

# Memo

**To:** Board of Supervisors  
**From:** Shelton Vance  
Comptroller  
**CC:**  
**Date:** October 17, 2016  
**Re:** Citizen's Services Flex Withholding

---

Citizen's Services has withheld \$62.50 from an employee's monthly pay check for nine months for a total of \$562.50. This money was paid to Madison County as insurance premium and recorded as revenue to the Self-Insurance Fund.

Please authorize payment of this money to the Flex Spending Account.

## Shelton Vance

---

**From:** Gwendolyn Smith <mccsagsmith@yahoo.com>  
**Sent:** Friday, October 07, 2016 4:59 PM  
**To:** Shelton Vance  
**Subject:** Per Your Request

The total withholding for Flex medical through 9/30/2016 for Almarie Winters is \$562.50.  
We began withholdin\$62.50 monthly in January 2016.

Thanks,  
Gwen