

The Union County Commission met in Regular Called Meeting at 7:00 P.M. on Monday, February 12, 2018 at the Union County Courthouse. The Honorable Gary England, County Chairman, Presiding. A quorum being present, Union County Commission was duly opened at 7:00 PM.

The Agenda for February 12, 2018 is as follows:

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Announcements (if any):
6. Approve Minutes of January 8, 2018 – Regular Meeting
7. Approve Notaries (if any):
8. Sheriff's Report – Sheriff Breeding
9. Monthly Report – Ann Dyer, Director of Finance
10. Budget Amendments & Transfers - Ann Dyer, Director of Finance
11. Presentation of Tourism Health Grant – Debra Keck, Administrative Assistant
12. Approve/Disapprove Funding for Round 3 Enhancement Grant
13. Discuss Sale of Property to City of Luttrell
14. Discuss Sale of Industrial Park in Luttrell
15. Discuss Track & Field Project for Union County High School – Dr. Carter
16. Old Business:
17. New Business:
18. **Addendums (if any):**
 - a. **Approve/Disapprove Fiscal Strength & Efficient Letter**
19. Adjourn

1. County Commission was duly opened by Sheriff, William F. Breeding, II.
2. Invocation by Commissioner Wayne Roach.
3. Pledge of Allegiance was led by Commissioner Mike Sexton.
4. Roll call by Pam Ailor, Union County Clerk. **Commissioners Present:** J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, Jody Smith, and Chris Upton.

Commissioners Absent: Jonathan Goforth and Doyle Welch.

5. Announcements:
 - Melissa Brown was acknowledged for completing the requirements necessary to become a Certified Municipal Finance Officer
 - Open House for Sharps Chapel Book Station is scheduled for Saturday, March 10, 2018 from 11:00 AM – 1:00 PM. Refreshments and Ribbon Cutting at 11:00 AM.
 - Mayor Williams gave an update on the Courthouse renovations including the roofing and heating and air
 - Special Called County Commission Meeting will be at 7:00 pm on Thursday, February 22, 2018 for the purpose of discussing the purchase of property located at 203 and 205 Monroe Street; Maynardville, Tennessee – formerly known as Byrd Mortuary

6. A **Motion** was made by **Chris Upton** and **Seconded** by **Kenny Hill** to approve the minutes of January 8, 2018 – Regular Meeting.

County Chairman, Gary England called for an **Aye Vote**. **Motion Carried**.

7. A **Motion** was made by **R. L. Jones** and **Seconded** by **Bob Bowers** to approve the following Notaries: Donna Strand and Cynthia R. Wyrick.

County Chairman, Gary England called for an **Aye Vote**. **Motion Carried**.

8. Sheriff Breeding provided the following information for the month of January 2018.

Total Calls for Service:	626
Accidents with Non-Injury:	27
Accidents with Injury:	14
Residential Burglaries:	1
Booked Into Jail:	109
Jail Population:	87

Sheriff Breeding reported that the Active Shooter Seminar held on Monday, January 22, 2018 was a success and the turnout was good.

9. Monthly Reports – Ann Dyer, Director of Finance

DIRECTOR OF FINANCE MONTHLY REPORT								
2017_18	101- General Fund	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance	
Jan-17	101-General	\$ 2,036,947.11	\$ 418.29	\$ 1,059,011.24	\$ 551,980.25	\$ 13,107.64	\$ 2,531,288.75	
Feb-17	101-General	\$ 2,531,288.75	\$ 653.55	\$ 1,245,366.04	\$ 446,191.28	\$ 21,910.05	\$ 3,309,207.01	
Mar-17	101-General	\$ 3,309,207.01	\$ 480.35	\$ 430,198.18	\$ 566,754.45	\$ 5,488.22	\$ 3,167,642.87	
Apr-17	101-General	\$ 3,167,642.87	\$ 503.33	\$ 444,851.70	\$ 500,119.86	\$ 4,051.27	\$ 3,108,826.77	
May-17	101-General	\$ 3,108,826.77	\$ 368.36	\$ 271,633.33	\$ 515,593.30	\$ 2,542.63	\$ 2,862,692.53	
Jun-17	101-General	\$ 2,862,692.53	\$ 481.70	\$ 771,041.55	\$ 639,014.35	\$ 7,721.64	\$ 2,987,479.79	
Jul-17	101-General	\$ 2,987,479.79	\$ 457.30	\$ 236,742.25	\$ 722,053.86	\$ 1,880.48	\$ 2,500,745.00	
Aug-17	101-General	\$ 2,500,745.00	(139,371.81)	\$ 216,457.94	\$ 601,352.08	\$ 1,909.47	\$ 1,974,569.58	
Sep-17	101-General	\$ 1,974,569.58	\$ 322.24	\$ 428,249.29	\$ 611,648.04	\$ 5,421.03	\$ 1,786,072.04	
Oct-17	101-General	\$ 1,786,072.04	\$ 318.75	\$ 469,436.79	\$ 535,208.59	\$ 7,066.61	\$ 1,713,552.38	
Nov-17	101-General	\$ 1,713,552.38	\$ 316.95	\$ 582,236.66	\$ 449,311.62	\$ 7,194.35	\$ 1,839,600.02	
Dec-17	101-General	\$ 1,839,600.02	\$ 313.80	\$ 1,065,954.04	\$ 470,129.06	\$ 18,838.83	\$ 2,416,899.97	
Jan-18	101-General	\$ 2,416,899.97	\$ 531.23	\$ 661,438.48	\$ 531,121.00	\$ 9,093.27	\$ 2,538,655.41	
2017_18	118 Ambulance Service	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance	
Jan-17	118-Amb. Service	\$ 154,688.49	\$ (418.29)	\$ 98,141.50	\$ 120,368.86	\$ 1,459.31	\$ 130,583.53	
Feb-17	118-Amb. Service	\$ 130,583.53	\$ (653.55)	\$ 191,326.47	\$ 111,359.15	\$ 3,407.77	\$ 206,489.53	
Mar-17	118-Amb. Service	\$ 206,489.53	\$ (480.35)	\$ 93,546.42	\$ 126,595.29	\$ 1,249.71	\$ 171,710.60	
Apr-17	118-Amb. Service	\$ 171,710.60	\$ (503.33)	\$ 41,591.23	\$ 86,653.61	\$ 462.06	\$ 125,682.83	
May-17	118-Amb. Service	\$ 125,682.83	\$ (483.22)	\$ 65,831.31	\$ 104,862.04	\$ 705.94	\$ 85,462.94	
Jun-17	118-Amb. Service	\$ 85,462.94	\$ (481.70)	\$ 108,943.18	\$ 98,483.23	\$ 1,144.45	\$ 94,296.74	
Jul-17	118-Amb. Service	\$ 94,296.74	\$ (447.30)	\$ 69,885.16	\$ 130,537.49	\$ 750.97	\$ 32,446.14	
Aug-17	118-Amb. Service	\$ 32,446.14	139,381.81	\$ 76,174.76	\$ 139,016.91	\$ 781.85	\$ 108,203.95	
Sep-17	118-Amb. Service	\$ 108,203.95	\$ (322.24)	\$ 111,037.52	\$ 90,504.60	\$ 1,394.20	\$ 127,020.43	
Oct-17	118-Amb. Service	\$ 127,020.43	\$ (318.75)	\$ 171,736.76	\$ 112,079.30	\$ 2,131.77	\$ 184,227.37	
Nov-17	118-Amb. Service	\$ 184,227.37	\$ (316.95)	\$ 119,269.33	\$ 76,651.78	\$ 1,461.95	\$ 225,066.02	
Dec-17	118-Amb. Service	\$ 225,066.02	\$ (313.80)	\$ 230,453.83	\$ 101,309.79	\$ 3,497.27	\$ 350,398.99	
Jan-18	118-Amb. Service	\$ 350,398.99	\$ (556.23)	\$ 124,783.64	\$ 127,856.45	\$ 1,679.06	\$ 345,090.89	

DIRECTOR OF FINANCE
MONTHLY REPORT

2017_18	122- Drug Fund	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Jan-17	122-Drug Fund	\$ 56,304.94		\$ 6,325.05	\$ 2,758.20	\$ 63.25	\$ 59,808.54
Feb-17	122-Drug Fund	\$ 59,808.54		\$ 24,660.50	\$ 80.00	\$ 17.01	\$ 84,372.03
Mar-17	122-Drug Fund	\$ 84,372.03		\$ 12,971.40	\$ 3,354.35	\$ 110.72	\$ 93,878.36
Apr-17	122-Drug Fund	\$ 93,878.36		\$ 1,324.35	\$ 20,913.96	\$ 13.25	\$ 74,275.50
May-17	122-Drug Fund	\$ 74,275.50		\$ 3,206.80	\$ 1,316.34	\$ 32.07	\$ 76,133.89
Jun-17	122-Drug Fund	\$ 76,133.89		\$ 383.80	\$ 2,919.67	\$ 3.84	\$ 73,594.18
Jul-17	122-Drug Fund	\$ 73,594.18		\$ 1,176.10	\$ 424.94	\$ 11.76	\$ 74,333.58
Aug-17	122-Drug Fund	\$ 74,333.58		\$ 10,916.37	\$ 19,963.54	\$ 104.41	\$ 65,182.00
Sep-17	122-Drug Fund	\$ 65,182.00		\$ 1,826.85	\$ 292.26	\$ 16.07	\$ 66,700.52
Oct-17	122-Drug Fund	\$ 66,700.52		\$ 2,726.50	\$ 151.96	\$ 27.27	\$ 69,247.79
Nov-17	122-Drug Fund	\$ 69,247.79		\$ 2,167.42	\$ 6,317.46	\$ 16.92	\$ 65,080.83
Dec-17	122-Drug Fund	\$ 65,080.83		\$ 5,217.25	\$ 913.58	\$ 14.61	\$ 69,369.89
Jan-18	122-Drug Fund	\$ 69,369.89		\$ 4,882.72	\$ 1,628.21	\$ 30.21	\$ 72,594.19

2017_18	131- Hwy Fund	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Jan-17	131-Highway Dept	\$ 565,553.62		\$ 173,318.36	\$ 99,256.00	\$ 2,046.49	\$ 637,569.49
Feb-17	131-Highway Dept	\$ 637,569.49		\$ 232,353.53	\$ 99,265.16	\$ 3,313.31	\$ 767,344.55
Mar-17	131-Highway Dept	\$ 767,344.55		\$ 133,607.18	\$ 156,333.68	\$ 1,520.50	\$ 743,097.55
Apr-17	131-Highway Dept	\$ 743,097.55		\$ 133,304.01	\$ 74,245.41	\$ 1,357.98	\$ 800,798.17
May-17	131-Highway Dept	\$ 800,798.17		\$ 129,551.82	\$ 176,739.37	\$ 1,318.45	\$ 752,292.17
Jun-17	131-Highway Dept	\$ 752,292.17		\$ 300,515.44	\$ 261,961.89	\$ 1,388.40	\$ 789,457.32
Jul-17	131-Highway Dept	\$ 789,457.32	\$ (10.00)	\$ 154,616.43	\$ 215,893.03	\$ 1,573.97	\$ 726,596.75
Aug-17	131-Highway Dept	\$ 726,596.75	\$ (10.00)	\$ 136,435.35	\$ 369,906.52	\$ 1,369.86	\$ 491,745.72
Sep-17	131-Highway Dept	\$ 491,745.72		\$ 174,259.04	\$ 108,276.69	\$ 1,924.04	\$ 555,804.03
Oct-17	131-Highway Dept	\$ 555,804.03		\$ 576,982.97	\$ 475,379.03	\$ 2,514.00	\$ 654,893.97
Nov-17	131-Highway Dept	\$ 654,893.97		\$ 374,545.14	\$ 325,976.25	\$ 1,979.60	\$ 701,483.26
Dec-17	131-Highway Dept	\$ 701,483.26		\$ 247,667.26	\$ 91,782.33	\$ 3,248.49	\$ 854,119.70
Jan-18	131-Highway Dept	\$ 854,119.70		\$ 207,708.92	\$ 91,244.88	\$ 2,242.25	\$ 968,341.49

DIRECTOR OF FINANCE
MONTHLY REPORT

2017_18	151- Debt Service	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Jan-17	151- Debt Service	\$ 1,486,105.83	\$ (46,853.06)	\$ 898,841.41		\$ 1,888.01	\$ 2,336,206.17
Feb-17	151- Debt Service	\$ 2,336,206.17	\$ (46,848.15)	\$ 271,476.53		\$ 5,038.10	\$ 2,555,796.45
Mar-17	151- Debt Service	\$ 2,555,796.45	\$ (1,230,793.10)	\$ 161,507.46		\$ 1,478.50	\$ 1,485,032.31
Apr-17	151- Debt Service	\$ 1,485,032.31	\$ (46,840.22)	\$ 63,101.04	\$ 122,855.96	\$ 701.47	\$ 1,377,735.70
May-17	151- Debt Service	\$ 1,377,735.70	\$ (47,343.16)	\$ 49,309.88		\$ 561.25	\$ 1,379,141.17
Jun-17	151- Debt Service	\$ 1,379,141.17	\$ (49,212.58)	\$ 63,460.57		\$ 714.05	\$ 1,392,675.11
Jul-17	151- Debt Service	\$ 1,392,675.11	\$ (46,837.67)	\$ 54,273.73		\$ 621.76	\$ 1,399,489.41
Aug-17	151- Debt Service	\$ 1,399,489.41	\$ (46,820.14)	\$ 49,496.93		\$ 524.19	\$ 1,401,642.01
Sep-17	151- Debt Service	\$ 1,401,642.01	\$ (128,835.73)	\$ 87,637.23	\$ 45,480.51	\$ 1,320.73	\$ 1,313,642.27
Oct-17	151- Debt Service	\$ 1,313,642.27	\$ (46,822.57)	\$ 104,806.92	\$ -	\$ 1,692.73	\$ 1,369,933.89
Nov-17	151- Debt Service	\$ 1,369,933.89	\$ (46,816.25)	\$ 88,030.90	\$ -	\$ 1,298.72	\$ 1,409,849.82
Dec-17	151- Debt Service	\$ 1,409,849.82	\$ (46,812.42)	\$ 747,312.65	\$ -	\$ 4,503.56	\$ 2,105,846.49
Jan-18	151- Debt Service	\$ 2,105,846.49	\$ (46,803.79)	\$ 105,776.29	\$ 62,408.00	\$ 1,728.15	\$ 2,100,682.84

2017_18	171- Capital Outlay	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Jan-17	171-Capital Outlay	\$ 394,740.52		\$ 22,979.70	\$ 130,712.00	\$ 460.04	\$ 286,548.18
Feb-17	171-Capital Outlay	\$ 286,548.18		\$ 71,807.93		\$ 1,437.75	\$ 356,918.36
Mar-17	171-Capital Outlay	\$ 356,918.36		\$ 310,391.60		\$ 1,054.99	\$ 666,254.97
Apr-17	171-Capital Outlay	\$ 666,254.97		\$ 2,068.27	\$ 282,408.00	\$ 41.48	\$ 385,873.76
May-17	171-Capital Outlay	\$ 385,873.76		\$ 1,687.91	\$ 35,000.00	\$ 34.06	\$ 352,527.61
Jun-17	171-Capital Outlay	\$ 352,527.61		\$ 2,024.55		\$ 40.79	\$ 354,511.37
Jul-17	171-Capital Outlay	\$ 354,511.37		\$ 2,302.85		\$ 46.34	\$ 356,767.88
Aug-17	171-Capital Outlay	\$ 356,767.88		\$ 758.04	\$ 15,217.22	\$ 15.21	\$ 342,293.49
Sep-17	171-Capital Outlay	\$ 342,293.49		\$ 113,759.47	\$ 1,200.00	\$ 274.78	\$ 454,578.18
Oct-17	171-Capital Outlay	\$ 454,578.18		\$ 19,960.48	\$ 5,604.31	\$ 399.06	\$ 468,535.29
Nov-17	171-Capital Outlay	\$ 468,535.29		\$ 12,960.15		\$ 259.24	\$ 481,236.20
Dec-17	171-Capital Outlay	\$ 481,236.20		\$ 62,854.24	\$ 1,400.00	\$ 1,257.02	\$ 541,433.42
Jan-18	171-Capital Outlay	\$ 541,433.42	\$ (100,000.00)	\$ 83,168.37	\$ 5,875.00	\$ 414.55	\$ 518,312.24

Dec-17	172-Community	\$ 74,500.59					\$ 74,500.59
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DIRECTOR OF FINANCE MONTHLY REPORT

2017_18	141- General Fund	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Jan-17	141-General	\$ 7,572,412.32	\$ 88,428.20	\$ 2,707,109.12	\$ 2,883,452.88	\$ 9,439.53	\$ 7,475,057.23
Feb-17	141-General	\$ 7,475,057.23	\$ 65,323.54	\$ 3,217,189.66	\$ 1,827,513.82	\$ 20,456.79	\$ 8,909,599.82
Mar-17	141-General	\$ 8,909,599.82	\$ 84,290.17	\$ 2,521,095.99	\$ 1,768,835.34	\$ 7,267.39	\$ 9,738,883.25
Apr-17	141-General	\$ 9,738,883.25	\$ 86,087.12	\$ 2,458,322.83	\$ 1,700,113.19	\$ 4,530.11	\$ 10,578,649.90
May-17	141-General	\$ 10,578,649.90	\$ 87,010.87	\$ 176,466.63	\$ 1,946,101.14	\$ 4,218.78	\$ 8,891,807.48
Jun-17	141-General	\$ 8,891,807.48	\$ 90,507.82	\$ 2,123,434.32	\$ 1,941,530.55	\$ 4,844.82	\$ 9,159,374.25
Jul-17	141-General	\$ 9,159,374.25	\$ 58,008.15	\$ 846,215.46	\$ 3,160,397.38	\$ 1,459.88	\$ 6,901,740.60
Aug-17	141-General	\$ 6,901,740.60	\$ 159,395.28	\$ 2,376,378.17	\$ 2,248,955.19	\$ 1,189.08	\$ 7,187,369.78
Sep-17	141-General	\$ 7,187,369.78	\$ 86,644.77	\$ 2,512,079.04	\$ 1,881,244.85	\$ 6,952.56	\$ 7,897,896.18
Oct-17	141-General	\$ 7,897,896.18	\$ 88,338.34	\$ 2,560,264.48	\$ 1,895,389.41	\$ 8,233.42	\$ 8,642,876.17
Nov-17	141-General	\$ 8,642,876.17	\$ 86,786.72	\$ 2,555,741.35	\$ 1,545,602.20	\$ 7,154.18	\$ 9,732,647.86
Dec-17	141-General	\$ 9,732,647.86	\$ 99,342.23	\$ 3,071,170.38	\$ 2,687,574.70	\$ 18,090.36	\$ 10,197,495.41
Jan-18	141-General	\$ 10,197,495.41	\$ 87,673.85	\$ 2,645,563.25	\$ 1,826,809.72	\$ 8,932.11	\$ 11,094,990.68

2017_18	142-Federal Fund	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Jan-17	142-Federal	\$ 161,268.22	\$ (88,428.20)	\$ 205,948.81	\$ 118,032.09		\$ 160,756.74
Feb-17	142-Federal	\$ 160,756.74	\$ (65,323.54)	\$ 193,542.83	\$ 96,379.98		\$ 192,596.05
Mar-17	142-Federal	\$ 192,596.05	\$ (84,290.17)	\$ 168,311.66	\$ 92,107.68		\$ 184,509.86
Apr-17	142-Federal	\$ 184,509.86	\$ (85,784.44)	\$ 172,437.44	\$ 81,764.93		\$ 189,397.93
May-17	142-Federal	\$ 189,397.93	\$ (86,102.82)	\$ 185,994.82	\$ 135,891.51		\$ 153,398.42
Jun-17	142-Federal	\$ 153,398.42	\$ (90,507.82)	\$ 526,276.70	\$ 140,564.00		\$ 448,603.30
Jul-17	142-Federal	\$ 448,603.30	\$ (58,008.15)	\$ 191,262.08	\$ 179,039.82		\$ 402,817.41
Aug-17	142-Federal	\$ 402,817.41	\$ (159,395.28)	\$ 42,383.11	\$ 92,949.26		\$ 192,855.98
Sep-17	142-Federal	\$ 192,855.98	\$ (86,644.77)	\$ 237,950.30	\$ 152,181.14		\$ 191,980.37
Oct-17	142-Federal	\$ 191,980.37	\$ (88,338.34)	\$ 186,141.56	\$ 169,739.52		\$ 120,044.07
Nov-17	142-Federal	\$ 120,044.07	\$ (86,786.72)	\$ 222,771.85	\$ 137,668.16		\$ 118,361.04
Dec-17	142-Federal	\$ 118,361.04	\$ (99,342.23)	\$ 273,789.42	\$ 112,435.06		\$ 180,373.17
Jan-18	142-Federal	\$ 180,373.17	\$ (87,673.85)	\$ 198,948.39	\$ 116,195.70		\$ 175,452.01

DIRECTOR OF FINANCE MONTHLY REPORT

2017_18	143-Central Caferia	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Jan-17	143-Food Service	\$ 632,395.42		\$ 131,244.77	\$ 202,550.70		\$ 561,089.49
Feb-17	143-Food Service	\$ 561,089.49		\$ 169,013.77	\$ 119,613.56		\$ 610,489.70
Mar-17	143-Food Service	\$ 610,489.70		\$ 142,186.49	\$ 129,724.55		\$ 622,951.64
Apr-17	143-Food Service	\$ 622,951.64	\$ (302.68)	\$ 143,452.75	\$ 116,301.91		\$ 649,799.80
May-17	143-Food Service	\$ 649,799.80	\$ (908.05)	\$ 164,663.40	\$ 135,940.43		\$ 677,614.72
Jun-17	143-Food Service	\$ 677,614.72	\$ 2,385.28	\$ 129,080.06	\$ 39,330.96		\$ 769,749.10
Jul-17	143-Food Service	\$ 769,749.10		\$ 40.14	\$ 155,402.20		\$ 614,387.04
Aug-17	143-Food Service	\$ 614,387.04		\$ 56,753.77	\$ 129,650.70		\$ 541,490.11
Sep-17	143-Food Service	\$ 541,490.11		\$ 15,231.85	\$ 169,981.00		\$ 386,740.96
Oct-17	143-Food Service	\$ 386,740.96		\$ 352,188.77	\$ 132,852.76		\$ 606,076.97
Nov-17	143-Food Service	\$ 606,076.97		\$ 173,878.72	\$ 159,086.60		\$ 620,869.09
Dec-17	143-Food Service	\$ 620,869.09		\$ 15,338.42	\$ 157,740.12		\$ 478,467.39
Jan-18	143-Food Service	\$ 478,467.39		\$ 196,607.38	\$ 95,348.02		\$ 579,726.75

2017_18	145 - Virtual School Fund	Beginning Balance	Adjustments	Receipts	Disburse-ments	Commission Transfer	Ending Balance
Jan-17	145- TNVA	\$ 248,517.49		\$ 302,282.10	\$ 252,015.83		\$ 298,783.76
Feb-17	145- TNVA	\$ 298,783.76		\$ 733,002.10	\$ 251,901.75		\$ 779,884.11
Mar-17	145- TNVA	\$ 779,884.11		\$ 302,282.10	\$ 252,475.22		\$ 829,690.99
Apr-17	145- TNVA	\$ 829,690.99		\$ 302,282.10	\$ 251,951.06		\$ 880,022.03
May-17	145- TNVA	\$ 880,022.03		\$ -	\$ 665,231.11		\$ 214,790.92
Jun-17	145- TNVA	\$ 214,790.92		\$ 302,282.10	\$ 480,740.35		\$ 36,332.67
Jul-17	145- TNVA	\$ 36,332.67		\$ 179,918.00	\$ 209,053.95		\$ 7,196.72
Aug-17	145- TNVA	\$ 7,196.72		\$ 411,389.11	\$ 34.60		\$ 418,551.23
Sep-17	145- TNVA	\$ 418,551.23		\$ 385,055.11	\$ 7,196.72		\$ 796,409.62
Oct-17	145- TNVA	\$ 796,409.62		\$ 398,222.11	\$ 750,249.30		\$ 444,382.43
Nov-17	145- TNVA	\$ 444,382.43		\$ 398,222.11	\$ 372,676.84		\$ 469,927.70
Dec-17	145- TNVA	\$ 469,927.70		\$ 398,222.11	\$ 372,676.84		\$ 495,472.97
Jan-18	145- TNVA	\$ 495,472.97		\$ 398,222.11	\$ 372,676.84		\$ 521,018.24

DIRECTOR OF FINANCE
MONTHLY REPORT

2017_18	177-Education Capital Projects	Beginning Balance	Adjustments	Receipts	Disburse- ments	Commission Transfer	Ending Balance
Jan-17	177-ED CAP Pro	\$ 177,731.39			\$ 40,589.00		\$ 137,142.39
Feb-17	177-ED CAP Pro	\$ 137,142.39			\$ 3,980.00		\$ 133,162.39
Mar-17	177-ED CAP Pro	\$ 133,162.39			\$ 14,670.00		\$ 118,492.39
Apr-17	177-ED CAP Pro	\$ 118,492.39			\$ 33,694.79		\$ 84,797.60
May-17	177-ED CAP Pro	\$ 84,797.60			\$ 30,727.54		\$ 54,070.06
Jun-17	177-ED CAP Pro	\$ 54,070.06			\$ 13,820.82		\$ 40,249.24
Jul-17	177-ED CAP Pro	\$ 40,249.24			\$ 16,915.00		\$ 23,334.24
Aug-17	177-ED CAP Pro	\$ 23,334.24		\$ 250,000.00	\$ 104,333.98		\$ 169,000.26
Sep-17	177-ED CAP Pro	\$ 169,000.26			\$ 2,121.87		\$ 166,878.39
Oct-17	177-ED CAP Pro	\$ 166,878.39			\$ 76,157.00		\$ 90,721.39
Nov-17	177-ED CAP Pro	\$ 90,721.39			\$ 29,905.97		\$ 60,815.42
Dec-17	177-ED CAP Pro	\$ 60,815.42			\$ 12,850.00		\$ 47,965.42
Jan-18	177-ED CAP Pro	\$ 47,965.42	\$ 100,000.00		\$ 14,170.15		\$ 133,795.27

UNION COUNTY GOVERNMENT											
EXPENDITURE REPORT											
FOR MONTH ENDING JANUARY 2018											
MAJOR FUNCTIONS											
FUND 101-GENERAL FUND	JUL	AUG	SEP	OCT	NOV	DEC	JAN	YTD	BUDGET	PRCT	
51300MAYOR	9,796	11,814	20,870	13,162	14,042	11,569	13,422	94,676	176,699	54%	
51500ELECTION COMMISSION	21,024	8,976	13,755	8,577	9,531	8,819	8,986	79,667	154,866	51%	
51600REGISTER OF DEEDS	11,172	13,028	17,599	12,273	11,787	12,235	12,867	90,961	178,413	51%	
51800COUNTY BUILDINGS	123,963	20,569	21,114	24,194	18,125	22,328	26,325	256,618	376,360	68%	
51900GENERAL ADMINISTRATIVE	5,946	6,542	11,955	14,203	3,094	13,257	7,820	62,817	158,818	40%	
52100ACCOUNTING & BUDGET	32,851	20,243	27,823	19,837	19,501	21,175	26,647	168,078	306,918	55%	
52300PROPERTY ASSESSOR	12,534	17,140	26,955	11,989	12,596	14,540	19,396	115,150	216,576	53%	
52400TRUSTEE	22,877	19,403	25,942	15,463	15,617	15,703	17,687	132,691	236,611	56%	
52500COUNTY CLERK	25,918	23,769	36,035	26,639	25,554	26,198	25,448	189,561	372,146	51%	
53100CIRCUIT COURT	32,877	16,670	21,627	20,486	15,328	19,266	18,667	144,920	274,001	53%	
53300SESSIONS COURT	11,218	11,799	17,275	12,294	13,130	11,744	11,952	89,412	156,262	57%	
53400CHANCERY	17,024	12,274	18,010	12,467	12,208	12,345	13,939	98,267	174,125	56%	
54110SHERIFF	86,109	107,209	141,242	99,063	100,212	110,031	98,631	742,497	1,358,913	55%	
54120SPECIAL PATROLS	9,896	12,183	17,812	12,461	12,544	12,861	11,564	89,320	160,131	56%	
54210JAIL	96,845	97,131	121,322	100,333	93,139	83,773	96,932	689,476	1,141,015	60%	
54240JUVENILE SERVICES	4,257	6,327	9,208	6,918	5,402	6,008	5,253	43,373	85,523	51%	
54610MEDICAL EXAMINER	1,645	1,645	-	3,430	-	3,290	-	10,010	40,000	25%	
55110HEALTH CENTER	13,196	2,082	1,733	2,802	2,406	4,305	3,962	30,486	122,550	25%	
55732CONVENIENCE CENTER	12,500	12,750	13,000	-	-	-	39,000	77,250	153,000	50%	
56300SENIOR CENTER	8,143	7,406	10,822	15,312	6,991	9,276	9,228	67,177	113,810	59%	
56500LIBRARY	9,346	12,600	16,602	16,470	18,402	23,413	14,107	110,941	200,639	55%	
TOTAL MAJOR FUNCTIONS	569,138	441,560	590,700	448,373	409,608	442,136	481,834	3,383,347	6,157,376	55%	
TOTAL NON-MAJOR FUNCTIONS	100,684	198,635	66,954	78,807	38,537	45,742	55,620	584,979	1,194,495	49%	
TOTAL GOVERNMENT	669,821	640,195	657,654	527,180	448,145	487,878	537,454	3,968,326	7,351,871	54%	
OTHER FUNDS											
FUND 118-AMBULANCE SERVICE	109,800	139,820	91,030	98,348	94,112	101,758	137,334	772,201	1,695,406	46%	
FUND 122-DRUG FUND	14,682	5,438	208	1,436	5,302	5,716	30	32,813	69,351	47%	

UNION COUNTY GOVERNMENT											
EXPENDITURE REPORT											
FOR MONTH ENDING JANUARY 2018											
MINOR FUNCTIONS									YTD		
FUND 101-GENERAL FUND		JUL	AUG	SEP	OCT	NOV	DEC	JAN	TOTAL	BUDGET	PRCT
51100	COUNTY COMMISSION	4,697	4,403	4,403	4,697	4,697	4,697	4,697	32,291	65,364	49%
51210	EQUALIZATION BOARD	-	-	-	-	-	-	-	-	800	0%
51220	BEER BOARD	-	327	269	-	-	-	-	596	1,503	40%
51400	COUNTY ATTORNEY	2,000	930	-	930	930	930	930	6,651	13,628	49%
51710	PLANNING COMMISSION	777	400	400	431	800	400	400	3,607	10,035	36%
52900	TRUSTEE COMMISSION	1,880	1,909	5,421	7,067	7,194	18,839	9,093	51,404	100,000	51%
53930	VICTIMS ASSESSMENT	-	-	-	-	-	-	8,028	8,028	20,110	40%
54310	FIRE PREVENTION	22,000	-	-	22,000	-	-	-	44,000	81,000	54%
54420	RESCUE SQUAD	1,253	-	-	4,123	2,942	-	-	8,318	22,000	38%
54490	OTHER EMERGENCY MGMT	-	-	-	-	-	-	-	-	152,416	0%
55190	OTHER LOCAL HEALTH	8,826	8,916	13,110	8,999	8,987	9,091	9,025	66,954	163,800	41%
55390	APPROPRIATION TO STATE	-	-	-	-	-	-	-	-	23,500	0%
55710	SANITATION MGMNT	1,043	1,043	1,043	1,043	1,062	1,043	1,043	7,320	11,375	64%
56700	PARKS AND FAIR BOARDS	2,820	24,220	7,260	1,818	425	1,002	665	38,211	78,100	49%
57100	AGRICULTURE EXTENSION	1,146	1,525	1,952	9,770	1,949	1,371	10,436	28,148	67,616	42%
57300	FOREST SERVICE	-	-	-	-	500	-	-	500	500	100%
57500	SOIL CONSERVATION	3,236	4,050	5,394	4,639	4,287	3,630	4,422	29,657	59,484	50%
58190	OTHER EC & COM DEVEL	-	-	-	-	-	-	-	-	-	0%
58300	VETERAN'S SERVICES	1,457	1,442	1,441	1,841	1,443	1,442	1,458	10,524	18,754	56%
58400	OTHER CHARGES-NONPROFIT	-	6,500	22,000	8,000	-	-	-	36,500	63,500	57%
58600	EMPLOYEE BENEFITS	47,459	-	-	-	-	-	2,473	49,932	51,326	97%
58900	MISCELLANEOUS	-	140,000	-	-	-	-	-	140,000	140,000	100%
64000	LITTER AND TRASH COLLECT	2,090	2,969	4,261	3,450	3,320	3,297	2,950	22,337	49,684	45%
TOTAL	NON-MAJOR FUNCTIONS	100,684	198,635	66,954	78,807	38,537	45,742	55,620	584,979	1,194,495	49%
OTHER FUNDS		JUL	AUG	SEP	OCT	NOV	DEC	JAN	YTD TTL	BUDGET	PRCT
FUND 131-HIGHWAY		242,746	277,350	145,607	455,035	330,663	104,869	80,169	1,636,439	3,045,567	54%
FUND 151-DEBT SERVICE		47,459	47,344	175,637	48,515	48,115	51,316	110,940	529,327	2,030,841	26%

UNION COUNTY SCHOOLS											
EXPENDITURE REPORT											
FOR MONTH ENDING JANUARY 2018											
FUND 141-GP SCHOOLS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	YTD			
								TOTAL	BUDGET	PRCT	
71100-REGULAR INSTRUCTION	40,397	845,806	841,710	855,105	935,886	846,518	838,059	5,203,481	10,710,921	49%	
71200-SPECIAL EDUC PROG	12,988	163,727	152,933	147,854	154,205	159,419	148,436	939,562	1,944,649	48%	
71300-VOCATIONAL ED	16,029	76,337	78,813	77,351	88,586	74,763	78,530	490,410	1,102,457	44%	
72120-HEALTH SERVICES	8,758	26,113	28,367	24,531	28,086	30,937	22,982	169,785	292,915	58%	
72130-GUIDANCE	5,325	43,583	36,740	32,932	36,795	37,720	149,445	342,541	623,577	55%	
72210-REGULAR ED SUPPORT	33,273	65,853	40,294	52,481	55,527	34,479	41,626	323,534	632,344	51%	
72220-SPECIAL ED SUPPORT	37,066	47,747	42,910	61,690	54,347	57,581	51,306	352,646	588,712	60%	
72230-VOCATION SUPPORT	10,916	10,998	11,196	11,487	11,330	12,607	11,301	79,835	138,160	58%	
72250-TECHNOLOGY	40,129	242,490	49,971	25,463	25,955	50,351	50,774	485,134	781,655	62%	
72310-BOARD OF EDUCATION	256,726	15,335	25,905	21,793	20,805	49,950	21,066	411,579	529,929	78%	
72320-DIRECTOR OF SCHOOLS	14,583	15,309	11,697	12,599	13,127	11,749	11,927	90,990	142,056	64%	
72410-PRINCIPALS	30,128	118,629	121,712	119,613	120,353	112,557	114,642	737,633	1,643,738	45%	
72510-FISCAL SERVICES	1,472	(1,472)	-	-	-	-	-	-	202,214	0%	
72610-OPERATION OF PLANT	265,766	135,901	131,960	134,108	126,579	162,123	170,795	1,127,233	1,822,989	62%	
72620-MAINTENANCE OF PLANT	17,727	59,923	33,036	30,026	31,846	33,270	20,832	226,660	375,087	60%	
72710-TRANSPORTATION	32	176,941	110,524	114,196	101,926	96,947	95,152	695,718	1,336,411	52%	
73300-COMMUNITY SERVICES	4,757	6,321	6,315	6,317	6,317	7,071	6,473	43,572	80,577	54%	
73400-EARLY CHILDHOOD ED	1,633	18,505	20,420	19,746	23,761	25,921	31,591	141,578	326,724	43%	
82330-DEBT SERVICE	-	-	-	-	-	500,000	-	500,000	778,300	64%	
99100-TRANSFERS OUT	-	250,000	100,000	-	-	-	-	350,000	350,000	100%	
TOTAL FUND 141	797,705	2,318,048	1,844,504	1,747,293	1,835,433	2,303,963	1,864,937	12,711,893	24,403,416	52%	
FUND 142-FEDERAL SCHOOLS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	YTD TOTAL	BUDGET	PRCT	
011-CONSOLIDATED ADMIN	13,981	15,120	15,137	14,367	14,159	16,089	14,076	102,929	190,100	54%	
101-TITLE I	9,703	124,154	76,540	103,825	147,867	78,990	67,932	609,011	1,324,924	46%	
201-TITLE II	5,804	6,306	9,482	8,314	8,500	6,829	7,097	52,332	182,122	29%	
301-ELL	-	300	-	-	135	-	-	435	1,643	27%	
401-TITLE IV	-	-	-	-	-	-	3,935	3,935	30,345	13%	
501-TITLE V	35	8,017	3,861	3,129	3,890	4,809	4,112	27,852	96,093	29%	
801-CARL PERKIN	2,653	4,514	-	14,163	9,259	5,405	5,237	41,231	56,539	73%	
890-IDEA DISCRETIONARY	-	7,852	-	-	-	-	-	7,852	8,852	89%	
901-IDEA	8,240	78,758	79,255	77,445	80,816	84,532	80,642	489,689	1,072,340	46%	
911-IDEA PRESCHOOL	-	1,444	1,446	1,446	1,526	2,259	1,454	9,576	25,532	38%	
TOTAL FUND 142	40,416	246,466	185,721	222,689	266,153	198,912	184,486	1,344,842	2,988,490	45%	
FUND 143-CENTRAL CAFETERIA	JUL	AUG	SEP	OCT	NOV	DEC	JAN	YTD TOTAL	BUDGET	PRCT	
73100-FOOD SERVICE	46,059	148,448	182,128	110,280	168,291	153,391	115,608	924,205	1,800,961	51%	
FUND 145-OTHER ED-TNVA	JUL	AUG	SEP	OCT	NOV	DEC	JAN	YTD TOTAL	BUDGET	PRCT	
VIRTUAL ACADEMY	35	-	4,896	745,354	372,677	372,677	372,677	1,868,314	3,983,829	47%	

A Motion was made by **R. L. Jones** and **Seconded** by **Jody Smith** to approve the Director of Finance Monthly Reports as presented.

County Chairman, Gary England called for a **Roll Call Vote**. **Commissioners Voting For:** J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, Jody Smith and Chris Upton. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Motion Carried.**

10. Budget Amendments & Transfers

UNION COUNTY GOVERNMENT BUDGET AMENDMENT REQUEST Submitted to Budget Committee February 6, 2018 101-General Fund							
Function	Obj	Cost Center	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
51300	399		OTHER CONTRACTED SERVICES	\$ 3,000.00	\$ (1,600.00)		\$ 1,400.00
51300	435		OFFICE SUPPLIES	\$ 3,700.00		\$ 1,600.00	\$ 5,300.00
52300	307		COMMUNICATION	\$ 1,500.00		\$ 500.00	\$ 2,000.00
52300	320		DUES AND MEMBERSHIPS	\$ 1,500.00	\$ (500.00)		\$ 1,000.00
53100	320		DUES AND MEMBERSHIPS	\$ 600.00		\$ 100.00	\$ 700.00
53100	432		LIBRARY BOOKS/MEDIA	\$ 12,000.00		\$ 2,500.00	\$ 14,500.00
53100	435		OFFICE SUPPLIES	\$ 9,000.00	\$ (100.00)		\$ 8,900.00
53400	332		LEGAL NOTICES, RECORDING AND COURT COSTS	\$ -		\$ 2,500.00	\$ 2,500.00
54110	431		LAW ENFORCEMENT SUPPLIES	\$ 27,500.00		\$ 500.00	\$ 28,000.00
54210	441		PRISONERS CLOTHING	\$ 2,250.00	\$ (50.00)		\$ 2,200.00
54210	499	MAT	OTHER SUPPLIES AND MATERIALS	\$ 1,000.00		\$ 50.00	\$ 1,050.00
54210	599		OTHER CHARGES	\$ 30,304.00		\$ 4,000.00	\$ 34,304.00
54240	312		CONTRACTS WITH PRIVATE AGENCIES	\$ 8,000.00	\$ (2,500.00)		\$ 5,500.00
56500	307	S	COMMUNICATION	\$ -		\$ 360.36	\$ 360.36
56500	435	S	OFFICE SUPPLIES	\$ 306.36	\$ (306.36)		\$ -
56500	599	S	OTHER CHARGES	\$ 250.00	\$ (54.00)		\$ 196.00
56500	599	L	OTHER CHARGES	\$ 15,911.81		\$ 500.00	\$ 16,411.81
56500	599	M	OTHER CHARGES	\$ 22,620.84		\$ 500.00	\$ 23,120.84
57100	309		CONTRACTS WITH GOVERNMENT AGENCIES	\$ 14,000.00	\$ (14,000.00)		\$ -
57100	311		CONTRACTS WITH OTHER SCHOOL SYSTEMS	\$ 30,850.00		\$ 14,000.00	\$ 44,850.00
58600	513		WORKMAN'S COMPENSATION INSURANCE	\$ 51,326.00	\$ (1,394.00)		\$ 49,932.00
55710	312		CONTRACTS WITH PRIVATE AGENCIES	\$ 11,375.00		\$ 1,394.00	\$ 12,769.00
				\$ -	\$ (20,504.36)	\$ 28,504.36	
				\$ 8,000.00 NET CHANGE			
This budget amendment is requested to transfer within officials appropriations, enter into budget new court ordered fees to offset delinquent tax collects, donations to the Sheriff and Libraries and moves restricted funds into Jail Budget							
45150			CLERK AND MASTER	\$ 2,500.00			New fee assessed
44570			CONTRIBUTIONS & GIFTS	\$ 500.00			Kritsch Donation
44570			CONTRIBUTIONS & GIFTS	\$ 1,000.00			United Way
34525			RESTRICTED FOR PUBLIC SAFETY	\$ 4,000.00			Ecigs
				\$ 8,000.00			
ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 12th day of February 2018							
Attest:		Pam Ailor		Gary England		Mike Williams	
		Union County Clerk		Chairman		Union County Mayor	
						Voting Aye 14	
						Voting Nay 0	
						Pass 0	
						Abstain 0	

OFFICIAL SEAL OF THE
UNION COUNTY
TENNESSEE
COUNTY CLERK

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A Motion was made by Bill Cox and Seconded by Kenny Hill to approve the Budget Amendment Request for 101-General Fund, as presented.

County Chairman, Gary England called for a Roll Call Vote: Commissioners Voting For: J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, Jody Smith and Chris Upton. Commissioners Voting Against: None. Commissioners Passing: None. Motion Carried.

UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Budget Committee February 6, 2018
101-General Fund-2018 DUI Grant

Function	Obj	Cost Center	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
54110	106	DUI	DEPUTY(IES)	\$ -		\$ 19,233.81	\$ 19,233.81
54110	201	DUI	SOCIAL SECURITY	\$ -		\$ 1,192.50	\$ 1,192.50
54110	212	DUI	EMPLOYER MEDICARE	\$ -		\$ 278.89	\$ 278.89
54110	431	DUI	LAW ENFORCEMENT SUPPLIES	\$ -		\$ 1,743.03	\$ 1,743.03
				\$ -	\$ -	\$ 22,448.23	
							\$ 22,448.23 NET CHANGE

This budget amendment is requested to enter into budget funds received from Government Highway Safety Grant-DUI and prior year carryover

Function	Obj	Cost Center	DESCRIPTION	Original/ Amended Budget
47590	DUI		OTHER FEDERAL THROUGH STATE	\$ 22,448.23

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 12th day of February 2018

Attest:
Pam Ailor
Union County Clerk

Gary England
Chairman

Mike Williams
Union County Mayor

Voting Aye 14
Voting Nay 0
Pass 0
Abstain 0

UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Budget Committee February 6, 2018
118-Ambulance Service

Function	Obj	Cost	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended
55130	412		DIESEL FUEL	\$ 55,000.00	\$ (5,500.00)		\$ 49,500.00
55130	709		DATA PROCESSING EQUIPMENT	\$ 1,500.00		\$ 5,500.00	\$ 7,000.00
55130	338		MAINTENANCE AND REPAIR SERVICES-VEHICLES	\$ 55,000.00		\$ 7,129.16	\$ 62,129.16
					\$ (5,500.00)	\$ 12,629.16	
							\$ 7,129.16 NET CHANGE

This amendment request is submitted to move appropriation to needed lines and enter into budget insurance recovery

Function	Obj	Cost	DESCRIPTION	Original/ Amended Budget
49700			INSURANCE RECOVERY	\$ 7,129.16

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 12th day of February 2018

Attest:
Pam Ailor
Union County Clerk

Gary England
Chairman

Mike Williams
Union County Mayor

Voting Aye 14
Voting Nay 0
Pass 0
Abstain 0

A Motion was made by Janet Holloway and Seconded by Stan Dail to approve the Budget Amendment Request for 101-General Fund-2018 DUI Grant, as presented.

County Chairman, Gary England called for a Roll Call Vote: Commissioners Voting For: J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, Jody Smith and Chris Upton. Commissioners Voting Against: None. Commissioners Passing: None. Motion Carried.

A Motion was made by Dawn Flatford and Seconded by Wayne Roach to approve the Budget Amendment Request for 118-Ambulance Service, as presented.

County Chairman, Gary England called for a Roll Call Vote: Commissioners Voting For: J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, Jody Smith and Chris Upton. Commissioners Voting Against: None. Commissioners Passing: None. Motion Carried.

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UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Board of Education January 25, 2018
To be Submitted to Budget Committee February 6, 2018
141-General Purpose Schools

Function	Obj	Cost Center	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
71100	205		EMPLOYEE AND DEPENDENT INSURANCE	\$ 15,826.00		\$ 9,847.00	\$ 25,673.00
71200	205		EMPLOYEE AND DEPENDENT INSURANCE	\$ 27,696.00		\$ 13,380.00	\$ 41,076.00
72120	205		EMPLOYEE AND DEPENDENT INSURANCE	\$ 3,957.00		\$ 1,178.00	\$ 5,135.00
72220	205		EMPLOYEE AND DEPENDENT INSURANCE	\$ 15,826.00		\$ 4,712.00	\$ 20,538.00
72230	205		EMPLOYEE AND DEPENDENT INSURANCE	\$ 3,957.00		\$ 1,178.00	\$ 5,135.00
72250	205		EMPLOYEE AND DEPENDENT INSURANCE	\$ 1,200.00	\$ (1,200.00)		\$ -
72410	205		EMPLOYEE AND DEPENDENT INSURANCE	\$ 11,870.00		\$ 13,803.00	\$ 25,673.00
72610	205		EMPLOYEE AND DEPENDENT INSURANCE	\$ 32,913.00		\$ 14,558.00	\$ 47,471.00
73300	205		EMPLOYEE AND DEPENDENT INSURANCE	\$ 4,863.00	\$ (4,863.00)		\$ -
71100	207		MEDICAL INSURANCE	\$ 943,907.00		\$ 50,719.00	\$ 994,626.00
71200	207		MEDICAL INSURANCE	\$ 149,732.00	\$ (1,900.00)		\$ 147,832.00
71300	207		MEDICAL INSURANCE	\$ 104,027.00		\$ 5,287.00	\$ 109,314.00
72120	207		MEDICAL INSURANCE	\$ 15,488.00	\$ (7,239.00)		\$ 8,249.00
72130	207		MEDICAL INSURANCE	\$ 41,078.00		\$ 740.00	\$ 41,818.00
72210	207		MEDICAL INSURANCE	\$ 25,933.00		\$ 424.00	\$ 26,357.00
72220	207		MEDICAL INSURANCE	\$ 19,686.00		\$ 1,232.00	\$ 20,918.00
72230	207		MEDICAL INSURANCE	\$ 12,172.00	\$ (12,172.00)		\$ -
72250	207		MEDICAL INSURANCE	\$ 9,406.00	\$ (63.00)		\$ 9,343.00
72320	207		MEDICAL INSURANCE	\$ 13,859.00		\$ 3,397.80	\$ 17,256.80
72410	207		MEDICAL INSURANCE	\$ 102,982.00	\$ (3,037.00)		\$ 99,945.00
72620	207		MEDICAL INSURANCE	\$ 10,861.00		\$ 461.00	\$ 11,322.00
73300	207		MEDICAL INSURANCE	\$ 12,386.68		\$ 5,747.32	\$ 18,134.00
73400	207		MEDICAL INSURANCE	\$ 16,314.00	\$ (1,057.00)		\$ 15,257.00
72710	729		TRANSPORTATION EQUIPMENT	\$ 16,574.00		\$ 78,987.00	\$ 95,561.00
				\$ -	\$ (31,531.00)	\$ 205,651.12	

\$ 174,120.12 NET CHANGE

This budget amendment is requested to adjust the budget for the increase medical insurance cost and purchase of bus

46511	BASIC EDUCATION PROGRAM	\$ 44,173.00
39000	FUND BALANCE	\$ 129,947.12

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 12th day of February, 2018

Attest: Pam Ailor
Union County Clerk

Gary England
Chairman

Mike Williams
Union County Mayor

Voting Aye	14
Voting Nay	0
Pass	0
Abstain	0

A Motion was made by **Chris Upton** and **Seconded** by **Bob Bowers** to approve the **Budget Amendment Request for 141-General Purpose Schools**, as presented.


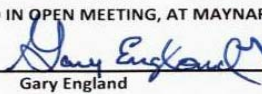
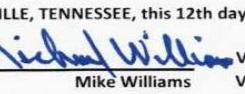
County Chairman, Gary England called for a **Roll Call Vote: Commissioners Voting For:** J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, Jody Smith and Chris Upton. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Motion Carried.**

UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Board of Education January 25, 2018
To be Submitted to Budget Committee February 6, 2018
141-General Purpose Schools

Function	Obj	Cost Center	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
72320	101		COUNTY OFFICIAL/ADMINISTRATIVE OFFICER	\$ 93,900.00		\$ 9,390.00	\$ 103,290.00
72320	117		CAREER LADDER PROGRAM	\$ 1,000.00	\$ (1,000.00)		\$ -
72320	140		SALARY SUPPLEMENTS	\$ -		\$ 1,000.00	\$ 1,000.00
71100	116		TEACHERS	\$ 7,450,263.00	\$ (38,758.11)		\$ 7,411,504.89
71100	116		TEACHERS	\$ 7,411,504.89		\$ 12,019.17	\$ 7,423,524.06
71100	201		SOCIAL SECURITY	\$ 483,900.00		\$ 745.19	\$ 484,645.19
71100	204		STATE RETIREMENT	\$ 703,640.00		\$ 1,086.53	\$ 704,726.53
71100	206		LIFE INSURANCE	\$ 4,361.00		\$ 12.25	\$ 4,373.25
71100	210		UNEMPLOYMENT COMPENSATION	\$ 11,392.00		\$ 48.00	\$ 11,440.00
71100	212		EMPLOYER MEDICARE	\$ 113,170.00		\$ 174.28	\$ 113,344.28
72130	123		GUIDANCE PERSONNEL	\$ 335,209.00	\$ (44,022.00)		\$ 291,187.00
72130	130		SOCIAL WORKERS	\$ -		\$ 8,598.50	\$ 8,598.50
72130	201		SOCIAL SECURITY	\$ 25,010.00		\$ 533.11	\$ 25,543.11
72130	204		STATE RETIREMENT	\$ 30,212.00		\$ 777.30	\$ 30,989.30
72130	206		LIFE INSURANCE	\$ 196.00		\$ 12.25	\$ 208.25
72130	210		UNEMPLOYMENT COMPENSATION	\$ 640.00		\$ 48.00	\$ 688.00
72130	212		EMPLOYER MEDICARE	\$ 5,849.00		\$ 1,246.78	\$ 7,095.78
71100	189		OTHER SALARIES & WAGES	\$ 20,703.00	\$ (16,209.00)		\$ 4,494.00
72610	166		CUSTODIAL PERSONNEL	\$ 611,217.00		\$ 16,209.00	\$ 627,426.00
72250	189		OTHER SALARIES & WAGES	\$ 228,738.00		\$ 22,483.00	\$ 251,221.00
72250	201		SOCIAL SECURITY	\$ 4,101.58		\$ 1,246.78	\$ 5,348.36
72250	204		STATE RETIREMENT	\$ 15,641.00		\$ 2,032.46	\$ 17,673.46
72250	212		EMPLOYER MEDICARE	\$ 3,317.00		\$ 326.00	\$ 3,643.00
72710	189		OTHER SALARIES & WAGES	\$ 42,789.00		\$ 15,000.00	\$ 57,789.00
72710	201		SOCIAL SECURITY	\$ 4,101.58		\$ 930.00	\$ 5,031.58
72710	204		STATE RETIREMENT	\$ 1,083.00		\$ 1,353.00	\$ 2,436.00
72710	212		EMPLOYER MEDICARE	\$ 717.00		\$ 217.50	\$ 934.50
72210	399		OTHER CONTRACTED SERVICES	\$ -		\$ 4,500.00	\$ 4,500.00
				\$ -	\$ (99,989.11)	\$ 99,989.11	
				\$ (0.00) NET CHANGE			

This budget transfer is requested to budget social worker and music positions, change in Director's pay, change cafeteria monitors to custodian, technology position and Director of transportation pay

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 12th day of February, 2018

Attest:				Voting Aye	14
	Pam Ailor	Gary England	Mike Williams	Voting Nay	0
	Union County Clerk	Chairman	Union County Mayor	Pass	0
				Abstain	0

A Motion was made by Janet Holloway and Seconded by R. L. Jones to approve the Budget Amendment Request for 141-General Purpose Schools, as presented.

County Chairman, Gary England called for a Roll Call Vote: Commissioners Voting For: J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, Jody Smith and Chris Upton. Commissioners Voting Against: None. Commissioners Passing: None. Motion Carried.

UNION COUNTY BOARD OF EDUCATION
BUDGET AMENDMENT REQUEST
Submitted to Board of Education January 25, 2018
To be Submitted to Budget Committee February 6, 2018

141-General Purpose Schools-Walter State Dual Enrollment

Function	Obj	Cost Center	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
71100	116	WSCC	TEACHERS	\$ -		\$ 3,000.00	\$ 3,000.00
71100	201	WSCC	SOCIAL SECURITY	\$ -		\$ 174.38	\$ 174.38
71100	204	WSCC	STATE RETIREMENT	\$ -		\$ 274.62	\$ 274.62
71100	206	WSCC	LIFE INSURANCE	\$ -		\$ 0.52	\$ 0.52
71100	207	WSCC	MEDICAL INSURANCE	\$ -		\$ 287.38	\$ 287.38
71100	212	WSCC	EMPLOYER MEDICARE			\$ 18.39	\$ 18.39
71100	356	WSCC	TUITION			\$ 183.00	\$ 183.00
				\$ -	\$ -	\$ 3,938.29	
						\$ 3,938.29	NET CHANGE

This budget amendment is requested to enter into budget funds received from Walter State for our dual enrollment classes

43542 CONTRACT FOR INSTRUCT SERV W/OTHER \$ 3,938.29

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 12th day of February, 2018

Attest: Pam Ailor
Union County Clerk

Gary England
Chairman

Mike Williams
Union County Mayor

Voting Aye 14
Voting Nay 0
Pass 0
Abstain 0

UNION COUNTY BOARD OF EDUCATION
BUDGET AMENDMENT REQUEST
Submitted to Board of Education January 25, 2018
To be Submitted to Budget Committee February 6, 2018

145-Other Education Special Revenue-TNVA

Function	Obj	Cost Center	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
71100	312		CONTRACTS WITH PRIVATE AGENCIES	\$ 3,726,768.40		\$ 19,818.00	\$ 3,746,586.40
					\$ -	\$ 19,818.00	
						\$ 19,818.00	NET CHANGE

This amendment request is submitted to reflect the increase in funds received from the state for increased medical insurance cost

46511 BASIC EDUCATION PROGRAM \$ 19,818.00

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 12th day of February, 2018

Attest: Pam Ailor
Union County Clerk

Gary England
Chairman

Mike Williams
Union County Mayor

Voting Aye 14
Voting Nay 0
Pass 0
Abstain 0

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A **Motion** was made by **Lynn Beeler** and **Seconded** by **J. M. Bailey** to approve the **Budget Amendment Request for 141-General Purpose Schools-Walter State Dual Enrollment**, as presented.

County Chairman, Gary England called for a **Roll Call Vote**: **Commissioners Voting For:** J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, Jody Smith and Chris Upton. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Motion Carried.**

A **Motion** was made by **Dawn Flatford** and **Seconded** by **Bill Cox** to approve the **Budget Amendment Request for 145-Other Education Special Revenue-TNVA**, as presented.

County Chairman, Gary England called for a **Roll Call Vote**: **Commissioners Voting For:** J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, Jody Smith and Chris Upton. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Motion Carried.**

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UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Board of Education January 25, 2018
Submitted to Budget Committee February 6, 2018

142-Federal Programs -Subfund 101-Title IA -Improving the Academic Achievement of the Disadvantaged

Function	Obj	Cost Center	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
71100	429		INSTRUCTIONAL SUPPLIES AND MATERIALS	\$ 165,894.00	\$ (12,582.00)		\$ 153,312.00
71100	163		EDUCATIONAL ASSISTANTS	\$ 287,675.00		\$ 6,400.00	\$ 294,075.00
71100	201		SOCIAL SECURITY	\$ 26,612.97		\$ 400.00	\$ 27,012.97
71100	204		STATE RETIREMENT	\$ 31,729.31		\$ 400.00	\$ 32,129.31
71100	206		LIFE INSURANCE	\$ 500.00		\$ 25.00	\$ 525.00
71100	210		UNEMPLOYMENT COMPENSATION	\$ 3,554.00		\$ 75.00	\$ 3,629.00
71100	212		EMPLOYER MEDICARE	\$ 6,220.51		\$ 100.00	\$ 6,320.51
71100	722		REGULAR INSTRUCTION EQUIPMENT	\$ 141,230.00		\$ 8,582.00	\$ 149,812.00
72210	524		STAFF DEVELOPMENT	\$ 27,522.70	\$ (3,400.00)		\$ 24,122.70
					\$ (15,982.00)	\$ 15,982.00	
						\$ -	NET CHANGE

This amendment request is submitted to add Paraprofessional position at PES for the remainder of FY18 and to purchase instructional equipment

UNION COUNTY GOVERNMENT
BUDGET AMENDMENT REQUEST
Submitted to Board of Education January 25, 2018
Submitted to Budget Committee February 6, 2018

142-Federal Programs -Subfund 501-Title V -Rural and Low Income School Program

Function	Obj	Cost	DESCRIPTION	Original/ Amended Budget	Decrease	Increase	Amended Budget
71100	370	PESG	CNTRCTS FOR SUB TCHRS - NON-CERTIFIED	\$ 2,320.00	\$ (2,320.00)		\$ -
71100	370		CNTRCTS FOR SUB TCHRS - NON-CERTIFIED	\$ -		\$ 2,320.00	\$ 2,320.00
71100	369		CNTRCTS FOR SUB TEACHERS - CERTIFIED	\$ 2,320.00	\$ (2,320.00)		\$ -
71100	369	PESG	CNTRCTS FOR SUB TEACHERS - CERTIFIED	\$ -		\$ 2,320.00	\$ 2,320.00
					\$ (2,320.00)	\$ 2,320.00	
						\$ -	NET CHANGE

This amendment request is submitted to remove cost center from expenditure line

ADOPTED AND APPROVED IN OPEN MEETING, AT MAYNARDVILLE, TENNESSEE, this 12th day of February, 2018

Attest:

Official Seal of Union County Tennessee

Union County Clerk

Gary England

Chairman

Mike Williams

Union County Mayor

Voting Aye

14

Voting Nay

0

Pass

0

Abstain

0

Page 6 of 6

A Motion was made by **R. L. Jones** and **Seconded** by **Wayne Roach** to approve the **Budget Amendment Request for 142-Federal Programs–Subfund 101-Title 1A-Improving the Academic Achievement of the Disadvantaged** and **142-Federal Programs-Subfund 501-Title V-Rural and Low Income School Program**, as presented.

County Chairman, Gary England called for a **Roll Call Vote: Commissioners Voting For:** J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, Jody Smith and Chris Upton. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Motion Carried.**

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11. A **Motion** was made by **R. L. Jones** and **Seconded** by **Bob Bowers** to authorize the County Mayor to apply for a Tourism Health Grant.

County Chairman, Gary England called for a **Roll Call Vote: Commissioners Voting For:** J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, Jody Smith and Chris Upton. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Motion Carried.**

12. A **Motion** was made by **Wayne Roach** and **Seconded** by **Janet Holloway** that Union County, Tennessee approve funding in the amount of Seven Thousand Five Hundred Dollars (\$7,500.00) a Ten Percent (10%) match toward a Seventy Five Thousand Dollar (\$75,000.00) Round 3 Enhancement Grant.

County Chairman, Gary England called for a **Roll Call Vote: Commissioners Voting For:** J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, Jody Smith and Chris Upton. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Motion Carried.**

13. A **Motion** was made by **Mike Sexton** and **Seconded** by **R. L. Jones** that Union County, Tennessee approve the Sale of Property to the City of Luttrell, (as outlined in the Letter of Intent), and that the cost of the survey be the responsibility of Union County, Tennessee.

Letter of Intent

The City of Luttrell
Luttrell, TN 37779

January 16, 2018

Union County Commission
Maynardville TN, 37807

To Whom It May Concern:

This letter is written as a reply to an offer made in the January 15, 2018 Luttrell council meeting.

During our January meeting we were made aware of the offer of land (roughly 2 acres) adjoining the Luttrell park, Park Road, and Bucky's scrap yard. Phillip Ruth made a motion that The City of Luttrell purchase the land for \$6500 upon commission approval, David Williams seconds the motion, and the motion was approved.

The City of Luttrell would like to thank you for this opportunity.

Sincerely,

Courtney Luttrell


Luttrell City Recorder

Prior to any discussion concerning the Sale of Property to the City of Luttrell; Commissioner Jody Smith announced that as a Second (2nd) District Commissioner, he would be abstaining from all discussion and voting concerning this matter.

County Chairman, Gary England called for a **Roll Call Vote. Commissioners Voting For:** J. M. Bailey, Lynn Beeler, Bob Bowers, Bill Cox, Stan Dail, Gary England, Dawn Flatford, Kenny Hill, Janet Holloway, R. L. Jones, Wayne Roach, Mike Sexton, and Chris Upton. **Commissioners Voting Against:** None. **Commissioners Passing:** None. **Commissioners Abstaining:** Jody Smith. **Motion Carried.**

14. There was a discussion concerning the sale of the Industrial Park located in Luttrell, Tennessee; however, no action was taken by County Commission.
15. There was a brief discussion concerning the Track & Field Project for Union County High School; however, no action was taken by County Commission
16. Old Business: No Old Business was presented before County Commission in open meeting on Monday, February 12, 2018.
17. New Business: No New Business was presented before County Commission in open meeting on Monday, February 12, 2018.
18. Addendums:

a. Approve/Disapprove Fiscal Strength & Efficient Letter

 <p>MIKE WILLIAMS UNION COUNTY MAYOR</p>	<p>COPY</p>	<p>901 MAIN STREET SUITE 100 MAYNARDVILLE, TN 37807 (865) 992-3061 FAX (865) 992-1937</p>
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**Fiscal Strength an Efficient Government Fiscal Confirmation Letter
ThreeStar Program**

This document confirms that Union County has taken the following actions in accordance with the requirements of the ThreeStar Program

- The county mayor has reviewed with the county commission at an official meeting the county's debt policy that is currently on file with the Comptroller of the Treasury Office. The purpose of this requirement is to ensure that local elected officials are aware and knowledgeable of the county's debt management policy
- The county mayor and county commission acknowledge that an annual cash flow forecast must be prepared and submitted to the Comptroller prior to issuance of debt. The purpose of this requirement is to ensure elected officials are aware that prior to the issuance of the debt the county must go through the process of assessing the county's cash flow. This is done to evaluate the county's finances and confirm that sufficient revenue is available to cover additional debt service associated with the proposed issuance of debt.

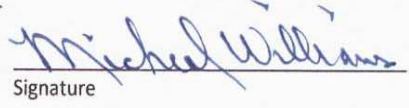
Debt Management Policy
This is an acknowledgement that the *Debt Management Policy of Union County is on file with the Office of the Comptroller of the Treasury* and was reviewed with members of the Union County Commission present at the meeting held on the 8th day of January, 2018.

 X Minutes of this meeting have been included as documentation of this agenda item

Annual Cash Flow Forecast
This is an acknowledgement that *prior to issuance of debt, an annual cash flow forecast was prepared for the appropriate fund and submitted to the Comptroller's office* and reviewed with the members of the Union County Commission present at the meeting held on the 8th day of January, 2018.

 X Minutes of this meeting have been included as documentation of this agenda item

Acknowledged this 12th day of February, 2018.

<p><u>Micheal Williams</u> County Mayor</p>	 Signature
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Union County, Tennessee



Debt Management Policy

Goal/Mission: To provide management with appropriate guidelines and direction to assist in making sound debt management decisions. To further demonstrate strong financial management practices for our county citizens, outside investors, and credit agencies.

Objectives:

1. Enhance decision process transparency and identify all expenditures of principal, interest, and annual costs along with issue specific transaction costs
2. Address hiring outside professionals
3. Address any potential conflict of interest issues
4. Additional requirements for new debt

1. Enhance transparency of decisions by way of Annual Debt Report, Annual Budgets, and Specific New Issue Report

Responsibilities for analysis and reporting shall be with the County Mayor/Executive and the county's budget committee.

To insure transparency of decisions, an annual debt payment reports and annual debt service budgets, as well as specific issuance debt reports (i.e. those required by state law) shall be prepared and available for public review and comment. County officials will comply with State of Tennessee Open Record laws and respond to record requests from any citizen of Tennessee promptly.

Annual Debt Report

An annual debt payment report shall be submitted to the county legislative body by June of each year, generally the report will be presented with the annual debt budget.

The annual report shall consist of but not be limited to:

- Budget summary and detailed budget as required by the Comptroller's office.
- Net Debt Calculation (Total Principal outstanding less most recent year respective debt fund balance).

- Calculation of Net Debt per capita from last official census (net debt/population).
- Documentation of the most recent debt rating.
- Reports will reflect estimated fund balance.

Annual Debt Budgets

Annual Debt Budgets shall be adopted by the county legislative body and comply with legal notice and filings requirements per the Moore County Charter and State Open Records Law.

New Debt Issuance

Any new debt issuance shall comply with State Form CT-0253 as well as any other state required forms that detail all associated costs for the issuance of the proposed debt. These records will be available for public and county commission inspection prior to the commission approval of the debt issuance.

2. Hiring of professionals for Debt Issuance

- From time to time the county may hire legal counsel, a financial advisor or underwriter to assist in issuance of debt.
- Financial Advisor: The County shall enter into a written agreement with each person or firm serving as financial advisor for debt management and transactions. Whether in a negotiated or competitive sale, the financial advisor shall **not** be permitted to bid on, privately place or underwrite an issue for which they are providing advisory services for the issuance. The county will utilize the most current definition of “financial advisor”, as determined by the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board, when determining what exactly defines a financial advisor.
- Underwriter: If there is an underwriter, the county shall require the underwriter to clearly identify itself in writing (e.g. in a response to a request for proposal or in promotional materials provided to the issuer) as an underwriter and not as a financial

advisor from the earliest stages of its relationship with the county with respect to that issue. The underwriter must clarify its primary role as a purchaser of securities in an arm’s-length commercial transaction and that it has financial and other interests that differ from those of the county’s. The underwriter in a publically offered, negotiated sale shall be required to provide pricing information both as to interest rates and to takedown per maturity to the governing body in advance of the pricing of the debt

- All professionals involved with the cost of issuance of debt shall disclose the estimated cost of their respective services including “soft” costs or compensations in lieu of direct payments to the county commission prior to the issuance of the debt.

3. Conflict of interest issues

- It is required that all professionals related to the debt issue will enter into a written engagement letter related to their proposed services, cost, and any potential conflict of interest. These letters will be signed by the county mayor and are open records.
- Professionals involved in a debt transaction hired or compensated by the county shall be required to disclose to the county existing client and business relationships between and among the professionals to a transaction (including but not limited to financial advisor, swap advisor, bond counsel, swap counsel, trustee, paying agent, underwriter, counterparty, and remarketing agent), as well as conduit issuers, sponsoring organizations and program administrators. This disclosure shall include that information reasonably sufficient to allow the county to appreciate the significance of the relationships. No engagement letter is required for any lawyer who is an employee of the county or lawyer or law firm which is under a general appointment or contract to serve as counsel to the county. The county does not need an engagement letter with counsel not representing the county, such as underwriters' counsel.
- Professionals who become involved in the debt transaction as a result of a bid submitted in a widely and publicly advertised competitive sale conducted using an industry standard, electronic bidding platform are not subject to this disclosure. No disclosure is required that would violate any rule or regulation of professional conduct.

4. Additional Requirements for New Debt

- All leases will be reviewed by the county attorney prior to execution of the lease, in order to determine if the instrument is a capital or operating lease. No county official that is not authorized by State statute should execute a capital lease on behalf of the county. Since capital leases are typically the least used and most expensive means of financing, the county commission should fully understand the cost of the asset and borrow cost imputed, as well as, whether they intend to use the asset through the end of its useful life.

- In accordance with State statute, no repayment schedule of debt will extend past the useful life of the asset that the funds are being issued for. The most current, adopted county's capital asset policy will be referenced for asset useful lives.
- If borrowing using capital outlay notes, the county should solicit a minimum of three rate and issuance cost quotes and select the lowest and best offer. The county will contact the State loan pool to solicit a quote from the pool, as well as local banks.
- Repayment schedules should use the straight-line method of repayment (debt retirement similar to a conventional home loan). Any other repayment schedule must be approved by the comptroller's office in writing and fully disclose the additional interest cost compared to straight-line repayment.
- When considering bonded debt, the county will compare the proposed repayment schedule with the straight-line method noted and will determine whether the new debt has an advanced repayment schedule, straight-line or back loaded schedule.
- The county commission may utilize variable rate debt in the county's overall debt management plan. The county will maintain a reasonable fund balance in the general debt service fund to safeguard against interest rate and liquidity risks.
- In the case of refinancing, an analysis report shall be provided which fully explains the reasons for the refinancing and the net savings and costs of the refinancing which will including not only interest charges but also the fees associated with the transaction.
- State Form CT- 0253 will be prepared prior to a new issue reflecting a preliminary estimate of cost of issuance and this form will be reviewed by the county commission at the time of debt approval.

A **Motion** was made by **Stan Dail** and **Seconded** by **Bill Cox** to approve the Fiscal Strength & Efficient Letter as presented.

County Chairman, Gary England called for an **Aye Vote. Motion Carried.**

19. A **Motion** was made by **Mike Sexton** and **Seconded** by **R. L. Jones** to **Adjourn.**

County Chairman, Gary England called for an **Aye Vote. Motion Carried.**
Union County Commission's Regular Meeting **Adjourned at 8:05 P.M.**