



# CITY COUNCIL

## Special Meeting Agenda

Thursday, May 18, 2023 | 3:00 PM

1. Call to Order, the Honorable Mitch Cain, Mayor presiding
2. Roll Call, Monica Myers, City Recorder
3. Citizen Comments (Citizens should state their name, address, and limit comments to five minutes.)
4. Acceptance of Bids/Professional Services/Leases/Grants

**FY 2022-23 Financial Audit.** Consider approving an additional fee for Brown, Jake & McDaniel P.C. for the City's FY 2022-23 Financial Audit for additional services required by the State Comptroller's office.

5. New Business

**Resolution 2023-07.** This is a resolution approving Health, Vision, and Dental Insurance for city employees.

6. Adjourn.

MEMO

TO: City Council, James Gallup, City Manager  
FROM: Monica Myers, City Recorder  
DATE: 5/11/23  
SUBJECT: Additional Audit Fees

The Tennessee Comptroller of the Treasury has a new requirement to submit with the audited financial statements the "Municipal Chart of Accounts Crosswalk". This converts the City's Chart of Accounts into the State's new standard chart of accounts format. Attached are the estimated fees from Brown, Jake, & McDaniel, PC. for this annual additional service.

City Council approved Brown, Jake & McDaniel, PC to perform the City's Audit of Financial Compliance for three years beginning with the FY 2021-22 Audit, on April 6, 2022.

Please approve the attached additional fees for the state required work **for the next two contract years.**

The FY 2023-24 Budget includes additional funds of \$2,000. In the General Fund and \$2,000. In the Water/Sewer Fund for this anticipated fee. We will need to budget an additional \$2,000. In the General Fund to cover these services

# BROWN JAKE & McDANIEL, PC

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MEMBERS  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

May 5, 2023

Monica Myers, City Recorder  
City of Jefferson City, Tennessee  
112 City Center Drive  
P.O. Box 530  
Jefferson City, TN 37760

Dear Monica:

New for this year, the Tennessee Comptroller of the Treasury has introduced a new requirement to submit with the audited financial statements the "Municipal Chart of Accounts Crosswalk". This is a document that will convert the City's chart of accounts into the State's new standard chart of accounts format. We propose to complete this document for the City and below are our estimated fees for this service:

Governmental Funds (includes the General Fund, the Sanitation Fund, The Drug Fund and the State Street Aid Fund)	\$3,500 - \$3,800
Proprietary Fund (includes the Water and Sewer Fund)	\$ 800 - \$1,200

We appreciate the opportunity to be of service to the City and look forward to our continued long-term relationship.

Very truly yours,

*Brown Jake & McDaniel, PC*

Brown Jake & McDaniel, PC

**JEFFERSON CITY, TENNESSEE**

**Resolution 2023-07**

**RESOLUTION AUTHORIZING THE CITY TO ADOPT HEALTH INSURANCE,  
DENTAL, AND VISION PLANS WITH BLUECROSS BLUESHIELD OF TENNESSEE.**

*WHEREAS*, the city's current health insurance plan has been with Humana Incorporated, who announced on February 23, 2023, that they are exiting their Employer Group Commercial Medical Products Business effective December 31, 2023; and,

*WHEREAS*, our Agent of Record, Cate Insurance, has found a comparable plan with BlueCross BlueShield of Tennessee (BCBST) with no premium increase the initial year, no break in coverage and service, and fully honoring already-paid deductibles during the initial transition period; and,

*NOW, THEREFORE, BE IT RESOLVED*, by the City Council of Jefferson City as follows:

1. That the above recitals are true, and the City of Jefferson City is authorized to transfer its group health insurance plan and to adopt BlueCross BlueShield of Tennessee as its health, dental, and vision provider.

*ADOPTED* this the 18<sup>th</sup> day of May, 2023.

*APPROVED:*

\_\_\_\_\_  
Mitch Cain, Mayor

*ATTEST:* \_\_\_\_\_  
Monica Myers, City Recorder