FINANCIAL MANAGEMENT COMMITTEE AGENDA

Sumner County Administration Building
Conference Room 112
August 27, 2026
3:30pm

MEMBERS
Shannon Burgdorf, Chairman
Todd Kerr, Vice Chairman
Bob Brown
Toby Ellis
John Isbell
Scott Langford
Vacant

I. CALL TO ORDER
   A. Invocation
   B. Approval of agenda
   C. Recognition of public
   D. Approval of Minutes-June 25, 2026 (Page 2)

II. REPORT OF THE COMMITTEE CHAIRMAN

III. REPORT OF THE COUNTY MAYOR
   A. Finance Director Search

IV. REPORT OF THE LAW DIRECTOR

V. REPORT OF THE TRUSTEE
   A. June (Pages 3-4)
   B. July (Pages 5-6)

VI. REPORT OF THE FINANCE DIRECTOR
   A. Kronos/UKG Implementation Status (Page 7)
      1. Terminate contract with current Kronos/UKG consultant
   B. Kronos/UKG Licenses
   C. Yearend and leave audit information

VII. OLD BUSINESS
   A. Policy sub-committee meeting date

VIII. NEW BUSINESS
   A. Purchase Order Exception Report (Page 8)

IX. ADJOURNMENT

FINANCIAL MANAGEMENT COMMITTEE MINUTES
June 25, 2026

MEMBERS PRESENT
Shannon Burgdorf, Chairman
Todd Kerr, Vice Chairman
Bob Brown
Toby Ellis
John Isbell
Scott Langford
OTHERS PRESENT
Eric Sitler
Bethany Browning
Annette Lyons
Jessica Allison

I. CALL TO ORDER by Chairman Burgdorf at 3:31pm in room 112 of the Sumner County Administration Building in Gallatin, TN.
   A. Invocation- Led by Road Superintendent Ellis.
   B. Approval of agenda-Motion by Todd Kerr to approve, second by Commissioner Brown, unanimous approval.
   C. Recognition of public- None
   D. Approval of Minutes-April 30, 2026- Motion by Director of Schools Langford to approve, second by Commissioner Brown, unanimous approval.

II. REPORT OF THE COMMITTEE CHAIRMAN- None

III. REPORT OF THE COUNTY MAYOR
   A. Sumter Local Government Consulting Regarding Finance Director Search- Mayor Isbell provided the attached report from Sumter Local Government Consulting. He stated that before next month's meeting, he will set up a meet and greet with the potential candidate and department heads/elected officials, and the candidate will meet with the finance department separately.

IV. REPORT OF THE LAW DIRECTOR
   A. Policy sub-committee meeting date- Law Director Sitler stated he cannot ratify this committee without notification from the elected official's association of who will be on this committee.

V. REPORT OF THE TRUSTEE- Included in packet.
   A. April 2026
   B. May 2026

VI. REPORT OF THE FINANCE DIRECTOR
   A. Kronos Update- Interim Director Browning informed the committee of a brief update that is included in the packet.

VII. NEW BUSINESS
   A. Purchasing Issues
      1. Mayor's Office-$4,916.61-quote signed and part ordered before PO obtained- Mayor Isbell briefly spoke. Motion by Director of Schools Langford to approve, second by Road Superintendent Ellis, unanimous approval.
   B. Accounts Payable
      1. Election Commission-$59.46-travel submitted after the 45-day deadline- Interim Finance Director Browning briefly spoke to this and there was brief discussion. Motion to approve by Mayor Isbell, second by Todd Kerr, unanimous approval.
   C. Timesheet Exception Report- Included in packet.

   The committee agreed to have the next meeting on July 20, 2026, at 6:30pm.

VIII. ADJOURNMENT- Motion by Mayor Isbell to adjourn at 3:47pm.

CINDY WILLIAMS, TRUSTEE

SUMNER COUNTY, TENNESSEE

BALANCE SHEET

June 2026

ASSETS

CASH

	Cash on Hand, County Relief & ACV'S	$	137,583.00
	Cash in Banks (Page 2)	$	5,000.00
Total Cash		$	142,583.00

INVESTMENTS**

	General Investment Deposits (Page 2)		
Total Investments		$	337,417,981.02
TOTAL ASSETS		$	337,560,564.02

LIABILITIES

COUNTY FUND

101	General	$	79,605,419.56
112	Courthouse & Jail Fund	$	590,552.61
122	Drug Control Fund	$	120,650.63
131	Highway	$	2,214,905.48
141	School General Purpose	$	83,120,266.43
142	School Federal Projects	$	887,225.94
145	School Payroll	$	12,825,132.98
151	General Debt Service	$	29,668,059.33
171	County Capital Outlay	$	47,610,752.49
263	Self Insurance Fund	$	32,775,033.19
264	School Self Insurance	$	47,824,443.86
351	Cities-Sales Tax	$	-
363	Drug Task Force	$	292,094.19
364	District Attorney Fund	$	26,027.33
Total County Funds		$	337,560,564.02

CINDY WILLIAMS, TRUSTEE

SUMNER COUNTY, TENNESSEE

STATEMENT OF CASH IN BANKS & INVESTMENT DEPOSIT

June 2026

	BANKS		AMOUNT	
*	Citizens Bank		$ 500.00	
*	Farmers Bank		$ 500.00	
*	Macon Bank & Trust		$ 500.00	
*	Pinnacle Bank		$ 500.00	
*	United Community - Reliant		$ 500.00	
*	Simmons Bank		$ 500.00	
*	Sumner Bank & Trust - Citzens		$ 500.00	
*	U. S. Bank		$ 500.00	
*	Volunteer State Bank		$ 500.00	
*	Wilson Bank & Trust		$ 500.00	
	Total Cash in Banks		$ 5,000.00	

	BANKS		AMOUNT	
	First Horizon Bank	2.22	$ 32,198,919.99	*
	Pinnacle Bank	3.67	$ 98,967,395.39	*
	Pinnacle Bank - Brown Park at Liberty Creek	3.23	$ 521,800.99	*
	First Horizon Debt Service	2.22	$ 28,868,633.64	*
	First Horizon Bank - 2019 Bond	2.22	$ 2,343.94	*
	First Horizon Bank - ARP / COVID Funds	2.22	$ 163,407.55	*
	Morton Capital Investments - MM	3.58	$ 32,253,054.98	*
	State Local Government Investment Pool	3.64	$ 1,748,404.43	*
	State LGIP - Hospital Sale Proceeds	3.64	$ 823,870.12	*
	State LGIP	3.64	$ 759,548.72	*
*	Farmer's Bank	6 Mos - 4.25 -8/21/2026	$ 10,000,000.00	*
*	Farmer's Bank	12 Mos - 4.15 - 10/23/2026	$ 10,000,000.00	*
*	Farmer's Bank	12 Mos - 4 -11/14/2026	$ 15,000,000.00	*
*	Macon Bank & Trust	12 Mos.-4.35- 8/9/2026	$ 5,000,000.00	*
*	Wilson Bank & Trust	8 Mos - 3.7 - 8/13/2026	$ 5,000,000.00	*
*	Wilson Bank & Trust	12 Mos -3.86 - 12/08/2026	$ 10,000,000.00	*
*	Wilson Bank & Trust	12 Mos - 3.85 - 2/11/2027	$ 10,000,000.00	*
*	Volunteer State Bank - MM	Monthly - 3.14	$ 21,019,091.94	*
*	Simmons Bank - 2020 Bond MM	Monthly - 2.73	$ 179.10	*
*	Simmons Bank - 2021 Bond MM	Monthly - 2.73	$ 950.33	*
*	Simmons Bank - MM	Monthly - 2.73	$ 10,348,452.23	*
*	United Community Bank - MM	Monthly - 2.63	$ 29,267,974.56	*
*	Pinnacle Bank Opioid Abatement MM	Monthly - 0.33	$ 1,808,803.72	*
*	Pinnacle Bank - Res Auth Bond MM	Monthly - .75	$ 1,463,464.16	*
*	Pinnacle Bank - Sheriff Transport Gran	Monthly - 3.23	$ 181,685.23	*
	First Horizon/Water Infrastructure Gallatin	.50	$ 12,000,000.00	
	Total General Investment Deposits		$ 337,417,981.02	

CINDY WILLIAMS, TRUSTEE

SUMNER COUNTY, TENNESSEE

STATEMENT OF CASH IN BANKS & INVESTMENT DEPOSIT

July 2026

	BANKS	AMOUNT	
*	Citizens Bank	$ 500.00	
*	Farmers Bank	$ 500.00	
*	Macon Bank & Trust	$ 500.00	
*	Pinnacle Bank	$ 500.00	
*	United Community - Reliant	$ 500.00	
*	Simmons Bank	$ 500.00	
*	Sumner Bank & Trust - Citzens	$ 500.00	
*	U. S. Bank	$ 500.00	
*	Volunteer State Bank	$ 500.00	
*	Wilson Bank & Trust	$ 500.00	
	Total Cash in Banks	$ 5,000.00	

	BANKS		AMOUNT	
	First Horizon Bank	2.22	$ 30,744,064.51	*
	Pinnacle Bank	3.68	$ 63,924,119.38	*
	Pinnacle Bank - Brown Park at Liberty Creek	3.23	$ 523,162.68	*
	First Horizon Debt Service	2.22	$ 28,927,775.70	*
	First Horizon Bank - 2019 Bond	2.22	$ -	*
	First Horizon Bank - ARP / COVID Funds	2.22	$ 163,957.69	*
	Morton Capital Investments - MM	3.58	$ 32,254,505.01	*
	State Local Government Investment Pool	3.65	$ 1,753,649.63	*
	State LGIP - Hospital Sale Proceeds	3.65	$ 826,341.72	*
	State LGIP	3.65	$ 761,827.36	*
*	Farmer's Bank	6 Mos - 4.25 -8/21/2026	$ 10,000,000.00	*
*	Farmer's Bank	12 Mos - 4.15 - 10/23/2026	$ 10,000,000.00	*
*	Farmer's Bank	12 Mos - 4 -11/14/2026	$ 15,000,000.00	*
*	Macon Bank & Trust	12 Mos.-4.35- 8/9/2026	$ 5,000,000.00	*
*	Wilson Bank & Trust	8 Mos - 3.7 - 8/13/2026	$ 5,000,000.00	*
*	Wilson Bank & Trust	12 Mos -3.86 - 12/06/2026	$ 10,000,000.00	*
*	Wilson Bank & Trust	12 Mos - 3.85 - 2/11/2027	$ 10,000,000.00	*
*	Volunteer State Bank - MM	Monthly - 3.14	$ 21,076,217.80	*
*	Simmons Bank - 2020 Bond MM	Monthly - 2.73	$ -	*
*	Simmons Bank - 2021 Bond MM	Monthly - 2.73	$ -	*
*	Simmons Bank - MM	Monthly - 2.73	$ 10,371,417.29	*
*	United Community Bank - MM	Monthly - 2.63	$ 29,354,686.31	*
*	Pinnacle Bank Opioid Abatement MM	Monthly - 0.33	$ 1,809,286.89	*
*	Pinnacle Bank - Res Auth Bond MM	Monthly - .75	$ 812.61	*
*	Pinnacle Bank - Sheriff Transport Gran	Monthly - 3.22	$ 182,159.31	*
	First Horizon/Water Infrastructure Gallatin	.50	$ 12,002,301.36	
	Total General Investment Deposits		$ 299,676,285.25	

CINDY WILLIAMS, TRUSTEE

SUMNER COUNTY, TENNESSEE

BALANCE SHEET

July 2026

ASSETS

CASH

Cash on Hand, County Relief & ACV'S	$	135,991.00
Cash in Banks (Page 2)	$	5,000.00
Total Cash	$	140,991.00

INVESTMENTS**

General Investment Deposits (Page 2)		
Total Investments	$	299,676,285.25
TOTAL ASSETS	$	299,817,276.25

LIABILITIES

COUNTY FUND

101	General	$	70,676,811.18
112	Courthouse & Jail Fund	$	471,751.61
122	Drug Control Fund	$	124,476.13
131	Highway	$	1,721,896.08
141	School General Purpose	$	74,037,087.85
142	School Federal Projects	$	1,367,405.39
145	School Payroll	$	37,795.85
151	General Debt Service	$	30,306,185.94
171	County Capital Outlay	$	47,256,415.37
263	Self Insurance Fund	$	30,778,560.09
264	School Self Insurance	$	42,772,490.68
351	Cities-Sales Tax	$	-
363	Drug Task Force	$	240,382.96
364	District Attorney Fund	$	26,017.12
Total County Funds		$	299,817,276.25

KRONOS/UKG IMPLEMENTATION STATUS LIST

DEPARTMENT	STATUS	COMMENT
County Mayor's Office Maintenance and Custodial Law Director's Office Information Technology Building and Codes Planning and Engineering Archives Finance Department Veteran Services Libraries Judicial Commissioners	Using Kronos	Beginning May 2026, all employees have a hold back
Ambulance/EMS	Using Kronos	
Probation Services	Using Kronos	moved onto UKG Mar 2026
General Sessions Judge 3	Using Kronos	moved onto UKG May 2026
Sheriff's Office	Using Kronos	Researching options to improve scheduling capabilities
Chancery Court	Using Kronos	moved onto UKG May 2026
General Sessions Judge 1	Using Kronos	Spoke with Victoria; she is testing 5/15/2026; met with them 5/28/2026 to make some updates; still testing; Victoria emailed on 6/18/2026 wanting to go live 6/30/2026. Began punching in PROD 7/1/2026
Property Assessor's Office	moving to Kronos	email from J. Hurt 7/30/2026 asking to move onto Kronos; set up and sent link for UAT for him to look at 8/4/2026; set up and sent link for him and employees to practice in PROD 8/7/2026
Election Commission	Waiting to move onto Kronos	Finance waiting on response about policy; will wait until after election year but wants to move onto Kronos
Highway Department	Not using Kronos	Consultant in place as needed after EMS is completed
Consolidated Dispatch	Not using Kronos	Consultant in place as needed after Highway Department is completed
County Clerks' Office	Not using Kronos	Finance analyzing configuration
Health Department	Not using Kronos	Started implementation in the past and did not complete. The issue was employees did not consistently record time. IT was working on a solution to use tablets to make it easier to record
Soil Conservation	Not using Kronos	Finance analyzing configuration; will set up under Mayor's Office for approvals
Agriculture Extension Service	Not using Kronos	Finance analyzing configuration since department head is not a county employee
Drug Task Force	Not using Kronos	Finance analyzing configuration since department head is not a county employee
Juvenile Court/GS2	Not using Kronos	Finance analyzing configuration
Register of Deeds	Not using Kronos	Does not wish to use Kronos
Circuit Court Clerk	Not using Kronos	Does not wish to use Kronos

updated 8/19/2026

PURCHASE ORDER EXCEPTIONS Fiscal Year 2027

	Department	PO #	Date of PO	Date of Purchase/Repair	Date of Invoice	Amount	Vendor Name	Comments	Approved By
1	Finance	27000075	7/15/2026	July 2026	7/9/2026	$ 8,337.00	Architect Workshop	PO obtained after Jul invoice received. Approval was given by Mayor to extend project deadline; prior year PO should have been amended to add additional estimated architect fees until formal proposal received from architect.	Interim Finance Director
2	ECC	27000131	7/30/2026	07/20-28/2026	7/30/2026	$ 9,678.09	HSS Inc	PO obtained after work completed	Interim Finance Director
3	Millersville Library	27000143	8/5/2026	7/21/2026	7/28/2026	$ 1,186.54	Ingram Library Services LLC	Items ordered prior to PO being obtained	Interim Finance Director
4	Westmoreland Library	27000146	8/7/2026	7/9-7/30/26	8/4/2026	$ 1,100.00	Bubbles Cleaning Service LLC	Services obtained prior to PO being obtained	Interim Finance Director
5	Portland Library	not obtained	n/a	8/2/2026	8/10/2026	$ 1,683.74	Ingram Library Services LLC	Items ordered prior to PO being obtained	Interim Finance Director
6									
7									
8									
9									
10									

NOTES

- The finance director may grant one exception for failure to properly obtain a purchase order (page 6 of purchasing policy).
- The finance director may grant exceptions for exceeding a purchase order limit (page 5 of purchasing policy).