

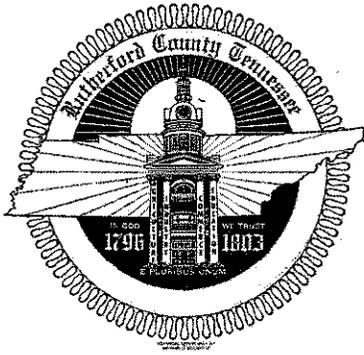
**Rutherford County Inventory Control  
Annual Report of Fixed Assets**

*For the Fiscal Years 2010-2011 & 2011-2012*

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# Rutherford County Government Inventory Control

County Courthouse Suite 206  
Murfreesboro, TN 37130

Phone: (615) 890-7207  
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Robert Brown, Fixed Assets Coordinator

[rbrown@rutherfordcounty.org](mailto:rbrown@rutherfordcounty.org)

November 1, 2012

To the Budget, Finance, and Investment Committee,  
County Mayor, Board of County Commissioners, and School Board:

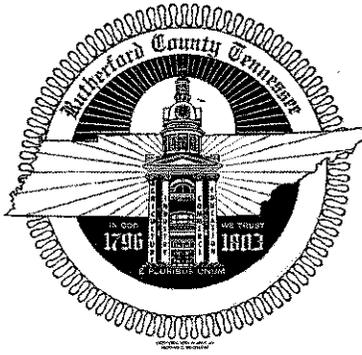
I am pleased to present you with the Rutherford County Inventory Control's annual report for the fiscal period July 1, 2010 through June 30, 2011. The Inventory Control staff serves Rutherford County in its efforts to maintain accurate and dependable capital asset records and enhances the accountability of how tax dollars have been spent. Our office conducts periodic inventories of each department and school in the county system, maintains the surplus process, and prepares the capital asset financial information in the county's comprehensive annual financial report (CAFR). Those assets tagged and inventoried meet pre-approved thresholds and are included in the appendix for your convenience. Through hard work our asset accountability has maintained a high level of integrity and reliability, which will continue to be our highest goals as we prepare for the future.

For this fiscal year we have continued to inventory schools and departments with less than 100% of accountability of assets, many of which had not been inventoried last year. This year's inventory results were very encouraging and have more detailed later in the report. Overall, schools and general departments had a median percentage of 99%. Most fell between 98.5% and 100%. However, 10 schools and 21 county general departments achieved 100% accountability. Missing assets were also down again for the fourth year in a row. The capital assets account totals \$861 million with \$194 million in accumulated depreciation for a total of \$667 million for net capital assets.

Our office also has been working to continue selling surplus on the Internet. Currently our vendors are GovDeals and Public Surplus both of which have shown excellent results in achieving a high final bid price. No clear leader has emerged from our initial trial period in auction sales. Because of these numbers and the fact that no exclusive contract exists, we will continue to utilize each website's services until one yields a higher average final bid price.

If you have any questions about this report or any other matter, please let me know.

Very truly yours,



# Rutherford County Government Inventory Control

County Courthouse Suite 206  
Murfreesboro, TN 37130

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For this fiscal year we have continued to inventory schools and departments with less than 100% of accountability of assets, many of which had not been inventoried last year. This year's inventory results were very encouraging and have more detailed later in the report. Overall, schools and general departments had a median percentage of 97.8%. Most fell between 97.5% and 100%. However, 8 schools and 6 county general departments achieved 100% accountability. Missing assets were also down again for the fifth year in a row. The capital assets account totals \$889 million with \$212 million in accumulated depreciation for a total of \$677 million for net capital assets.

Our office also has been working to continue selling surplus on the Internet. Currently our vendors are GovDeals and Public Surplus both of which have shown excellent results in achieving a high final bid price. No clear leader has emerged from our initial trial period in auction sales. Because of these numbers and the fact that no exclusive contract exists, we will continue to utilize each website's services until one yields a higher average final bid price.

If you have any questions about this report or any other matter, please let me know.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert H. Brown, Jr.", written in a cursive style.



# *Financial Schedules*

# County General Schedule of Changes

Capital asset activity for the year ended June 30, 2011, was as follows:

**Primary Government**

**Government Activities:**

Capital Assets Not Being Depreciated:

	Balance				Balance
	July 1, 2010	Increases	Decreases		June 30, 2011
Land	\$ 33,770,487.59	\$ 547,496.96	\$ (954,497.85)		\$ 33,363,486.70
Right of Way	\$ 45,175,061.85	\$ 8,684.00	\$ -		\$ 45,183,745.85
Construction in Progress	\$ 1,555,986.00	\$ -	\$ -		\$ 1,555,986.00
<b>Total Capital Assets Not Being Depreciated</b>	<b>\$ 80,501,535.44</b>	<b>\$ 556,180.96</b>	<b>\$ (954,497.85)</b>		<b>\$ 80,103,218.55</b>

Capital Assets Being Depreciated:

Buildings and Improvements	\$ 96,871,942.31	\$ 1,089,786.60	\$ -		\$ 97,961,728.91
Infrastructure	\$ 133,631,847.28	\$ 2,233,755.08	\$ (528,697.40)		\$ 135,336,904.96
Intangible Assets	\$ 2,357,048.31	\$ -	\$ -		\$ 2,357,048.31
Other Fixed Assets	\$ 27,878,704.06	\$ 1,392,379.18	\$ (622,064.15)		\$ 28,649,019.09
<b>Total Capital Assets, Being Depreciated</b>	<b>\$ 260,739,541.96</b>	<b>\$ 4,715,920.86</b>	<b>\$ (1,150,761.55)</b>		<b>\$ 264,304,701.27</b>

**Less Accumulated Depreciation For:**

Buildings and Improvements	\$ 23,770,291.36	\$ 2,220,544.32	\$ -		\$ 26,060,805.65
Infrastructure	\$ 33,929,721.44	\$ 1,832,411.23	\$ (97,609.56)		\$ 35,636,338.05
Intangibles	\$ 1,176,786.53	\$ 366,101.23	\$ -		\$ 1,542,887.76
Other Fixed Assets	\$ 21,411,864.89	\$ 1,842,942.86	\$ (496,771.28)		\$ 22,769,161.11

<b>Total Accumulated Depreciation</b>	<b>\$ 80,288,664.22</b>	<b>\$ 6,261,999.64</b>	<b>\$ (594,380.84)</b>		<b>\$ 86,009,192.57</b>
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<b>Total Capital Assets Depreciated, Net</b>	<b>\$ 180,450,877.74</b>	<b>\$ (1,546,078.78)</b>	<b>\$ (556,380.71)</b>		<b>\$ 178,295,508.70</b>
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<b>Governmental Activities Capital Assets, Net</b>	<b>\$ 260,952,413.18</b>	<b>\$ (989,897.82)</b>	<b>\$ (1,510,878.56)</b>		<b>\$ 258,398,727.25</b>
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# Schools Schedule of Changes

Capital asset activity for the year ended June 30, 2011, was as follows:

Rutherford County School Department

**Government Activities:**

Capital Assets Not Being Depreciated:

	Balance July 1, 2010	Prior Period Adjustment	Increases	Decreases	Balance June 30, 2011
Land	\$ 8,505,440.10	\$ -	\$ -	\$ -	\$ 8,505,440.10
Construction in Progress	\$ 40,846,060.40	\$ -	\$ 1,186,072.00	\$ (35,511,193.00)	\$ 6,520,939.40
<b>Total Capital Assets Not Being Depreciated</b>	<b>\$ 49,351,500.50</b>	<b>\$ -</b>	<b>\$ 1,186,072.00</b>	<b>\$ (35,511,193.00)</b>	<b>\$ 15,026,379.50</b>

Capital Assets Being Depreciated:

Buildings and Improvements	\$ 443,440,263.65	\$ -	\$ 36,372,698.00	\$ -	\$ 479,812,961.65
Intangible Assets	\$ 590,819.50	\$ -	\$ -	\$ -	\$ 590,819.50
Other Capital Assets	\$ 15,453,990.40	\$ -	\$ 4,688,366.04	\$ (149,684.00)	\$ 19,992,672.44
<b>Total Capital Assets, Being Depreciated</b>	<b>\$ 459,485,073.55</b>	<b>\$ -</b>	<b>\$ 41,061,064.04</b>	<b>\$ (149,684.00)</b>	<b>\$ 500,396,453.59</b>

Less Accumulated Depreciation For:

Buildings and Improvements	\$ 88,115,495.78	\$ 1,878.55	\$ 9,905,251.14	\$ -	\$ 98,022,625.47
Intangibles	\$ 220,515.60	\$ -	\$ 59,081.95	\$ -	\$ 279,597.55
Other Capital Assets	\$ 9,113,781.55	\$ 14,498.11	\$ 1,261,132.81	\$ (134,092.47)	\$ 10,255,320.00
<b>Total Accumulated Depreciation</b>	<b>\$ 97,449,792.93</b>	<b>\$ 16,376.66</b>	<b>\$ 11,225,465.90</b>	<b>\$ (134,092.47)</b>	<b>\$ 108,557,543.02</b>
<b>Total Capital Assets Depreciated, Net</b>	<b>\$ 362,035,280.62</b>	<b>\$ -</b>	<b>\$ 29,835,598.14</b>	<b>\$ (15,591.53)</b>	<b>\$ 391,838,910.57</b>
<b>Governmental Activities Capital Assets, Net</b>	<b>\$ 411,386,781.12</b>	<b>\$ -</b>	<b>\$ 31,021,670.14</b>	<b>\$ (35,526,784.53)</b>	<b>\$ 406,865,290.07</b>

# Changes by Function and Activity

**Rutherford County, Tennessee**  
**Schedule of General Fixed Assets - Changes By Function and Activity**  
**Primary Government and Discretely Presented Rutherford County School Department**  
**June 30, 2011**

Function and Activity	Governmental Funds Capital Assets July 1, 2010	Prior Year Adjustment (+)	Prior Year Adjustment (-)	Additions Purchased	Additions Donations	Deductions	Transfers Between Functions +	Governmental Transfers Between Functions -	Funds Capital Assets June 30, 2011
<b>Primary Government</b>									
General Administration	\$ 52,276,594.28	\$ -	\$ -	\$ 741,578.04	\$ 85,200.00	\$ (15,450.00)	\$ 15,162.00	\$ (15,162.00)	\$ 53,087,922.32
Finance	\$ 4,818,480.92	\$ -	\$ -	\$ 240,683.29	\$ -	\$ (315,680.00)	\$ 9,699.00	\$ (66,498.00)	\$ 4,696,685.21
Administration of Justice	\$ 2,869,983.44	\$ -	\$ -	\$ 346,618.63	\$ -	\$ (974,036.85)	\$ -	\$ -	\$ 2,232,515.22
Public Safety	\$ 61,795,004.58	\$ -	\$ -	\$ 998,296.58	\$ 216,342.20	\$ (266,093.15)	\$ 66,498.00	\$ (73,783.00)	\$ 62,736,325.16
Public Health and Welfare	\$ 20,156,114.91	\$ -	\$ -	\$ 265,566.00	\$ -	\$ -	\$ 64,094.00	\$ -	\$ 20,485,754.91
Agriculture & Natural Resources	\$ 11,555,304.29	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,555,304.29
Other General Government	\$ 370,697.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 370,697.20
Highway Department	\$ 187,408,947.92	\$ -	\$ -	\$ 743,557.68	\$ 1,684,469.40	\$ (584,069.40)	\$ -	\$ -	\$ 189,252,715.60
<b>Total Primary Government</b>	<b>\$ 341,241,077.49</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,336,090.22</b>	<b>\$ 1,986,011.60</b>	<b>\$ (2,105,259.40)</b>	<b>\$ 155,443.00</b>	<b>\$ (155,443.00)</b>	<b>\$ 344,407,919.91</b>
<b>Rutherford County School Department</b>									
Instruction	\$ 590,819.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 590,819.50
Support Services	\$ 503,840,466.55	\$ -	\$ -	\$ 41,317,795.62	\$ -	\$ (35,654,877.00)	\$ -	\$ -	\$ 509,503,385.17
Operation of Non Instructional Services	\$ 4,405,288.00	\$ -	\$ -	\$ 929,840.42	\$ -	\$ (6,000.00)	\$ -	\$ -	\$ 5,328,628.42
<b>Total Schools</b>	<b>\$ 598,886,574.05</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 42,247,136.04</b>	<b>\$ -</b>	<b>\$ (35,660,877.00)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 515,422,833.09</b>

	June 30, 2010 Accumulated Depreciation	Compare Adjustments	(Compare) Adjustments	Active Assets Current Year Depreciation Expense	CurYrRet	AcDepRetired	Fiscal Year Depreciation Expense	June 30, 2011 Accumulated Depreciation	(Gain) or Loss on Disposition
<b>Primary Government</b>									
General Administration	\$ 6,707,246.83	\$ 72,674.88	\$ -	\$ 574,858.62	\$ -	\$ (15,450.00)	\$ 647,533.50	\$ 7,399,330.33	\$ -
Finance	\$ 2,322,281.34	\$ 2,361.84	\$ (83,119.29)	\$ 515,179.90	\$ 23,079.89	\$ (266,917.27)	\$ 477,501.79	\$ 2,532,865.86	\$ 11,670.02
Administration of Justice	\$ 119,698.85	\$ -	\$ -	\$ 16,926.04	\$ 1,410.21	\$ (17,963.39)	\$ 18,336.25	\$ 120,071.71	\$ 1,575.61
Public Safety	\$ 20,776,441.86	\$ 70,985.65	\$ (66,373.67)	\$ 1,812,509.23	\$ 13,905.71	\$ (191,078.63)	\$ 1,831,026.92	\$ 22,416,389.65	\$ 34,250.68
Public Health and Welfare	\$ 9,947,099.59	\$ 64,233.96	\$ -	\$ 964,436.78	\$ -	\$ -	\$ 1,028,670.74	\$ 10,975,770.33	\$ -
Agriculture & Natural Resources	\$ 740,293.34	\$ 4.85	\$ -	\$ 186,562.91	\$ -	\$ -	\$ 186,567.76	\$ 926,861.10	\$ -
Other General Government	\$ 167,714.69	\$ -	\$ -	\$ 9,620.79	\$ -	\$ -	\$ 9,620.79	\$ 177,335.48	\$ -
Highway Department	\$ 39,507,888.16	\$ 31,550.32	\$ (59,408.51)	\$ 2,139,643.83	\$ 3,865.78	\$ (102,971.56)	\$ 2,115,651.42	\$ 41,520,668.02	\$ 205,692.22
<b>Total Primary Government</b>	<b>\$ 80,288,664.16</b>	<b>\$ 241,811.00</b>	<b>\$ (188,901.46)</b>	<b>\$ 6,219,738.10</b>	<b>\$ 42,261.53</b>	<b>\$ (594,380.85)</b>	<b>\$ 6,314,909.17</b>	<b>\$ 86,009,192.48</b>	<b>\$ 253,188.53</b>
<b>Rutherford County School Department</b>									
Instruction	\$ 220,515.60	\$ -	\$ -	\$ 59,081.95	\$ -	\$ -	\$ 59,081.95	\$ 279,597.55	\$ -
Support Services	\$ 95,272,571.16	\$ 9,170.57	\$ -	\$ 10,752,070.64	\$ 1,008.86	\$ (128,092.47)	\$ 10,762,250.07	\$ 105,906,728.76	\$ 15,591.53
Operation of Non Instructional Services	\$ 1,956,706.18	\$ 7,206.09	\$ -	\$ 413,304.44	\$ -	\$ (6,000.00)	\$ 420,510.63	\$ 2,371,216.71	\$ -
<b>Total Schools</b>	<b>\$ 97,449,792.94</b>	<b>\$ 16,376.66</b>	<b>\$ -</b>	<b>\$ 11,224,457.03</b>	<b>\$ 1,008.86</b>	<b>\$ (134,092.47)</b>	<b>\$ 11,241,842.55</b>	<b>\$ 108,557,543.02</b>	<b>\$ 15,591.53</b>

# County General Schedule of Changes

Capital asset activity for the year ended June 30, 2012, was as follows:					
<b>Primary Government</b>					
<b>Government Activities:</b>					
<b>Capital Assets Not Being Depreciated:</b>					
	Balance	Prior Period			Balance
	July 1, 2011	Adjustment	Increases	Decreases	June 30, 2012
Land	\$ 33,363,486.70	\$ -	\$ -	\$ -	\$ 33,363,486.70
Right of Way	\$ 45,183,745.85	\$ -	\$ -	\$ (148,404.00)	\$ 45,035,341.85
Construction in Progress	\$ 1,555,986.00	\$ -	\$ 4,642,415.00	\$ -	\$ 6,198,401.00
<b>Total Capital Assets</b>					
Not Being Depreciated	\$ 80,103,218.55	\$ -	\$ 4,642,415.00	\$ (148,404.00)	\$ 84,597,229.55
<b>Capital Assets Being Depreciated:</b>					
Buildings and					
Improvements	\$ 97,961,728.91	\$ -	\$ 537,524.00	\$ -	\$ 98,499,252.91
Infrastructure	\$ 135,336,904.96	\$ -	\$ 83,538.00	\$ (251,763.95)	\$ 135,168,679.01
Intangible Assets	\$ 2,357,048.31	\$ -	\$ -	\$ -	\$ 2,357,048.31
Other Fixed Assets	\$ 28,649,019.09	\$ -	\$ 2,364,328.68	\$ (396,462.68)	\$ 30,616,885.09
<b>Total Capital Assets,</b>					
Being Depreciated	\$ 264,304,701.27	\$ -	\$ 2,985,390.68	\$ (648,226.63)	\$ 266,641,865.32
<b>Less Accumulated Depreciation For:</b>					
Buildings and					
Improvements	\$ 26,060,805.65	\$ 21.47	\$ 2,227,984.62	\$ -	\$ 28,288,811.74
Infrastructure	\$ 35,636,338.05	\$ (12,065.81)	\$ 1,848,388.89	\$ (63,323.16)	\$ 37,409,337.97
Intangibles	\$ 1,542,887.76	\$ -	\$ 332,116.20	\$ -	\$ 1,875,003.96
Other Fixed Assets	\$ 22,769,161.11	\$ 588.97	\$ 1,854,841.30	\$ (375,602.90)	\$ 24,248,988.48
<b>Total Accumulated</b>					
Depreciation	\$ 86,009,192.57	\$ (11,455.37)	\$ 6,263,331.01	\$ (438,926.06)	\$ 91,822,142.15
<b>Total Capital Assets</b>					
Depreciated, Net	\$ 178,295,508.70	\$ 11,455.37	\$ (3,277,940.33)	\$ (209,300.57)	\$ 174,819,723.17
<b>Governmental Activities</b>					
Capital Assets, Net	\$ 258,398,727.25	\$ 11,455.37	\$ 1,364,474.67	\$ (357,704.57)	\$ 259,416,952.72

# Schools Schedule of Changes

Capital asset activity for the year ended June 30, 2012, was as follows:					
<b>Rutherford County School Department</b>					
<b>Government Activities:</b>					
<b>Capital Assets Not Being Depreciated:</b>					
	Balance July 1, 2011	Prior Period Adjustment	Increases	Decreases	Balance June 30, 2012
Land	\$ 8,468,927.10	\$ -	\$ -	\$ (1,500.00)	\$ 8,467,427.10
Construction in Progress	\$ 5,418,089.00	\$ -	\$ 18,942,484.00	\$ -	\$ 24,360,573.00
<b>Total Capital Assets Not Being Depreciated</b>	<b>\$ 13,887,016.10</b>	<b>\$ -</b>	<b>\$ 18,942,484.00</b>	<b>\$ (1,500.00)</b>	<b>\$ 32,828,000.10</b>
<b>Capital Assets Being Depreciated:</b>					
Buildings and Improvements	\$ 482,860,325.65	\$ -	\$ 1,050,291.00	\$ -	\$ 483,910,616.65
Intangible Assets	\$ 590,819.50	\$ -	\$ -	\$ -	\$ 590,819.50
Other Capital Assets	\$ 19,992,672.44	\$ -	\$ 677,189.58	\$ (209,067.56)	\$ 20,460,794.46
<b>Total Capital Assets, Being Depreciated</b>	<b>\$ 503,443,817.59</b>	<b>\$ -</b>	<b>\$ 1,727,480.58</b>	<b>\$ (209,067.56)</b>	<b>\$ 504,962,230.61</b>
<b>Less Accumulated Depreciation For:</b>					
Buildings and Improvements	\$ 98,022,625.47	\$ 38,277.02	\$ 10,902,017.79	\$ -	\$ 108,962,920.28
Intangibles	\$ 279,597.55	\$ -	\$ 59,243.82	\$ -	\$ 338,841.37
Other Capital Assets	\$ 10,255,320.00	\$ 972.90	\$ 1,394,902.45	\$ (192,267.94)	\$ 11,458,927.41
<b>Total Accumulated Depreciation</b>	<b>\$ 108,557,543.02</b>	<b>\$ 39,249.92</b>	<b>\$ 12,356,164.06</b>	<b>\$ (192,267.94)</b>	<b>\$ 120,760,689.06</b>
<b>Total Capital Assets Depreciated, Net</b>	<b>\$ 394,886,274.57</b>	<b>\$ -</b>	<b>\$ (10,628,683.48)</b>	<b>\$ (16,799.62)</b>	<b>\$ 384,201,541.55</b>
<b>Governmental Activities Capital Assets, Net</b>	<b>\$ 408,773,290.67</b>	<b>\$ -</b>	<b>\$ 8,313,800.52</b>	<b>\$ (18,299.62)</b>	<b>\$ 417,029,541.65</b>

# Changes by Function and Activity

<b>Rutherford County, Tennessee</b>									
<b>Schedule of General Fixed Assets - Changes By Function and Activity</b>									
<b>Primary Government and Discretely Presented Rutherford County School Department</b>									
<b>June 30, 2012</b>									
Function and Activity	Governmental	Prior Year Adjustment (+)	Prior Year Adjustment (-)	Additions Purchased	Additions Donations	Deductions	Transfers Between Functions +	Governmental Transfers Between Functions -	Funds Capital
	Assets July 1, 2011								Assets June 30, 2012
<b>Primary Government</b>									
General Administration	\$ 53,087,922.32	\$ -	\$ -	\$ 198,548.35	\$ -	\$ (37,506.50)	\$ -	\$ -	\$ 53,188,964.17
Finance	\$ 4,686,685.21	\$ -	\$ -	\$ 174,058.04	\$ -	\$ (27,440.50)	\$ -	\$ -	\$ 4,833,302.75
Administration of Justice	\$ 2,232,515.22	\$ -	\$ -	\$ 23,436.56	\$ -	\$ -	\$ -	\$ -	\$ 2,255,951.78
Public Safety	\$ 62,736,325.16	\$ -	\$ -	\$ 6,066,601.00	\$ -	\$ (196,349.68)	\$ -	\$ -	\$ 68,606,576.48
Public Health and Welfare	\$ 20,485,754.91	\$ -	\$ -	\$ 1,111,749.56	\$ -	\$ (74,648.00)	\$ -	\$ -	\$ 21,522,856.47
Agriculture & Natural Resources	\$ 11,555,304.29	\$ -	\$ -	\$ 29,874.17	\$ -	\$ -	\$ -	\$ -	\$ 11,585,178.46
Other General Government	\$ 370,697.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 370,697.20
Highway Department	\$ 189,252,715.60	\$ -	\$ -	\$ 38,493.00	\$ 45,045.00	\$ (460,885.95)	\$ -	\$ -	\$ 188,875,567.65
<b>Total Primary Government</b>	<b>\$ 344,407,919.91</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,582,760.68</b>	<b>\$ 45,045.00</b>	<b>\$ (796,630.63)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 351,239,094.96</b>
<b>Rutherford County School Department</b>									
Instruction	\$ 590,819.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 590,819.50
Support Services	\$ 511,411,385.77	\$ -	\$ -	\$ 20,536,839.58	\$ -	\$ (210,567.56)	\$ -	\$ -	\$ 531,737,657.79
Operation of Non Instructional Services	\$ 5,328,628.42	\$ -	\$ -	\$ 123,125.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 5,461,753.42
<b>Total Schools</b>	<b>\$ 517,330,833.69</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,659,964.58</b>	<b>\$ 10,000.00</b>	<b>\$ (210,567.56)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 537,790,230.71</b>
<b>Active Assets</b>									
<b>Current</b>									
	June 30, 2011			Year			Fiscal	June 30, 2012	(Gain) or Loss
	Accumulated	Compare	(Compare)	Depreciation	CurYrRet	AcDepRetired	Year	Accumulated	on
	Depreciation	Adjustments	Adjustments	Expense			Depreciation	Depreciation	Disposition
<b>Primary Government</b>									
General Administration	\$ 7,339,330.33	\$ -	\$ -	\$ 573,714.50	\$ 904.58	\$ (37,338.51)	\$ 574,619.08	\$ 7,876,610.90	\$ 167.99
Finance	\$ 2,532,865.86	\$ -	\$ -	\$ 506,014.82	\$ 1,339.58	\$ (20,899.40)	\$ 507,354.40	\$ 3,019,320.86	\$ 6,541.10
Administration of Justice	\$ 120,071.71	\$ -	\$ -	\$ 17,337.44	\$ -	\$ -	\$ 17,337.44	\$ 137,409.15	\$ -
Public Safety	\$ 22,416,389.65	\$ -	\$ -	\$ 1,857,742.05	\$ 891.91	\$ (183,985.91)	\$ 1,858,633.96	\$ 24,091,037.70	\$ 180,916.64
Public Health and Welfare	\$ 10,975,770.33	\$ -	\$ -	\$ 999,430.33	\$ 263.89	\$ (72,861.08)	\$ 999,694.22	\$ 11,842,603.47	\$ 1,786.92
Agriculture & Natural Resources	\$ 926,861.10	\$ -	\$ -	\$ 187,422.56	\$ -	\$ -	\$ 187,422.56	\$ 1,114,283.66	\$ -
Other General Government	\$ 177,335.48	\$ -	\$ -	\$ 9,647.14	\$ -	\$ -	\$ 9,647.14	\$ 186,982.62	\$ -
Highway Department	\$ 41,520,568.02	\$ -	\$ -	\$ 2,166,020.14	\$ 2,602.07	\$ (123,841.16)	\$ 2,168,622.21	\$ 43,565,349.07	\$ 160,056.86
<b>Total Primary Government</b>	<b>\$ 86,009,192.48</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,257,328.98</b>	<b>\$ 6,002.03</b>	<b>\$ (438,926.06)</b>	<b>\$ 6,263,331.01</b>	<b>\$ 91,833,597.43</b>	<b>\$ 349,469.51</b>
<b>Rutherford County School Department</b>									
Instruction	\$ 220,515.60	\$ -	\$ -	\$ 59,081.95	\$ -	\$ -	\$ 59,081.95	\$ 279,597.55	\$ -
Support Services	\$ 95,272,571.16	\$ 9,170.57	\$ -	\$ 10,752,070.64	\$ 1,008.86	\$ (128,092.47)	\$ 10,762,250.07	\$ 105,906,728.76	\$ 15,591.53
Operation of Non Instructional Services	\$ 1,956,706.18	\$ 7,206.09	\$ -	\$ 413,304.44	\$ -	\$ (6,000.00)	\$ 420,510.53	\$ 2,371,216.71	\$ -
<b>Total Schools</b>	<b>\$ 97,449,792.94</b>	<b>\$ 16,376.66</b>	<b>\$ -</b>	<b>\$ 11,224,457.03</b>	<b>\$ 1,008.86</b>	<b>\$ (134,092.47)</b>	<b>\$ 11,241,842.55</b>	<b>\$ 108,557,543.02</b>	<b>\$ 15,591.53</b>



# *Inventory Review Results*

## Inventory Review Results 2010-11

Adult Ed	98.9%
Barfield Elementary	99.8%
Blackman Elementary	100.0%
Blackman Middle	99.0%
Buchanan Elementary	88.7%
Buchanan Middle	100.0%
Cedar Grove	99.8%
Central Magnet	93.1%
David Youree	98.6%
Eagleville High	99.1%
John Coleman	98.8%
Lascassas Elementary	99.8%
LaVergne High School	99.9%
LaVergne Middle	99.6%
LaVergne Primary	99.3%
Oakland High School	99.4%
Oakland Middle	100.0%
Riverdale High School	99.7%
Rock Springs E.S.	100.0%
Rockvale Elementary	96.9%
Roy Waldron Elementary	98.6%
Siegel High School	100.0%
Siegel Middle School	100.0%
Smyrna Primary	99.7%
Special Education	100.0%
Stewarts Creek Elementary	100.0%
Stewarts Creek Middle	99.8%
Stewartsboro	97.2%
Teacher Center	100.0%
Title I	100.0%

Agriculture Extension	100.0%
Ambulance Service	89.8%
Archives	100.0%
Building Codes	100.0%
C-Maintenance Department	100.0%
Community Learning	100.0%
County Attorney	100.0%
County Clerks Office	99.0%
Domestic Violence	100.0%
Drug Court	100.0%
Election Commission	100.0%
Finance Department	100.0%
Fire and Rescue	100.0%
Highway Department	100.0%
Human Resources	100.0%
Insurance Department	100.0%
Materials Center	100.0%
Mayor's Office	100.0%
Paws	100.0%
Register of Deeds	100.0%
Sheriffs Department	99.3%
Trustee's Office	100.0%
Vehicle Maintenance	100.0%
Youth Services	100.0%

## Inventory Review Results 2011-12

Blackman High School	100.0%
Browns Chapel	100.0%
Campus School	98.5%
Chritiana Middle School	100.0%
Daniel McKee	83.5%
David Youree	92.3%
Kittrell Elementary School	88.5%
LaVergne Lake	100.0%
McFadden Elementary School	91.4%
Rock Springs Middle School	100.0%
Rockvale Middle School	100.0%
Smyrna Elementary School	100.0%
Smyrna High School	97.5%
Smyrna Middle School	99.9%
Smyrna West Alternative	99.2%
Teacher Center	100.0%
Thurman Francis	99.8%
Walter Hill	98.9%
Wilson Elementary School	97.0%

Agricultural Extension	100.0%
Archives	100.0%
Community Care	100.0%
Finance Department	100.0%
Health Department	100.0%
Juvenile Detention Center	100.0%
Property Assessors Office	97.3%



# *Missing Assets*

# Missing Assets List

## 2010-11

Asset #	CatDescp	Creation Date	Historical Cost	Location
98721	PC	05-Jun-02	\$ 1,097.00	BLACKMAN MIDDLE SCHOOL
98870	PC	05-Jun-02	\$ 1,097.00	BLACKMAN MIDDLE SCHOOL
99474	PC	05-Jun-02	\$ 1,281.00	BLACKMAN MIDDLE SCHOOL
105390	LAPTOP COMPUTER	29-Sep-05	\$ 1,000.00	BLACKMAN MIDDLE SCHOOL
106686	CPS UNIT	13-May-05	\$ 2,000.00	BLACKMAN MIDDLE SCHOOL
110901	CPS UNIT	28-Sep-05	\$ 500.00	BLACKMAN MIDDLE SCHOOL
117932	LAPTOP COMPUTER	23-Jan-07	\$ 1,000.00	CEDAR GROVE ELEMENTARY
59864	PC	29-Jun-94	\$ 1,400.00	EAGLEVILLE HIGH SCHOOL
69580	TV/VCR COMBINATION	24-Feb-97	\$ 344.00	EAGLEVILLE HIGH SCHOOL
96216	DIGITAL CAMERA	16-Oct-00	\$ 441.00	EAGLEVILLE HIGH SCHOOL
99028	DIGITAL CAMERA	04-Apr-02	\$ 433.00	EAGLEVILLE HIGH SCHOOL
102327	PC	13-Jan-03	\$ 977.00	EAGLEVILLE HIGH SCHOOL
102331	PC	13-Jan-03	\$ 977.00	EAGLEVILLE HIGH SCHOOL
105996	PC	29-Apr-03	\$ 1,097.00	EAGLEVILLE HIGH SCHOOL
106678	CPS UNIT	13-May-05	\$ 2,000.00	LAVERGNE PRIMARY SCHOOL
103248	LAPTOP COMPUTER	03-Jan-02	\$ 1,820.00	OAKLAND HIGH SCHOOL
105601	PC	31-May-02	\$ 700.00	PROPERTY ASSESSOR'S OFFICE
106674	CPS UNIT	13-May-05	\$ 2,000.00	RIVERDALE HIGH SCHOOL
65103	TV	03-May-96	\$ 300.00	ROCKVALE ELEM SCHOOL
67798	TV	21-Nov-00	\$ 600.00	ROCKVALE ELEM SCHOOL
68002	LASER DISC PLAYER	08-Jan-97	\$ 710.00	ROCKVALE ELEM SCHOOL
97623	LAPTOP COMPUTER	26-Feb-02	\$ 1,820.00	SCHOOL BOARD-CENTRAL OFFICE
52810	VIDEO CAMERA	16-Apr-93	\$ 699.00	STEWARTSBORO SCHOOL
68215	PRINTER	16-Jan-97	\$ 1,270.00	STEWARTSBORO SCHOOL
72795	PC	16-Mar-98	\$ 1,699.00	STEWARTSBORO SCHOOL
83144	TV	12-Feb-99	\$ 200.00	STEWARTSBORO SCHOOL
95807	PC	31-Oct-00	\$ 1,387.00	STEWARTSBORO SCHOOL
97603	DIGITAL CAMERA	26-Feb-02	\$ 354.38	STEWARTSBORO SCHOOL
97607	DIGITAL CAMERA	26-Feb-02	\$ 354.38	STEWARTSBORO SCHOOL
102583	PC	15-Aug-01	\$ 1,500.00	STEWARTSBORO SCHOOL
			<b>\$ 31,057.76</b>	

## Summary Totals and Figures

Location	Number of Assets	Missing Assets	Percentage Missing	Historical Cost
BLACKMAN MIDDLE SCHOOL	736	6	0.8%	\$ 6,975.00
CEDAR GROVE ELEMENTARY	626	1	0.2%	\$ 1,000.00
EAGLEVILLE HIGH SCHOOL	781	7	0.9%	\$ 5,669.00
LAVERGNE PRIMARY SCHOOL	300	1	0.3%	\$ 2,000.00
OAKLAND HIGH SCHOOL	1291	1	0.1%	\$ 1,820.00
PROPERTY ASSESSOR'S OFFICE	109	1	0.9%	\$ 700.00
RIVERDALE HIGH SCHOOL	1465	1	0.1%	\$ 2,000.00
ROCKVALE ELEM SCHOOL	467	3	0.6%	\$ 1,610.00
SCHOOL BOARD-CENTRAL OFFICE	259	1	0.4%	\$ 1,820.00
STEWARTSBORO SCHOOL	503	8	1.6%	\$ 7,463.76
				<b>\$ 31,057.76</b>

## Missing Assets List 2011-12

Asset #	CatDescp	Creation Date	Historical Cost	Location
104560	TV	24-Jul-01	\$ 569.00	KITTRELL ELEM SCHOOL
111114	TV	15-Nov-05	\$ 500.00	KITTRELL ELEM SCHOOL
			\$ 1,069.00	

## Summary Totals and Figures 2011-12

Location	Number of Assets	Missing Assets	Percentage Missing	Historical Cost
KITTRELL ELEM SCHOOL	425	2	0.5%	\$ 1,069.00
				\$ 1,069.00



# *Appendix*

## **Rutherford County, Tennessee**

### **General Fixed Assets**

#### ***Policies and Procedures***

The purpose of this policy is to provide guidelines and regulations for departments of Rutherford County regarding fixed assets. Capitalization of general fixed assets is reported in the financial statements and establishes management control and continuing accountability for fixed assets acquired by county agencies.

Capitalization of general fixed assets, includes land, buildings and improvements, roads and bridges, machinery and equipment, and construction in progress. The amount represented in the financial statements should be documented by an inventory listing supported with detailed records for each asset.

It is also the county's responsibility to ensure proper accountability of certain other purchases made with county funds that do not represent general fixed assets. This policy is to encompass that responsibility for "controllable items".

#### **ADMINISTRATIVE POLICIES**

##### **A. Fiscal Responsibility.**

###### **1. County Commission/Board of Education:**

- a. Provide administrative officials with listings of inventory for which they are held accountable.
- b. Determine policy for proper disposal and transfer of fixed assets and policy for notification to Inventory Control.
- c. Notification to administrative officials of findings related to internal reviews conducted by Inventory Control or external audits conducted by the State/IPA firm of said departments and disposition thereof.

###### **2. Inventory Control Office:**

The office of Inventory Control is under the direction of the office of the Finance Director. Inventory Control operates with respect to the duties of the County Commission as an agent of the county, the County Board of Education, which governs the operations of the schools, and the County Highway Department. A full cooperative effort of all parties allows Inventory Control to maintain records in accordance with generally accepted accounting principles.

Areas of Responsibility are outlined below:

- a. Maintain inventory listings of all capital assets reported in the financial statements and of other assets (controllable) determined to be tracked by officials.
- b. Tagging of all assets as determined by this policy and input of all relative information to the computer system.
- c. Removal of tags and retirement of assets from computer records upon proper notification by Purchasing Committee or Board of Education.
- d. Conduct periodic reviews of all departments to determine that all assets are being properly accounted for.
- e. Prepare annual inventories for all departments of general fixed assets and controllable assets.

### 3. Administrative Officials

Administrative officials (county officials, principals, supervisors, etc.) are responsible for the custody and maintenance of all assets purchased for or assigned to their office.

- a. Report the theft or loss of property, immediately, to inventory control by phone, to be followed by a letter (or approved form) to the County Executive/Board of education (as appropriate) and Inventory Control. A police report should be obtained on all losses suspected as theft.
- b. Report to the Board of Education (as appropriate) and Inventory Control any assets deemed to be surplus and unneeded by this department for transfer or disposal.
- c. Any transfer or disposal of assets by administrative officials shall be documented in writing to relieve that official of said responsibility.
- d. Allow Inventory Control access to all records necessary to aid in the determining of proper disclosure of fixed assets for reporting purposes.
- e. Designate person(s) for the custody and control of departmental property (departmental property coordinator). The name of this person shall be submitted to Inventory Control for direct communication purposes.

### 4. Departmental Property Coordinator

- a. Maintain all records of fixed assets and controllable assets accountable to the office. These records would include transfer, disposals, and assets surplus to the county.
- b. Notify Inventory Control of new asset acquisitions not currently tagged.
- c. Reconcile and report differences between annual fixed asset inventory and actual physical inventory to Inventory Control.

## **ACCOUNTING POLICIES**

### A. Capitalization:

The following items will be capitalized in the fixed assets accounting system:

1. Land
2. Buildings
3. Building improvements and additions that do not constitute repairs and maintenance.
4. Roads and Bridges
5. Machinery and Equipment \*
6. Furniture and Fixtures \*
7. Construction in Progress
8. Intangible Assets \*

\* These items will be subject to a dollar value test and/or life expectancy test. (See D)

### B. Cost:

Fixed assets shall be recorded at historical cost or if the cost is not reasonably determinable, at estimated cost. Donated fixed assets should be recorded at their estimated fair value at time received.

1. Actual Cost - this will include not only the purchase or construction cost (which can be obtained through invoice, purchase order and warrant paid files) but also charges necessary to place the asset in its intended location. This includes costs such as freights and transportation, site preparation expenditures, professional fees and legal claims directly attributable to asset acquisition.
2. Estimated Cost - this will be based on as much documentary evidence that can be found to support the cost such as interviews with personnel and price level adjustments for each asset.
3. Donated Cost - these assets will be based on their estimated fair value at a time of acquisition. A determination as to be the fair value basis will be included with property records.

### C. Accumulated Depreciation:

Accumulated depreciation will be recorded as required by the **Governmental Accounting Standards Board Statement 34**.

### D. \*Dollar Value and Life Expectancy Tests

Assets purchased with a dollar value less than \$5,000.00 (Rev. 4/10/2001) and with a life expectancy of less than three years will not be included in the financial statements; however, certain items (**controllable assets**) will be tracked in inventory records for accountability purposes.

E. Operating/Capital Lease Assets

- Assets acquired under operating leases will not be capitalized.
- Capital lease assets will be reflected in accordance with generally accepted accounting principles.

F. Controllable Assets:

Controllable assets are assets which do not meet the criteria for a fixed asset but will be included in property management's records for control purposes. Such property would include televisions, low cost computers, firearms and other items as desired by departments.

G. Asset Reduction:

Assets no longer owned by or in the possession of the County shall be removed from the fixed assets system.

1. Sold and/or retired - these assets will be removed from the capital asset records upon formal notification from the responsible party of such disposition.
2. Obsolete - these assets will be removed from the capital asset records upon formal notification upon said determination by responsible party whether sold or not.
3. Transferred to Proprietary or Trust Fund - these assets will be removed from the capital asset records upon formal notification from responsible party and shall be accounted for in that Fund.

## Items to be accounted for and tagged by Inventory Control

Equipment Categories	Examples	Threshold for Capitalization
Firearms	Firearms	All
Permanent Buildings and Improvements	Schools, Fire Station, Building Addition	≥ \$ 250,000
Construction in Process	Incomplete Project	≥ \$ 250,000
Intangible Asset	Software, License, GIS Data, Trademark	≥ \$ 25,000
Child's Play Equipment	Playground Equipment	≥ \$ 5,000
Cooling/Heating Equipment - non-rplmnt/non-repair	HVAC Units	≥ \$ 5,000
Furniture	Modular Furniture	≥ \$ 5,000
Health & Fitness Related	Universal Weight Machine, Dental/Medical Equipment	≥ \$ 5,000
Heavy Construction Equipment	Dump Truck, Paver, Roller	≥ \$ 5,000
Software	Software	≥ \$ 5,000
Transportation Equipment - Autos, etc.	Cars, Trucks, Vans, Fire Trucks	≥ \$ 2,000
Dumpster/open top container	Compactor, Open Top Container, Packer Box	≥ \$ 1,000
Kitchen type Equipment	Oven, Stove, Mixer, Refrigerator	≥ \$ 1,000
Maintenance Equipment (Landscape, auto, cleaning)	Mowers, Auto Jacks, Floor Buffer/Scrubber, Generators	≥ \$ 1,000
Office Equipment	Copier, Check Signer, plotter	≥ \$ 1,000
Projectors	Opaque Projector, PC Projector	≥ \$ 1,000
Voting Machines	Voting Machines	≥ \$ 1,000
Art & Craft related Equipment	Potters Wheel, Kiln, Photography Developing Equipment	≥ \$ 1,000
Audio Equipment	Audio Mixer, Amplifier, Speakers, Hand-held / Mobile Radio	≥ \$ 1,000
Power Tools	Drill Press, Chainsaw, Circular and Jig saws	≥ \$ 500
Computer Equipment	Computers, Monitors, Terminals, Printers	≥ \$ 500
Musical Instruments	Trombone, Drums, Trumpet, Xylophone, Piano	≥ \$ 500
Home Electronics	CD player, DVD player, Television, VCR, Digital Cameras	≥ \$ 200
Land		> \$ .99
Right of Way		> \$ .99

### Some typical items not to be included in the 700 accounts:

- \* Any office furniture less than \$5,000 (Individually)
- \* Any office type equipment - Copier, scanner, etc under \$1,000
- \* Microwaves, refrigerators, ovens, and dishwashers under \$1,000
- \* Power tools under \$500
- \* TV's, Cameras, IPODs, etc under \$200
- \* Any computer or monitor under \$500
- \* Band Instruments under \$500
- \* LCD projectors under \$500
- \* Radio Equipment under \$1,000



# Personnel

*Robert Brown*  
*Fixed Assets Coordinator*

*Scott Magner*  
*Inventory Control Assistant*