



117 Putnam Drive ♦ Eatonton, GA 31024 ♦ Tel: 706-485-1884  
[www.putnamdevelopmentauthority.com](http://www.putnamdevelopmentauthority.com)

## Minutes

**Tuesday, May 10, 2022 ♦ 3:30 PM**

*Putnam County Administration Building – Room 204*

The Putnam Development Authority met on Tuesday, May 10, 2022 at approximately 3:30 PM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia.

### *PRESENT*

Chairman Walt Rocker III  
Member Patty Burns  
Member Brice Doolittle

### *ABSENT*

Member Mylle Mangum  
Member John Wojtas

### *STAFF PRESENT*

Attorney Kevin Brown (via telephone)  
Executive Director Matt Poyner  
County Clerk Lynn Butterworth

## **Opening**

### 1. Call to Order

Chairman Rocker called the meeting to order at approximately 3:40 p.m.  
(Copy of agenda made a part of the minutes.)

## **Minutes**

### 2. Approval of Minutes

- a. April 12, 2022 Regular Meeting
- b. April 12, 2022 Executive Session

**Motion to approve the Minutes of the April 12, 2022 Regular Meeting and Executive Session.**

**Motion made by Member Doolittle, Seconded by Member Burns.**

**Voting Yea: Chairman Rocker, Member Burns, Member Doolittle**

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## Financials

3. Approval of Financials - April 2022

Member Burns reviewed the financials.

**Motion to approve the April 2022 Financials.**

**Motion made by Member Doolittle, Seconded by Member Burns.**

**Voting Yea: Chairman Rocker, Member Burns, Member Doolittle**

(Copy of financials made a part of the minutes.)

## Reports

4. Executive Director Report

Executive Director Matt Poyner reported the following: (copy of report made a part of the minutes.)

- Administrative
  - OneGeorgia
  - Miscellaneous
- Business & Industry Company Contacts
  - Existing Industry Updates
  - Industrial Park Association
- Workforce Development
  - Chamber of Commerce
  - Putnam County High School
- Marketing & Branding
  - Tytan Pictures
  - Goebel Media
- Project Status
- Strategic Planning Retreat – 2022 Goals
  - Website/Marketing
  - Industrial Park
  - Workforce Engagement
  - Existing Industry
  - Property Acquisition
- Rock Eagle Technology Park
  - GDOT
- South Industrial Park
  - Survey
  - Existing Entry Sign

## Regular Business

5. Branding Update from Jim Stone

Board members viewed some preliminary promotional videos and branding ideas put together by Mr. Jim Stone. No action was taken.

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**Other Business**

6. Other Business

Chairman Rocker advised that he had talked to all but one of the county commissioners regarding the PDA move to a downtown office building. The general response was positive for moving with no opposition. The board now needs to approve the purchase in open session. The closing is set for 1:15 p.m. on Friday, May 13, 2022.

**Motion to authorize the closing on that Purchase and Sale Agreement with Laura Stanley Vandelparque for the acquisition of the property known as 107 South Jefferson Avenue, Eatonton, Georgia for \$75,000, and incur related closing costs on or before May 20th, 2022. Motion made by Member Doolittle, Seconded by Member Burns.**

**Voting Yea: Chairman Rocker, Member Burns, Member Doolittle**

Executive Director Poyner also got quotes for renovation and furnishing of the office, IT work, air conditioning work, and roofing work. Any exterior work, including a sign, still needs to be discussed.

**Motion to authorize the Chairman to contract with Seeking Slow Interiors to design, source, and procure the redesign, outfitting, décor, and FF&E to set up the PDA’s offices at the 107 South Jefferson Avenue Property, working as efficiently as possible to utilize lowest cost alternatives for quality products, but in any event, in an amount not to exceed \$50,000, with the final amount to be as approved by the Chairman and ratified by the Board when determined.**

**Motion made by Member Doolittle, Seconded by Member Burns.**

**Voting Yea: Chairman Rocker, Member Burns, Member Doolittle**

**Motion to authorize the Chairman to contract with Responsive Technology Partners, Wilson-Bryant Air Conditioning, and Al's Roofing to make repairs, replacements, and system improvements to the technology, HVAC, plumbing, roofing, and structural components as needed for the 107 South Jefferson Avenue Property, in aggregate amount not to exceed \$30,000.**

**Motion made by Member Doolittle, Seconded by Member Burns.**

**Voting Yea: Chairman Rocker, Member Burns, Member Doolittle**

**Next Meeting Items**

7. Next Meeting Items

None

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**Executive Session**

8. Enter Executive Session as allowed by O.C.G.A. 50-14-4, if necessary, for Personnel, Litigation, or Real Estate

Executive Session not needed.

9. Reopen meeting and execute Affidavit concerning the subject matter of the closed portion of the meeting

Executive Session not held.

10. Action, if any, resulting from the Executive Session

Executive Session not held.

**Closing**

11. Adjournment

**Motion to adjourn the meeting.**

**Motion made by Member Doolittle, Seconded by Member Burns.**

**Voting Yea: Chairman Rocker, Member Burns, Member Doolittle**

Meeting adjourned at approximately 4:19 p.m.

ATTEST:

Lynn Butterworth  
County Clerk

Walt Rocker III  
Chairman

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