MINUTES
OF
PUTNAM COUNTY COMMISSION
FEBRUARY 19, 2013

Prepared by: Wayne Nabors
Putnam County Clerk
121 S Dixie Avenue
Cookeville, TN 38501
BE IT REMEMBERED: that on February 19, 2013 there was a regular meeting of the Putnam County Board of Commissioners.

There were present and presiding the Chairman, Mike Atwood and County Clerk, Wayne Nabors.

The Sheriff, David Andrews called the meeting to order.

The Chairman, Mike Atwood, recognized Commissioner, Chris Savage for the Invocation.

The Chairman, Mike Atwood, recognized Commissioner Reggie Shanks to lead the Pledge to the Flag of the United States of America.

The Chairman asked the Commissioners to signify their presence at the meeting and the following were present:

PRESENT

Scott Ebersole  Eris Bryant
Tom Short      Sue Neal
David Gentry   Jonathan Williams
Jerry Ford     Daryl Blair
Ron Williamson Kevin Maynard
John Ludwig    Kim Bradford
Anna Ruth Burroughs  Jim Martin
Terry Randolph Bob Duncan
Chris Savage   Marsha Bowman
Reggie Shanks  Steve Pierce
Joe Trobaugh   Mike Atwood
Michael Medley Cathy Reel

The Clerk announced that twenty-four (24) were present and zero (0) absent. Therefore, the Chairman declared a quorum.

MOTION RE: APPROVAL OF THE AGENDA

Commissioner Joe Trobaugh moved and Commissioner Daryl Blair seconded the motion to approve the Agenda.

(SEE ATTACHED)
Please note that the Commission will be meeting on Tuesday, February 19, 2013 due to President's Day being on Monday.

AGENDA
PUTNAM COUNTY
BOARD OF COMMISSIONERS

Monthly Awards will be presented at 5:45 PM

Regular Monthly Session
Tuesday, February 19, 2013 6:00PM

Presiding: Honorable Mike Ahwood
Commission Chairman

1. Call to Order - Sheriff David Andrews

2. Invocation District 6

3. Pledge to the Flag of the United States of America District 6

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

   2. Hear a report from J & S Construction for final close out on the jail project.

A. Report of Standing Committees

   1. Planning Committee

   2. Fiscal Review Committee

   3. Nominating Committee

B. Report of Special Committees

   1. Hear report from Rules Committee
C. Other Unfinished Business

8. Quarterly Reports and Action Thereon by the Board

A. Road Fund - Randy Jones, Supervisor

B. School Funds - Jerry Boyd, Director of Schools

C. County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund - Kim Blaylock, County Executive

9. New Business and Action Thereon by the Board

A. Report of Standing Committees

1. Planning Committee

   a. Recommends approval for the speed limit for Moss Road be set at 30 MPH.

2. Fiscal Review Committee

   a. Recommends approval of the budget amendment to the County General Fund as presented.

   b. Recommends approval of budget amendments to the General Purpose School Fund as presented.

   c. Recommends approval of Trustee Freddie Nelson’s request to appoint Jeff Jones as the Delinquent Property Tax Attorney for the 2011 real and personal property taxes.

3. Nominating Committee

   a. Recommends the following be appointed to the Awards Committee:

      Reggie Shanks 1 year term to expire February 2014
      Cathy Reel 1 year term to expire February 2014
      Wayne Nabors 1 year term to expire February 2014
      Anna Ruth Burroughs 2 year term to expire February 2015
      Kim Bradford 2 year term to expire February 2015

B. Report of Special Committees

C. Resolutions

D. Election of Notaries
E. Other New Business

1. Ratification of County Executive's appointments to the County Public Records Commission as follows:
   - Eris Bryant, County Legislative Body
   - Judge David Patterson, Judge of a Court of Record
   - Earl Jacques, Genealogist

2. Debt Obligation Report CT0253 for $450,000.00
   Debt Obligation Report CT0253 for $649,778.35.
   Comptroller's Office now requires that this report be in the minutes of the County Commission meeting. No approval required.

10. Announcements and Statements

11. Adjourn
The Chairman asked for discussion on the motion to approve Agenda. There was none.

The Chairman asked for a voice vote on the motion to approve the Agenda. The motion carried.

**MOTION RE: APPROVE MINUTES OF THE PREVIOUS MEETING**

Commissioner Kevin Maynard moved and Commissioner Kim Bradford seconded the motion to approve the Minutes of the January 22, 2013 meeting of the Putnam County Board of Commissioners.

The Chairman asked for discussion on the motion. The Commissioners discussed the motion.

The Chairman asked for a voice vote on the motion to approve the Minutes of the January 22, 2013 meeting as corrected of the Putnam County Board of Commissioners. The motion carried.

**UNFINISHED BUSINESS AND ACTION THEREOF BY THE BOARD**

**HEAR A REPORT FROM J & S CONSTRUCTION FOR FINAL CLOSE OUT ON THE JAIL PROJECT**

John Stites of J & S Construction gave a report for the final close out on the Jail Project to the Commission.

**REPORT OF STANDING COMMITTEES**

**PLANNING COMMITTEE:** No unfinished business.

**FISCAL REVIEW COMMITTEE:** No unfinished business.

**NOMINATING COMMITTEE:** No unfinished business.

**REPORT OF SPECIAL COMMITTEES:**

**HEAR REPORT FROM RULES COMMITTEE**

Commissioner David Gentry gave a report on the Rules Committee.

(SEE ATTACHED)
Breakdown and definition of Standing Committee Proposal

FISCAL REVIEW

BUDGET STANDING SUBCOMMITTEE (INCLUDES FINANCE AND INVESTMENT)

1. MEMBERSHIP. The budget subcommittee is appointed by the Chair and confirmed by the nominating committee.
2. TERMS. Committee members can only serve for two consecutive years and then must sit out for 1 year before going back to begin with another 1 year appointed term.
3. RESPONSIBILITY. Initial budget review and recommendations along with any new tax recommendations. Holds necessary public hearings prior to the establishment of the budget. May be asked by Fiscal Review to make recommendations on budget amendments after the budget is prepared and reviewed.
4. REPORTING. Reports to the Fiscal Review Committee but may make recommendations to the Full Commission if required.
5. MEMBERS.
6. OTHER INFORMATION. See rule 24 and 26 for general information on Standing Subcommittees

ECONOMIC DEVELOPMENT AND AGRICULTURE

1. MEMBERSHIP. This Subcommittee will be composed of five (5) County Commissioners appointed by the Chair and confirmed by nominating. The Subcommittee will select a Chair, Co-chair, and Secretary. It is recommended that the membership of both the Fiscal Review and Planning Committees be represented on this committee.
2. TERMS. The term of service is one (1) year.
3. RESPONSIBILITY. Responsible for studying and making recommendations to the Board concerning programs and all matters relating to the growth and development of industry, commerce, and agriculture of Putnam County. It shall recommend and inform the Board about current needs and the development and implementation of programs related to the promotion of tourism, and strategic planning.
4. REPORTING. Reports to the Fiscal Review Committee but may make recommendations to the Full Commission if required.
5. MEMBERS. See appendix

HEALTH AND WELFARE

1. MEMBERSHIP. This Subcommittee will be composed of five (5) County Commissioners appointed by the Chair and confirmed by the nominating committee. The Subcommittee will select a Chair, Co-chair, and Secretary.
2. TERMS. The term of service is one (1) year.
3. RESPONSIBILITY. Studying and making recommendations to the Board for all programs and matters relating to health and welfare including health planning, local health services, indigent care, nursing homes, rabies, and libraries.
4. REPORTING. Reports to the Fiscal Review Committee but may make recommendations to the Full Commission if required.
5. MEMBERS. See appendix
POLICY AND PERSONNEL (INCLUDES ETHICS EVALUATION)

1. MEMBERSHIP. This Subcommittee will be composed of five (5) County Commissioners appointed by the Commission Chair and confirmed by the nominating committee. The Subcommittee will select a Chair, Co-chair, and Secretary.
2. TERMS. The term of service is one (1) year.
3. RESPONSIBILITY. Studying and making recommendations to the Board for all programs and matters relating to human resources, work rules and conduct, compensation and pay, fringe benefits, and ethics concerning County employees and elected officials.
4. REPORTING. Reports to the Fiscal Review Committee but may make recommendations to the Full Commission if required.
5. MEMBERS. See appendix

PLANNING COMMITTEE

RULES

1. MEMBERSHIP. This special committee is composed of the Parliamentarian, and four (4) Commissioners appointed by the Chairman of the commission and confirmed by the nominating committee.
2. TERMS. The term of service is one year.
3. RESPONSIBILITY. A. To report in October (and any other time as needed) any recommendations for changes, updates, clarifications in Rules of the Putnam County Commission.
B. To review with the standing subcommittee chairperson the need for the standing subcommittee to continue and make recommendation to the Board to establish committees, structure, and definition.
4. REPORTING. Reports to the Planning Committee but may make recommendations to the Full Commission if required.
5. MEMBERS. See appendix

EDUCATION

1. MEMBERSHIP. This Subcommittee will be composed of five (5) County Commissioners appointed by the Chair and confirmed by the nominating committee. The Subcommittee will select a Chair, Co-chair, and Secretary.
2. TERMS. The term of service is one (1) year.
3. RESPONSIBILITY. Liaison with the Putnam County School Board on matters relating to budgetary and operational issues concerning elementary, secondary, and adult education, vocational and technical education.
4. REPORTING. Reports to the Planning Committee but may make recommendations to the Full Commission if required.
5. MEMBERS. See appendix

PUBLIC SAFETY AND BEER BOARD

1. MEMBERSHIP. This Subcommittee will be composed of five (5) County Commissioners appointed by the Chair and confirmed by the nominating committee. The Subcommittee will select a Chair, Co-chair, and Secretary.
2. TERMS. The term of service is one (1) year.
3. RESPONSIBILITY. Studying and making recommendations pertaining to the criminal justice system including law enforcement, courts and corrections, emergency preparedness, fire prevention and control, ambulance and emergency medical services.
4. REPORTING. Reports to the Planning Committee but may make recommendations to the Full Commission if required.
5. MEMBERS. See appendix
6. OTHER INFORMATION. The Subcommittee will work under the guidelines established in TCA 57-5-105 and any other applicable County procedures.
PARKS AND RECREATION

1. MEMBERSHIP. This Subcommittee will be composed of five (5) County Commissioners appointed by the Chair. The Subcommittee will select a Chair, Co-chair, and Secretary.
2. TERMS. The term of service is one (1) year.
3. RESPONSIBILITY. Studying and making recommendations to the Board regarding leisure services for Putnam County and the development and implementation of recreation and parks programs.
4. REPORTING. Reports to the Planning Committee but may make recommendations to the Full Commission if required.
5. MEMBERS. See appendix

INFRASTRUCTURE

1. MEMBERSHIP. This Subcommittee will be composed of five (5) County Commissioners appointed by the Chair and confirmed by the nominating committee. The Subcommittee will select a Chair, Co-chair, and Secretary. It is recommended that the membership of both the Fiscal Review and Planning Committees be represented on this committee.
2. TERMS. The term of service is one year.
3. RESPONSIBILITIES. A. Provides oversight of highways, properties, and public works; reviews and sets policies on questions concerning county roads, speed limits, solid waste and recycling, and county properties.
B. Make recommendations for the development, maintenance and supervision of all County owned property whether improved or unimproved, to aid the Commission, County Executive and other elected officials in efficient management of county infrastructure.
4. REPORTING. Reports primarily to the Planning Committee but may make recommendations to the Full Commission if required.
5. MEMBERS. See appendix
6. OTHER INFORMATION. The Subcommittee will work under the guidelines established under the County Uniform Highway Law found in TCA 54-7-101 et seq. and any other applicable County procedures.

OTHER

INTERGOVERNMENTAL STANDING COMMITTEE

1. MEMBERSHIP. The Intergovernmental Subcommittee consists of the County Executive, two members from each City government, and four members of the County Commission two (2) of shall be the Chair and Co-chair of the Economic Development and Agriculture Committee. It is recommended that the remaining two (2) members include a member of the Fiscal Review and Planning Committees.
2. TERMS. The term of service is one (1) year.
3. RESPONSIBILITIES. Communication of all issues that involve cooperation or partnership between the Cities and the County Commission. To serve as liaison to the Planning, Fiscal Review, and Economic Development committees for all issues considered by the group and to gather information for Commission review.
4. REPORTING. The Subcommittee reports to the standing committee most appropriate to the particular issue being studied.
5. MEMBERS. See listing in Appendix C for current members.
6. OTHER INFORMATION. See Rule 24 and 26 for general information on standing subcommittees.
NOMINATING/STEERING
1. MEMBERSHIP. Made up of chair and co-chair of both Fiscal Review and Planning along with County executive.
2. TERMS. The term of service is one year.
3. RESPONSIBILITY. The ratify all appointments and fill any unappointed positions
4. REPORTING. Reports to the Planning and Fiscal Committee but may make recommendations to the Full Commission if required.
5. MEMBERS. See appendix

Ethics
1. MEMBERSHIP. Made up of 5 members appointed by the Chair and confirmed by the Nominating committee.
2. TERMS. The term of service is one year.
3. RESPONSIBILITY. The oversight of any complaint regarding a commissioner prior to being brought before the full commission.
4. REPORTING. Reports to the Full Commission if required.
5. MEMBERS. See appendix

NOTES
1. Each committee made up of 5 members with each committee selecting a chair, co-chair and secretary.
2. No one commissioner may chair more than two committees including fiscal review and planning—nominating notwithstanding.
3. Each committee shall be appointed for duration of one year (excepting the first appointment upon initialization of new structure).
4. All statutory committees shall be assigned to one of the committees.
5. Each committee should meet monthly as necessary and furnish a report from the chairperson as necessary at the next scheduled meeting of its supervisory board. Payment for each meeting shall be $25 unless the committee fails to meet.
6. A quarterly progress report should be made to the full commission with no more than three (3) committees reporting each month.
7. If for some reason a monthly meeting is not called by the chairperson, it may be called by at least three members of that committee.
8. It is the purpose of the Board of commissioners that all commissioners rotate through various committees.
9. Minutes of all meetings should be submitted following each meeting to the chairman of their respective supervisory board.
10. In the event a commissioner fails to fulfill their term, their replacement shall fill all committee appointments.
11. All offices and/or departments shall report quarterly to the standing committee.
12. No commissioner can serve on less than two nor more than three committees.
13. The function of the nominating committee shall be to ratify the chairman's appointments committees.
14. All commissioners shall be paid according to attendance to both Full and supervisory committees.
Notes: Chairs pay +15%. All dept. agenda items go thru subcommittee first. First Monday has two sessions. All terms two years except full commission seats. Sub-committee chairs elected annually. All members must serve on at least one and no more than two committees. Nominating 5 members (2 at-large)
Suggestions for Putnam County Budget Process

The following recommendations for changes to the Putnam County Budgeting process are made to:

- Standardize information requirements and format of departmental budget submittals
- Allow for the timely compilation and distribution of budget materials
- Provide adequate time for Budget Committee review and analysis of submittals
- Improve the exchange of information and communication between departments and the Committee necessary to perform a diligent review of budget requests

Budget Calendar/Submittal Schedule

Budget Committee/County Executive: As part of the budget preparation cycle, the Budget Committee and County Executive will meet to develop a budget calendar (see attachment 1) including a submission schedule for County General departments, the Board of Education, and all other agencies and departments and any changes from the prior year. It may be advisable for the Committee to elect a chair at this time to further facilitate the process. Once approved, the submittal schedule will be published by the County’s Executive’s office specifying the deadline for all budget submissions.

Any changes in submittal format or required forms from the previous year will be published as part of this notification. Following this, the Budget Committee will be responsible for establishing its meeting schedule to provide ample time to evaluate all submittals and schedule budget meetings with departments as required ensuring legal requirements for County budget notice are met. Since budget meetings are essentially an exchange of information, no decisions will be made until the Committee receives notice of the per penny tax rate from the Property Assessor’s Office, and any other information required to make the final recommendations to the full Commission. It is essential that all departments/agencies adhere to the submittal schedule as published by the County Executive’s office. Inaccurate or incomplete submittals will be evaluated by the Committee considering these deficiencies in its recommendation to the Commission.

Fee Increases: Most of the municipalities pass their budgets by late June or early July therefore the budget committee should consider charges for services, i.e., tipping fees, etc. early in the cycle so the various municipalities can incorporate any changes into their budgets.

Key Events:

- January – February: Budget Committee appointed; Approval of Budget calendar by County Commission

- February: Forms and calendars to all departments and agencies

- April: Deadline for submitting budget requests
April – May: Information assembled and presented to Budget Committee Members

May – June: Budget Committee develops recommendations for preliminary budget

June: Assessor of Property submits estimate of Per Penny Rate

June – July: Finalize budget recommendations to Full Commission

Meeting the submittal schedule requires due diligence and effort on the part of departments and shifts the emphasis of the budgeting process to the vital function of Committee review. The schedule provides for nine (9) complete fiscal months of activity. This should be ample time for departments to project their expenses etc. Additionally, staffing data should change little if kept current throughout the year and therefore should not be a major impediment to timely submittal. The schedule provides for “interim” meetings between the Committee and all departments and agencies during the time line e.g. between April to May (Non-profits) and May to June (County Departments). Following the School Board meeting, all required meetings will have taken place and the Committee should then have an appropriate amount of time to carefully develop their recommendations for the full Commission.

Budget Submittal Format

In order to expedite the budget evaluation process, a consistent submittal format is recommended to provide a seamless and expeditious review of budget information rather than requiring familiarization with dozens of varying submittal formats. In addition, a standardized format should assist agencies by providing a guide to the information required by the Budget Committee to fairly and accurately evaluate budget requests.

Financial Data: All budget submittals should continue to be provided utilizing Putnam County’s financial information system. In addition, departments should list unmet current and future needs both in staffing and capital items. Non-profit agencies should follow the same format listing line item revenues and expenditures to include: actual prior year data; current year budget; and proposed/requested funding. Non-profit agencies should also include a narrative description of the agency’s purpose, client base, service area, and specific justification(s) for additional funding requests. Actual pricing information should accompany such justifications especially when requesting new equipment and related items.

Staffing Data: All departmental submittals will continue to utilize the Personnel and Salary Information form which must list the specific Putnam County classification titles. Non-profit agencies should list position titles specific to their pay plan so as to clearly reflect respective job duties. Separate lists should be used for full-time and part-time personnel.
In addition, all submittals will include a table of organization and staffing chart to show organizational structure and the number of employees associated with a functional area (attachments 2, 3).

Software Upgrade: It is difficult to compare budgets from year-to-year as certain costs are budgeted centrally and allocated to the departments at the end of the year with GASB 34 amendments. The County Executive’s office should consider purchasing a software module which will allow the export of information to excel. This will enable the budget to be sorted by object code and make it easier for commissioners to examine year to year fluctuations.

Commission Submission: In preparing the final budget recommendations for the Full Commission, the Budget Committee should prepare a summary of the changes from the current year including new positions; the value of any cost of living or other salary increases; new funds; cessation of grant funding; significant unmet needs; and any other relevant information. This memo should accompany the budget packages and a work session should be scheduled.
# Proposed Budget Calendar for Fiscal Year 2009-2010

**Putnam County, Tennessee**

<table>
<thead>
<tr>
<th>Dates</th>
<th>Responsibility</th>
<th>Actions to be Taken</th>
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<tbody>
<tr>
<td>January 20, 2009</td>
<td>County Commission</td>
<td>Approve County Executive's appointments to the Budget Committee for FY 2009-2010</td>
</tr>
<tr>
<td>January 20, 2009</td>
<td>Budget Committee</td>
<td>Organizational meeting - elect Officers</td>
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<tr>
<td>Jan. 21 - Feb. 8, 2009</td>
<td>Budget Committee Manager of Accts/Budgets and County Executive</td>
<td>Develop budget calendar for FY 2009-2010 and go over how departments will be submitting budget information</td>
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<tr>
<td>February 9, 2009</td>
<td>Budget Committee</td>
<td>Budget Committee meets to approve calendar for FY 2009-2010</td>
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<tr>
<td>February 17, 2009</td>
<td>County Commission</td>
<td>Approve Budget Calendar for FY 2009-2010</td>
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<tr>
<td>February 18, 2009</td>
<td>Mgr. of Accts/Budgets</td>
<td>Begin to submit forms and Calendars to all departments and agencies</td>
</tr>
<tr>
<td>April 17, 2009</td>
<td>County General Departments, Board of Education, and all other agencies &amp; departments</td>
<td>Deadline for submitting budget requests for FY 2009-2010.</td>
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<tr>
<td>Apr. 18 - May 8, 2009</td>
<td>Mgr. of Accts/Budgets</td>
<td>Assembles information for presentation to the Budget Committee members</td>
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<td>May 11, 2009</td>
<td>Budget Committee</td>
<td>Review preliminary info as presented by Mgr. of Accts./Budgets</td>
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<tr>
<td>May 25 - June 25</td>
<td>Budget Committee</td>
<td>Meets and develops recommendations for preliminary budget</td>
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<tr>
<td>June 15, 2009</td>
<td>Assessor of Property</td>
<td>Submit estimate of Per Penny Rate</td>
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<tr>
<td>July 23 - August 1</td>
<td>Budget Committee</td>
<td>Review fund balances</td>
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<td>No later than Aug. 3</td>
<td>Budget Committee</td>
<td>Finalize budget recommendations to go to Full Commission</td>
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<tr>
<td>No Later than Aug. 7</td>
<td>Mgr. of Accts./Budgets</td>
<td>Publishes proposed budget in newspaper: sends proposed budget copies to County Commissioners</td>
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<tr>
<td>August 17, 2009</td>
<td>County Commission</td>
<td>Consider 2009-2010 Budget</td>
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**Note:**

This schedule is subject to change by the Budget Committee if necessary.

[Signature]

15
ABC Graphics Company

Director's Office

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<th>Title</th>
<th>Number Positions</th>
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<td>Accountant 2</td>
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Information Services

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Maintenance

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<th>Title</th>
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General Graphics Company

**Director's Office**

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<td>Data Entry Spec</td>
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<td>Accountant 2</td>
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**Information Services**

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<td>Graphics Spec 1</td>
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<td>Custodian</td>
<td>1@40 hrs biwkly</td>
<td>1@40 hrs biwkly</td>
</tr>
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The Chairman asked for discussion on the Rules Committee Report.

The Commissioners discussed the Rules Committee Report.

**MOTION RE: CEASE DISCUSSION ON RULES DEBATE**

Commissioner Jerry Ford moved and Commissioner Joe Trobaugh seconded the motion for discussion to cease on Rules Debate.

The Chairman asked for discussion on the motion to cease discussion on the Rules Debate. There was none.

The Chairman asked the Commissioners for a voice vote on the motion to cease discussion on the Rules Debate. The motion carried.

**OTHER UNFINISHED BUSINESS:** None

**QUARTERLY REPORTS AND ACTION THEREON BY THE BOARD**

**MOTION RE: QUARTERLY REPORT FOR THE ROAD FUND – RANDY JONES; QUARTERLY REPORT FOR THE SCHOOL FUNDS – JERRY BOYD, DIRECTOR OF SCHOOLS; AND COUNTY GENERAL FUND, DEBT SERVICE FUND, SOLID WASTE SANITATION FUND AND SELF INSURANCE FUND – KIM BLAYLOCK, COUNTY EXECUTIVE**

Commissioner Joe Trobaugh moved and Commissioner Mike Medley seconded the motion to approve the Quarterly Reports for the Road Fund, School Funds and County General Fund, Debt Service Fund, Solid Waste Sanitation Fund and Self Insurance Fund.

(SEE ATTACHED)
## Putnam County Highway Department
### Quarterly Report
#### For October, November, and December, 2012

**Randy Jones, Road Supervisor**

### Revenue:

<table>
<thead>
<tr>
<th>Revenue Code Number &amp; Description</th>
<th>Estimated</th>
<th>1st. Quarter</th>
<th>2nd. Quarter</th>
<th>Totals</th>
<th>Unrealized</th>
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</thead>
<tbody>
<tr>
<td>40000.110 - 43000.320 Local Taxes</td>
<td>1,564,370</td>
<td>26,947</td>
<td>615,941</td>
<td>642,888</td>
<td>921,482</td>
</tr>
<tr>
<td>44000.130 - 44000.990 Other Local</td>
<td>2,000</td>
<td>298</td>
<td>975</td>
<td>1,273</td>
<td>727</td>
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<tr>
<td>46000.410 - 46000.930 State Revenue</td>
<td>3,121,539</td>
<td>344,019</td>
<td>513,609</td>
<td>857,628</td>
<td>2,263,911</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>4,687,909</strong></td>
<td><strong>371,264</strong></td>
<td><strong>1,130,525</strong></td>
<td><strong>1,501,789</strong></td>
<td><strong>3,186,120</strong></td>
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<tr>
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<td>664,536</td>
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### Expenditures:

<table>
<thead>
<tr>
<th>Expenditures Code Number &amp; Description</th>
<th>Estimated</th>
<th>1st. Quarter</th>
<th>2nd. Quarter</th>
<th>Totals</th>
<th>Encumbered</th>
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</thead>
<tbody>
<tr>
<td>61000 - Administration</td>
<td>307,640</td>
<td>72,329</td>
<td>79,557</td>
<td>151,886</td>
<td>155,754</td>
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<tr>
<td>62000 - Road Const. &amp; Maintenance</td>
<td>2,768,161</td>
<td>360,870</td>
<td>496,127</td>
<td>856,997</td>
<td>1,911,164</td>
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<td>65000 - Other Charges</td>
<td>198,134</td>
<td>126,873</td>
<td>22,811</td>
<td>149,684</td>
<td>48,450</td>
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<tr>
<td>68000 - Capital Outlay</td>
<td>1,381,385</td>
<td>83,999</td>
<td>19,080</td>
<td>102,979</td>
<td>1,278,406</td>
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<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>5,044,462</strong></td>
<td><strong>723,377</strong></td>
<td><strong>686,726</strong></td>
<td><strong>1,410,103</strong></td>
<td><strong>3,634,359</strong></td>
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</tbody>
</table>
February 4, 2013

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the following Quarterly Reports for the quarter ended December 31, 2012:

141 – General Purpose School Fund
142 – Federal Projects Fund
143 – Central Cafeteria Fund
146 – Extended School Program Fund
179 – School Capital Project Fund

Sincerely,

Mark McReynolds
Putnam County Board of Education
# Quarterly Report for the Quarter Ending December 2012

## Revenues:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Budget</th>
<th>Jul-Sept 2012</th>
<th>Oct-Dec 2012</th>
<th>Jan-Mar 2013</th>
<th>Apr-Jun 2013</th>
<th>Total Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>40000</td>
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<td>Licenses and Permits</td>
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<td></td>
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<td>Charges for Current Services</td>
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<td>108,791</td>
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<td>138,999</td>
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<tr>
<td>44000</td>
<td>Other Local Revenue</td>
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<td>4,177</td>
<td>111,037</td>
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<td>115,214</td>
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<td>Federal Thru State</td>
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<td>55,347</td>
<td>791,114</td>
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<td>846,461</td>
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<tr>
<td>48000</td>
<td>Donations/Other</td>
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<td>13,406</td>
<td>16,500</td>
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<td>Other Sources</td>
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<td>86,141</td>
<td>95,100</td>
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<td>181,241</td>
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## Encumbrances / Expenditures:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Budget</th>
<th>Jul-Sept 2012</th>
<th>Oct-Dec 2012</th>
<th>Jan-Mar 2013</th>
<th>Apr-Jun 2013</th>
<th>Total Year to Date</th>
</tr>
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<tbody>
<tr>
<td>71100</td>
<td>Regular Education</td>
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<td>Other Student Services</td>
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<td>936,083</td>
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<td>55,890</td>
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<tr>
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<td>Special Ed. Support</td>
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<td>234,401</td>
<td>276,819</td>
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<td></td>
<td>511,220</td>
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<td>Vocational Ed. Support</td>
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<td>22,610</td>
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<td>38,327</td>
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<td>Adult Ed. Support</td>
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<td>31,774</td>
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<td>53,874</td>
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<td>72310</td>
<td>Board of Education</td>
<td>1,304,692</td>
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<td>875,616</td>
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<td>Human Services/Personnel</td>
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<td>72610</td>
<td>Operation of Plant</td>
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<tr>
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<td>Maintenance of Plant</td>
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<tr>
<td>72810</td>
<td>Central &amp; Other Support</td>
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<td>40,204</td>
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<td>Early Childhood Education</td>
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<td>Operating Transfers</td>
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</table>

**Total:** 74,648,279 | 18,811,546 | 17,647,246 | 0 | 0 | 34,458,792
PUTNAM COUNTY BOARD OF EDUCATION
FUND 142 - SCHOOL FEDERAL PROJECTS FUND
QUARTERLY REPORT FOR THE QUARTER ENDING DECEMBER 2012

<table>
<thead>
<tr>
<th>Revenues:</th>
<th>2012-2013 Budget</th>
<th>Actual Jul-Sept 2012</th>
<th>Actual Oct-Dec 2012</th>
<th>Actual Jan-Mar 2013</th>
<th>Actual Apr-Jun 2013</th>
<th>Total Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>47000 Federal Thru State</td>
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<td>2,882,762</td>
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<td>4,786,951</td>
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<table>
<thead>
<tr>
<th>Encumbrances / Expenditures:</th>
<th>2012-2013 Budget</th>
<th>Actual Jul-Sept 2012</th>
<th>Actual Oct-Dec 2012</th>
<th>Actual Jan-Mar 2013</th>
<th>Actual Apr-Jun 2013</th>
<th>Total Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>71100 Regular Instruction Program</td>
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<td>1,395,721</td>
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<tr>
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<td>18,261</td>
<td>7,707</td>
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<td>25,969</td>
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<tr>
<td>72210 Regular Instruction Program</td>
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<td>38,136</td>
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<tr>
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<td>2,804,968</td>
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PUTNAM COUNTY BOARD OF EDUCATION  
FUND 143 - CENTRAL CAFETERIA FUND  
QUARTERLY REPORT FOR THE QUARTER ENDING DECEMBER 2012

<table>
<thead>
<tr>
<th>Account</th>
<th>2012-2013 Budget</th>
<th>Actual Jul-Sep 2012</th>
<th>Actual Oct-Dec 2012</th>
<th>Actual Jan-Mar 2013</th>
<th>Actual Apr-Jun 2013</th>
<th>Total Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
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<table>
<thead>
<tr>
<th>Encumbrances / Expenditures:</th>
</tr>
</thead>
<tbody>
<tr>
<td>73100 Food Services</td>
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</tr>
<tr>
<td>TOTAL</td>
</tr>
<tr>
<td>Item</td>
</tr>
<tr>
<td>-----------------------------</td>
</tr>
<tr>
<td>Revenues:</td>
</tr>
<tr>
<td>43000 Charges for Current Services</td>
</tr>
<tr>
<td>43000 Charges for Current Services</td>
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<tr>
<td>Encumbrances / Expenditures:</td>
</tr>
<tr>
<td>73300 Community Services</td>
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### Revenues:

<table>
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<tr>
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<th>2012-2013 Budget</th>
<th>Actual Jul-Sept 2012</th>
<th>Actual Oct-Dec 2012</th>
<th>Actual Jan-Mar 2013</th>
<th>Actual Apr-Jun 2013</th>
<th>Total Year to Date</th>
</tr>
</thead>
<tbody>
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<td>-</td>
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<td>-</td>
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<td>-</td>
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### Expenditures:

<table>
<thead>
<tr>
<th></th>
<th>2012-2013 Budget</th>
<th>Actual Jul-Sept 2012</th>
<th>Actual Oct-Dec 2012</th>
<th>Actual Jan-Mar 2013</th>
<th>Actual Apr-Jun 2013</th>
<th>Total Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
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<td>386,650</td>
<td>172,434</td>
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<td>559,084</td>
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**TOTAL**

- 386,650
- 172,434
- 559,084
# COUNTY GENERAL BUDGET 2012-2013

## Statement of Revenues and Expenditures

**Period ending December 31, 2012**

### REVENUES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>TOTAL ESTIMATED</th>
<th>REC'D THRU 12-31-2012</th>
<th>BALANCE</th>
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<td>Local Taxes</td>
<td>13,193,572.00</td>
<td>5,464,130.41</td>
<td>7,729,441.59</td>
</tr>
<tr>
<td>41000</td>
<td>Licenses and Permits</td>
<td>260,500.00</td>
<td>212,116.31</td>
<td>48,383.69</td>
</tr>
<tr>
<td>42000</td>
<td>Fines, Forfeitures and Penalties</td>
<td>632,500.00</td>
<td>280,815.22</td>
<td>351,684.78</td>
</tr>
<tr>
<td>43000</td>
<td>Charges for Current Service</td>
<td>3,107,100.00</td>
<td>1,879,086.82</td>
<td>1,228,013.18</td>
</tr>
<tr>
<td>44000</td>
<td>Other Local Revenue</td>
<td>879,000.00</td>
<td>177,074.58</td>
<td>701,925.44</td>
</tr>
<tr>
<td>45000</td>
<td>Fees Received from County Officials</td>
<td>3,595,000.00</td>
<td>1,548,527.02</td>
<td>2,046,472.98</td>
</tr>
<tr>
<td>46000</td>
<td>State of Tennessee</td>
<td>3,146,444.00</td>
<td>992,794.63</td>
<td>2,153,649.37</td>
</tr>
<tr>
<td>47000</td>
<td>Federal Government</td>
<td>511,421.00</td>
<td>59,950.00</td>
<td>451,471.00</td>
</tr>
<tr>
<td>48000</td>
<td>Other Governments and Citizens Groups</td>
<td>335,000.00</td>
<td>157,380.40</td>
<td>177,619.60</td>
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<tr>
<td>49000</td>
<td>Other Sources (Note Proceeds)</td>
<td>904,000.00</td>
<td>0.00</td>
<td>904,000.00</td>
</tr>
</tbody>
</table>

**TOTAL REVENUES**

| 26,564,537.00 | 10,771,875.37 | 15,792,661.63 |

**Estimated Fund Balance - June 30, 2012**

8,583,352.00

### EXPENDITURES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>TOTAL ESTIMATED</th>
<th>PAID &amp; ENCUMB. THROUGH 12-31-2012</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>51000</td>
<td>General Administration</td>
<td>3,755,285.00</td>
<td>2,207,696.73</td>
<td>1,547,588.27</td>
</tr>
<tr>
<td>52000</td>
<td>Finance</td>
<td>1,455,836.00</td>
<td>914,932.12</td>
<td>540,903.88</td>
</tr>
<tr>
<td>53000</td>
<td>Administration of Justice</td>
<td>2,002,210.00</td>
<td>1,303,899.06</td>
<td>698,310.94</td>
</tr>
<tr>
<td>54000</td>
<td>Public Safety</td>
<td>7,812,026.00</td>
<td>5,089,788.65</td>
<td>2,722,237.35</td>
</tr>
<tr>
<td>55000</td>
<td>Public Health &amp; Welfare</td>
<td>4,628,461.00</td>
<td>3,465,275.40</td>
<td>1,163,185.60</td>
</tr>
<tr>
<td>56000</td>
<td>Social, Cultural &amp; Recreational Services</td>
<td>503,523.00</td>
<td>513,563.30</td>
<td>(10,040.30)</td>
</tr>
<tr>
<td>57000</td>
<td>Agriculture &amp; Natural Resources</td>
<td>235,018.00</td>
<td>92,832.34</td>
<td>142,185.66</td>
</tr>
<tr>
<td>58000</td>
<td>Other Operations</td>
<td>7,822,556.00</td>
<td>1,223,766.45</td>
<td>6,598,789.55</td>
</tr>
<tr>
<td>59000</td>
<td>Transfers Out</td>
<td>95,000.00</td>
<td>0.00</td>
<td>95,000.00</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES**

28,309,915.00 | 14,811,754.05 | 13,498,160.95
COUNTY GENERAL FUND
Quarterly Benefits by Account
Period Ending December 2012

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>SSI</th>
<th>TCRS</th>
<th>BCBS</th>
</tr>
</thead>
<tbody>
<tr>
<td>51000</td>
<td>General Government</td>
<td>69,577</td>
<td>82,900</td>
<td>141,925</td>
</tr>
<tr>
<td>52000</td>
<td>Other Finance</td>
<td>43,577</td>
<td>59,817</td>
<td>93,004</td>
</tr>
<tr>
<td>53000</td>
<td>Other Adm of Justice</td>
<td>61,847</td>
<td>84,142</td>
<td>109,692</td>
</tr>
<tr>
<td>54000</td>
<td>Public Safety</td>
<td>208,582</td>
<td>266,613</td>
<td>372,648</td>
</tr>
<tr>
<td>55000</td>
<td>Public Health</td>
<td>166,012</td>
<td>189,159</td>
<td>262,707</td>
</tr>
<tr>
<td>56000</td>
<td>Social, Recreational</td>
<td>16,138</td>
<td>21,852</td>
<td>27,593</td>
</tr>
<tr>
<td>57000</td>
<td>Agricultural</td>
<td>2,624</td>
<td>3,719</td>
<td>5,166</td>
</tr>
<tr>
<td>58000</td>
<td>Other Operations</td>
<td>1,150</td>
<td>1,588</td>
<td>500</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>569,507</td>
<td>709,790</td>
<td>1,013,235</td>
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</table>

Reimbursed by Dept

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>SSI</th>
<th>TCRS</th>
<th>BCBS</th>
</tr>
</thead>
<tbody>
<tr>
<td>51710</td>
<td>Development</td>
<td>2,652</td>
<td>3,547</td>
<td>2,307</td>
</tr>
<tr>
<td>51910</td>
<td>Preservation of Records</td>
<td>1,191</td>
<td>1,367</td>
<td>2,281</td>
</tr>
<tr>
<td>53600</td>
<td>District Attorney General</td>
<td>3,148</td>
<td>3,059</td>
<td>0</td>
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<tr>
<td>55710</td>
<td>Sanitation Mgt.</td>
<td>27,893</td>
<td>27,448</td>
<td>39,657</td>
</tr>
<tr>
<td>56000</td>
<td>Recreational</td>
<td>16,138</td>
<td>21,852</td>
<td>27,593</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>51,022</td>
<td>57,273</td>
<td>71,838</td>
</tr>
</tbody>
</table>

Note that other benefits such as Unemployment, Dental & Life are minimal and were not figured.

Total Salaries to be reimbursed thru December

<table>
<thead>
<tr>
<th>Department</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development (Planning)</td>
<td>43,397.93</td>
</tr>
<tr>
<td>Preservation of Records</td>
<td>20,978.09</td>
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<tr>
<td>13th JDDTF</td>
<td>48,567.91</td>
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<tr>
<td>Solid Waste</td>
<td>480,833.99</td>
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<tr>
<td>P &amp; R</td>
<td>298,435.16</td>
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<tr>
<td><strong>Total</strong></td>
<td>892,213.08</td>
</tr>
</tbody>
</table>
### SOLID WASTE/SANITATION BUDGET - 2012-2013

**Statement of Revenues and Expenditures**  
Period Ending December 31, 2012

#### REVENUES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Total Estimated</th>
<th>Rec'd Thru 12-31-2012</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>40000</td>
<td>Local Taxes</td>
<td>2,640,208.00</td>
<td>1,118,104.98</td>
<td>1,522,103.02</td>
</tr>
<tr>
<td>43000</td>
<td>Charges for Current Service</td>
<td>850,000.00</td>
<td>354,840.29</td>
<td>495,159.71</td>
</tr>
<tr>
<td>44000</td>
<td>Other Local Revenues</td>
<td>300,000.00</td>
<td>159,068.73</td>
<td>140,931.27</td>
</tr>
<tr>
<td>46000</td>
<td>State of Tennessee</td>
<td>23,000.00</td>
<td>28,386.00</td>
<td>(5,386.00)</td>
</tr>
<tr>
<td></td>
<td><strong>Total Revenues</strong></td>
<td><strong>3,813,208.00</strong></td>
<td><strong>1,660,400.00</strong></td>
<td><strong>2,152,808.00</strong></td>
</tr>
</tbody>
</table>

Estimated Fund Balance - June 30, 2012  
1,728,767.00

#### EXPENDITURES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Total Estimated</th>
<th>Paid &amp; Encumbered Through 12-31-2012</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>55000</td>
<td>Public Health and Welfare</td>
<td>4,695,819.00</td>
<td>1,549,195.85</td>
<td>3,146,623.15</td>
</tr>
<tr>
<td>58000</td>
<td>Other General Government</td>
<td>65,000.00</td>
<td>26,874.62</td>
<td>38,125.38</td>
</tr>
<tr>
<td></td>
<td><strong>Total Expenditures</strong></td>
<td><strong>4,760,819.00</strong></td>
<td><strong>1,576,070.47</strong></td>
<td><strong>3,184,748.53</strong></td>
</tr>
</tbody>
</table>
**Statement of Revenues and Expenditures**

Period Ending December 31, 2012

### REVENUES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>TOTAL ESTIMATED</th>
<th>REC'D THRU 12-31-2012</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>40000</td>
<td>Local Taxes</td>
<td>12,108,080.00</td>
<td>5,551,941.29</td>
<td>6,556,138.71</td>
</tr>
<tr>
<td>44000</td>
<td>Other Local Revenues</td>
<td>652,889.00</td>
<td>14,203.52</td>
<td>638,685.48</td>
</tr>
</tbody>
</table>

**TOTAL REVENUES**

12,760,969.00

**Estimated Fund Balance-June 30, 2012**

11,673,836.00

### EXPENDITURES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>TOTAL ESTIMATED</th>
<th>PAID THRU 12-31-2012</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>82000</td>
<td>Education Debt</td>
<td>11,376,561.00</td>
<td>2,607,551.02</td>
<td>8,769,009.98</td>
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<tr>
<td>90000</td>
<td>Public Safety Projects</td>
<td>1,115,638.00</td>
<td>457,818.75</td>
<td>657,819.25</td>
</tr>
<tr>
<td>99100</td>
<td>Transfers Out</td>
<td>1,037,000.00</td>
<td>0.00</td>
<td>1,037,000.00</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES**

13,529,199.00

3,065,369.77

10,463,829.23
PUTNAM COUNTY SELF INSURANCE FUND
FUND BALANCE SUMMARY FOR 2012 - 2013
As of December 31, 2012

Fund Balance as of September 30, 2012 1,830,314.59

PLUS:  
Departmental Deposits 251,997.09
Interest 4,376.41
256,373.50

LESS:  
Liability Claims 13,820.07
Work Comp Claims 181,628.42
Medical Records 1,687.27
Claim Adjuster Fees 600.00
Legal Fees 32,829.05
Court Reporter & Court Costs 484.00
Insurance 14,984.00
WC Fees to PMA Insurance Group 6,600.00
Management fee 6,500.00
WC Risk Control Services 3,125.00
Liability Reserve Increase (Decrease) this period 110,000.00
Work Comp Reserve Increase (Decrease) this period 187,806.00
560,063.81

Ending Fund Balance as of December 31, 2012 1,526,624.28

CASH SUMMARY

Checking balance (9715) as of 12/31/2012 92,216.52
Checking balance (4324) as of 12/31/2012 1,231,533.34
Certificate of Deposit as of 12/31/2012 1,553,030.83

Outstanding items:

<table>
<thead>
<tr>
<th>Number</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>CK 2086</td>
<td>-1.00</td>
</tr>
<tr>
<td>CK 2315</td>
<td>-3,358.88</td>
</tr>
<tr>
<td>CK 2316</td>
<td>-322.00</td>
</tr>
<tr>
<td>CK 2317</td>
<td>-6,600.00</td>
</tr>
<tr>
<td>CK 2318</td>
<td>-778.05</td>
</tr>
<tr>
<td>CK 2319</td>
<td>-1,130.85</td>
</tr>
<tr>
<td>CK 2320</td>
<td>-1,116.00</td>
</tr>
<tr>
<td>CK 2321</td>
<td>-771.75</td>
</tr>
<tr>
<td>CK 2322</td>
<td>-1,336.75</td>
</tr>
<tr>
<td>CK 2323</td>
<td>-846.00</td>
</tr>
<tr>
<td>PMA WC Draft not posted</td>
<td>-1,027.13</td>
</tr>
</tbody>
</table>

Ending Cash Balance as of 12/31/2012 2,859,492.28
Less:  
Open Liability Claim Reserves as of 12/31/2012 -445,000.00
Open Work Comp Claim Reserves as of 12/31/2012 -887,868.00

Ending Fund Balance as of December 31, 2012 1,526,624.28

Number of Open Liability Claims as of December 31, 2012 13
Number of Open Work Comp Claims as of December 31, 2012 49

This report was prepared by BB&T Legge Insurance on 01/30/2013
The Chairman asked for discussion on the motion to approve the Quarterly Reports of
the Road Fund, School Funds, County General Fund, Debt Service Fund, Solid Waste
Sanitation Fund and Self Insurance Fund. There was none.

The Chairman asked the Commissioners for a voice vote on the motion to approve the
Quarterly Reports. The motion carried.

NEW BUSINESS AND ACTION THEREON BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE

MOTION RE: THE PLANNING COMMITTEE RECOMMENDS APPROVAL FOR THE
SPEED LIMIT FOR MOSS ROAD BE SET AT 30 MPH

Commissioner Eris Bryant moved and Commissioner Kim Bradford seconded the
motion to approve setting the speed limit for Moss Road at 30 MPH.
TO: CHAIRMAN OF THE SPEED LIMIT STUDY COMMITTEE
PUTNAM COUNTY PLANNING COMMITTEE
C/O COUNTY EXECUTIVE

RE: REQUEST FOR SPEED LIMIT REVIEW

DATE: 2-4-13

We, the undersigned property owners, residing on said road (MUST BE 18 years old or older and ONLY one signature per residence) of the Moss Rd (Road, lane ( ) do hereby request the Speed Limit Committee review traffic conditions on our road between (Road, lane ( ) and feel there is sufficient traffic congestion to warrant a speed limit reduction below 55 MPH.

NOTE: For consideration, this Petition must be signed by 75% of the addresses on said road.

Reason for changing speed limit: 30 mph

SIGNATURE     ADDRESS                     TELEPHONE

Jason Mard         4001 Moss Rd          931-510-5726
Ronald Brown      4115 Moss Rd          931-260-9499
Robert Hurst       4112 Moss Rd          432-4695
William Brown      4788 Moss Rd          931-261-8000
Jim Duncan         4789 Moss Rd          931-239-8102
George Colvin      4785 Moss Rd          432-4700
Earl Maynard       4840 Moss Rd          931-432-4753
Leslie Maynard     4845 Moss Rd          931-267-8651
Louis Macklin      5899 Moss Rd          931-432-4880
Harley McFay       5899 Moss Rd

32
The Chairman asked for discussion on the motion to approve setting the speed limit on Moss Road at 30 MPH. The Commissioners discussed the motion.

MOTION RE: RECOMMENDS APPROVAL FOR 30 MPH SPEED LIMIT FOR ¼ MILE TO BOATDOCK ROAD AND BALANCE AT 45 MPH

Commissioner Jonathan Williams moved and motion dies for lack of a second.

The Chairman asked the Commissioners for a voice vote on the original motion to approve setting the speed limit for Moss Road at 30 MPH. The motion carried.

FISCAL REVIEW COMMITTEE

MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE COUNTY GENERAL FUND AS PRESENTED

Commissioner Scott Ebersole moved and Commissioner Kevin Maynard seconded the motion to approve the Budget Amendments to the County General Fund as presented.

(SEE ATTACHED)
<table>
<thead>
<tr>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Decrease</th>
<th>Increase</th>
<th>Amount Requested</th>
<th>Exp/Rec.</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>55130-718</td>
<td>Ambulance Service</td>
<td>260,000</td>
<td>5,675</td>
<td></td>
<td>265,675</td>
<td>245,966.50</td>
</tr>
<tr>
<td>101</td>
<td>54310-196</td>
<td>Motor Vehicles</td>
<td>83,137</td>
<td></td>
<td>3,975</td>
<td>87,112</td>
<td>60,167.39</td>
</tr>
<tr>
<td>101</td>
<td>44540</td>
<td>Sale of Property</td>
<td>9,650</td>
<td></td>
<td></td>
<td>9,650</td>
<td>9,650</td>
</tr>
</tbody>
</table>

FROM SALE OF SURPLUS PROPERTY SALE - Per Randy Porter and Daryl Blair
The Chairman asked for discussion on the motion to approve Budget Amendments to the County General Fund as presented. There was no discussion.

The Chairman asked the Commissioners to vote on the motion to approve Budget Amendments to the County General Fund as presented. The Commissioners voted as follows:

FOR:

Scott Ebersole  Eris Bryant
Tom Short  Sue Neal
David Gentry  Jonathan Williams
Jerry Ford  Daryl Blair
Ron Williamson  Kevin Maynard
John Ludwig  Kim Bradford
Anna Ruth Burroughs  Jim Martin
Terry Randolph  Bob Duncan
Chris Savage  Marsha Bowman
Reggie Shanks  Steve Pierce
Joe Trobaugh  Mike Atwood
Michael Medley  Cathy Reel

The Clerk announced that twenty-four (24) voted for, zero (0) voted against, and zero (0) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE GENERAL PURPOSE SCHOOL FUND AS PRESENTED

Commissioner Scott Ebersole moved and Commissioner Daryl Blair seconded the motion to approve Budget Amendments to the General Purpose School Fund as presented.
Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the budget amendments to the General Purpose School Fund, as submitted.

Sincerely,

Mark McReynolds
Putnam County Board of Education

Enclosures:

- To reallocate General Purpose budget to move two maintenance employees to Food Service.
## Putnam County Budget Amendment / Line Item Transfer Authorization Form

**Department:** Maintenance/Food Service

<table>
<thead>
<tr>
<th>Item #</th>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Increase</th>
<th>Decrease</th>
<th>Requested Approval Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>141-73100-167</td>
<td>Maintenance Personnel</td>
<td>35,630.40</td>
<td></td>
<td></td>
<td></td>
<td>35,630.40</td>
</tr>
<tr>
<td>2</td>
<td>141-73100-201</td>
<td>Social Security</td>
<td>-</td>
<td>2,209.08</td>
<td></td>
<td></td>
<td>2,209.08</td>
</tr>
<tr>
<td>3</td>
<td>141-73100-204</td>
<td>State Retirement</td>
<td>-</td>
<td>3,644.99</td>
<td></td>
<td></td>
<td>3,644.99</td>
</tr>
<tr>
<td>4</td>
<td>141-73100-208</td>
<td>Dental Insurance</td>
<td>-</td>
<td>152.64</td>
<td></td>
<td></td>
<td>152.64</td>
</tr>
<tr>
<td>5</td>
<td>141-73100-212</td>
<td>Medicare</td>
<td>-</td>
<td>516.64</td>
<td></td>
<td></td>
<td>516.64</td>
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<tr>
<td>6</td>
<td>141-72620-167</td>
<td>Maintenance Personnel</td>
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<td>35,630.40</td>
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<td></td>
<td>609,627.50</td>
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<tr>
<td>7</td>
<td>141-72620-201</td>
<td>Social Security</td>
<td>50,855.00</td>
<td>2,209.08</td>
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<td></td>
<td>48,645.92</td>
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<tr>
<td>8</td>
<td>141-72620-204</td>
<td>State Retirement</td>
<td>83,910.00</td>
<td>3,644.99</td>
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<td></td>
<td>80,265.01</td>
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<tr>
<td>9</td>
<td>141-72620-208</td>
<td>Dental Insurance</td>
<td>3,480.00</td>
<td>152.64</td>
<td></td>
<td></td>
<td>3,327.36</td>
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<tr>
<td>10</td>
<td>141-72620-212</td>
<td>Medicare</td>
<td>11,893.00</td>
<td>516.64</td>
<td></td>
<td></td>
<td>11,376.36</td>
</tr>
</tbody>
</table>

**Explanation:** Reallocate General Purpose budget to move to 2 FTE Maintenance Personnel to Food Service

**Requested by:** Supervisor

**Reviewed by:** Finance Director

Action by Fiscal Review Committee: Recommended for Approval

Action by County Commission: Approved
The Chairman asked for discussion on the motion to approve Budget Amendments to the General Purpose School Fund as presented. There was none.

The Chairman asked the Commissioners to vote on the motion to approve Budget Amendments to the General Purpose School Fund as presented. The Commissioners voted as follows:

FOR:

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
John Ludwig
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobaugh
Michael Medley

Eris Bryant
Sue Neal
Jonathan Williams
Daryl Blair
Kevin Maynard
Kim Bradford
Jim Martin
Bob Duncan
Marsha Bowman
Steve Pierce
Mike Atwood
Cathy Reel

The Clerk announced that twenty-four (24) voted for, zero (0) voted against, and zero (0) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF TRUSTEE FREDDIE NELSON'S REQUEST TO APPOINT JEFF JONES AS THE DELINQUENT PROPERTY TAX ATTORNEY FOR THE 2011 REAL AND PERSONAL PROPERTY TAXES

Commissioner Scott Ebersole moved and Commissioner Kevin Maynard seconded the motion to approve Trustee Freddie Nelson’s request to appoint Jeff Jones as the Delinquent Property Tax Attorney for the 2011 real and personal property taxes.
February 4, 2013

TO: Honorable Kim Blaylock, County Executive
   Honorable Putnam County Commissioners

FROM: Freddie G. Nelson, Putnam County Trustee

I, Freddie Nelson, Trustee of Putnam County make the following appointment:

Jeffrey G. Jones, delinquent tax attorney for the 2011 real and personal property taxes (TCA 67-5-2404). We have negotiated and arrived at a 10% fee for the collection of these taxes.

This is a formal request submitted to the County Executive for approval subject to the approval of the Putnam County Commission.

Sincerely,

Freddie G. Nelson
Trustee

Copy; Jeffery G. Jones, Attorney
The Chairman asked for discussion on the motion to approve Trustee Freddie Nelson's request to appoint Jeff Jones as the Delinquent Property Tax Attorney for the 2011 real and personal taxes. There was none.

The Chairman asked the Commissioners to vote on the motion. The Commissioners voted as follows:

FOR:

Scott Ebersole  
Tom Short  
David Gentry  
Jerry Ford  
Ron Williamson  
John Ludwig  
Anna Ruth Burroughs  
Terry Randolph  
Reggie Shanks  
Joe Trobaugh  
Eris Bryant  
Sue Neal  
Jonathan Williams  
Daryl Blair  
Kevin Maynard  
Kim Bradford  
Jim Martin  
Bob Duncan  
Marsha Bowman  
Steve Pierce  
Mike Atwood  
Cathy Reel

AGAINST:

Mike Medley

ABSTAIN:

Chris Savage

The Clerk announced that twenty-two (22) voted for, one (1) voted against, one (1) abstained, and zero (0) absent. The motion carried.

NOMINATING COMMITTEE:

MOTION RE: NOMINATING COMMITTEE RECOMMENDS THE FOLLOWING BE APPOINTED TO THE AWARDS COMMITTEE:

REGGIE SHANKS - 1 YEAR TERM TO EXPIRE FEBRUARY 2014
CATHY REEL - 1 YEAR TERM TO EXPIRE FEBRUARY 2014
WAYNE NABORS - 1 YEAR TERM TO EXPIRE FEBRUARY 2014
ANNA RUTH BURROUGHS - 2 YEAR TERM TO EXPIRE FEBRUARY 2015
KIM BRADFORD - 2 YEAR TERM TO EXPIRE FEBRUARY 2015

Commissioner Steve Pierce moved and Commissioner Kevin Manyard seconded the motion to appoint to the Awards Committee: Reggie Shanks, 1 year term to expire 02/14; Cathy Reel, 1 year term to expire 02/14; Wayne Nabors, 1 year term to expire 02/14; Anna Ruth Burroughs, 2 year term to expire 02/15; and Kim Bradford, 2 year term to expire 02/15.
The Chairman asked for discussion on the motion to approve the appointments of: Reggie Shanks, 1 year term to expire 02/14; Cathy Reel, 1 year term to expire 02/14; Wayne Nabors, 1 year term to expire 02/14; Anna Ruth Burroughs, 2 year term to expire 02/15; and Kim Bradford, 2 year term to expire 02/15. There was none.

The Chairman asked the Commissioners for a voice vote on the motion to approve the appointments of Reggie Shanks, Cathy Reel, Wayne Nabors, Anna Ruth Burroughs, and Kim Bradford to the Awards Committee. The motion carried.

REPORT OF SPECIAL COMMITTEES: None

RESOLUTIONS: None

ELECTION OF NOTARIES

Commissioner Joe Trobaugh moved and Commissioner Kevin Maynard seconded the motion to approve the Election of Notaries.
Notaries to be elected February 19, 2013

KRISTINA ANDERSON
JAYNE R BARNES
BLAKE BENNETT
STACEY N BYERS
MARY LYNN COLE
LYNDA M COLEMAN
ELISABETH M DELBENE
LINDA SHELTON DYER
WILLIAM S DYER
ROBERT ELWOOD ERVIN
MISTY GEESLING
SHERRY HAMILTON
CATHY HANDY
LINDA HELM
CATHY HILL
Michele Holder.
GWEN D JONES
CINDY LANGLEY

JAMIE S LEWIS
CANDACE MCNEAL
MELANIE NABORS
ROBIN L NEELY
KATY S PALK
DEBRA PIERCE
ELISABETH M DELBENE
CHARLES C PRITCHARD
VICKI H QUALLS
MATTHEW P QUINN
RICHARD A RADER
RONDA A RADER
JESSICA S RECTOR
ANGELA M RICHARDS
SAMANTHA ROBERTS
WAYNE ROBERTS
CHRISTOPHER BROCK SMITH
SANDY K THOMPSON
REGINA WALKER
The Chairman asked for discussion on the Election of Notaries. There was none.

The Chairman asked the Commissioners to vote on the Election of Notaries. The Commissioners voted as follows:

FOR:

Scott Ebersole          Eris Bryant
Tom Short              Sue Neal
David Gentry           Jonathan Williams
Jerry Ford             Daryl Blair
Ron Williamson         Kevin Maynard
John Ludwig            Kim Bradford
Anna Ruth Burroughs    Jim Martin
Terry Randolph         Bob Duncan
Chris Savage           Marsha Bowman
Reggie Shanks          Steve Pierce
Joe Trobaugh           Mike Atwood
Michael Medley         Cathy Reel

The Clerk announced that twenty-four (24) voted for, zero (0) voted against, and zero (0) absent. The motion carried.

OTHER NEW BUSINESS

MOTION RE: RATIFICATION OF COUNTY EXECUTIVE'S APPOINTMENTS TO THE COUNTY PUBLIC RECORDS COMMISSION AS FOLLOWS:

ERIS BRYANT – COUNTY LEGISLATIVE BODY
JUDGE DAVID PATTERSON – JUDGE OF A COURT OF RECORD
EARL JACQUES – GENEALOGIST

MOTION RE: SUBSTITUTE MOTION ON RATIFICATION OF COUNTY EXECUTIVE’S APPOINTMENTS TO THE COUNTY PUBLIC RECORDS COMMISSION AS FOLLOWS:

ERIS BRYANT – COUNTY LEGISLATIVE BODY
JUDGE DAVID PATTERSON – JUDGE OF A COURT OF RECORD
EARL JACQUES – GENEALOGIST

TERM TO EXPIRE AUGUST, 2014

Commissioner Bob Duncan moved and Commissioner Eris Bryant seconded the motion to approve substitute motion of the Ratification of County Executive’s appointments of the County Public Records Commission of Eris Bryant of the County Legislative Body, Judge David Patterson, a Judge of a Court of Record, and Earl Jacques, a Genealogist with terms to expire August 2014.
The Chairman asked for discussion on the substitute motion to approve the Ratification of County Executive’s appointments of the County Public Records Commission of Eris Bryant of the County Legislative Body, Judge David Patterson, a Judge of a Court of Record and Earl Jacques, a Genealogist with terms to expire August 2014. There was none.

The Chairman asked for a voice vote on the motion. The motion carried.

MOTION RE: DEBT OBLIGATION REPORT CT0253 FOR $450,000
DEBT OBLIGATION REPORT CT0253 FOR $659,778.35
COMPTROLLER’S OFFICE NOW REQUIRES THAT THIS REPORT BE IN THE MINUTES OF THE COUNTY COMMISSION MEETING. NO APPROVAL REQUIRED.
REPORT ON DEBT OBLIGATION
(Pursuant to Tennessee Code Annotated Section 9-21-151)

1. Public Entity:
   Name: Putnam County Board of Education
   Address: 1400 East Spring Street
            Cookeville, TN 38506

2. Debt Obligation:
   a. Bond
   b. CON
   c. BAN
   d. GAN
   e. TRAN
   f. CRAN
   g. Capital Lease
   h. Loan Agreement

   Note: Enclose a copy of the executed NOTE FORM if applicable.

3. Security For Debt Obligation:
   a. General Obligation
   b. General Obligation+Revenue+Tax
   c. Revenue
   d. TIF
   ✔  e. Annual Appropriations

4. Purpose of Issue:
   a. General Government 100.00 %
   ✔  b. Education
   c. Highways and Streets
   d. Public Safety
   e. Solid Waste Disposal
   f. Industrial Park
   g. Manufacturing Facilities
   h. Health Facilities
   i. Airports
   j. Utilities
      i. Water
      ii. Sewer
      iii. Electric
      iv. Gas
   k. Refunding or Renewal
   l. Other

5. Face Amount of Debt Obligation: $649,778.35

6. Type of Sale:
   a. Competitive Public Sale
   ✔  b. Informal Bid
   c. Negotiated Sale
   d. Loan Program

7. Tax Status:
   ✔  a. Tax Exempt
   b. Tax Exempt - Bank Qualified
   c. Taxable

8. Dated Date: 09/01/2011

9. Issue Date (Closing Date): 09/01/2011

10. Ratings:
    a. Moody's
    b. Standard & Poor's
    c. Fitch
    d. Unrated

11. Interest Cost:
    1.238300 %
    a. TIC
    b. NIC
    c. Variable: Index _____ plus _____ bps
    d. Other

12. Recurring Costs:
    a. Remarketing Agent (bps) 0.00
    b. Liquidity (bps) 0.00
    c. Credit Enhancements (bps) 0.00
### 13. Maturity Dates, Amounts and Interest Rates

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
<th>Interest Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td>$213,937</td>
<td>1.24%</td>
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<tr>
<td>2012</td>
<td>$216,582</td>
<td>1.24%</td>
</tr>
<tr>
<td>2013</td>
<td>$219,259</td>
<td>1.24%</td>
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</table>

If additional space is needed, attach additional sheet.

### 14. Repayment Schedule

#### This Issue

<table>
<thead>
<tr>
<th>Year</th>
<th>Cum. Principal Redeemed</th>
<th>% Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$649,778</td>
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</table>

#### Total Debt Outstanding

<table>
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<tr>
<th>Year</th>
<th>Cum. Principal Redeemed</th>
<th>% Total</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>$134,350,000</td>
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<td>$99,220,000</td>
<td>73.85</td>
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<td>10</td>
<td>$57,170,000</td>
<td>42.55</td>
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<td>15</td>
<td>$17,520,000</td>
<td>13.04</td>
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<td>25</td>
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<tr>
<td>30</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 15. Itemized Description of the Cost of Issuance

(Round to Nearest Dollar)

a. Financial Advisor Fees*

b. Legal Fees:
   i. Bond Counsel
   ii. Issuer's Counsel
   iii. Trustee's Counsel

c. Paying Agent Fees and Registration Fees

d. Trustee Fees

e. Remarketing Agent Fees

f. Liquidity Fees

g. Rating Agency Fees

h. Credit Enhancement Fees

i. Underwriter's Discount %
   i. Take Down
   ii. Management Fee
   iii. Risk Premium
   iv. Underwriter's Counsel
   v. Other Expenses

j. Printing and Advertising Fees

k. Issuer Fees

l. Real Estate Fees

m. Bank Closing Costs

n. Other Costs

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Advisor Fees*</td>
<td></td>
</tr>
<tr>
<td>Bond Counsel</td>
<td></td>
</tr>
<tr>
<td>Issuer's Counsel</td>
<td></td>
</tr>
<tr>
<td>Trustee's Counsel</td>
<td></td>
</tr>
<tr>
<td>Paying Agent Fees and Registration Fees</td>
<td></td>
</tr>
<tr>
<td>Trustee Fees</td>
<td></td>
</tr>
<tr>
<td>Remarketing Agent Fees</td>
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<tr>
<td>Liquidity Fees</td>
<td></td>
</tr>
<tr>
<td>Rating Agency Fees</td>
<td></td>
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<tr>
<td>Credit Enhancement Fees</td>
<td></td>
</tr>
<tr>
<td>Underwriter's Discount %</td>
<td></td>
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<tr>
<td>Take Down</td>
<td></td>
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<tr>
<td>Management Fee</td>
<td></td>
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<tr>
<td>Risk Premium</td>
<td></td>
</tr>
<tr>
<td>Underwriter's Counsel</td>
<td></td>
</tr>
<tr>
<td>Other Expenses</td>
<td></td>
</tr>
<tr>
<td>Printing and Advertising Fees</td>
<td></td>
</tr>
<tr>
<td>Issuer Fees</td>
<td></td>
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<tr>
<td>Real Estate Fees</td>
<td></td>
</tr>
<tr>
<td>Bank Closing Costs</td>
<td></td>
</tr>
<tr>
<td>Other Costs</td>
<td></td>
</tr>
</tbody>
</table>

**Total Costs $0.00**

*If other costs are included, please itemize

Note: Enclose a copy of the DISCLOSURE DOCUMENT/ OFFICIAL STATEMENT if applicable.

### 16. Description of Continuing Disclosure Obligations

(Use additional pages if necessary)

Individual Responsible for Completion: ____________________________

Date Annual Disclosure is due: ____________________________

No additional disclosure necessary.
17. Description of Compliance with Written Debt Management Policy:
(Use additional pages if necessary)

Debt management policy on file. Debt obligation approved by the Board of Education and County Commission.

18. (If any) Description of Derivative and Compliance with Written Derivative Management Policy:
(Use additional pages if necessary)

No derivatives.

19. Authorized Representative
   Director of Schools
   Title
   Date
   Email

Preparer
Director of Finance
Title
Putnam County Board of Education
Firm System
Date
Email

20. Submitted to Governing Body on 2/4/2013 and presented at its public meeting held on 2/19/2013

COPY TO: Director - Office of State and Local Finance, 505 Deaderick Street, Suite 1600,
James K. Polk State Office Building, Nashville TN 37243-1402
**REPORT ON DEBT OBLIGATION**
*(Pursuant to Tennessee Code Annotated Section 9-21-151)*

1. **Public Entity:**
   - Name: Putnam County, Tennessee
   - Address: c/o County Executive  
     300 East Spring St, Room #8  
     Cookeville TN 38501

2. **Debt Obligation:**
   - a. Bond  
   - b. CON  
   - c. BAN  
   - d. GAN  
   - e. TRAN  
   - f. CRAN  
   - g. Capital Lease  
   - h. Loan Agreement

Note: Enclose a copy of the executed NOTE FORM if applicable.

3. **Security For Debt Obligation:**
   - a. General Obligation  
   - b. General Obligation+Revenue+Tax  
   - c. Revenue  
   - d. TIF  
   - e. Annual Appropriations

4. **Purpose of Issue:**
   - a. General Government  
   - b. Education  
   - c. Highways and Streets  
   - d. Public Safety  
   - e. Solid Waste Disposal  
   - f. Industrial Park  
   - g. Manufacturing Facilities  
   - h. Health Facilities  
   - i. Aircrafts  
   - j. Utilities  
     - i. Water  
     - ii. Sewer  
     - iii. Electric  
     - iv. Gas  
   - k. Refunding or Renewal  
   - l. Other

5. **Face Amount of Debt Obligation:** $450,000.00  
   Premium/Discount:  

6. **Type of Sale:**
   - a. Competitive Public Sale  
   - b. Informal Bid  
   - c. Negotiated Sale  
   - d. Loan Program

7. **Tax Status:**
   - a. Tax Exempt  
   - b. Tax Exempt - Bank Qualified  
   - c. Taxable

8. **Dated Date:** 01/22/2013  
   **Issue Date (Closing Date):** 01/22/2013

9. **Ratings:**
   - a. Moody's  
     "Aa2"  
   - b. Standard & Poor's  
   - c. Fitch  
   - d. Unrated

10. **Interest Cost:**
    - 0.000000 %  
      a. TIC  
      b. NIC  
      c. Variable: Index plus bps  
      d. Other

11. **Recurring Costs:**
    - a. Remarketing Agent (bps)  
    - b. Liquidity (bps)  
    - c. Credit Enhancements (bps)
### 13. Maturity Dates, Amounts and Interest Rates

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
<th>Interest Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
<td>$150,000</td>
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<tr>
<td>2015</td>
<td>$150,000</td>
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<tr>
<td>2016</td>
<td>$150,000</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

If additional space is needed, attach additional sheet.

### 14. Repayment Schedule

<table>
<thead>
<tr>
<th>Year</th>
<th>Cum. Principal Redeemed</th>
<th>% Total</th>
<th>Year</th>
<th>Cum. Principal Redeemed</th>
<th>% Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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</tr>
</tbody>
</table>
15. Itemized Description of the Cost of Issuance
(Round to Nearest Dollar)

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>a. Financial Advisor Fees*</td>
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<tr>
<td>b. Legal Fees:</td>
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</tr>
<tr>
<td>i. Bond Counsel</td>
<td></td>
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<tr>
<td>ii. Issuer's Counsel</td>
<td></td>
</tr>
<tr>
<td>iii. Trustee's Counsel</td>
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</tr>
<tr>
<td>iv. Underwriter's Counsel</td>
<td></td>
</tr>
<tr>
<td>v. Underwriter's Discount</td>
<td>%</td>
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<tr>
<td>vi. Take Down</td>
<td></td>
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<tr>
<td>vii. Management Fee</td>
<td></td>
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<td>viii. Risk Premium</td>
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<td>ix. Underwriter's Counsel</td>
<td></td>
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<tr>
<td>x. Other Expenses</td>
<td></td>
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<tr>
<td>c. Paying Agent Fees and Registration Fees</td>
<td></td>
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<tr>
<td>d. Trustee Fees</td>
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<td>e. remarking Agent Fees</td>
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<td>j. Printing and Advertising Fees</td>
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<td>k. Issuer Fees</td>
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<tr>
<td>l. Real Estate Fees</td>
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<tr>
<td>m. Bank Closing Costs</td>
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<td>n. Other Costs</td>
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<tr>
<td><strong>Total Costs</strong></td>
<td>$0.00</td>
</tr>
</tbody>
</table>

*If other costs are included, please itemize

Note: Enclose a copy of the DISCLOSURE DOCUMENT/ OFFICIAL STATEMENT if applicable.

16. Description of Continuing Disclosure Obligations
(Use additional pages if necessary)

Individual Responsible for Completion:
Date Annual Disclosure is due:
17. Description of Compliance with Written Debt Management Policy:
(Use additional pages if necessary)

Debt Management Policies Submitted

18. (If any) Description of Derivative and Compliance with Written Derivative Management Policy:
(Use additional pages if necessary)

19. Kim Blaylock
   Authorized Representative
   Putnam County Executive
   Title
   01/24/2013
   Date
   kblaylock@putnamco.org
   Email

   Debby Francis
   Preparer
   Mgr. of Accounts & Budgets
   Title
   01/24/2013
   Date
   debby@putnamco.org
   Email

20. Submitted to Governing Body on 02/19/2013 and presented at its public meeting held on 02/19/2013

COPY TO: Director - Office of State and Local Finance, 505 Deaderick Street, Suite 1600,
James K. Polk State Office Building, Nashville TN 37243-1402
ANNOUNCEMENTS AND STATEMENTS

EMPLOYEE OF THE MONTH: NONE

CITIZEN OF THE MONTH: RICH FRONING, JR.

(SEE ATTACHED)
CITIZEN OF THE MONTH FOR FEBRUARY 2013

RICH FRONING, JR.

Rich is known as the fittest man in the world and has held that title for (2) years.

He and his family moved to Cookeville when he was (4) years old. Rich has played baseball at Cookeville High School and then went on to play in college. He has a degree in exercise science and is now working on his masters. He is a Certified CrossFit level 1 instructor with a completed Coaches Prep Course and holds a certification is CrossFit Olympic Lifting. Rich was also a coach on the Biggest Loser for an episode this season.

He was a Reebok sponsored athlete from 2010 – 2012. He is also sponsored by a supplement company BSN and Rogue Fitness. He has been on television shows in England, Canada and magazines in Korea plus many more magazines here in the USA.

Rich is a Christian and acknowledges that his strength comes from the Lord. He is an ideal role model for many people at any age.
MOTION RE: ADJOURN

Commissioner Ron Williamson moved and Commissioner Kim Bradford seconded the motion to Adjourn.

The Chairman asked for a voice vote on the motion to Adjourn. The motion carried.
PLANNING COMMITTEE
MINUTES
February 11, 2013
Prepared by Deborah Francis

Jim Martin Present
Tom Short Present
Reggie Shanks Present
Ronald Williamson Present
Anna Ruth Burroughs Present
Cathy Reel Present

Eris Bryant Present
Kim Bradford Present
Marsha Bowman Present
Jonathan Williams Present
David Gentry Present
Joe Trobaugh Present

Item #1 Any business needing to be addressed by the Planning Committee.

Recommendations from Road Committee

Motion: Recommends approval for the speed limit for Moss Road be set at 30 MPH.

Made By: Short
Seconded: Reel

VOICE VOTE APPROVED

Any other business
NONE

ADJOURNED
PLANNING COMMITTEE

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: February 7, 2013

RE: Planning Committee Agenda

Listed below are items to be considered by the County's Planning Committee on Monday, February 11, 2013, at 6:00 PM in the County Commission Chambers at the Courthouse.

1. Any business that needs to be reviewed by the Planning Committee.
FISCAL REVIEW COMMITTEE
MINUTES
February 11, 2013
Prepared by Deborah Francis

ROLL CALL

Bob Duncan  Present  Daryl Blair  Present
Jerry Ford  Present  Kevin Maynard  Present
Scott Ebersole  Present  Steve Pierce  Present
Terry Randolph  Present  Mike Atwood  Present
Mike Medley  Present  Sue Neal  Present
Andy Honeycutt  Present  Chris Savage  Present

Daryl Blair  Present
Kevin Maynard  Present
Steve Pierce  Present
Mike Atwood  Present
Sue Neal  Present
Chris Savage  Present

Item #1  County General Amendments presented

Motion: Recommends approval of budget amendments to the County General Fund as presented.

Made By: Neal  VOICE VOTE  APPROVED
Seconded: Maynard

Item #2  GPS amendments

Motion: Recommends approval of budget amendments to the General Purpose School fund as presented.

Made By: Duncan  VOICE VOTE  APPROVED
Seconded: Blair

Item #3  Jeff Jones as Delinquent property tax attorney

Motion: Recommends approval of Trustee Freddie Nelson's request to appoint Jeff Jones as the Delinquent Property Tax Attorney for the 2011 real and personal property taxes.

Made By: Atwood  VOICE VOTE  APPROVED
Seconded: Duncan

Item #4  Any questions about quarterly reports
NONE

Item #5  Any other business
NONE

ADJOURNED
FISCAL REVIEW AGENDA

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: February 7, 2013

RE: Fiscal Review Committee Agenda

Listed below are items to be considered by the County’s Fiscal Review Committee on Monday, February 11, 2013 at 5:30 PM in the County Commission Chambers at the Courthouse.

1. Consider approval of budget amendment to the County General Fund.

2. Consider approval of budget amendment to the General Purpose School Fund.

3. Consider request from Trustee Freddie Nelson to appoint Jeff Jones as delinquent property tax attorney for the 2011 real and personal property taxes.

4. Any questions concerning quarterly reports for various funds.

5. Any other business that needs to be reviewed by the Fiscal Review Committee.
Debby Francis

From: Kim Bradford [kimeylyn@yahoo.com]
Sent: Wednesday, February 13, 2013 10:31 AM
To: Debby Francis
Subject: Re: Nominating minutes

Nominating committee Nov 11

Present: Mike Atwood, Eris Bryant, Scott Ebersole, Steve Pierce and Kim Bradford

Recommends the appointment of the following members for the awards committee

Kim Bradford (2 year term)
Anna Ruth Burroughs (2 year term)
Reggie Shanks (1 year term)
Cathy Reel (1 year term)
Wayne Nabors (1 year term)
Recommended by Eris Bryant and Seconded by Scott Ebersole and approved by all

Atwood made motion to adjourn and Eris Bryant second and all approved

Kim Bradford

--- On Wed, 2/13/13, Debby Francis <debby@putnamco.org> wrote:

From: Debby Francis <debby@putnamco.org>
Subject: Nominating minutes
To: "Kim Bradford" <kimeylyn@yahoo.com>
Date: Wednesday, February 13, 2013, 9:27 AM

Have you had a chance to do nominating minutes?
NOMINATING COMMITTEE

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: February 7, 2013

RE: Nominating Committee Agenda

Listed below are items to be considered by the Nominating Committee on Monday, February 11, 2013 AFTER THE FISCAL REVIEW COMMITTEE MEETING in the Commission Chambers.

1. Discuss nominations for the Awards Committee
   Current Members
   Kim Bradford (2 year term)
   Anna Ruth Burroughs (2 year term)
   Reggie Shanks (1 year term)
   Cathy Reel (1 year term)
   Wayne Nabors (1 year term)

2. Discuss County Public Records Commission.

3. Any other business that needs to be reviewed by the Nominating Committee.