

**RUTHERFORD COUNTY, TENNESSEE
BUDGET AMENDMENT REQUEST
GENERAL FUND**

Requesting Department: Election

Signature of Department Head: *Mike Lester*

Date Requested: 2-Nov-12

Approved By: _____

Date Approved: _____

Account No. & Description	Original Budget	Amended to Date	Actual to Date	Requested Increase	Requested Decrease	Amended Appropriation
101-39000 - Unassigned Fund Balance	\$ 14,901,886	\$ 14,160,192			\$ 7,827	\$ 14,152,365
101-51500-187 -- Overtime Pay	\$ 3,000	3,000	4,422	6,500		\$ 9,500
101-51500-201 - Social Security	\$ 29,220	\$ 29,220	11,265	405		\$ 29,625
101-51500-204 - State Retirement	\$ 41,530	41,530	13,945	822		42,352
101-51500-212 - Employer Medicare	\$ 6,840	\$ 6,840	2,640	\$ 100		\$ 6,940
				\$ 7,827		

EXPLANATION FOR ABOVE AMENDMENT REQUEST

Several employees have reached the maximum of compensatory time, and overtime must be paid. This amendment will provide sufficient funding for overtime pay and the related benefits to get through the election.

Finance Department Use Only

Date Posted: _____

Posted By: _____

**RUTHERFORD COUNTY, TENNESSEE
BUDGET AMENDMENT REQUEST
GENERAL FUND**

Requesting Department: Juvenile Detention
 Signature of Department Head: *[Signature]*
 Date Requested: 29-Oct-12
 Approved By: *[Signature]*
 Date Approved: 11/5/12

Account No. & Description	Original Budget	Amended to Date	Actual to Date	Requested Increase	Requested Decrease	Amended Appropriation
101-47141 - Title I Grants to Local Education Agencies	\$ -	\$ -	\$ -	\$ 110,902		\$ 110,902
101-54240-189 - Other Salaries/Wages	\$ -	-	-	\$ 25,820		\$ 25,820
101-54240-201 - Social Security	\$ 75,840	\$ 75,840	23,925	1,610		\$ 77,450
101-54240-204 - State Retirement	\$ 152,520	152,520	37,604	3,280		155,800
101-54240-205 - Employee Insurance	\$ 224,940	\$ 224,940	71,545	30		\$ 224,970
101-54240-209 - Disability Insurance	\$ 2,170	\$ 2,170	717	50		\$ 2,220
101-54240-336 - Maint./Repair Equipment	\$ 2,500	2,500	-	3000		\$ 5,500
101-54240-399 - Other Contracted Services	\$ 61,000	\$ 61,000	20,969	1,950		\$ 62,950
101-54240-429 - Instructional Supplies/Materials	\$ -	\$ -	-	33,999		\$ 33,999
101-54240-499 - Other Supplies/Materials	\$ 28,000	\$ 28,000	17,570	30,950		\$ 58,950
101-54240-599 - Other Charges	\$ -	\$ -	-	10,213		\$ 10,213
				\$ 110,902		

EXPLANATION FOR ABOVE AMENDMENT REQUEST

At the meeting on September 13, the County Commission approved a Resolution authorizing a Title I Neglected and Delinquent Program Grant application through the Tennessee Alliance for Children and Families for the Juvenile Detention Center. The Juvenile Detention Center has been notified of a grant award in the amount of \$132,618 for the period of October 1, 2012 through September 30, 2013. This amendment will recognize the revenue to be received this fiscal year, and appropriates the revenue for Other Salaries and Wages and the related benefits for a Title I Coordinator/Life Skills Specialist, and also provides funding for maintenance of equipment, contracted services for background checks, parenting instructor, supplies and materials, equipment and training.

Finance Department Use Only

Date Posted: _____
 Posted By: _____
 Finance Department



October 26, 2012

1710 South Church Street
Suite 4
Murfreesboro, TN 37130

Dear *Kacye Watson*,

We are pleased to inform you that the 2012-2013 Title 1 contract with the Office of Federal Programs has been approved. The total approved budget amount for Rutherford County Juvenile Detention for the contract year, running October 1, 2012 – September 30, 2013, is \$132,618.

Please review the attached budget spreadsheet so all agency staff are aware of what individual line item amounts and specific purchases have been approved. Remember, all purchases made must include receipts with purchase dates that fall within the 2012-2013 grant year.

Several reminders regarding important reimbursement procedures:

* Agencies must include a TACF Reimbursement Request Cover Sheet (attached with this email) with every reimbursement request. Each receipt must be listed individually and tied to a specific budget line item approved for your agency.

* All one-time purchases must be made by July 31st, 2013. The only expenses approved for spending during August and September of 2012 are recurring expenses (including but not limited to salaries, benefits, lease payments, internet and/or phone bills, etc.).

* A minimum of one percent (1%) of your agency's funds have been allocated towards programs and/or activities designated as "parental involvement".

* Your agency cannot exceed the 25% maximum allotment for therapeutic expenses.

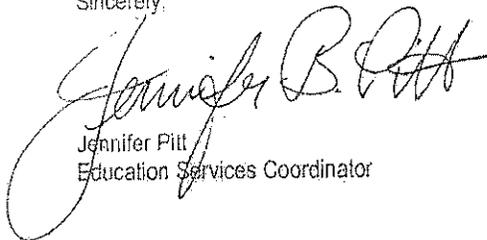
* Contact your Education Services Coordinator before requesting to transfer funds and shift allocations during the grant year.

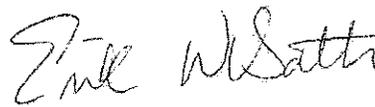
The following documents (attached with this email) will need to be completed and returned to the TN Alliance office before reimbursement requests by your agency will be approved. TN Alliance will not accept faxed, or scanned and emailed copies. Hard copies mailed to the TN Alliance office only.

- Acceptance of Funds or Refusal of Funds document
- Assurance form (One form for every different staff position funded (partially or entirely) by Title 1 funds.)

Do not hesitate to call or email with any questions.

Sincerely,


Jennifer Pitt
Education Services Coordinator


Erik Batts
Education Services Coordinator

2012-2013 Title 1 Budget		Agency Name: Rutherford County Juvenile Detention			PART <u>D</u>
		Program Contact: Kacye Watson			
		Finance Contact: Lisa Nolan			
Expenditure Category	Account #	Line Item #	Line Item Description	Budget Amount	
Salaries	71150	116	Supplemental Teachers	\$ -	
	71150	162	Clerical Personnel		
	71150	163	Educational Assistants	\$ -	
	71150	189	Other Salaries & Wages	\$ 41,950.00	
Benefits & Taxes	71150	201	Social Security	\$ 3,685.00	
	71150	206	Life Insurance	\$ 145.08	
	71150	207	Medical Insurance	\$ -	
	71150	208	Dental Insurance	\$ -	
	71150	210	Unemployment Compensation	\$ -	
	71150	299	Other Fringe Benefits	\$ 5,724.44	
Equipment	71150	330	Operating Lease Payments	\$ -	
	71150	336	Maintenance & Repair Services	\$ 3,000.00	
Professional	71150	399	Contracted Services	\$ 1,950.00	
Supplies	71150	429	Instructional Supplies & Materials	\$ 33,999.00	
	71150	449	Supplemental Textbooks	\$ -	
	71150	499	Other Supplies & Materials	\$ 30,950.05	
Postage, Travel, Printing	71150	599	Other Charges	\$ 10,213.00	
TOTAL				\$ 131,616.57	

**RUTHERFORD COUNTY, TENNESSEE
BUDGET AMENDMENT REQUEST
GENERAL FUND**

Requesting Department: Pet Adoption & Welfare Services
 Signature of Department Head: *Michael Gregory*
 Date Requested: 10-Oct-10
 Approved By: *Ernest Burgess*
 Date Approved: 10/10/12

Account No. & Description	Original Budget	Amended to Date	Actual to Date	Requested Increase	Requested Decrease	Amended Appropriation
101-34630 - - PAWS - Restricted for Public Health/Welfare	\$ 87,502	\$ 87,502			\$ 35,000	\$ 52,502
101-55120-709 - Data Processing Equipment	\$ 2,000	2,000	-	2,500		\$ 4,500
101-55120-790 - Other Equipment	\$ 8,500	\$ 8,500	-	32,500		\$ 41,000

EXPLANATION FOR ABOVE AMENDMENT REQUEST

This amendment requests an appropriation from the PAWS Reserve Account (revenue received from donations) to purchase a computer and printer, adoption /rescue trailer and decals for the trailer.

Finance Department Use Only

Date Posted: _____
 Posted By: _____

**RUTHERFORD COUNTY, TENNESSEE
BUDGET AMENDMENT REQUEST
GENERAL FUND**

Requesting Department: Pet Adoption & Welfare Services
 Signature of Department Head: Michael Greig
 Date Requested: 10-Oct-12
 Approved By: Ernest Burgess
 Date Approved: 10/10/12

Account No. & Description	Original Budget	Amended to Date	Actual to Date	Requested Increase	Requested Decrease	Amended Appropriation
101-48130 - Contributions	\$ -		\$ 44,450	\$ 70,030		\$ 70,030
101-55120-169 - Part Time Personnel	\$ 80,000	80,000	23,758	10,218		\$ 90,218
101-55120-201 - Social Security	\$ 46,210	\$ 46,210	9,060	634		\$ 46,844
101-55120-212 - Employer Medicare	\$ 10,810	10,810	2,119	148		10,958
101-55120-302 - Advertising	\$ 300	\$ 300	-	\$ 1,500		\$ 1,800
101-55120-413 - Drugs/Medical Supplies	\$ 78,000	\$ 78,000	27,700	\$ 57,530		\$ 135,530
101-46980 - Other State Grants	\$ 76,000	76,000	5,089	3,975		\$ 79,975
101-55120-357 - Veterinary Services	\$ 6,000	12,000	8,315	3,975		\$ 15,975

EXPLANATION FOR ABOVE AMENDMENT REQUEST

1. PAWS has been awarded a grant from the Petsmart Charities in the amount of \$70,030. This amendment will recognize the revenue to be received from the grant, and appropriates it for Part-Time Personnel and the related benefits, advertising and drugs and medical supplies.
2. PAWS has been awarded an Animal Friendly Grant from the State Department of Health in the amount of \$3,975. This amendment recognizes the revenue to be received from the grant and appropriates it for Veterinary Services.

Finance Department Use Only

Date Posted: _____
 Posted By: _____

RUTHERFORD COUNTY, TENNESSEE

BUDGET AMENDMENT REQUEST

General FUND

Requesting Department: Rutherford County Sheriff's Office
 Signature of Department Head: *[Signature]*
 Date Requested: 22 Oct-12
 Approved By: _____
 Date Approved: _____

Account No. & Description	Original Budget	Amended to Date	Actual to Date	Requested Increase	Requested Decrease	Amended Appropriation
1)48130 Cont.-Gov. Agency	-0-	-0-	114,855	20,450		20,450
54110.196 Inserv.Train.	153,800	180,800	77,270	20,450		201,250
2) 44130 Sale of Materials	7,500	7,500	3,400	1,029		8,529
54110.435 Office Supplies	49,050	49,050	26,842	745		49,795
54110.399 Other Charges	9,600	15,700	5,582	284		15,984
3) 44145 Sale/Recycle.Mat	2,500	2,500	6,953	6,310		8,810
54110.718 New Vehicles	100,000	100,000	95,737	6,147		106,147
54210.335 R/M Bldg	250,000	274,980	265,210	163		275,143
4)101-39000 Undesig.Funds	<i>Not approved by</i>				100,000	
54210.335 R/M Bldg	<i>Public Safety</i>			100,000		

EXPLANATION FOR ABOVE AMENDMENT REQUEST

- 1) To recognize revenue from Cold Case Conference into Inservice Training
- 2) To recognize revenue from Sale of Materials into 911 Memorial and Office Supplies
- 3) To recognize revenue from Sale of Recycled Materials into New Vehicles and R/M Bldg
- 4) Request from Undesignated Fund Balance into R/M Bldg

Finance Department Use Only

Date Posted: _____

Posted By: _____

RUTHERFORD COUNTY, TENNESSEE
BUDGET AMENDMENT REQUEST
General FUND

Requesting Department: Rutherford County Sheriff's Office
 Signature of Department Head: *[Signature]*
 Date Requested: 22-Oct-12
 Approved By: _____
 Date Approved: _____

Account No. & Description	Original Budget	Amended to Date	Actual to Date	Requested Increase	Requested Decrease	Amended Appropriation
5) 101-49700 Ins. Recovery	-0-	-0-	117,449	28,119		28,119
54110.718 New Vehicles	100,000	106,147	95,737	28,119		134,266
6) 101-47590 Rev.Fed/State	63,819	63,819	21,779	74,942		138,761
54110.187 OT	757,440	757,440	221,595	26,654		784,094
54110.201 SS	725,500	727,054	224,760	1,653		728,707
54110.204 Retirement	1431,480	1434,661	453,654	3,369		1,438,030
54110.212 MC	169,680	170,044	52,566	386		170,430
54110.431 LE Supplies	103,500	106,562	28,807	1,650		108,212
54110.716 LE Equip.	90,000	90,000	26,955	9,250		99,250
54110.709 DP Equip.	150,000	150,000	46,863	29,780		179,780
54110.453 Veh. Parts	165,000	165,000	119,021	2,200		167,200

EXPLANATION FOR ABOVE AMENDMENT REQUEST

- 5) Recognize revenue from Insurance Recovery into New Vehicles to replace vehicle(s)
 6) To recognize revenue from Other Federal through State into OT plus benefits, LE Supplies, Equip., DP Equip. and Veh Parts per GHSO contract

Finance Department Use Only

Date Posted: _____

Posted By: _____

RUTHERFORD COUNTY, TENNESSEE
BUDGET AMENDMENT REQUEST
General FUND

Requesting Department: Rutherford County Sheriff's Office
 Signature of Department Head: *[Signature]*
 Date Requested: 22 Oct 12
 Approved By: _____
 Date Approved: _____

Account No. & Description	Original Budget	Amended to Date	Actual to Date	Requested Increase	Requested Decrease	Amended Appropriation
7) 54210.709 Detn DP Equip.	80,000	80,000	8,031		15,000	65,000
54210.336 Detn DP Repairs	50,000	50,000	21,300	15,000		65,000
8) 54210.707 Bldg. Improve.	160,000	160,000	21,308		26,100	133,900
54110.317 DP Services	300,000	300,000	164,584	26,100		326,100
9) 44570 Contrib./Donations	25,000	26,165	9,454	1,648		27,813
54110.399 Other Contracts	9,600	15,984	5,582	998		16,982
54110.499 Other Supplies	44,250	44,250	20,496	50		44,300
54110.599 Other Chrgs.	18,000	18,000	4,974	500		18,500
54210.499 Other Chrgs.	5,000	5,000	1,771	100		5,100

EXPLANATION FOR ABOVE AMENDMENT REQUEST

- 7) Transfer within our budget from Detn DP Equipment to DP Repairs.
- 8) Transfer within our budget from Bldg. Improvements to DP Services for the purchase of CorrecTek Med. Software for Employee Health Services.
- 9) To recognize revenue from Donations into Other chrgs, other supplies

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Posted By: _____