

## MEETING NOTICE

**TO:** Budget, Finance & Investment Committee

**FROM:** Joyce Ealy, Chairman

**TIME:** Thursday, February 7, 2013 – 5:30 P.M.

**PLACE:** Courthouse, Room 205

### AGENDA

1. Approve Minutes
2. Investment Report
3. Resolution Regarding Smyrna Housing Authority
4. Fund Condition Report
5. Risk Management Report
  - A. Insurance Financial Report
  - B. Request to Amend Dental Plan
6. Pam Furlong – Tennessee Rehabilitation Center at Murfreesboro
7. Agreement with Tennessee Department of Health
8. Solid Waste/Sanitation Fund Budget Amendment
9. Education Capital Projects Fund Budget Amendment
10. General Fund Budget Amendments:
  - A. Juvenile Detention
  - B. Emergency Management
    1. 2012 Homeland Security Grant
    2. 2013 Hazardous Materials Emergency Planning Grant
  - C. Employee Insurance (Various Departments)
  - D. Sheriff's Department/Jail (6)
11. Special Purpose (DEA) Fund Budget Amendment
12. Recommendation from Public Safety Committee to Hire Additional School Resource Officers
13. 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  
Jim Cope  
Teb Batey  
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 January 10, 2013 Budget Committee meeting will be presented for approval.
2. Mr. Teb Batey, Trustee, will present the monthly Investment Report.
3. The Trustee will be requesting approval of a Resolution approving a PILOT Agreement for the Smyrna Housing Authority
4. The Finance Director will present the Fund Condition Report for the month ending January 31, 2013
5. Risk Management Report:
  - A. The Insurance Director will be presenting the monthly Insurance Financial Report.
  - B. The Insurance Director will request approval to amend the Dental Plan benefit to allow composite fillings on posterior teeth. Currently, only silver fillings are allowed. The cost to the plan is \$42,000.
6. Pam Furlong, Executive Director of the Tennessee Rehabilitation Center at Murfreesboro has requested to address the committee.
7. The Health Department Director will be requesting approval of an annual Agreement with the Tennessee Department of Health for the purpose of protecting and improving the physical health of the State's citizens through the prevention of conditions that may be a threat to good health.
8. The Solid Waste Director will be requesting approval of the following budget amendment to provide sufficient funding for the Gasoline Account for the Litter Program, Communications for the Rutherford County Recycle Center, and Towing Service for the Convenience Center Trucks:

From: 116-55732-402 – Convenience Center/Asphalt - \$7,360

To: 116-55720-425 – Litter Program/Gasoline - \$6,000  
116-55732-307 – Convenience Center/Communications - 360  
116-55732-353 – Convenience Center/Towing Service - 1,000

9. The Director of Schools will be requesting approval of the following Education Capital Projects Fund budget amendment to amend \$125,000 from Committed for Education Capital Projects, Account 34685, to Other Contracted Services, Account 91300-399, to fund seating for the disabled at the La Vergne and Smyrna High stadiums:

From: 177-34685 – Committed for Capital Projects - \$125,000  
To: 177-91300-399 – Other Contracted Services - \$125,000

10. **General Fund Budget Amendments:**

- A. The Juvenile Detention Center Director will be requesting approval of the following budget amendments, both relating to the Title 1 Grant received from the Tennessee Alliance for Children and Families. Due to new equipment being under warranty and not requiring as much service costs, it is being requested that funds be transferred to purchase an additional computer and printer to manage the Title 1 program. Secondly, there will be an additional \$1,001 received from the grant. The second amendment recognizes the additional revenue to be received and appropriates it for Other Supplies and Materials:

From: 101-54240-336 – Maint./Repair Equipment - \$ 437  
To: 101-54240-499 – Other Supplies/Materials - \$ 437

Increase Revenue: 101-47141 – Title 1 Grants - \$1,001  
Increase Expend.: 101-54240-499 – Other Supplies/Materials - \$1,001

- B. The Emergency Management Interim Director will be requesting approval of the 2012 Homeland Security Grant Contract in the amount of \$66,000 and also the following budget amendment recognizing the revenue to be received from the grant and appropriating the grant proceeds for Other Equipment:

Explanation of Agenda Items (cont'd)

Increase Revenue:	101-47235 – Homeland Security Grants -	\$66,000
Increase Expend.:	101-54430-790 – Other Equipment -	\$66,000

The Emergency Management Interim Director will also be requesting approval of a grant contract with the Tennessee Emergency Management Agency in the amount of \$6,500 for the Fiscal Year 2013 Hazardous Materials Emergency Planning Grant to be used for hazmat training. The grant consists of \$6,500 federal funds and would require \$1,625 local funds for a total of \$8,125. A budget amendment to recognize the revenue to be received from the grant and to appropriate the grant revenue will also be requested:

Increase Revenue:	101-47590 – Other Federal Through State -	\$6,500
From:	101-54430-429 – Instructional Supplies/Materials -	\$ 625
To:	101-54430-196 – In-Service Training -	\$7,125

- C. As a result of open enrollment and changes in coverage on the employee insurance plan, new elections have been put in place. The Finance Director will be requesting approval of budget amendments to provide adequate funding for the Employee Insurance Accounts for various departments in the General Fund reflecting where the actual insurance costs will be paid.
- D. The Sheriff's Department will be requesting approval of the following budget amendments to recognize revenue from insurance recovery and to appropriate the revenue for new vehicles; to transfer \$6,800 within the detention budget for maintenance and repair of the building; to transfer \$15,000 from the Sheriff's Department budget and \$10,000 from the detention budget for food preparation supplies; and to transfer \$20,000 within the Sheriff's Department budget to be used for vehicle parts:

Increase Revenue:	101-49700 – Insurance Recovery -	\$12,000
Increase Expend.:	101-54110-718 – Motor Vehicles -	\$12,000
From:	101-54210-399 – Jail/Other Contracted Services -	\$ 6,800
To:	101-54210-335 – Jail/Maint. & Repair Building -	\$ 6,800
From:	101-54110-336 – Sheriff/Maint. & Repair Equip. -	\$15,000
	101-54210-441 – Jail/Prisoner's Clothing -	10,000
To:	101-54210-421 – Jail/Food Preparation Supplies -	\$25,000
From:	101-54110-338 – Sheriff/Maint & Repair Vehicles -	\$20,000
To:	101-54110-453 – Sheriff/Vehicle Parts -	\$20,000

The Sheriff's Department will be requesting approval of the following budget amendment to recognize revenue from the Development Tax to be appropriated for building improvements for the purchase of chillers:

Increase Revenue:	101-40285 – Development Tax -	\$268,000
Increase Expend.:	101-54210-707 – Building Improvements -	\$268,000

The Sheriff's Department will be requesting approval of the following budget amendment to provide additional funding for the Sheriff's Department Overtime Pay and the related benefits for the rest of the fiscal year due to working school events. Revenue to pay for this appropriation will be received from the Board of Education:

Increase Revenue:	101-43541 – Contract for Admin. Services -	\$56,570
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Explanation of Agenda Items (cont'd)

Increase Expend.:	101-54110-187 – Overtime Pay -	\$47,000
	101-54110-201 – Social Security -	2,915
	101-54110-204 – State Retirement -	5,970
	101-54110-212 – Employer Medicare -	685

11. The Sheriff's Department will be requesting approval of the following budget amendment to recognize revenue from asset forfeitures and to appropriate the revenue for confidential enforcement:

Increase Revenue:	121-47700 – Asset Forfeitures -	\$2,825
Increase Expend.:	121-54410-319 – Confidential Enforcement -	-\$2,825

12. At the Public Safety meeting, there was discussion regarding hiring enough SRO's for every school in the county. Currently, elementary schools share a SRO and eleven more are needed plus two for the new high school opening in the Fall, 2013. The committee was provided information on the cost of eleven new SRO positions including benefits with start dates of March 1, April 1, May 1, June 1 and July 1. The cost estimate was based on five years' experience. The Public Safety Committee voted to forward the request to the Budget Committee and then to the Commission, if passed by Budget, to hire enough SRO's to fully staff all schools.

13. Other Business.