

AGENDA PUTNAM COUNTY BOARD OF COMMISSIONERS

MONTHLY AWARDS WILL BE PRESENTED AT 5:45 pm

**Regular Monthly Session
Monday, September 16, 2019**

**Presiding: Honorable Ben Rodgers
Commission Chairman**

- 1. Call to Order - Sheriff Eddie Farris**
- 2. Invocation** *District 1*
- 3. Pledge to the Flag of the United States of America** *District 1*
- 4. Roll Call - County Clerk Wayne Nabors**
- 5. Approval of the Agenda**
- 6. Approval of the Minutes of Previous Meeting**
- 7. Election of Chairman of the County Commission. The Nominating Committee recommends the consideration of Ben Rodgers.**
- 8. Election of Chairman Protempore of the County Commission. The Nominating Committee recommends the consideration of Jim Martin.**
- 9. Election of Parliamentarian of the County Commission. The Nominating Committee recommends the consideration of Mike Atwood.**
- 10. Unfinished Business and Action Thereon by the Board**
 - A. Report of Standing Committees**
 1. Planning Committee
 2. Fiscal Review Committee
 3. Nominating Committee
 - B. Report of Special Committees**
 - C. Other Unfinished Business**
 1. Hear from County Mayor Randy Porter on potential Fairground Properties.

11. Quarterly Reports and Action Thereon by the Board

- A. Road Fund - Randy Jones, Road Supervisor
- B. School Funds - Jerry Boyd, Director of Schools
- C. County General Fund, Debt Service Fund, and Solid Waste Sanitation Fund, Parks and Recreation Fund and the Self Insurance Fund - Randy Porter, County Mayor.

12. New Business and Action Thereon by the Board

A. Report of Standing Committees

1. Planning Committee

- a. Recommends approval for transferring an ambulance chassis from the Putnam County EMS to Putnam County Parks & Recreation.
- b. Recommends approval of a Resolution to Establish Putnam County, Tennessee as a Drug Free Workplace.
- c. Recommends approval to set speed limits for the following roads:
 - Rock Island Road 35 mph
 - Muddy Pond Road 45 mph
- d. Recommends approval to correct action from May 2019 by setting a portion of Pleasant Ridge Road to 35 mph.

2. Fiscal Review Committee

- a. Recommends approval of budget amendments to the County General Fund.
- b. Recommends approval of budget amendments to the General Purpose School Fund.
- c. Recommends approval to refund 2017 property taxes as per the Assessor of Property and the Trustee.

3. Nominating Committee

- a. Recommends the following to serve on the Joint Economic and Development Board for 4 year terms to expire September 2023:
 - Mike Atwood - Regional Planning
 - Clarence Smith - Greenbelt

B. Report of Special Committees

C. Resolutions

D. Election of Notaries

E. Other New Business

1. Recognize Cash Flow Analysis for the General Purpose School Fund.
2. Acknowledgement of the Fiscal Strength and Efficient Government Fiscal Confirmation Letter for the Three Star Program Requirements.
Requires no action, but needs to be incorporated into the minutes
3. Ratification of County Mayor Randy Porter's appointments to the Ethics Committee as follows:

| | |
|-------------------|--------------------------------------|
| Kevin Christopher | 1 year term to expire September 2020 |
| Kim Bradford | 1 year term to expire September 2020 |
4. Ratification of County Mayor Randy Porter's appointments to the Regional Planning
List will be brought to meeting
5. Recognize retiring Regional Planning Commission members Kay Detwiler and Richard Wright.

13. Announcements and Statements

14. Adjourn

Department of Education

Putnam County

Mr. Jerry Boyd, Director of Schools

Board of Education
Dawn Fry, Chair
Celeste Gammon, Vice-Chair

1400 East Spring Street
Cookeville, Tennessee 38506-4313
Phone (931) 526-9777
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Board Members
Kim Cravens
Jerry Maynard
David McCormick
Lynn McHenry

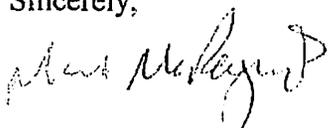
September 3, 2019

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please see attached Cash Flow Analysis for the General Purpose School Fund (141) for year FY19.

Sincerely,



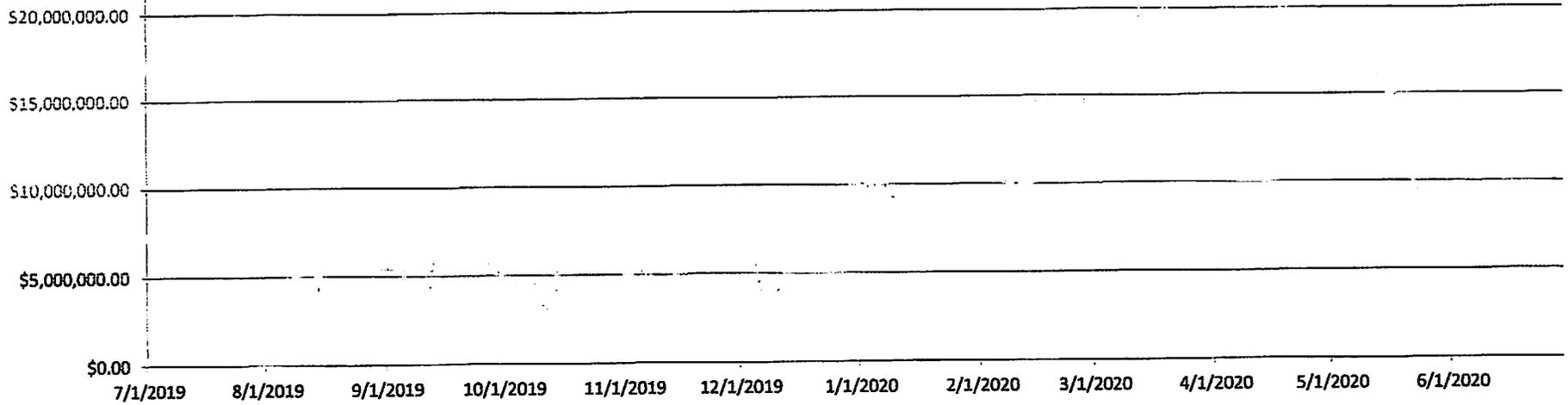
Mark McReynolds
Putnam County Board of Education

Enclosures:

- General Purpose School Fund Cash Flow Analysis for year FY19 as of September 1, 2019.

**Putnam County
General Purpose School Fund
Cash Balance FY20**

Actual Cash Balance
Estimated Cash Balance



| | | | | | |
|-----------|----|--------------|----------|----|---|
| 7/1/2019 | \$ | 6,897,164.99 | 2/1/2020 | \$ | - |
| 8/1/2019 | \$ | 6,700,662.70 | 3/1/2020 | \$ | - |
| 9/1/2019 | \$ | 5,434,609.82 | 4/1/2020 | \$ | - |
| 10/1/2019 | \$ | - | 5/1/2020 | \$ | - |
| 11/1/2019 | \$ | - | 6/1/2020 | \$ | - |
| 12/1/2019 | \$ | - | 7/1/2020 | \$ | - |
| 1/1/2020 | \$ | - | | | |



**Fiscal Strength and Efficient Government Fiscal Confirmation Letter
Three Star Program Requirements**

This document confirms that Putnam County has taken the following actions in accordance with the requirements of the Three Star Program:

1. The County Mayor has reviewed the **Debt Management Policy** with the County Commission at an official meeting and was approved by the County Commission in January 2017 and is on file with the Office of the Comptroller of the Treasury.
2. The County Mayor and the County Commission acknowledges that an **Annual cash flow forecast** be prepared and submitted to the Comptroller Prior to issuance of debt. The purpose of this requirement is to ensure Elected officials are aware that prior to the issuance of debt the county Must to through the process of assessing the county's cash flow. This is Done to evaluate the county's finances and confirm that sufficient revenues Are available to cover additional debt service associated with the proposed Issuance of debt. (No debt has been issued this fiscal year)
3. The County Mayor acknowledges that County Offices are required to develop a documented system of **Internal Controls**. The County Mayor's Office has internal control for all policies and procedures for all funds within their office and individual elected officials have their Internal Control in their separate offices. The State Comptroller's Office ,Division of County Audit has reviewed these Internal Controls in compliance with Section 9-18-102 (a), Tennessee Code Annotated.

Acknowledged this 16st day of September 2019.

Randy Porter
County Mayor