

PUTNAM COUNTY BOARD OF COMMISSIONERS

MEETING WILL BE HELD VIRTUALLY

**Regular Monthly Session
Monday, January 25, 2021**

**Presiding: Honorable Mike Atwood
Commission Chairman**

- 1. Call to Order - Sheriff Eddie Farris**
- 2. Invocation** *District 5*
- 3. Pledge to the Flag of the United States of America** *District 5*
- 4. Roll Call - County Clerk Wayne Nabors**
- 5. Approval of the Agenda**
- 6. Approval of the Minutes of Previous Meeting**
- 7. 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**
- 8. New Business and Action Thereon by the Board**
 - A. Report of Standing Committees**
 - 1. Planning Committee**
 - a. Recommends approval of the request by the Codes department to adopt of 2018 Building Codes.
 - 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 of a request from Trustee Freddie Nelson to appoint Jeff Jones as Delinquent Tax Attorney for the 2019 real and personal property taxes. TCA 67-5-2404
- d. Recommends approval of the purchase of land on Hensley Court for development of a park.
- e. Recommends approval for the County to extend Covid paid leave through March 31, 2021.
- f. Recommends approval of the Resolution to apply to the Tennessee Department of Economic and Community Development Block Grant Funds.

3. Nominating Committee

- a. Recommends that the following be appointed to the Agriculture Extension Committee for two year terms to expire January 2023:
 - Scott Caldwell - Farm Man
 - Aimee Randolph - Farm Woman
 - Cindy Adams - Commissioner

B. Report of Special Committees

C. Resolutions

D. Election of Notaries

E. Other New Business

- 1. Recognize cash flow analysis and monthly budget to Actual Report for the General Purpose School Fund.
- 2. Ratification of County Mayor Randy Porter's selection of the Budget Committee for the 2021- 2022 Budget Year.
 - Jonathan Williams
 - Jim Martin
 - Terry Randolph
 - Chris Cassetty
 - Jimmy Neal
 - Ben Rodgers
 - Kim Bradford
 - Darren Wilson
 - Mike Atwood
- 3. Approve Budget Calendar for the 2021-2022 fiscal year.
- 4. Ratification of County Mayor's reappointments to the Payscale Committee as follows:
 - Jimmy Neal
 - Ben Rodgers *1 year terms*
 - Danny Holmes
 - Jim Martin
- 5. Recognize that Roy Brown is appointed to the Old Gainesboro Road Utility District Board term to expire August 7, 2023.
- 6. Debt Obligation Report CT0253 for General Obligation Capital Outlay Note Series 2020
Comptroller requires that this report be in the minutes of the County Commission meeting. No approval required.

9. Announcements and Statements

10. Adjourn

Department of Education

Putnam County

Mr. Corby King, Director of Schools

Board of Education

Lynn McHenry, Chair
Kim Cravens, Vice-Chair

1400 East Spring Street
Cookeville, Tennessee 38506-4313
Phone (931) 526-9777
FAX (931) 372-0391

Board Members

Dawn Fry
Celeste Gammon
Jerry Maynard
David McCormick

January 5, 2021

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please see attached Cash Flow Analysis and Monthly Budget to Actual Report for the General-Purpose School Fund (141) for year FY21.

Sincerely,



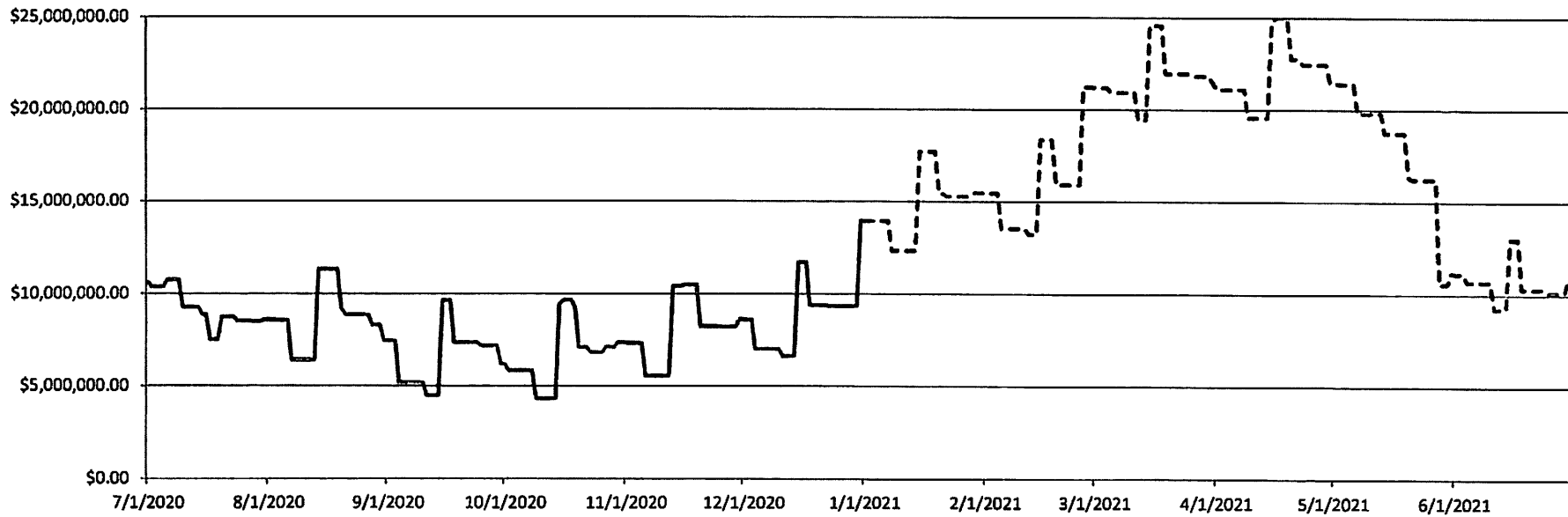
Mark McReynolds
Putnam County Board of Education

Enclosures:

- General Purpose School Fund Cash Flow Analysis for year FY20 as of January 1, 2021.
- Monthly Budget to Actual Report as of November 30, 2020.

**Putnam County
General Purpose School Fund
Cash Balance FY21**

— Actual Cash Balance
- - - Estimated Cash Balance



7/1/2020	10,628,229.05	2/1/2021
8/1/2020	8,614,628.62	3/1/2021
9/1/2020	7,475,914.91	4/1/2021
10/1/2020	6,168,557.36	5/1/2021
11/1/2020	7,373,224.63	6/1/2021
12/1/2020	8,632,490.36	7/1/2021
1/1/2021	13,926,070.25	

**PUTNAM COUNTY BOARD OF EDUCATION
FUND 141 - GENERAL PURPOSE SCHOOL FUND
MONTHLY BUDGET TO ACTUAL REPORT**

	2020-2021 Budget	Actual Jul 2020	Actual Aug 2020	Actual Sep 2020	Actual Oct 2020	Actual Nov 2020	Total Year to Date
Revenues:							
40000 Local Revenue	34,275,391	39,266	1,461,689	1,460,809	2,702,542	2,853,807	8,518,113
41000 Licenses and Permits	6,000	684	637	466	884	694	3,363
43000 Charges-Current Services	230,200	11,226	1,405	7,590	4,745	13,197	38,163
44000 Other Local Revenue	37,600	52,776	411	17,823	6,238	(62)	77,185
46000 State of Tennessee	59,391,440	(16,236)	5,701,273	5,622,400	5,993,860	5,831,386	23,132,684
47000 Federal Thru State	917,193	(36,490)	57,189	8,957	295,259	49,651	374,565
48000 Donations/Other	13,300	80	2,911	2,874	7,139	4,074	17,078
49000 Other Sources	900,000	82,225	52,948	53,611	53,277	53,277	295,338
TOTAL	95,771,124	133,531	7,278,463	7,174,529	9,063,943	8,806,024	32,456,490
Expenditures:							
71100 Regular Education	45,717,308	509,585	4,312,512	4,549,657	3,740,645	3,575,052	16,687,451
71150 Alternative Education	755,294	9,349	59,721	59,412	59,308	59,310	247,100
71200 Special Education	9,742,952	120,362	766,282	760,508	789,611	764,121	3,200,884
71300 Vocational Education	1,744,577	27,084	109,159	120,450	118,259	117,709	492,661
71600 Adult Education	580,738	30,623	50,427	48,988	46,772	41,014	217,824
72110 Attendance	312,164	80,152	21,614	18,727	23,491	32,155	176,138
72120 Health Services	1,059,445	23,701	86,563	83,250	87,729	90,851	372,093
72130 Other Student Services	2,945,338	(4,087)	253,690	216,369	218,399	235,998	920,370
72210 Regular Ed. Support	2,922,378	254,076	204,450	200,014	214,085	230,687	1,103,312
72215 Alternative Ed. Support	148,745	8,171	11,141	12,660	11,648	11,648	55,268
72220 Special Ed. Support	1,773,513	76,513	146,680	144,255	150,476	143,007	660,931
72230 Vocational Ed. Support	107,795	8,280	8,322	8,410	8,575	8,234	41,820
72250 Technology	1,550,702	74,475	259,650	111,844	110,287	82,900	639,157
72260 Adult Ed. Support	160,262	12,619	12,619	12,884	21,283	14,256	73,661
72310 Board of Education	1,810,770	565,133	126,193	98,288	147,917	83,915	1,021,446
72320 Office of the Director	154,724	11,838	11,835	11,853	11,835	11,835	59,195
72410 Office of Principal	6,885,085	154,567	556,783	580,987	561,088	567,469	2,420,893
72510 Fiscal Services	911,895	145,167	69,465	65,818	70,770	68,414	419,634
72520 Human Services/Personnel	249,175	18,648	20,012	18,664	21,364	29,553	108,240
72610 Operation of Plant	7,181,134	584,721	542,115	584,966	623,361	489,826	2,824,990
72620 Maintenance of Plant	2,412,189	139,494	135,056	346,162	254,756	386,739	1,262,207
72710 Transportation	3,429,546	78,173	236,146	212,272	225,092	232,294	983,977
73100 Food Services	445,723	36,273	36,936	36,603	36,603	36,701	183,116
73300 Community Services	990,247	9,470	12,554	19,349	74,739	55,231	171,343
73400 Early Childhood Education	1,881,781	29,958	149,922	167,143	150,965	145,250	643,238
76100 Regular Capital Outlay	-	-	-	-	-	-	-
99100 Operating Transfers	-	26,668	21,037	14,508	(19,790)	9,994	52,417
TOTAL	95,873,480	3,031,011	8,220,884	8,504,040	7,759,267	7,524,161	35,039,362

Putnam County, Tennessee
Statement of Proposed Expenditures
For the Fiscal Year Ending June 30, 2021

County General Fund

Account Number		Amended (11/23/20)	Amended (01/11/21)
		2020-2021	2020-2021
53330	Drug Court		
105	Director/Supervisor Salaries	56,000	56,000
	Benefits & Taxes	22,767	22,767
169	Part-Time	25,412	25,412
	Benefits & Taxes	3,436	3,436
189	Other Salaries and Wages	67,217	67,217
	Benefits & Taxes	28,570	28,570
307	Communications	6,470	6,470
351	Rent	22,800	22,800
355	Travel	5,976	5,976
399	Other Contracted Services	16,800	16,800
425	Fuel	2,500	2,500
435	Office Supplies	16,199	16,199
499	Other Supplies & Materials	3,436	3,436
599	Other Charges	5,057	7,557
718	Vehicle	0	0
719	Equipment	1,320	1,320
790	Other Equipment	0	0
	TOTAL	283,960	286,460

PROPOSED BUDGET CALENDAR FOR
 FISCAL YEAR 2021-2022
 Putnam County, Tennessee

<u>Dates for 2021</u>	<u>Responsibility</u>	<u>Actions to be Taken</u>
January	County Mayor	Appoint Budget Committee
February	Manager of Accts/Budgets	Budget Request Letters out to Departments
February	Non Profit Agencies	Deadline for non-profit requests
March	Non-Profit Committee	Committee hears non-profit requests
March 19th	Department Heads	Submit Draft Budgets to County Mayor
April	County Mayor	Meet with Department Heads on draft budgets
April 2nd	Elected Officials Road Department Other Misc. Funds	Deadline for submitting budget requests for
April 12th	Budget Committee	Organization meeting to elect officers with presentation from County Mayor
April-May	Mgr. of Accts/Budgets County Mayor	Assembles information for presentation to the Budget Committee members
May	Mgr. of Accts/Budgets	Budget Books Presented
May, June	Budget Committee	Review info presented in Budget books and meet and develop recommendations for preliminary budget
May	Board of Education	Deadline for submitting budget requests for FY 2020-2021
June 21st	All Departments and Offices	Last day to get Purchase Orders for 2020-2021
June	Assessor of Property	Submit estimate of Per Penny Rate
July 1 - 9	Mgr. of Accts./Budgets	Close FY 2020-2021 budget year and determine estimated revenue, expenses and fund balances
July 12 - 16	Budget Committee	Review fund balances and begin to finalize budget recommendations to go to Full Commission
No Later than July 16th	Mgr. of Accts./Budgets	Publishes proposed budget in newspaper
July 19th	Mgr. of Accts./Budgets	Sends proposed budget copies to County Commissioners
July 26th	County Commission	Consider 2021-2022 Budget

This schedule is subject to change if necessary

BEFORE THE COUNTY MAYOR OF PUTNAM COUNTY, TENNESSEE

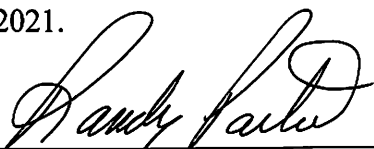
In Re:)
)
THE OLD GAINESBORO ROAD UTILITY)
DISTRICT OF PUTNAM AND JACKSON)
COUNTIES, TENNESSEE)

ORDER APPOINTING COMMISSIONER

Upon notification by the Board of Commissioners of The Old Gainesboro Road Utility District of Putnam and Jackson Counties, Tennessee, of a vacancy on said Board of Commissioners, due to the death of Commissioner James E. Brown, and certification of a list of three names in order of preference for appointment to fill such vacancy in accordance with Tennessee Code Annotated § 7-82-307(a);

It Is Therefore Ordered, Adjudged, and Decreed that the nominee Roy Brown is hereby appointed to the Board of Commissioners of The Old Gainesboro Road Utility District of Putnam and Jackson Counties, Tennessee, to serve the remainder of James E. Brown's term, which will expire on August 7, 2023.

Entered this 6 day of January, 2021.



RANDY PORTER, COUNTY MAYOR
PUTNAM COUNTY, TENNESSEE

REPORT ON DEBT OBLIGATION
(Pursuant to Tennessee Code Annotated Section 9-21-151)

1. Public Entity:
 Name: Putnam County
 Address: 300 East Spring Street
Cookeville, TN 37501
 Debt Issue Name: General Obligation Capital Outlay Note, Series 2020
 If disclosing initially for a program, attach the form specified for updates, indicating the frequency required.

2. Face Amount: \$ 2,155,000.00
 Premium/Discount: \$ 0.00

3. Interest Cost: 1.3900 % Tax-exempt Taxable
 TIC NIC
 Variable: Index _____ plus _____ basis points; or
 Variable: Remarketing Agent _____
 Other: _____

4. Debt Obligation:
 TRAN RAN CON
 BAN CRAN GAN
 Bond Loan Agreement Capital Lease
 If any of the notes listed above are issued pursuant to Title 9, Chapter 21, enclose a copy of the executed note with the filing with the Office of State and Local Finance ("OSLF").

5. Ratings:
 Unrated
 Moody's _____ Standard & Poor's _____ Fitch _____

6. Purpose:

		BRIEF DESCRIPTION
<input checked="" type="checkbox"/> General Government	<u>100.00</u> %	<u>Acquisition of land for parking and expansion of jail and court system of the County</u>
<input type="checkbox"/> Education	_____ %	_____
<input type="checkbox"/> Utilities	_____ %	_____
<input type="checkbox"/> Other	_____ %	_____
<input type="checkbox"/> Refunding/Renewal	_____ %	_____

7. Security:
 General Obligation General Obligation + Revenue/Tax
 Revenue Tax Increment Financing (TIF)
 Annual Appropriation (Capital Lease Only) Other (Describe): _____

8. Type of Sale:
 Competitive Public Sale Interfund Loan _____
 Negotiated Sale Loan Program _____
 Informal Bid

9. Date:
 Dated Date: 12/17/2020 Issue/Closing Date: 12/17/2020

REPORT ON DEBT OBLIGATION
(Pursuant to Tennessee Code Annotated Section 9-21-151)

10. Maturity Dates, Amounts and Interest Rates *:

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2022	\$ 240,000.00	1.3900 %		\$	%
2023	\$ 240,000.00	1.3900 %		\$	%
2024	\$ 1,675,000.00	1.3900 %		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%

If more space is needed, attach an additional sheet.

If (1) the debt has a final maturity of 31 or more years from the date of issuance, (2) principal repayment is delayed for two or more years, or (3) debt service payments are not level throughout the retirement period, then a cumulative repayment schedule (grouped in 5 year increments out to 30 years) including this and all other entity debt secured by the same source **MUST BE PREPARED AND ATTACHED**. For purposes of this form, debt secured by an ad valorem tax pledge and debt secured by a dual ad valorem tax and revenue pledge are secured by the same source. Also, debt secured by the same revenue stream, no matter what lien level, is considered secured by the same source.

* This section is not applicable to the Initial Report for a Borrowing Program.

11. Cost of Issuance and Professionals:

No costs or professionals

	AMOUNT (Round to nearest \$)	FIRM NAME
Financial Advisor Fees	\$ 0	
Legal Fees	\$ 0	
Bond Counsel	\$ 1,500	Bone McAllester Norton PLLC
Issuer's Counsel	\$ 0	
Trustee's Counsel	\$ 0	
Bank Counsel	\$ 0	
Disclosure Counsel	\$ 0	
_____	\$ 0	
Paying Agent Fees	\$ 0	
Registrar Fees	\$ 0	
Trustee Fees	\$ 0	
Remarketing Agent Fees	\$ 0	
Liquidity Fees	\$ 0	
Rating Agency Fees	\$ 0	
Credit Enhancement Fees	\$ 0	
Bank Closing Costs	\$ 0	
Underwriter's Discount _____%		
Take Down	\$ 0	
Management Fee	\$ 0	
Risk Premium	\$ 0	
Underwriter's Counsel	\$ 0	
Other expenses	\$ 0	
Printing and Advertising Fees	\$ 0	
Issuer/Administrator Program Fees	\$ 0	
Real Estate Fees	\$ 0	
Sponsorship/Referral Fee	\$ 0	
Other Costs _____	\$ 0	
TOTAL COSTS	\$ 1,500	

REPORT ON DEBT OBLIGATION
(Pursuant to Tennessee Code Annotated Section 9-21-151)

12. Recurring Costs:

No Recurring Costs

	AMOUNT (Basis points/\$)	FIRM NAME (If different from #11)
Remarketing Agent	_____	_____
Paying Agent / Registrar	_____	_____
Trustee	_____	_____
Liquidity / Credit Enhancement	_____	_____
Escrow Agent	_____	_____
Sponsorship / Program / Admin	15	TMBF Administration Fee
Other _____	_____	_____

13. Disclosure Document / Official Statement:

None Prepared

EMMA link _____ or

Copy attached

14. Continuing Disclosure Obligations:

Is there an existing continuing disclosure obligation related to the security for this debt? Yes No

Is there a continuing disclosure obligation agreement related to this debt? Yes No

If yes to either question, date that disclosure is due One year from fiscal year end

Name and title of person responsible for compliance County Mayor

15. Written Debt Management Policy:

Governing Body's approval date of the current version of the written debt management policy _____

Is the debt obligation in compliance with and clearly authorized under the policy? Yes No

16. Written Derivative Management Policy:

No derivative

Governing Body's approval date of the current version of the written derivative management policy _____

Date of Letter of Compliance for derivative _____

Is the derivative in compliance with and clearly authorized under the policy? Yes No

17. Submission of Report:

To the Governing Body: on _____ and presented at public meeting held on 1-19-2021

Copy to Director to OSLF: on _____ either by:

Mail to: _____ OR Email to: SLF.PublicDebtForm@cot.tn.gov

Cordell Hull Building
425 Fifth Avenue North, 4th Floor
Nashville, TN 37243-3400

18. Signatures:

	AUTHORIZED REPRESENTATIVE	PREPARER
Name	<u>Randy Porter</u>	_____
Title	<u>County Mayor</u>	_____
Firm	<u>County Mayor</u>	Tennessee Municipal Bond Fund
Email	<u>randy.porter@putnamcountyttn.gov</u>	<u>lmooningham@tmbf.net</u>
Date	_____	_____