

## MEETING NOTICE

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

### AGENDA

1. Approve Minutes
2. Investment Report
3. Fund Condition Report
4. Risk Management
  - A. Financial Report
  - B. Change to Flexible Spending Account
  - C. Change to 2015 Premiums for Pre-65 Retirees
5. General Fund Budget Amendments:
  - A. Sheriff
6. Drug Control Fund Budget Amendment
7. Ambulance Service Fund Budget Amendments
8. Request for installation of Digital National Warning System
9. Request to apply for Assistance to Firefighters Grant for a pumper
10. Renewal of the USDA Lease at Lane Agri-Park
11. Approval of funding for planning, design and construction of Judicial Building and Parking
12. 2014-2015 Budget Calendar
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  
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 November 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 November 30, 2013.
4. Risk Management:
  - A. The Risk Management Director will present the monthly Risk Management Financial Report for the use and information of the committee.
  - B. The Risk Management Committee will be recommending a change to the flexible spending account carryover provision. Currently an employee has 2 ½ months into the next year to spend any carryover funds. Based on changes by the U.S. Treasury Department, the committee is recommending a change to allow an employee to carryover \$500 into the next year.
  - C. The Risk Management Committee will be recommending a change to the 2015 premiums for the pre-65 retirees. Currently the pre-65 retirees are a stand-alone group. The change recommended will be to blend the group with other active employees or allow the retiree to receive a \$500 per month subsidy or the adequate rate, whichever is less, and allow the retiree to leave the County plan to obtain coverage elsewhere.

5. **General Fund Budget Amendments:**

- A. The Sheriff's Department will be requesting approval of various budget amendments:

To recognize revenue from donations for K9

Increase Revenues: 101-44570 – Donations -	\$ 670
Increase Expend.: 101-54110-401 – Animal Supplies -	\$ 670

To recognize revenue from donations for SCAN and memorial garden

Increase Revenues: 101-44570 – Donations -	\$ 1,004
Increase Expend.: 101-54110-499 – Other Supplies -	\$ 954
101-54110-399 – Other Contracts -	\$ 50

To recognize revenue from sale of materials for Explorers, vegetable garden and memorial garden

Increase Revenues: 101-44130 – Sale of Materials -	\$ 1,300
Increase Expend.: 101-54110-399 – Other Contracts -	\$ 89
101-54210-499 – Other Supplies -	\$ 1,211

To recognize revenue from sale of recycled materials for vegetable garden

Increase Revenues: 101-44145 – Sale of Recyc. Mat. -	\$ 4,767
Increase Expend.: 101-54210-499 – Other Supplies -	\$ 4,767

To recognize revenue from other agencies for inservice and Murfreesboro's portion of firing range

Increase Revenues: 101-48130 – Gov. Agency Cont. -	\$ 20,058
Increase Expend.: 101-54110-196 – Inservice -	\$ 16,950
101-54210-335 – R/M Bldgs -	\$ 3,108

To transfer funds in the Sheriff Dept. budget

From:	101-54110-709 – DP Equip. -	\$ 15,000
To:	101-54110-336 – R/M Serv. Equip -	\$ 15,000

To recognize revenue from SCAAP Grant for translating inmate manuals to spanish

Increase Revenues: 101-47990 – Direct Federal Rev. -	\$ 4,128
Increase Expend.: 101-54210-349 – Jail Printing/Mat. -	\$ 4,128

6. **Drug Control Fund Budget Amendment:**

The Sheriff's Department will be requesting approval of the following budget amendment to recognize revenue from insurance claim and is allocating those funds to the narcotics new vehicle line item:

Increase Revenues: 122-49700 – Narc. Ins. Recovery -	\$ 3,427
Increase Expend.: 122-54150-718 – Narc. New Vehicle -	\$ 3,427

7. **Ambulance Service Fund Budget Amendments:**

The Ambulance Service will be requesting approval of the following budget amendment to recognize funds received from St. Thomas Rutherford Hospital to fund the paramedic scholarship program:

Increase Revenues: 118-44570 – Contribution/Gifts -	\$ 6,000
Increase Expend.: 118-55130-524 – Inservice/Staff Dev. -	\$ 6,000

The Finance Director will be requesting approval of the following budget amendment to provide funding to transfer \$25,000 from the Ambulance Service Fund to the Self-Insurance Fund for the payment of liability claims:

From: 118-34730 – Assigned for Public Health & Welfare -	\$25,000
To: 118-55130-505 – Judgments -	\$25,000

8. The EMA Director is requesting the installation of a digital national warning system (DNAWAS). This system will replace an older analog system. The Public Safety Committee recommended a tier 4 system by a vote of 5-1.
9. The Fire Chief is requesting to apply for an Assistance to Firefighters Grant for a pumper. The application would be for \$385,000 with a 10% County match. The Public Safety Committee approved the application unanimously.
10. The USDA Natural Resources Conservation Service lease at Lane-Agri Park expires on November 30, 2013. They have requested a five year lease with an additional five year option. While the new lease is being approved and processed, they would like to extend the current lease, with the same terms, from December 1, 2013 up to September 30, 2014.
11. The Property Management Committee recommended unanimously to fund \$5 million for the Judicial Building and Parking planning, design and construction from a future bond issue.
12. The 2014-2015 Budget Calendar will be presented for approval.
13. Other Business