

MEETING NOTICE

TO: Budget, Finance & Investment Committee
FROM: Joyce Ealy, Chairman
TIME: Thursday, March 7, 2013 – 5:30 P.M.
PLACE: Courthouse, Room 205

AGENDA

1. Approve Minutes
2. Investment Report
3. Fund Condition Report
4. Risk Management Report
 - A. Insurance Financial Report
5. Pam Furlong – Tennessee Rehabilitation Center at Murfreesboro
6. General Fund Budget Amendments:
 - A. Archives
 - B. Board of Equalization/Property Assessor
 - C. Correctional Work Center
 - D. Miscellaneous/Building Codes
 - E. Restricted for Capital Projects
 - F. Sheriff's Department/Jail (4)
7. Drug Control Fund Budget Amendment
8. Solid Waste/Sanitation Fund Budget Amendment
9. Recommendation to Provide Funding for the Design of an Addition to Smyrna Primary School
10. Recommendation to Provide Funding for the Construction of an Annex for Blackman Middle School
11. Recommendation to Authorize Funding for Reconstruction of Elam Road Fire Hall
12. Annual Report of Fixed Assets for the Fiscal Years 2010-2011 & 2011-2012
13. 2013-14 Budget Schedule
14. 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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PLEASE BRING YOUR CALENDAR!!

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 February 7, 2013 Budget Committee meeting will be presented for approval.
2. Mr. Teb Batey, Trustee, will present the monthly Investment Report.
3. The Finance Director will present the Fund Condition Report for the month ending February 28, 2013
4. Risk Management Report:
 - A. The Insurance Director will be presenting the monthly Insurance Financial Report.
5. Pam Furlong, Executive Director of the Tennessee Rehabilitation Center at Murfreesboro has requested to address the committee.
6. **General Fund Budget Amendments:**

- A. The Archives Director will be requesting approval of the following budget transfer to provide funds to hire an additional part time person and the related benefits. One of the two MTSU graduate students has left employment, and it is too late to get another graduate student mid-semester. A part time employee is needed through early May until the summer intern can start:

From: 101-51910-599 – Other Charges -	\$1,876
To: 101-51910-169 – Part Time Personnel -	\$1,740
101-51910-201 – Social Security -	110
101-51910-212 – Employer Medicare -	26

- B. The Property Assessor will be requesting approval of the following budget amendment to provide sufficient funding to pay for Cost Analysis Valuation System Subscription at \$2,995:

From: 101-51210-308 – Board of Equalization/Consultants -	\$3,000
To: 101-52310-499 – Reappraisal/Other Supplies & Materials -	\$3,000

- C. The Correctional Work Center Superintendent will be requesting approval of the following budget transfer to provide sufficient funding to install 2 circuit boxes in the pods:

From: 101-54220-418 – Equipment & Machinery Parts -	\$2,778
To: 101-54220-335 – Maint./Repair Buildings -	\$2,778

- D. The Building Codes Director will be requesting approval of the following budget amendment to provide adequate funding for the Gasoline Account to Complete the Fiscal Year utilizing the pooled gasoline account in the Miscellaneous Category:

From: 101-58900-425 – Miscellaneous/Gasoline -	\$6,000
To: 101-54510-425 – Building Codes/Gasoline -	\$6,000

- E. The county received a refund of \$10,723 from Motorola for equipment that was returned regarding the Sheriff's Department Dispatch Office. Funding for this project was provided from the Development Tax. The Finance Director will be requesting approval of the following budget amendment to recognize the refund received from Motorola and to replace the funds back into the Restricted for Capital Projects Account:

Increase Revenue: 101-44170 – Miscellaneous Refunds -	\$10,723
Increase: 101-34585 – Restricted for Capital Projects -	\$10,723

- F. The Sheriff's Department will be requesting approval of the following budget amendments to recognize revenue from donations and contributions to be appropriated for the Memorial Garden, Shop with the Sheriff, and SCAN; to recognize revenue from Mounted Patrol donations to be appropriated for Mounted

Explanation of Agenda Items (cont'd)

Patrol; to recognize revenue from the sale of materials to be appropriated for the Memorial Garden, Explorers, and vegetable garden; and to recognize revenue from the sale of recycled materials to be appropriated for maintenance and repair of the building and the vegetable garden:

Increase Revenue:	101-44570 – Contributions/Gifts -	\$2,400
Increase Expend.:	101-54110-399 – Other Contracted Svc. -	\$2,390
	101-54110-499 – Other Supplies/Materials -	\$ 10
Increase Revenue:	101-44570 – Contributions/Gifts -	\$ 500
Increase Expend.:	101-54110-399 – Other Contracted Svc. -	\$ 500
Increase Revenue:	101-44130 – Sale of Supplies & Materials -	\$1,964
Increase Expend.:	101-54110-399 – Other Contracted Svc. -	\$1,536
	101-54210-499 – Jail/Other Supplies/Mat. -	\$ 428
Increase Revenue:	101-44145 – Sale of Recycled Materials -	\$6,421
Increase Expend.:	101-54210-335 – Jail/Maint & Repair Bldg -	\$1,281
	101-54210-499 – Jail/Other Supplies/Mat. -	5,140

7. The Sheriff's Department will be requesting approval of the following budget amendment for the Drug Control Fund to recognize revenue from K9 Narcotics donations to be appropriated for Animal Food & Supplies:

Increase Revenue:	122-44570 – Contributions/Gifts -	\$ 414
Increase Expend.:	122-54150-401 – Animal Food/Supp. -	\$ 414

8. The County Mayor will be requesting approval of the following budget amendment to provide funding from the Solid Waste/Sanitation Fund to purchase the Lascassas convenience center site:

From:	116-34730 – Assigned for Public Health & Welfare -	\$131,000
	116-55732-724 – Site Development -	92,000
To:	116-55732-715 – Land -	\$223,000

9. The Health & Education Committee forwarded a recommendation to the Budget Committee to fund the design of the Smyrna Primary addition with the intent to fund the entire project at an estimated cost of \$2,506,288. The motion passed unanimously by roll call vote.
10. The Health & Education Committee forwarded a recommendation to the Budget Committee to fund the Blackman Middle School annex project at an estimated cost of \$7,400,133. The motion passed by roll call vote with Commissioner Turner voting "no".
11. The Property Management Committee has recommended approving the Elam Road Fire Hall Project as submitted by the County Mayor with a budget of \$178,300 and increasing the contingency to \$15,000.
12. The Finance Director will present the Annual Report of Fixed Assets for the Fiscal Years 2010-2011 and 2011-2012.
13. The 2013-14 Budget Schedule to review the 2013-14 departmental budgets will be set. **Please bring your calendar.**
14. Other Business.