

**Coffee County Budget and Finance
Meeting Agenda
March 2nd, 2023, 5 pm**

Mtg Location: Coffee County Administrative Plaza, Committee Room 1

1. Approval of Agenda
2. Approval of Minutes
3. Budget Amendment #122-2023-14 Additional Revenue into the Drug Control Fund from Equipment Sales
4. Budget Amendment #171-2023-17 Expenditure from General Capital Projects for Communication Equipment, conference tables and additional chairs for committee meeting rooms.
5. Grant request by Sheriff's Dept for State Grant: ECC Confinement Facilities Fund
6. Grant request by Sheriff's Dept for State Grant: State Violent Crime Intervention Fund
7. Approval to obtain an integrity and maintenance analysis for the CCAP: 13000 sq ft roof.
8. Adjourn

* Please see attachments for budget amendments and grant pre-application forms.

COFFEE COUNTY, TENNESSEE
BUDGET AMENDMENT

#122-2023-14

"Revised"

Fund 122 Drug Control Fund

For the Fiscal Year ending June 30, 2023

Account Number	Account Description	Amount
<u>Sources of funding (Increase in Revenues, Decrease in Appropriations, or Unassigned Fund Balance)</u>		
42340	Drug Control Fines	\$ 15,468
42910	Proceeds from Confiscated Property	1,438
44530	Sale of Equipment	91,282
44570	Contribution & Gifts	5,000
Total		\$ 113,188

Uses of funding (Increase in Appropriations & Fund Balance, Decrease in Revenue)

54150 Drug Enforcement		
509	Refunds	\$ 13,000
44130	Sale of Materials & Supplies	23,000
39000	Unassigned Fund Balance	77,188
Total		\$ 113,188

Explanation:

The equipment sales revenue was obtained from the sale of equipment donated to the Sheriff's department by the Military. Normally this revenue would be receipted to the capital equipment fund and we would allow the Sheriff to purchase replacement equipment or vehicles through that fund. The Sheriff has requested the funds be placed in the Drug Fund in order to build up the fund balance.

Approved by Budget & Finance Committee: 01/26/2023

Approved by Coffee County Commission: _____

Original Estimated Fund Balance at June 30, 2023	\$	201,695
Add budget amendment #122-2023-14		<u>64,983</u>

Revised Estimated Fund Balance at June 30, 2023	\$	<u>266,678</u>
---	----	----------------

COFFEE COUNTY, TENNESSEE
BUDGET AMENDMENT

#171-2023-17

Fund 171 General Capital Projects Fund

For the Fiscal Year ending June 30, 2023

Account Number	Account Description	Amount
-------------------	---------------------	--------

Sources of funding (Increase in Revenues, Decrease in Appropriations,
or Unassigned Fund Balance)

39000	Unassigned Fund Balance	\$ 17,800
Total		<u>\$ 17,800</u>

Uses of funding (Increase in Appropriations & Fund Balance, Decrease in Revenue)

91110	General Administration Projects	
719	Office Equipment	\$ 17,800
Total		<u>\$ 17,800</u>

Explanation:

Communication equipment for the committee meeting rooms as well as conference tables and additional chairs.

Approved by Budget & Finance Committee: _____

Approved by Coffee County Commission: _____

Original Estimated Fund Balance at June 30, 2023	\$	783,719
Less budget amendment #171-2023-17		<u>(17,800)</u>
Revised Estimated Fund Balance at June 30, 2023	\$	<u>765,919</u>

Coffee County Government Grant Pre-Application Notification Form

Department or Organization Applying for the Grant: Coffee County Sheriff's Department

Grant/Program Title: ELC Confinement Facilities Funding

Grant Beginning Period: When awarded

Grant Ending Period: 7/31/2024

Grant Amount: \$500,515.00

Funding Agency Contact Information

Funding Agency (i.e. State, Federal, Private): State

Name: Office of Tennessee Department of Health

Address: 710 James Robertson Parkway, Nashville, TN 37243

Phone:

Fax:

Email:

Funding Percentage or Match (i.e. 100% or 75%/25%? 100%

Funding Type (Revenue Advanced or Reimbursed): Reimbursed

Ongoing Funding Requirements (Yes/No & Length Required): 1 year

Indirect Cost Availability (Yes/No):

Grant Beneficiary: Coffee County Sheriff's Department

Purpose of Grant: Purchase body scanner for jail, replace lighting in cells, purchase mattress and gloves

Person/Dept Responsible for Grant Program Management: Frank Watkins

Person/Dept Responsible for Reporting Expenditures: Frank Watkins

Person/Dept Responsible for Requesting Revenue Claims: Frank Watkins

Grant Requirements for Continuation of Program or Cooperative Agreements: Reporting to Department of Health on a quarterly basis

Grant Requirements for Equipment, Ownership & Insurance:

Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.:

Grant Requirements for Employment or Contracted Services:

Will this grant add value to Coffee County's Fixed Assets? (Yes/No): Yes

Will this grant add to Coffee County's Insurance Expense? (Yes/No): No

Requesting Official/Department Head:

Date: 01/27/2023

Mayor/Highway Approving Official Signature:

Date: 2/2/23

Date Approved by Coffee County Commission:

Date:

Coffee County Government Grant Pre-Application Notification Form

Department or Organization Applying for the Grant: Coffee County Sheriff's Department

Grant/Program Title: Violent Crime Intervention Fund

Grant Beginning Period: 3/1/23

Grant Ending Period:6/30/25

Grant Amount:\$196,235

Funding Agency Contact Information

Funding Agency (i.e. State, Federal, Private): State

Name: Office of Criminal Justice Programs

Address: 312 Rosa L. Parks Avenue, William R. Snodgrass Tennessee Towerss, Suite 1800, Nashville, TN 37243-110

Phone:

Fax:

Email:

Funding Percentage or Match (i.e.100% or 75%/25%? 100%

Funding Type (Revenue Advanced or Reimbursed):

Ongoing Funding Requirements (Yes/No & Length Required):Yes, 3 years

Indirect Cost Availability (Yes/No):

Grant Beneficiary: Coffee County Sheriff's Department

Purpose of Grant: Purchase phone forensic equipment and additional radios and equipment for TACN

Person/Dept Responsible for Grant Program Management: Frank Watkins

Person/Dept Responsible for Reporting Expenditures: Frank Watkins

Person/Dept Responsible for Requesting Revenue Claims: Frank Watkins

Grant Requirements for Continuation of Program or Cooperative Agreements: Reporting to OCJP on a quarterly basis

Grant Requirements for Equipment, Ownership & Insurance:

Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.:

Grant Requirements for Employment or Contracted Services:

Will this grant add value to Coffee County's Fixed Assets? (Yes/No):Yes

Will this grant add to Coffee County's Insurance Expense? (Yes/No):No

Requesting Official/Department Head:

Date: 01/27/2023

Mayor/Highway Approving Official Signature:

Date: 2/2/23

Date Approved by Coffee County Commission:

Date: