

## MEETING NOTICE

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

**FROM:** Joyce Ealy, Chairman

**TIME:** Thursday, October 10 , 2013 – 5:30 P.M.

**PLACE:** Courthouse, Room 205

### AGENDA

1. Approve Minutes
2. Investment Report
3. Request Approval of an Agreement for Benefits Redemption with FIS Government Solutions for Rutherford County Trustee
4. Fund Condition Report
5. Risk Management Financial Report
6. Ambulance Service Fund Budget Amendment
7. General Fund Budget Amendments:
  - A. Election Commission
  - B. County Buildings
  - C. Fire & Rescue
  - D. Payment-In-Lieu of Taxes
  - E. Operating Transfers
  - F. Operating Transfers/Restricted for Capital Projects
  - G. Sheriff's Department
    - a. Budget Amendments (4)
    - b. Grant Contract with Tennessee Department of Transportation
8. Special Purpose Fund Budget Amendment
9. Highway Fund Budget Amendment
10. Recommendation to Increase DUI Offender Fees
11. Other Business

\* \* \* \*

**To also include items that may be forwarded by Public Works Committee or any other committee after agenda is mailed.**

\* \* \* \*

cc: Commissioners  
Ernest Burgess  
Jim Cope  
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 September 5, 2013 Budget Committee meeting will be presented for approval.
2. Mr. Teb Batey, Trustee, will present the monthly Investment Report.
3. The Rutherford County Trustee will be requesting approval of an Agreement for Benefits Redemption with FIS Government to allow the Rutherford County Farmer's Market to accept SNAP cards. FIS Government has developed a system for redemption of certain public assistance and Supplemental Nutrition Assistance Program (SNAP), formerly the Food Stamp Program.
4. The Finance Director will present the Fund Condition Report for the month ending September 30, 2013.
5. Risk Management Financial Report. The Finance Director will present the monthly Risk Management Financial Report for the use and information of the committee.
6. **Ambulance Service Fund Budget Amendment:**  
The Ambulance Service Director will be requesting approval of the following budget amendment to recognize revenue of \$55,000 donated by the Christy Houston Foundation and to appropriate it for the SORT Team to purchase a rescue boat:

Increase Revenue:	118-48130 – Contributions -	\$ 55,000
Increase Expend.:	118-55130-790 – Other Equipment -	\$ 55,000

### 7. General Fund Budget Amendments:

- A. At the June 13 County Commission meeting, a Resolution was adopted authorizing the County Mayor and the Election Registrar to submit a grant application to the State Division of Elections for a new state computer and to acquire/upgrade new voting equipment. The following budget amendment will recognize the revenue to be received for the new state computer and appropriates it to the Election Commission's Data Processing Account Equipment Account:

Increase Revenue:	101-46980 – Other State Grants -	\$ 1,540
Increase Expend.:	101-51500-709 – Data Processing Equip. -	\$ 1,540

- B. The County Maintenance Director will be requesting approval of the following budget transfer to provide sufficient funding to pay the per diem and travel accommodations to a conference in Austin, TX related to Maintenance Management Software:

From:	101-51800-335 – Maint./Repair Buildings -	\$1,500
To:	101-51800-355 – Travel -	\$1,500

- C. The County Fire Chief will be requesting approval of the following budget amendment to recognize the revenue received from a donation from the Christy Houston Foundation in the amount of \$155,000 and appropriates it to the Motor Vehicle Account to purchase a rescue truck:

Increase Revenue:	101-48130 – Contributions -	\$155,000
Increase Expend.:	101-54320-718 – Motor Vehicles -	\$155,000

- D. The Finance Director will be requesting approval of the following budget amendment increasing the estimated revenue from the Payments-In-Lieu of Taxes due to the 10 cent increase in the tax rate adopted in June, 2013, increasing the revenue received from Nissan on the original PILOT, increasing revenue received from General Mills that had been expected to expire in 2012 but continues through 2014, and increasing the Town of Smyrna's share of the Nissan PILOT payment:

Increase Revenue:	101-40163 – Payment-In-Lieu of Taxes -	\$413,000
Increase Expend.:	101-58700-309 – Payments to Cities -	\$130,185
Increase:	101-39000 – Unassigned Fund Balance -	\$282,815

Explanation of Agenda Items (cont'd)

- E. Request for final payment from the Federal Government on the Communication Project funded by Homeland Security – American Firefighter’s Grant was issued in the first week of August, 2013. Normally, these payments are received within 10 days of the request. However, as of September 30, 2013, the payment to Rutherford County continues to show “pending”. Because of the Federal Government shut down, it is unknown at this time when we will receive our payment. We do have a bill to Motorola that was due to be paid September 26. We have contacted the vendor to request an extension in order to have the funds in place to pay our obligation. Once the payment has been received, the funds will be transferred back to the General Fund from the General Capital Projects Fund. This amendment will provide an advance to the General Capital Projects Fund until the federal funds are received:

Increase Revenue: 101-49800 – Operating Transfers - \$280,000  
Increase Expend.: 101-99100-590 – Transfers Out - \$280,000

- F. The Twelve Corners Subdivision Road Project is complete, and there is a remaining balance of \$560.00. The Finance Director will be requesting approval of the following budget amendment to close the project and transfer the remaining funds back to the Restricted for Capital Projects Account (Development Tax) in the General Fund:

Increase Revenue: 101-49800 – Operating Transfers - \$ 560  
Increase: 101-34585 – Restricted for Capital Projects - \$ 560

- G. The Sheriff’s Department will be requesting approval of the following budget amendment to recognize revenue received from donations for the K-9 Unit to be appropriated for Animal Food & Supplies:

Increase Revenue: 101-44570 – Contributions/Gifts - \$ 2,750  
Increase Expend.: 101-54110-401 – Animal Food/Supplies - \$ 2,750

The Sheriff’s Department will be requesting approval of the following budget amendment to recognize revenue received from the 2013 JAG Grant with the City of Murfreesboro, and to appropriate it for Law Enforcement Equipment and Law Enforcement Supplies:

Increase Revenue: 101-47250 – Law Enforcement Grants - \$30,821  
Increase Expend.: 101-54110-716 – Law Enf. Equip. - \$27,468  
101-54110-431 – Law Enf. Supplies - 3,353

The Sheriff’s Department has been notified of a Teen Driver Safety Grant award through the Tennessee Department of Transportation in the amount of \$27,026.92. No matching funds are required. Approval of the grant will be requested, as well approval of the following budget amendment to recognize the revenue to be received from the grant and to appropriate the grant proceeds for Law Enforcement Equipment and Law Enforcement Supplies:

Increase Revenue: 101-47590 – Other Federal Through State - \$27,027  
Increase Expend.: 101-54110-716 – Law Enf. Equipment - \$23,969  
101-54110-431 – Law Enf. Supplies - 3,058

At the May 16, 2013 County Commission meeting, a Resolution was adopted authorizing the County Mayor to submit a grant application for the Governor’s Highway Safety Office Alcohol Saturation Patrols/Roadside Sobriety Checkpoints Grant; and also authorized the County Mayor to accept the grant if

Explanation of Agenda Items (cont'd)

awarded. The Sheriff's Department has been notified of a grant award in the amount of \$110,887.73. Approval of the following budget amendment will be requested recognizing the revenue to be received from the GHSO Grant and to appropriate the grant proceeds for Law Enforcement Equipment, Supplies and Overtime Pay and the related benefits:

Increase Revenue: 101-47590 – Other Federal Through State - \$110,887

Increase Expend.:	101-54110-716 – Law Enf. Equipment -	\$ 37,349
	101-54110-431 – Law Enf. Supplies -	4,132
	101-54110-187 – Overtime Pay -	57,675
	101-54110-201 – Social Security -	3,576
	101-54110-204 – State Retirement -	7,319
	101-54110-212 – Employer Medicare -	836

8. The Sheriff's Department will be requesting approval of the following Special Purpose Fund budget amendment to recognize revenue received from Asset Forfeitures and to appropriate the revenue for Other Equipment and Motor Vehicles:

Increase Revenue: 121-47700 – Asset Forfeitures - \$9,290

Increase Expend.:	121-54110-790 – Other Equipment -	\$4,645
	121-54110-718 – Motor Vehicles -	4,645

9. Per the County Officials Salary Schedule for FY 2013-14, the salary for the County Road Superintendent should be \$120,489. The salary for the Rutherford County Road Superintendent did not get updated in the 2013-14 budget. Approval of the following budget amendment is needed to correct the salary and benefits for the Road Superintendent:

From: 131-34750 – Assigned for Highway/Public Works - \$ 6,400

To:	131-61000-101 – County Official/Administrative -	\$ 5,310
	131-61000-201 – Social Security -	329
	131-61000-204 – State Retirement -	674
	131-61000-212 – Employer Medicare -	77
	131-61000-209 – Long Term Disability -	10

10. The Public Safety Committee voted unanimously by roll call vote to increase the DUI Offender Fee to \$44 per day and forwarded the same to the Budget Committee.
11. Other Business