Rutherford County Board of Education for Juvenile Detention to provide supplemental educational services for students at their facility.

12. Mac Nolen will be requesting to apply for the 2018-19 State Recycling Rebate Program which provides funding to support waste reduction and recycling goals. The program funding is in the amount of \$31,493.46 and requires a match equal to the funding.

13. Lisa Nolen will present a Solid Waste Fund budget amendment to provide additional funding for a recycling trailer that was discussed during the budget meetings, but the change was inadvertently left out of the budget when adopted in June:

Increase Expend.:	101-55720-718 Motor Vehicles	\$3,000
Decrease:	101-34730 Assign. Fund Balance	\$3,000

14. Dana Garrett will be requesting approval of a General Fund budget amendment to re-appropriate funds to complete an isolation room:

Increase Expend.:	101-55110-599 Other Charges	\$30,593
Decrease:	101-34530- -HEAL Restrict. Fund Bal.	\$30,593

15. Trey King will be requesting approval for the second year of a Subaward Agreement with Middle Tennessee State University to provide a data collection and data management process to ensure all reporting standards are met and the efficiency of data collection is sustainable for the SAMHSA grant. The Agreement is in the amount of \$64,455 for the period of September 30, 2018 through September 29, 2019.
16. Trey King will present a lease agreement for property at 309 West Main St. in Murfreesboro to house the probation services for the period of August 1, 2018 to July 30, 2020 with a 90 day termination option. The amount of the lease is \$8,500.
17. Greg Brooks will present a Highway Fund budget amendment to provide funding for the purchase of a paver from the State contract:

Increase Expend.:	131-68000-714 Highway Equip.	\$350,000
Decrease:	131-34750 Assigned Fund Bal.	\$350,000

18. A General Fund budget amendment will be presented to fund the magistrate salary in Juvenile Court.
19. An agreement between the Public Building Authority of Rutherford County and the County will be presented for consideration. The agreement is for the architectural and engineering services to develop the construction plan and provide construction services for refurbishing the former judicial building on the square.
20. Other Business