



Bedford County Board of Commissioners

Commissioner Board Meeting

Date: **Tuesday, November 14, 2023**

Time: **7:00 PM**

Location: **Bedford County Historic Courthouse, 2nd Floor, Courtroom**

Minutes

Call to Order: Chairman, Mayor Chad D. Graham

Prayer and Pledge of Allegiance

Open Meeting: Sheriff Austin Swing

Roll Call: County Clerk Donna Thomas

PRESENT

Bill Anderson
John Boutwell
Jason Boyette
Janice Brothers
Anita Epperson
Biff Farrar
Drew Hooker
Scott Johnson
Eric Maddox
Diane Neeley
Sylvia Pinson
Julie Sanders
Tony Smith
Adam Thomas
Mark Thomas
Troy Thompson
Greg Vick
Linda Yockey

Minutes Approval:

1. Approval of Commission Meeting Minutes from October 10, 2023 - *Placed on the agenda without a recommendation by the Rules & Legislative Committee (unanimous).*

Motion to approve by Mark Thomas. Seconded by Epperson. Passed unanimously by voice vote.

Public Comment Period:

No public comment

Elections & Confirmations:

2. Elect Notaries - *Placed on the agenda by the Rules & Legislative Committee (unanimous).*

Motion to approve by Anderson. Seconded by Pinson. Passed unanimously by voice vote.

BEDFORD COUNTY CLERK
DONNA THOMAS COUNTY CLERK
100 PUBLIC SQ STE 104
SHELBYVILLE TN 37160
Telephone 931-684-1921
Fax 931-685-9590

Notaries to be elected November 14, 2023

MALEKE MARWAN AHMAD	JOYCE ANN MARSH
NASSTASSJA ARENIVAS	LORI MCCARRALL
EVA EWTON	JASON MCWHORTER
JORGE FLORES SALINAS	BRYAN MITCHELL
MARIA GOOLSBY	ANN MARIE MORTON
MATILDA HARRIS	SARA NORMAN
CHARLES H HEFLIN JR	RICHARD T SMITH
MARIA YESSSENIA IBARRA	LUCILLE TAYLOR
CONSWELLA JOHNSON	MEGAN TROTT
AMELIA MILLER LUNA	BRENDA WILSON

Presentations: None.

Resolutions: None.

Additional Items by Standing Committees:

Rules and Legislative Committee: None.

Law Enforcement Committee: None.

Courthouse and Property Committee: None.

Financial Management Committee:

November 14, 2023 Board of Commissioners Commissioner Board Meeting Minutes

3. Quarterly Financials

Motion to approve by Brothers. Seconded by Anderson. Passed unanimously by voice vote.

BEDFORD COUNTY, TENNESSEE
QUARTERLY FINANCIAL REPORT
Quarter Ending September 30, 2023

2023-24

COUNTY GENERAL FUND 101
DRUG CONTROL FUND 122
HIGHWAY FUND 131
GENERAL PURPOSE SCHOOL FUND 141
SCHOOL FEDERAL PROJECTS FUND 142
CHILD NUTRITION FUND 143
SCHOOL AGE CARE PROGRAM FUND 146
GENERAL DEBT SERVICE FUND 151
GENERAL CAPITAL PROJECTS FUND 171
EDUCATION CAPITAL PROJECTS FUND 177
COUNTY CAPITAL PROJECTS FUND 178

Presented to the Bedford County Financial Management Committee

Mr. Chad Graham, Financial Management Committee Chairman and County Mayor
Mr. Robert Daniel, Director of Finance

BEDFORD COUNTY GENERAL FUND 101
QUARTERLY FINANCIAL REPORT
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	ESTIMATED REVENUE 2023-24	QUARTER TO DATE REVENUES	UNREALIZED REVENUES QUARTER TO DATE	PERCENT REALIZED
ESTIMATED REVENUES AND OTHER SOURCES				
Local Taxes.....	22,010,483	1,402,202	20,608,281	6.37%
Licenses & Permits.....	443,952	124,893	319,059	28.13%
Fines, Forfeitures and Penalties.....	401,049	136,483	264,566	34.03%
Charges for Current Services.....	2,496,237	467,645	2,028,592	18.73%
Other Local Revenues.....	559,470	89,410	470,060	15.98%
Fees Received from County Officials.....	2,537,938	465,093	2,072,845	18.33%
State of Tennessee.....	3,258,108	1,250,479	2,007,629	38.38%
Federal Government.....	59,750	88,045	(28,295)	147.36%
Other Sources.....	261,453	71,534	189,919	27.36%
TOTAL EST. REVENUES & OTHER SOURCES	32,028,440	4,095,784	27,932,656	12.79%
30000 Unassigned Fund Balance	4,445,661			
Restricted Fund Balance	2,095,021			
Committed Fund Balance	68,737			
Assigned Fund Balance	4,839,927			
TOTAL AVAILABLE FUNDS	43,477,786			

BEDFORD COUNTY GENERAL FUND 101
QUARTERLY FINANCIAL REPORT
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	APPROPRIATIONS 2023-24	YEAR EXPENDITURES/ ENCUMBRANCES	UNEXPENDED / UNENCUMBERED TO DATE	PERCENT USED
EXPENDITURES (APPROPRIATIONS)				
GENERAL GOVERNMENT				
51100 County Commission	164,613	34,761	129,852	21.12%
51210 Board of Equalization	8,000	0	8,000	0.00%
51220 Beer Board	1,000	0	1,000	0.00%
51230 Budget and Finance Committee	3,003	728	2,275	24.23%
51240 Other Boards and Committees	0	0	0	0.00%
51300 County Mayor	367,002	74,113	292,889	20.19%
51310 Personnel Office	99,197	25,031	74,166	25.23%
51400 County Attorney	65,000	25,203	39,797	38.77%
51500 Election Commission	253,694	55,780	197,914	21.99%
51600 Register of Deeds	405,614	116,860	288,754	28.81%
51720 Planning	281,187	71,463	209,724	25.41%
51750 Codes Compliance	208,143	49,122	159,021	23.60%
51760 Geographical Information Systems	67,936	13,620	54,316	20.05%
51800 County Buildings	1,693,544	377,621	1,315,923	22.30%
51910 Preservation of Records	122,406	19,210	103,196	15.69%
FINANCE				
52100 Accounting and Budgeting	932,998	225,789	707,209	24.20%
52300 Property Assessor's Office	467,867	105,406	362,461	22.53%
52310 Reappraisal Program	140,191	34,998	105,193	24.98%
52400 County Trustee's Office	443,564	120,722	322,842	27.22%
52500 County Clerk's Office	698,296	179,405	518,891	25.89%
52600 Data Processing	397,256	105,283	291,973	26.50%
ADMINISTRATION OF JUSTICE				
53100 Circuit Court	966,511	266,298	700,213	27.55%
53300 General Sessions Court	284,459	65,927	218,532	23.18%
53400 Chancery Court	424,581	119,942	304,639	28.25%
53500 Juvenile Court	245,260	64,324	180,936	26.23%
53700 Judicial Commissioners	265,817	63,643	202,174	23.94%
53900 Other Administration of Justice	162,775	29,721	133,054	18.26%
53910 Probation Services	501,293	132,561	368,732	26.44%
PUBLIC SAFETY				
54110 Sheriff's Department	5,845,751	1,398,789	4,446,962	23.93%
54120 Special Patrols	0	0	0	0.00%
54130 Traffic Controls	43,246	9,663	33,583	22.34%
54210 Jail	4,460,762	1,013,708	3,447,054	22.73%
54220 Workhouse	0	0	0	0.00%
54240 Juvenile Services	709,857	156,827	553,030	22.09%
54490 Civil Defense	0	0	0	0.00%
54490 Other Emergency Management	2,673,333	662,708	2,010,625	24.79%
54610 County Coroner/Medical Examiner	55,000	0	55,000	0.00%
54900 Other Public Safety	843,869	106,372	737,497	12.61%

BEDFORD COUNTY GENERAL FUND 101
QUARTERLY FINANCIAL REPORT
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	APPROPRIATIONS 2023-24	YEAR EXPENDITURES/ ENCUMBRANCES	UNEXPENDED / UNENCUMBERED TO DATE	PERCENT USED
EXPENDITURES (APPROPRIATIONS) Cont.				
PUBLIC HEALTH AND WELFARE				
55110 Local Health Center	824,107	152,650	671,457	18.52%
55120 Rabies and Animal Control	405,664	90,290	315,374	22.26%
55130 Ambulance/Emergency Medical Services	5,415,093	1,182,607	4,232,486	21.84%
55190 Other Local Health Services	74,016	33,508	40,508	45.27%
55310 Regional Mental Health Center	0	0	0	0.00%
55390 Appropriation to State	54,000	0	54,000	0.00%
55510 General Welfare Assistance	75,070	0	75,070	0.00%
55710 Sanitation Management	0	0	0	0.00%
55732 Convenience Centers	1,791,237	486,078	1,305,159	27.14%
SOCIAL, CULTURAL AND RECREATIONAL SERVICES				
56100 Adult Activities	5,700	0	5,700	0.00%
56300 Senior Citizens Assistance	16,000	0	16,000	0.00%
56500 Libraries	181,305	45,326	135,979	25.00%
AGRICULTURE & NATURAL RESOURCES				
57100 Agriculture Extension Service	145,759	3,869	141,890	2.65%
57500 Soil Conservation	68,000	17,000	51,000	25.00%
57900 Other Agriculture & Natural Resources	110,389	28,864	81,525	26.15%
OTHER OPERATIONS				
58110 Tourism	2,369	0	2,369	0.00%
58190 Other Economic & Community Development	110,000	0	110,000	0.00%
58300 Veterans' Services	105,780	27,583	78,197	26.08%
58400 Other Charges	563,000	439,725	123,275	78.10%
58500 Contributions to Other Agencies	185,000	96,799	88,201	52.32%
58600 Employee Benefits	0	0	0	0.00%
58801 COVID-19 Grant #1	0	0	0	0.00%
58802 COVID-19 Grant #2	0	73,652	(73,652)	100.00%
58900 Miscellaneous	1,473,422	97,524	1,375,898	6.62%
91190 Other General Government Projects	0	92,847	(92,847)	100.00%
90000 Capital Projects	0	0	0	0.00%
99000 Estimated Other Uses	0	0	0	0.00%
99100 Transfers to Other Funds	0	0	0	0.00%
TOTAL EXPENDITURES (APPROPRIATIONS)	35,908,936	8,593,921	27,315,015	23.93%
Restricted Fund Balance	1,594,243			
Committed Fund Balance	68,737			
Assigned Fund Balance	4,437,365			
3% Fund Balance	1,077,268			
30000 Unassigned Fund Balance	391,237			

BEDFORD COUNTY DRUG CONTROL FUND 122
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	ESTIMATED REVENUE 2023-24	YEAR TO DATE REVENUES	UNREALIZED REVENUES TO DATE	PERCENT REALIZED
ESTIMATED REVENUES AND OTHER SOURCES				
Fines, Forfeitures and Penalties	3,000	763	2,237	25.45%
Other Local Revenues	0	0	0	0.00%
TOTAL EST. REVENUES & OTHER SOURCES	3,000	763	2,237	25.45%
30000 Reserves and/or Fund Balances	15,049			
TOTAL AVAILABLE FUNDS	18,049			

	APPROPRIATIONS 2023-24	YEAR EXPENDITURES/ ENCUMBRANCES	UNEXPENDED / UNENCUMBERED TO DATE	PERCENT USED
EXPENDITURES (APPROPRIATIONS)				
PUBLIC SAFETY				
Jail	0	0	0	0.00%
Miscellaneous	100	19	81	18.78%
TOTAL EXPENDITURES (APPROPRIATIONS)	100	19	81	18.78%
39000 Reserves and/or Fund Balances	17,949			

BEDFORD COUNTY PUBLIC WORKS FUND 131
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	ESTIMATED REVENUE 2023-24	YEAR TO DATE REVENUES	UNREALIZED REVENUES TO DATE	PERCENT REALIZED
ESTIMATED REVENUES AND OTHER SOURCES				
Local Taxes	1,376,591	65,725	1,310,866	4.77%
Charges for Current Services	0	0	0	0.00%
Other Local Revenues	95,832	2,769	93,063	2.89%
State of Tennessee	6,079,642	476,546	5,603,096	7.84%
Federal Government	0	0	0	0.00%
Other Governments and Citizens Groups	0	0	0	0.00%
Other Sources	0	0	0	0.00%
TOTAL EST. REVENUES & OTHER SOURCES	7,552,065	545,040	7,007,025	7.22%
30000 Reserves and/or Fund Balances	1,041,585			
TOTAL AVAILABLE FUNDS	8,593,650			
	APPROPRIATIONS 2023-24	YEAR EXPENDITURES/ ENCUMBRANCES	UNEXPENDED / UNENCUMBERED TO DATE	PERCENT USED
EXPENDITURES (APPROPRIATIONS)				
OTHER OPERATIONS				
Contributions to Other Agencies	7,000	0	7,000	0.00%
HIGHWAYS				
Administration	408,619	89,137	319,482	21.81%
Highway and Bridge Maintenance	1,784,189	552,686	1,231,503	30.98%
Operation and Maintenance of Equipment	702,495	188,242	514,253	26.80%
Litter and Trash Collection	114,406	32,416	81,990	28.33%
Other charges	218,801	148,639	70,162	67.93%
Employee Benefits	61,129	59,181	1,948	96.81%
Capital Outlay	4,650,000	2,519,421	2,130,579	54.18%
Transfers Out	25,010	0	25,010	0.00%
TOTAL EXPENDITURES (APPROPRIATIONS)	7,971,649	3,589,722	4,381,927	45.03%
TOTAL EXPENDITURES (APPROPRIATIONS)	622,001			

BEDFORD COUNTY GENERAL PURPOSE SCHOOL FUND 141
QUARTERLY FINANCIAL REPORT
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	ESTIMATED REVENUE 2023-24	YEAR TO DATE REVENUES	UNREALIZED REVENUES TO DATE	PERCENT REALIZED
EST. REVENUES & OTHER SOURCES				
40000 Local Taxes	13,008,529	1,221,631	11,786,898	9.39%
41000 Licenses & Permits	3,000	225	2,775	7.50%
43000 Chg. for Current Serv.	128,000	20,221	107,779	15.80%
44000 Other Local Revenues	170,849	51,261	119,588	30.00%
46500 State Ed. Funds	75,237,016	15,256,439	59,980,576	20.28%
46800 Other State Revenues	0	0	0	0.00%
47100 Fed. Funds Rec.-State	0	0	0	0.00%
47600 Direct Fed. Revenues	0	0	0	0.00%
49000 Other Sources(Non-Revenue)	8,000	18,210	(10,210)	227.63%
14100 TOTAL EST. REVENUES & OTHER	88,555,394	16,567,988	71,987,406	18.71%
30000 Unassigned Fund Balance	13,098,463			
Committed Fund Balance	5,583,537			
Assigned Fund Balance	5,975,311			
Restricted Fund Balance	910,613			
TOTAL AVAILABLE FUNDS	114,123,318			

BEDFORD COUNTY GENERAL PURPOSE SCHOOL FUND 141
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	APPROPRIATIONS 2023-24	YEAR EXPENDITURES/ ENCUMBRANCES	UNEXPENDED / UNENCUMBERED TO DATE	PERCENT USED
EXPENDITURES (APPROPRIATIONS)				
Instruction				
71100 Regular Inst. Prog.	42,837,788	6,564,278	36,273,510	15.32%
71150 Alternative Inst. Prog.	827,834	115,457	712,377	13.95%
71200 Spec. Ed. Program	4,294,238	592,365	3,701,873	13.79%
71300 Voc. Ed. Program	5,736,446	588,741	5,147,705	10.26%
71900 Other	0	0	0	0.00%
Support Services				
72110 Attendance	507,722	69,970	437,752	13.78%
72120 Health Services	833,717	138,584	695,133	16.62%
72130 Other Student Support	3,127,306	519,559	2,607,748	16.61%
72210 Regular Inst. Program (Staff)	2,290,520	502,642	1,787,878	21.94%
72215 Alternative Inst. Program (Staff)	0	0	0	0.00%
72220 Special Education Inst. Program (Staff)	529,655	126,049	403,606	23.80%
72230 Vocational Inst. Program (Staff)	28,938	4,742	24,196	16.39%
72250 Technology	4,199,003	2,106,294	2,092,709	50.16%
72290 Other Programs	0	0	0	0.00%
72310 Board of Education	1,483,248	602,768	880,480	40.64%
72320 Office of Superintendent	591,547	111,496	480,051	18.85%
72410 Office of Principal	5,333,396	1,118,788	4,214,608	20.98%
72520 Human Services	324,287	107,771	216,516	33.23%
72610 Operation of Plant	7,715,829	1,898,690	5,817,139	24.61%
72620 Maintenance of Plant	3,027,238	986,277	2,040,961	32.58%
72710 Student Transportation	4,053,799	1,171,343	2,882,456	28.89%
72810 Central and Other	0	0	0	0.00%
Oper. of Non-Instructional Services				
73100 Food Service	57,199	26,725	30,474	46.72%
73300 Community Services	183,209	7,300	175,909	3.98%
73400 Early Childhood Education	805,318	149,856	655,461	18.61%
76100 Reg.Capital Outlay	5,804,353	1,362,709	4,441,644	23.48%
81300 Education Debt Service	0	0	0	0.00%
91300 Education Capital Projects	0	0	0	0.00%
99100 Operating Transfers	143,178	0	143,178	0.00%
TOTAL EXPENDITURES	94,735,768	18,872,406	75,863,362	19.92%
Less: Committed Fund Balance	5,188,812			
Restricted Fund Balance	74,822			
3% Fund Balance	2,667,942			
39000 Unassigned Fund Balance	11,456,174			

BEDFORD COUNTY FEDERAL PROJECTS FUND 142
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	ESTIMATED REVENUE 2023-24	YEAR TO DATE REVENUES	UNREALIZED REVENUES TO DATE	PERCENT REALIZED
EST. REVENUES & OTHER SOURCES				
47100 Fed. Funds Rec.-State	15,635,426	2,072,665	13,562,761	13.26%
14100 TOTAL EST. REVENUES & OTHER	15,635,426	2,072,665	13,562,761	13.26%
30000 Reserves and/or Fund Balances	0			
TOTAL AVAILABLE FUNDS	15,635,426			
	APPROPRIATIONS 2023-24	YEAR EXPENDITURES/ ENCUMBRANCES	UNEXPENDED / UNENCUMBERED TO DATE	PERCENT USED
EXPENDITURES (APPROPRIATIONS)				
Instruction				
71100 Regular Inst. Prog.	7,909,129	495,647	7,413,482	6.27%
71200 Spec. Ed. Program	1,602,408	384,623	1,217,785	24.00%
71300 Voc. Ed. Program	205,951	73,467	132,484	35.67%
Support Services				
72120 Health Services	0	0	0	0.00%
72130 Other Student Support	293,771	89,333	204,438	30.41%
72210 Regular Instruction Staff	2,135,409	277,360	1,858,049	12.99%
72220 Special Education Staff	379,781	69,329	310,452	18.26%
72230 Vocational Education Staff	7,104	922	6,183	12.98%
72250 Technology	100,000	0	100,000	0.00%
72710 Student Transportation	985,423	53,579	931,844	5.44%
Oper. of Non-Instructional Services				
73100 Food Service	164,530	1,000	163,530	0.61%
76100 Regular Capital Outlay	1,540,000	904,521	635,479	58.74%
99100 Operating Transfers	311,920	0	311,920	0.00%
TOTAL EXPENDITURES	15,635,426	2,349,780	13,285,646	15.03%
39000 Reserves and/or Fund Balances	0			

BEDFORD COUNTY CHILD NUTRITION FUND 143
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	ESTIMATED REVENUE 2023-24	YEAR TO DATE REVENUES	UNREALIZED REVENUES TO DATE	PERCENT REALIZED
EST. REVENUES & OTHER SOURCES				
43000 Chg. for Current Serv.	275,000	52,811	222,189	19.20%
44000 Other Local Revenues	35,000	8,466	26,534	24.19%
47100 Fed. Funds Rec.-State	6,200,000	1,131,964	5,068,036	18.28%
49000 Other Sources(Non-Revenue)	0	0	0	0.00%
14100 TOTAL EST. REVENUES & OTHER	6,510,000	1,193,241	5,316,759	18.33%
30000 Reserves and/or Fund Balances	5,200,039			
TOTAL AVAILABLE FUNDS	11,710,039			
	APPROPRIATIONS 2023-24	YEAR EXPENDITURES/ ENCUMBRANCES	UNEXPENDED / UNENCUMBERED TO DATE	PERCENT USED
EXPENDITURES (APPROPRIATIONS)				
Oper. of Non-Instructional Services				
72300 General Administration	54,000	52,920	1,080	98.00%
73100 Food Service	6,381,326	1,949,346	4,431,980	30.55%
99100 Transfers	22,012	0	22,012	0.00%
TOTAL EXPENDITURES	6,457,338	2,002,266	4,455,072	31.01%
39000 Reserves and/or Fund Balances	5,252,701			

BEDFORD COUNTY SCHOOL AGE CARE PROGRAM FUND 146
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	ESTIMATED REVENUE 2023-24	YEAR TO DATE REVENUES	UNREALIZED REVENUES TO DATE	PERCENT REALIZED
EST. REVENUES & OTHER SOURCES				
43000 Chg. for Current Serv.	649,085	125,576	523,509	19.35%
44000 Other Local Revenues	0	0	0	0.00%
46000 State of Tennessee	0	0	0	0.00%
14100 TOTAL EST. REVENUES & OTHER	649,085	125,576	523,509	19.35%
30000 Reserves and/or Fund Balances	342,815			
TOTAL AVAILABLE FUNDS	991,900			
	APPROPRIATIONS 2023-24	YEAR EXPENDITURES/ ENCUMBRANCES	UNEXPENDED / UNENCUMBERED TO DATE	PERCENT USED
EXPENDITURES (APPROPRIATIONS)				
Oper. of Non-Instructional Services				
72300 General Administration	1,800	1,764	36	98.00%
73300 Community Service	719,754	193,559	526,195	26.89%
79100 Operating Transfers	0	0	0	0.00%
79200 Residual Equity Transfers	0	0	0	0.00%
TOTAL EXPENDITURES	721,554	195,323	526,231	27.07%
39000 Reserves and/or Fund Balances	270,346			

BEDFORD COUNTY DEBT SERVICE FUND 151
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	ESTIMATED REVENUE 2023-24	YEAR TO DATE REVENUES	UNREALIZED REVENUES TO DATE	PERCENT REALIZED
ESTIMATED REVENUES AND OTHER SOURCES				
40000 Local Taxes.....	13,142,471	2,298,289	10,844,182	17.49%
44000 Other Local Revenues.....	2,600,000	878,878	1,721,122	33.80%
46000 State of Tennessee.....	0	0	0	0.00%
48100 Other Governments.....	318,316	0	318,316	0.00%
49000 Other Sources.....	0	0	0	0.00%
TOTAL EST. REVENUES & OTHER SOURCES	16,060,787	3,177,167	12,883,620	19.78%
30000 Reserves and/or Fund Balances	24,224,476			
TOTAL AVAILABLE FUNDS	40,285,263			
	APPROPRIATIONS 2023-24	YEAR EXPENDITURES/ ENCUMBRANCES	UNEXPENDED / UNENCUMBERED TO DATE	PERCENT USED
EXPENDITURES (APPROPRIATIONS) Cont.				
80000 DEBT SERVICE				
82110 General Government	1,966,255	0	1,966,255	0.00%
82120 Highways and Streets	0	0	0	0.00%
82130 Education	2,786,845	0	2,786,845	0.00%
82210 General Government	1,031,110	50,668	980,442	4.91%
82220 Highways and Streets	0	0	0	0.00%
82230 Education	3,671,863	515,252	3,156,611	14.03%
82310 General Government	165,750	38,391	127,359	23.16%
82330 Education	0	0	0	0.00%
99000 Other Uses	0	0	0	0.00%
TOTAL EXPENDITURES (APPROPRIATIONS)	9,621,823	604,311	9,017,512	6.28%
39000 Reserves and/or Fund Balances	30,663,440			

BEDFORD COUNTY EDUCATION CAPITAL PROJECTS FUND 177
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	ESTIMATED REVENUE 2023-24	YEAR TO DATE REVENUES	UNREALIZED REVENUES TO DATE	PERCENT REALIZED
ESTIMATED REVENUES AND OTHER SOURCES				
48100 Other Governments				
48130 Contributions	40,000,000	6,799,782	33,200,218	17.00%
TOTAL EST. REVENUES & OTHER SOURCES	40,000,000	6,799,782	33,200,218	0.00%
30000 Reserves and/or Fund Balances	159,052			
TOTAL AVAILABLE FUNDS	40,159,052			
	APPROPRIATIONS 2023-24	YEAR EXPENDITURES/ ENCUMBRANCES	UNEXPENDED / UNENCUMBERED TO DATE	PERCENT USED
EXPENDITURES (APPROPRIATIONS) Cont.				
90000 CAPITAL PROJECTS				
99300 Educational Capital Projects				
304 Architects	159,052	0	159,052	0.00%
321 Engineering Services	0	0	0	0.00%
706 Building Construction	40,000,000	6,799,782	33,200,218	17.00%
707 Building Improvements	0	0	0	0.00%
711 Furniture and Fixtures	0	0	0	0.00%
724 Site Development	0	0	0	0.00%
TOTAL EXPENDITURES (APPROPRIATIONS)	40,159,052	6,799,782	33,359,270	16.93%
39000 Reserves and/or Fund Balances	0			

BEDFORD COUNTY COURTHOUSE CAPITAL PROJECTS FUND 178
QUARTERLY FINANCIAL REPORT
September 2023

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	ESTIMATED REVENUE 2023-24	YEAR TO DATE REVENUES	UNREALIZED REVENUES TO DATE	PERCENT REALIZED
ESTIMATED REVENUES AND OTHER SOURCES				
40000 Local Taxes	483,380	25,761	457,619	5.33%
44000 Local Revenues	0	0	0	0.00%
49200 Notes Issued	0	0	0	0.00%
49800 Transfers in	40,000,000	6,799,782	33,200,218	17.00%
TOTAL EST. REVENUES & OTHER SOURCES	40,483,380	6,825,543	33,657,837	16.86%
30000 Reserves and/or Fund Balances	2,310,621			
TOTAL AVAILABLE FUNDS	42,794,001			
	APPROPRIATIONS 2023-24	YEAR EXPENDITURES/ ENCUMBRANCES	UNEXPENDED / UNENCUMBERED TO DATE	PERCENT USED
EXPENDITURES (APPROPRIATIONS) Cont.				
90000 CAPITAL PROJECTS				
91110 General Administration Projects	0	0	0	0.00%
304 Architects	0	0	0	0.00%
321 Engineering Services	0	0	0	0.00%
399 Other Contracted Services	0	0	0	0.00%
707 Building Improvements	78,000	0	78,000	0.00%
718 Motor Vehicles	18,000	0	18,000	0.00%
799 Other Capital Outlay				
91130 Public Safety Projects	0	0	0	0.00%
706 Building Construction	0	0	0	0.00%
708 Communication Equipment	0	0	0	0.00%
718 Motor Vehicles	656,347	49,972	606,375	7.81%
799 Other Capital Outlay	107,200	82,275	24,925	76.75%
91140 Public Health and Welfare Projects				
733 Solid Waste Equipment	0	0	0	0.00%
735 Health Equipment	0	0	0	0.00%
790 Other Equipment	0	0	0	0.00%
91190 Other General Government Projects	0	0	0	0.00%
510 Trustee's Commission	15,000	525	14,475	3.50%
790 Other Capital Outlay	1,912,543	0	1,912,543	0.00%
91300 Education Capital Projects	0	0	0	0.00%
316 Contributions	40,000,000	6,799,782	33,200,218	17.00%
TOTAL EXPENDITURES (APPROPRIATIONS)	42,787,090	6,932,554	35,854,536	16.20%
39000 Reserves and/or Fund Balances	6,911			

4. BCEMS-Write Offs

Motion to approve by Mark Thomas. Seconded by Hooker. Passed unanimously by voice vote.

Ticket List – Uncollectable						Run Date: 10/6/2023
Deceased Bankruptcy						Page # 1
DOS:	Ticket #	Charge	Payments	W/O and Adj	Balance	BCEMS
05/09/21	210609-0300-BED:1	\$642.54	\$0.00	\$0.00	\$642.54	
04/10/19	190400129:1	\$665.84	(\$257.74)	\$0.00	\$407.90	
04/23/18	0000000201-201804232602:1	\$678.65	(\$250.95)	(\$162.69)	\$265.00	
02/07/22	220207-1445-BED:1	\$428.16	(\$289.11)	(\$66.77)	\$72.28	
08/30/22	220630-1109-BED:1	\$632.10	(\$543.14)	\$0.00	\$88.96	
04/23/23	CFS23-011128:1	\$625.25	(\$259.04)	(\$66.21)	\$300.00	
07/11/22	220711-1339-BED:1	\$701.26	(\$302.91)	(\$123.35)	\$275.00	
01/12/22	220112-0057-BED:1	\$638.75	(\$276.98)	(\$111.77)	\$250.00	
03/17/23	CFS23-007219:1	\$372.30	\$0.00	\$0.00	\$372.30	
12/06/21	211206-0701-BED:1	\$552.59	(\$159.95)	(\$117.64)	\$275.00	
01/20/22	220120-1759-BED:1	\$632.10	(\$231.98)	(\$105.12)	\$295.00	
07/20/22	220720-1644-BED:1	\$353.68	\$0.00	\$0.00	\$353.68	
12/03/21	211203-1014-BED:1	\$341.71	\$0.00	\$0.00	\$341.71	
02/17/22	220217-1451-BED:1	\$632.10	(\$532.10)	\$0.00	\$100.00	
06/04/22	220604-1858-BED:1	\$632.10	(\$532.10)	\$0.00	\$100.00	
04/19/20	200418-2353-BED:1	\$788.84	\$0.00	\$0.00	\$788.84	
04/18/20	200418-1905-BED:1	\$594.86	\$0.00	\$0.00	\$594.86	
03/24/20	200324-2142-BED:1	\$608.52	\$0.00	\$0.00	\$608.52	
03/25/20	200325-0152-BED:1	\$1,060.16	\$0.00	\$0.00	\$1,060.16	
12/30/20	201230-1233-BED:1	\$820.54	\$0.00	\$0.00	\$820.54	
12/03/21	211203-0940-BED:1	\$606.83	(\$298.63)	(\$133.20)	\$175.00	
01/15/22	220115-1304-BED:1	\$1,168.78	(\$560.84)	(\$342.94)	\$255.00	
11/01/17	171100008:1	\$315.11	\$0.00	\$0.00	\$315.11	
09/03/22	220903-1717-BED:1	\$653.38	(\$246.34)	(\$118.04)	\$290.00	
08/08/22	220808-0109-BED:1	\$646.73	\$0.00	\$0.00	\$646.73	
12/01/22	CFS22-006372:1	\$638.75	(\$271.43)	(\$117.32)	\$250.00	
03/08/23	CFS23-006397:1	\$860.44	(\$478.38)	(\$84.08)	\$300.00	
10/10/21	211010-0450-BED:1	\$1,052.18	(\$435.22)	(\$376.96)	\$240.00	
06/15/18	180600186:1	\$662.69	\$0.00	\$0.00	\$662.69	
02/21/23	CFS23-004761:1	\$948.22	\$0.00	\$0.00	\$948.22	
07/27/21	210727-2101-BED:1	\$1,046.86	(\$432.14)	(\$374.72)	\$240.00	
08/09/22	220809-1900-BED:1	\$612.15	(\$203.52)	(\$113.63)	\$295.00	

Ticket List – Uncollectable						Run Date: 10/6/2023
Deceased Bankruptcy						Page # 2
DOS:	Ticket #	Charge	Payments	W/O and Adj	Balance	
02/24/20	200224-0447-BED:1	\$1,076.12	(\$984.36)	(\$331.76)	\$80.00	
02/17/23	CFS23-004461:1	\$699.93	(\$292.62)	(\$122.41)	\$285.00	
12/04/21	211204-1029-BED:1	\$609.49	\$0.00	\$0.00	\$609.49	
12/10/20	201210-1554-BED:1	\$665.35	\$0.00	\$0.00	\$665.35	
04/12/18	180400157:1	\$843.57	\$0.00	\$0.00	\$843.57	
04/29/21	210429-1844-BED:1	\$361.66	(\$15.61)	(\$71.05)	\$275.00	
04/27/21	210427-0727-BED:1	\$556.58	(\$171.50)	(\$110.08)	\$275.00	
11/09/21	211109-1903-BED:1	\$646.73	\$0.00	\$0.00	\$646.73	
01/13/22	220113-1830-BED:1	\$644.07	\$0.00	\$0.00	\$644.07	
11/25/21	211125-1519-BED:1	\$386.60	\$0.00	\$0.00	\$386.60	
11/22/21	211122-0954-BED:1	\$557.91	\$0.00	\$0.00	\$557.91	
11/15/21	211115-1816-BED:1	\$648.06	\$0.00	\$0.00	\$648.06	
09/24/20	200624-1437-BED:1	\$733.18	\$0.00	\$0.00	\$733.18	
05/23/21	210623-1531-BED:1	\$349.69	\$0.00	\$0.00	\$349.69	
09/09/22	220909-1558-BED:1	\$366.98	(\$71.44)	(\$62.94)	\$232.60	
08/31/22	220831-1202-BED:1	\$545.94	(\$211.81)	(\$99.13)	\$235.00	
01/24/23	CFS23-002082:1	\$648.06	(\$277.09)	(\$70.97)	\$300.00	
06/07/22	220607-1655-BED:1	\$648.06	(\$505.32)	\$0.00	\$142.74	
08/17/19	190800220:1	\$1,245.23	(\$582.86)	(\$437.57)	\$225.00	
12/31/21	211231-0114-BED:1	\$944.23	(\$723.64)	\$0.00	\$220.59	
11/28/16	161100373:1	\$645.20	(\$180.20)	\$0.00	\$465.00	
05/13/23	CFS23-013492:1	\$827.61	\$0.00	\$0.00	\$827.61	
03/18/20	200318-2034-BED:1	\$622.79	\$0.00	\$0.00	\$622.79	
07/01/21	210701-0701-BED:1	\$606.83	\$0.00	\$0.00	\$606.83	
07/14/21	210714-2120-BED:1	\$536.63	\$0.00	\$0.00	\$536.63	
07/19/21	210719-1841-BED:1	\$621.46	\$0.00	\$0.00	\$621.46	
11/10/17	171100127:1	\$666.97	\$0.00	\$0.00	\$666.97	
02/21/21	210221-1923-BED:1	\$761.11	\$0.00	\$0.00	\$761.11	
02/20/21	210220-1321-BED:1	\$539.29	\$0.00	\$0.00	\$539.29	
02/19/21	210219-1944-BED:1	\$605.50	\$0.00	\$0.00	\$605.50	
05/08/21	210508-1108-BED:1	\$361.66	\$0.00	\$0.00	\$361.66	
01/14/18	180100217:1	\$668.30	\$0.00	\$0.00	\$668.30	

Ticket List – Uncollectable

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DOS:	Ticket #	Charge	Payments	W/O and Adj	Balance
02/15/21	210215-1548-BED:1	\$362.99	\$0.00	\$0.00	\$362.99
02/15/21	210215-0525-BED:1	\$842.29	\$0.00	\$0.00	\$842.29
02/14/21	210214-2012-BED:1	\$535.30	\$0.00	\$0.00	\$535.30
05/27/18	180500433:1	\$582.44	\$0.00	\$0.00	\$582.44
12/25/20	201225-2228-BED:1	\$621.46	\$0.00	\$0.00	\$621.46
08/29/21	210829-1544-BED:1	\$556.58	(\$171.50)	(\$110.08)	\$275.00
02/05/21	210205-1602-BED:1	\$556.60	(\$153.39)	(\$180.11)	\$225.00
10/19/22	221019-0936-BED:1	\$641.41	(\$250.14)	(\$146.27)	\$245.00
05/13/23	230513-0333-BED:1	\$424.17	(\$133.24)	(\$37.72)	\$253.21
05/12/23	230512-1829-BED:1	\$666.68	(\$305.00)	(\$71.88)	\$290.00
10/14/21	211014-0310-BED:1	\$684.02	(\$233.30)	(\$140.72)	\$290.00
10/13/21	211013-1754-BED:1	\$637.42	(\$210.20)	(\$137.22)	\$290.00
01/17/21	210117-1607-BED:1	\$685.66	(\$261.00)	(\$138.66)	\$286.00
02/16/21	210216-0519-BED:1	\$645.76	(\$207.89)	(\$136.87)	\$301.00
08/03/21	210803-1526-BED:1	\$1,459.36	\$0.00	\$0.00	\$1,459.36
02/19/21	210219-1731-BED:1	\$336.39	\$0.00	(\$68.88)	\$267.51
09/30/19	190900402:1	\$590.87	(\$472.70)	\$0.00	\$118.17
03/18/18	180300249:1	\$504.71	\$0.00	\$0.00	\$504.71
08/27/21	210827-1803-BED:1	\$719.88	(\$457.45)	(\$148.07)	\$114.36
05/12/14	BD-TAB5414000983:1	\$1,042.87	\$0.00	\$0.00	\$1,042.87
05/12/14	BD-TAB5114001507:1	\$613.48	\$0.00	\$0.00	\$613.48
12/15/20	201215-1833-BED:1	\$646.73	\$0.00	\$0.00	\$646.73
11/15/22	CF522-004895:1	\$863.10	(\$514.20)	(\$148.90)	\$200.00
02/08/21	210208-0330-BED:1	\$528.65	(\$148.26)	(\$105.39)	\$275.00
02/11/21	210211-1644-BED:1	\$558.50	(\$173.46)	(\$110.04)	\$275.00
05/03/21	210503-0026-BED:1	\$372.30	(\$27.16)	(\$70.14)	\$275.00
04/15/21	210415-0816-BED:1	\$370.97	(\$27.16)	(\$68.81)	\$275.00
04/08/21	210408-1909-BED:1	\$545.94	(\$159.95)	(\$110.99)	\$275.00
05/02/21	210502-2217-BED:1	\$630.77	(\$226.35)	(\$129.42)	\$275.00
05/09/18	180500135:1	\$697.27	\$0.00	\$0.00	\$697.27
02/13/18	180200189:1	\$644.07	\$0.00	\$0.00	\$644.07
12/23/21	211223-1236-BED:1	\$621.75	(\$402.70)	(\$129.05)	\$90.00

Ticket List – Uncollectable

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DOS:	Ticket #	Charge	Payments	W/O and Adj	Balance
02/04/20	200204-1730-BED:1	\$484.02	(\$307.72)	(\$97.80)	\$78.50
06/21/22	220621-1647-BED:1	\$731.85	(\$484.72)	(\$124.72)	\$122.41
10/03/22	221003-0203-BED:1	\$370.97	(\$18.78)	(\$62.19)	\$290.00
02/22/22	220222-0841-BED:1	\$788.00	(\$348.50)	(\$144.50)	\$295.00
12/03/21	211203-1250-BED:1	\$598.85	(\$191.70)	(\$132.15)	\$275.00
12/15/21	211215-1304-BED:1	\$608.16	(\$203.25)	(\$129.91)	\$275.00
05/08/22	220508-1215-BED:1	\$626.78	(\$438.74)	\$0.00	\$188.04
12/12/21	211212-0821-BED:1	\$771.75	(\$361.85)	(\$154.90)	\$255.00
12/11/21	211211-0549-BED:1	\$771.75	(\$361.85)	(\$154.90)	\$255.00
11/27/21	211127-0724-BED:1	\$771.75	(\$361.85)	(\$154.90)	\$255.00
04/29/22	220429-0611-BED:1	\$698.60	(\$139.72)	\$0.00	\$558.88
06/25/22	220625-0201-BED:1	\$315.11	(\$25.26)	(\$57.25)	\$232.60
05/22/21	210522-2205-BED:1	\$643.87	(\$264.28)	(\$139.59)	\$240.00
04/08/21	210408-0313-BED:1	\$802.14	(\$290.46)	(\$271.68)	\$240.00
10/19/19	191000297:1	\$1,058.56	(\$428.61)	(\$404.97)	\$225.00
04/07/21	210407-2135-BED:1	\$572.25	(\$195.90)	(\$136.35)	\$240.00
08/22/21	210822-1702-BED:1	\$572.25	(\$195.90)	(\$136.35)	\$240.00
08/16/20	200816-1208-BED:1	\$645.20	(\$199.84)	(\$205.36)	\$240.00
05/30/22	220531-0010-BED:1	\$512.69	(\$169.04)	(\$93.65)	\$250.00
08/01/22	220801-1207-BED:1	\$486.09	(\$144.99)	(\$91.10)	\$250.00
06/08/22	220608-1615-BED:1	\$570.47	(\$221.74)	(\$98.73)	\$250.00
06/16/19	190600214:1	\$570.92	(\$204.06)	(\$141.86)	\$225.00
08/24/22	220824-2304-BED:1	\$573.58	(\$215.27)	(\$108.31)	\$250.00
06/27/22	220627-0647-BED:1	\$886.18	(\$451.43)	(\$164.75)	\$250.00
11/02/20	201102-0337-BED:1	\$868.84	(\$368.12)	(\$260.72)	\$240.00
05/30/22	220530-1155-BED:1	\$637.42	(\$273.01)	(\$114.41)	\$250.00
02/16/18	180200249:1	\$1,043.95	\$0.00	\$0.00	\$1,043.95
01/10/21	210110-2234-BED:1	\$963.56	(\$477.15)	(\$251.41)	\$235.00
08/24/20	200824-1603-BED:1	\$937.80	\$0.00	\$0.00	\$937.80
08/16/22	220816-0848-BED:1	\$353.68	\$0.00	\$0.00	\$353.68
10/28/17	171000365:1	\$1,356.95	(\$545.36)	(\$516.59)	\$195.00
11/23/21	211123-1819-BED:1	\$658.99	(\$237.35)	(\$131.64)	\$290.00

Ticket List – Uncollectable

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DOS:	Ticket #	Charge	Payments	W/O and Adj	Balance
09/05/19	190900041:1	\$1,040.21	(\$840.21)	\$0.00	\$200.00
08/21/22	220821-2022-BED:1	\$961.52	\$0.00	\$0.00	\$961.52
10/08/22	221008-1203-BED:1	\$637.42	\$0.00	\$0.00	\$637.42
09/15/22	220915-0308-BED:1	\$634.76	\$0.00	\$0.00	\$634.76
01/03/20	200103-1448-BED:1	\$633.43	\$0.00	\$0.00	\$633.43
06/03/21	210603-0237-BED:1	\$636.09	\$0.00	\$0.00	\$636.09
08/12/20	200812-1632-BED:1	\$1,049.52	(\$927.09)	\$0.00	\$122.43
03/02/22	220302-0816-BED:1	\$617.47	\$0.00	\$0.00	\$617.47
03/23/18	180303030:1	\$640.08	(\$512.06)	\$0.00	\$128.02
08/24/17	17080381:1	\$675.99	(\$650.78)	\$0.00	\$125.21
10/21/20	201021-0827-BED:1	\$653.38	\$0.00	\$0.00	\$653.38
07/08/21	210708-0447-BED:1	\$527.32	\$0.00	\$0.00	\$527.32
11/21/20	201121-1047-BED:1	\$1,105.94	\$0.00	\$0.00	\$1,105.94
11/30/21	211130-1540-BED:1	\$366.98	(\$15.61)	(\$76.37)	\$275.00
01/07/22	220107-0727-BED:1	\$722.54	(\$317.03)	(\$110.51)	\$295.00
12/08/21	211208-0321-BED:1	\$525.99	(\$136.85)	(\$114.14)	\$275.00
01/27/22	220127-1330-BED:1	\$863.10	\$0.00	\$0.00	\$863.10
09/09/21	210909-1551-BED:1	\$377.62	(\$239.88)	(\$77.77)	\$59.97
08/20/21	210820-0319-BED:1	\$645.40	(\$267.12)	(\$138.28)	\$240.00
10/28/21	211028-1854-BED:1	\$1,242.57	\$0.00	\$0.00	\$1,242.57
10/28/21	211028-1807-BED:1	\$969.50	\$0.00	\$0.00	\$969.50
05/20/17	170503030:1	\$537.96	(\$362.16)	(\$135.24)	\$40.56
03/20/22	220320-0042-BED:1	\$603.13	(\$195.00)	\$0.00	\$408.13
12/18/20	201218-0216-BED:1	\$637.42	\$0.00	\$0.00	\$637.42
10/28/20	201028-2314-BED:1	\$561.80	(\$178.60)	(\$118.30)	\$265.00
07/13/18	180703191:1	\$645.20	(\$75.00)	\$0.00	\$570.20
05/11/20	200511-2113-BED:1	\$633.72	(\$268.30)	(\$117.42)	\$250.00
08/02/20	200802-1820-BED:1	\$1,062.82	(\$498.76)	(\$316.08)	\$250.00
02/07/22	220207-2140-BED:1	\$701.26	(\$292.73)	(\$113.53)	\$295.00
10/22/20	201022-1644-BED:1	\$949.97	(\$475.09)	(\$224.88)	\$250.00
05/09/22	220509-1534-BED:1	\$705.25	(\$289.80)	(\$120.45)	\$295.00
11/26/21	211126-1513-BED:1	\$531.31	(\$176.47)	(\$114.84)	\$240.00

Ticket List – Uncollectable

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DOS:	Ticket #	Charge	Payments	W/O and Adj	Balance
06/02/22	220602-1348-BED:1	\$380.28	\$0.00	\$0.00	\$380.28
09/14/21	210914-0641-BED:1	\$852.46	(\$440.22)	(\$172.24)	\$240.00
03/10/21	210310-1950-BED:1	\$887.46	\$0.00	\$0.00	\$887.46
09/17/18	180902261:1	\$508.04	(\$130.00)	\$0.00	\$376.04
09/07/20	200907-0814-BED:1	\$507.37	(\$406.89)	\$0.00	\$101.48
08/08/21	210808-1235-BED:1	\$608.16	(\$443.06)	(\$133.37)	\$31.73
08/11/21	210811-0914-BED:1	\$688.25	(\$261.99)	(\$136.28)	\$290.00
01/16/22	220116-1132-BED:1	\$632.51	(\$408.75)	(\$135.76)	\$290.00
08/08/21	210808-1656-BED:1	\$329.74	\$0.00	(\$71.47)	\$258.27
07/31/20	200731-1840-BED:1	\$642.54	\$0.00	\$0.00	\$642.54
12/08/20	201208-1549-BED:1	\$1,036.22	\$0.00	\$0.00	\$1,036.22
12/08/20	201208-0942-BED:1	\$636.45	\$0.00	\$0.00	\$636.45
11/28/20	201128-0811-BED:1	\$844.90	\$0.00	\$0.00	\$844.90
08/23/22	220823-1121-BED:1	\$636.09	(\$232.34)	(\$113.75)	\$290.00
02/05/22	220205-1649-BED:1	\$850.51	(\$509.00)	(\$166.51)	\$175.00
02/10/22	220210-1945-BED:1	\$515.35	(\$253.01)	(\$87.34)	\$175.00
01/03/22	220103-1318-BED:1	\$523.33	(\$257.90)	(\$90.43)	\$175.00
04/11/14	BD-TAB5114001342:1	\$353.68	(\$153.68)	\$0.00	\$200.00
03/31/14	BD-TAB5114001282:1	\$525.99	(\$184.62)	(\$141.37)	\$200.00
02/17/23	CFS23-004480:1	\$729.19	(\$356.00)	(\$73.19)	\$300.00
08/09/19	190809126:1	\$590.87	\$0.00	\$0.00	\$590.87
04/03/22	220403-1851-BED:1	\$536.63	(\$161.10)	(\$95.53)	\$290.00
09/09/21	210909-1238-BED:1	\$505.30	\$0.00	\$0.00	\$505.30
04/09/22	220409-1159-BED:1	\$669.34	(\$502.02)	(\$110.98)	\$56.34
08/18/21	210818-0917-BED:1	\$662.98	(\$326.91)	(\$191.07)	\$145.00
Total Number Tickets:	185	\$123,397.46	(\$34,686.17)	(\$13,887.12)	\$74,844.17

5. Surplus Property-BOE

Motion to approve by Mark Thomas. Seconded by Brothers. Passed unanimously by voice vote.

The list of surplus items is on file in the Clerk's office.

6. BOE Budget Amendment No. 1

Motion made by Epperson, Seconded by Boyette.

Neeley said that at the October Financial Management Committee meeting, the Board of Education submitted a Letter of Memorandum requesting that \$12,000 for a retainer fee and \$17,000 for Thomas School be moved from line item Furniture and Fixtures to line item Consultant. She said that she has asked questions before regarding how this position is funded and whether the consultant is an employee of the county. She said that at the October school board meeting Robert Daniel had said that the owner representative is an employee of the county and that the retainer fee is for building projects that cost less than \$100,000. She said that Daniel said for projects over \$100K, the county would work that out during the financing.

She said that Daniel essentially billed the school system for either .87% or 1% of the projected cost of Thomas Magnet, a project that has not even been bid. She said that Daniel stated that the owner rep is under an employment contract which will end June 30, but does have a renewal clause, and that the \$12,000 retainer will be matched by the county. Neeley questioned how much the owner rep is being paid. She said that if he is an employee of the county, he should be receiving a salary with appropriate withholdings, and if a contracted service, then there would be retainers and possibly percentage points. She mentioned several current and future county building projects and said that she is concerned that a percentage of these projects would be too much money to pay an employee in this position. She urged commissioners to vote against the budget amendment until the Commission can have full disclosure as well as a copy of the contract.

Maddox asked Robert Daniel to address the questions. Daniel said the owner rep is an employee of the mayor and has signed a contract. He has not been paid the \$17,000 for the Thomas school project because it has not been approved yet. His retainer is \$24,000 for the year and the school board has agreed to pay half of that, which is \$12,000. Maddox asked how the contract with the owner rep is structured. Daniel said the retainer covers any projects under \$100,000. Daniel said that if the county hired a construction manager for the larger projects it would cost about 5% of the total contract. The owner rep is not a construction manager, but he is looking out for the interest of owner for .85% of the contract.

Hooker asked if there is a cap to the contract – if there are 20 projects does he get paid for all of them? Daniel said that the retainer covers all projects under \$100,000. There are several major projects – the juvenile center, the wing at Liberty, the wing at Thomas, and Cartwright Elementary where he has saved money by helping with the design, etc. He looks at all phases of the projects.

Vick said that Sweeney had saved the county several hundred thousand dollars on several major projects 3 years ago. He said that when Cascade HS was built Sweeney noted that the floor tiles were laid incorrectly and that is the basis of a current lawsuit to have that corrected at no charge to the county. Vick said that Sweeney has saved the county a lot of money by looking out for the county interest.

Mark Thomas pointed out that the owner rep is still 4 percentage points less than a construction manager would be. Daniel said that the owner rep does not answer to the architect or the construction manager, but he polices both. Graham said he also intercedes on the county's behalf regarding change orders and that so far Cartwright Elementary has had 0 change orders. Daniel said he had caught several mistakes at Community and had the contractors fix them. Yockey said that not having a contract manager cost the county a great deal at the judicial center, but Mr. Sweeney came in on the tail end of the project and saved a lot of money. She noted that his \$24,000 retainer was budgeted for this year. Graham said \$12,000 was budgeted by the county and \$12,000 was budgeted by the school board.

Neeley said she was not disputing that there is cost savings but it doesn't mean anything if it's paid out in salary. She said that on previous projects there was a Construction Manager at Risk who wanted to save money because they got a portion of it back. She said we currently have a Construction Manager at Risk at Cartwright Elementary. Daniel said the construction manager is acting as the general contractor, not an owner representative.

Maddox asked what the \$17,000 is for and where is it going and when will it be paid out. Daniel said it is for the Thomas wing, which is being funded by the school system. They had the option to not pay the owner rep, but they would have had to hire someone to help them. Graham pointed out it would have been more in the 5% range than the .85%. Daniel said the \$17,000 was based on a projected cost of approximately \$2M.

Maddox asked for further explanation of the position. Daniel said the owner rep is an employee position. He is paid by retainer for the projects under \$100K. For projects over \$100K, he is paid .85% of the total cost of the project. Boutwell asked whether the owner rep reports how much he saves the county on projects he oversees. Daniel said he can be asked to make a report on savings. Boutwell asked what is the open market for an owner rep. Daniel said it is normally 3-4%.

Neeley said Williamson County has hired someone to do this for \$175,000 per year. She said according to Google the average salary for an owner rep in Nashville is about \$73,000 per year.

Motion passed by roll call vote. 12 Ayes 4 Noes 2 Pass

Voting Yea: Anderson, Boyette, Brothers, Farrar, Johnson, Pinson, Sanders, Smith, Adam Thomas, Mark Thomas, Vick, Yockey

Voting Nay: Hooker, Maddox, Neeley, Thompson

Voting Abstaining: Boutwell, Epperson

A copy of the Budget Amendment is on file in the Clerk's office.

Motion made by Smith. Seconded by Yockey. Passed by roll call vote. 18 Ayes 0 Noes

Voting Yea: Anderson, Boutwell, Boyette, Brothers, Epperson, Farrar, Hooker, Johnson, Maddox, Neeley, Pinson, Sanders, Smith, Adam Thomas, Mark Thomas, Thompson, Vick, Yockey

A copy of the Budget Amendment is on file in the Clerk's office.

8. Canon Solutions-Probation

Motion made by Brothers, Seconded by Pinson. Passed unanimously by voice vote.



MEMO

SWC# 400 Multifunction Devices and Services
Contract Information and Usage Instructions

*NOTE: Always check the following website to ensure you are looking at the most recent usage instructions: <https://www.tn.gov/general-services/procurement/central-procurement-office-gpo/state-agencies/statewide-contract-instruction--swc.html>

Contract Period: Three-year contract term with two additional one-year options to renew for new orders. An additional five-year extension has been added to the contract for Agencies that have not completed their 60-month lease by the final contract expiry date (April 14, 2024) to complete their lease term. No new equipment may be purchased or leased under this contract after April 14, 2024. The end date of this contract is April 14, 2029.

Start Date: April 14, 2019
Current End Date: April 14, 2024

Upon expiration or cancellation of this contract, agencies will no longer be able to use this contract for the acquisition of new MFDs either through lease or purchase. HOWEVER, all leases and service agreements will continue until they have reached their expiration at 60 months.

Summary/Background Information:

- Acquisition of Multifunction Devices, or MFDs (formerly known to the State as "copiers"), supplies and services.
- Multifunction devices may be purchased or leased with a 60-month service agreement.
- Lease: A new MFD lease may be entered into at any time during the length of this contract, up to and including the end of year five (5). The MFD lease will be 60 months in duration and include all supplies, toner, and service.
- Purchase: A new MFD may be purchased at any time during the length of this contract, up to and including the end of year five (5). The purchased MFD must also include a 60-month service agreement to include all supplies, toner, and service which will be paid monthly.
- A full list of products and services offered under this contract can be found on the CPO "Statewide Contract Instruction" website under SWC 400 Multifunction Devices and Services.

NOTE: Agencies that require devices or finisher options within the scope of this statewide contract that are not currently offered under the statewide contract should contact the Contract Administrator for information.

Central Procurement Office • Tennessee Tower, 3rd Floor
312 Rosa L. Parks Avenue, Nashville, TN 37243
Tel: 615-741-1035 • Fax: 615-741-0684 • tn.gov/general-services/



State of Tennessee Contract Quote Sheet
Issued Under:
SWC 400 Multifunction Devices
Contract #: 62117
QUOTE AND PURCHASE ORDER DOCUMENT

Quote #: LK-819

Date: 10/4/2023

BILL TO: (Customer)
Customer Name: _____
Dept: _____
Contact: _____
Address: _____
City/State/Zip: _____
Phone: _____
Email: _____

SHIP TO: (if different)
Customer Name: _____
Dept: _____
Contact: _____
Address: _____
City/State/Zip: _____
Phone: _____
Email: _____

Name: _____
Phone: _____
[Auto Toner Contact (if different from above):
Name: _____
Phone: _____
Email: _____

Make: _____
Model: _____
Serial #: _____
CSA to Pick Up Current Copier if Completed:

Qty	Model Description - Base Configuration	Monthly Rental Price	Vendor Item ID
1	Canon iRADVDX4945i MONTHLY RENTAL Cost Per Copy Charges apply		5970C002
Black & White Group II - Canon iRADVDX4945i (45 CPM)			
Accessories Included When Quantity Noted:			
	BW CPC: \$ 2.4937		6545C002
	Equipment Maintenance cost per copy/print includes toner and steps:		4603C002
	HIGH CAPACITY CASSETTE FEEDING UNIT-EI		0186C001
	INNER 20 HOLE PUNCHER-D1		4821C001
	UTILITY TRAY-A1		4822C001
	STAPLE FINISHER-AE1		4822C002
	BOOKLET FINISHER-AE1		4817C002
	CASSETTE FEEDING UNIT-AW1		4034C001
	INNER 20 HOLE PUNCHER-D1		4822C002
	INNER FINISHER-L1		5634C001
	CABINET TYPE-MV		0129C001
	20 HOLE PUNCHER UNIT-A1		3813C001
	ADF-B21		3575B078
	HID CARD SCANNER/FOLLOW ME PRINT		3575B078
	TRACKING SOFTWARE		3575B078
	SUPER G3 FAX BOARD-BH1		4818C001
THE BELOW ITEMS ARE NOT AVAILABLE ON STATE CONTRACT #62117. CUSTOMER HEREBY ACKNOWLEDGES THE NECESSARY PURCHASING AUTHORITY IS CHAPTER 266-0-1 OF THE ERS RULES OR LOCAL PURCHASING REGS. AS APPLICABLE. NOTWITHSTANDING, THESE ITEMS ARE SUBJECT TO THE TERMS OF 62117 WHICH IS CONTROLLING.			
TOTAL:		\$46.20	

2. Auto Toner Fulfillment (Requires use of ImageWare Remote)

Send Signed Purchase Canon Solutions America, Inc.
Order or Email Atn:
Acknowledgement to: 402 BNA Drive, Ste. 360
Nashville, TN 37217
-OR-
Fax: 615-741-0684
Email: csa@canon.com

Send Payments To: Canon Financial Services, Inc.
14924 Collections Center Drive
Chicago, IL 60693

iRADVDX4945i Rental

New Business:

9. Register of Deeds Personnel Policy (Non-voting item to be spread across the minutes).
Yockey made a motion to spread it upon the minutes. Seconded by Epperson. Passed unanimously by voice vote.



Bedford County Government
Employee Handbook

Effective April 23, 2020

Prepared By

Document Owner(s)	Organization Role
Lisa Moore	HR Director
Anita Epperson	HR Director
John Boutwell	HR Director

Employment Handbook Version Control

Version	Date	Author	Change Description
1	12/11/2012	Betsy Crow	Original Draft, submitted to Mayor
2	9/25/2013	Betsy Crow	Second Draft, submitted to Mayor
3	11/02/16	Lisa Moore	
4	11/12/19	John Boutwell	
5	04/23/20	John Boutwell	Add sections 4.13.1 and 7.7.1

Note The content of a Handbook does not constitute nor should it be construed as a promise of employment or as a contract between Bedford County Government and any of its employees. Bedford County at its option, may change, delete, suspend, or discontinue parts of the policy in its entirety, at any time without prior notice.

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1 INTRODUCTION

This document has been developed by the Directors of Bedford County Government, the contract Human Resources Director, and the County Mayor in order to familiarize employees with Bedford County Government and provide information about working conditions, key policies, procedures, and benefits affecting employment at Bedford County Government.

Business necessarily requires that some of the departments reporting to the County Mayor function differently due to the nature of the service each provides. It is imperative that each and every employee be familiar with this Handbook and that of her/his respective department. There will be specific policies in which the department Handbook overrides the County Handbook.

1.1 Welcome

Welcome to Bedford County Government!

The purpose of this Handbook is to provide employees with a general understanding of the policies related to your employment with Bedford County. We cannot anticipate every situation or answer every question about each individual's employment. The goal is to provide a broad overview of County policies. Individual departments may also have a supplemental Handbook that will discuss areas not included in this Handbook or, for legitimate business reasons, differ.

This Handbook revokes and supersedes all prior Handbooks, amendments, and any policy or communication related to the employee Handbook. The Handbook, while providing general guidelines for employees, does not contain promises to any employee about how any particular situation will be handled.

1.2 At-Will Employment Policy

Employees are considered to be "at will". At-will employment means that employees have the right to terminate their employment with Bedford County Government at any time, for any reason or for no reason. Similarly, the County has the right to terminate the employee's employment at any time for any reason or for no reason.

These Guidelines, or any other policy, procedure, practice or form do not create or shall not be construed as an expressed or implied contract of employment or as a guarantee of any fixed term(s) or condition(s) of employment. While the County will generally attempt to follow the procedures and policies outlined in these Guidelines, these procedures and policies are not a contract of employment.

1.3 Changes in Policy

This Handbook supersedes all previous employee Handbooks and memos unless specified through departmental Handbooks.

The County retains the right to change or cancel the policies, procedures, practices, or benefits contained in these Guidelines (or any other Handbook or form) in any manner, with or without notice and with or without consideration. The County will attempt to give notice, however, of such changes whenever practical.

It is the intention of Bedford County Government to adhere to all State and Federal laws. Any personnel policy found to be in conflict with a State and Federal law will be changed to ensure compliance with the law.

It is your responsibility to ensure that you have the most up-to-date version of the Handbook. All questions pertaining to information found in this Handbook should be referred to the County Mayor.

1.4 Policies for Employees of Elected Officials/Constitutional Officers

Elected Officials, also known as Constitutional Officers, have the jurisdiction to create, maintain, and administer separate personnel policies and procedures, and at their discretion may supplement the policies set out in this Handbook. In these cases, the Elected Officials will provide the Handbook and policies for their employees. A copy of these documents will be on file in the County Mayor's Office.

The use of the term Department Head throughout these policies refers to all Directors under the direct responsibility of the County Mayor. Since certain elected or constitutionally appointed officials are permitted to have alternative policies, the term "Constitutional Officer" will be used when it is appropriate to differentiate those individuals from all other department heads.

Currently, the following Departments operate under the Bedford County Government Policy Handbook.

Departments:

- Mayor
- Archives
- Animal Control
- Veterans Office
- Planning & Zoning
- Building & Codes
- Human Resources
- Finance
- Media/GIS
- Information Technology
- Fire/EMS
- Juvenile Detention
- Health Department (specific to county employees only)
- Solid Waste

Constitutional Offices:

Register of Deeds Office and Constitutional Officer Johnny Reed, elects to adopt the aforementioned Personnel Policies and Procedures of Bedford County Government as the current personnel policy of the Register of Deeds Office. The adoption of this handbook revokes and supersedes all previous Policy Handbooks, policies, and amendments. The Bedford County Government Policy Handbook will be the approved policy for Register of Deeds Employees filed at the Bedford County Clerk's Office.

Reports: None

Announcements:

- County offices will be closed November 23 & 24 for Thanksgiving
- Christmas Parade - December 2
- Demolition of the old jail begins next week
- Anderson thanked Robert Daniel, Mayor Graham, Jeff & John Sullivan for helping the Ag Center obtain a tractor.

Adjourn

Meeting adjourned at 7:46 p.m.

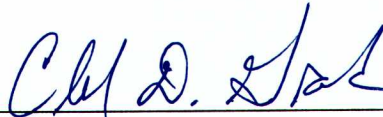
Attestation

I certify that the minutes were completed on the 20th day of November 2023 and delivered to the Bedford County Mayor's office.



Donna Thomas
Bedford County Clerk

I certify that I received these minutes on the 20 day of November 2023.



Chad Graham
Bedford County Mayor

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