

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

Beverly Atwood
Will Dennis

Jerry Ford
Judy Kerr

AUDIT COMMITTEE

DECEMBER 4, 2023 | 6:00PM | MAYOR'S OFFICE

Agenda

1. Open Meeting
2. Review Minutes from March 16
3. Officer Elections
4. Discussion
 - A. Items to Review
 - B. Other
5. Public Comment
6. Adjourn

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

AUDIT COMMITTEE

MARCH 16, 2023 | 7:00PM | MAYOR'S OFFICE

MINUTES

Members Present: 4/5

Beverly Atwood
Jerry Ford

Judy Kerr
Mark Presley

Amber Russell

Others Present:

Mayor Jack McCall, Amy Thomas *CCFO*, and Tyler Ensminger of TN Comptroller Local Government Audit

Madam Chairman Beverly Atwood called the meeting to order at 7pm. A quorum was determined to be present with all members in attendance.

Minutes from the November 1, 2022 meeting were reviewed.

Motion to accept as presented by Ford; second by Kerr.

MOTION APPROVED

General Discussion

Review Audit Report ending June 30, 2022 The Committee was supplied with the data sheet from the FY2022 Audit along with reports of the ending fund balances. Tyler Ensminger with the TN Comptroller's office was present to clarify any questions the Committee had pertaining to the audit.

There was one finding from the Water & Sewer Department that stated the accounting records were not closed by August 31. Reason for this occurrence is due to transition of staff in the office and software updates. This matter had already been addressed by the department and the Comptroller.

Fund Balances –

Fund Balances per FY2022 Audit

Fund	Beginning Balance	Net Change	Ending Balance		Projected Ending Balances per Budget	Projected Net Change per Budget
	7/1/2021		6/30/2022		6/30/2022	6/30/2022
101 - General Fund	4,572,304	↓ (586,476)	3,985,828	pg 28	3,216,696	(1,355,608)
111 - Urban Services	1,507,939	↑ 214,558	1,722,497	pg 130	1,402,532	(105,407)
116 - Solid Waste	834,073	↑ 336,929	1,171,002	pg 131	803,041	(31,032)
118 - Ambulance Services	370,537	↑ 39,932	410,469	pg 132	258,197	(112,340)
122 - County Drug Fund	73,401	↑ 7,374	80,775	pg 133	68,151	(5,250)
151 - Debt Services	600,628	↑ 304,355	904,983	pg 137	432,912	(167,716)
156 - Education Debt Services <i>Wheel Tax / 2002 High School</i>	385,648	↓ (385,648)	-	pg 138	-	(385,648)
131 - Highway Fund	1,233,912	↑ 223,698	1,457,610	pg 136	821,192	(412,720)
141 - General Purpose School	3,693,013	↑ 240,221	3,933,234	pg 151	1,647,307	(2,045,706)
Total Fund Balance	11,853,202	394,943	13,711,140		8,650,028	(4,621,427)

The full audit can be found at <https://comptroller.tn.gov/content/dam/cot/la/advanced-search/2022/county/FY22TrousdaleHotSheet.pdf>

Mr. Ensminger felt the County was doing well. He appreciates the work done by Amy Thomas, Peggy Taylor, Mary Dale Welch, and Angie Williams on keeping everything running smoothly.

Russell asked how often the audit is conducted and what is examined. Ensminger explained that the Audit is an annual event. Trousdale County is a second round county where the preliminaries begin in March and the auditors return in September to do a complete assessment. The purpose of the audit is to verify the financials are materially correct and true. The preliminaries or test work includes cash counts, random expenditure checks, capital expenditures, and payroll samples. Auditors make sure the County is following the policies it has set forward.

Kerr asked about the Best Practice policy recommended by the Comptroller's office. This is an item that will appear on every audit suggesting counties consolidate to one central accounting department that would include General funds, Schools, Water, and Highway thus eliminating duplicate work on the part of the auditors. It is not a mandatory direction, but a suggestion of the Comptroller. Only 25 counties of the state have adopted this policy.

Meeting adjourned at 7:22pm with a motion from Amber Russell; second by Jerry Ford.