

Agenda

Tuesday, December 9, 2025 ♦ 1:00 PM
107 S. Jefferson Avenue, Eatonton, GA 31024

Opening

1. Call to Order

Minutes

2. Approval of Minutes
 - a. October 14, 2025 Regular Meeting
 - b. October 14, 2025 Executive Session

Financials

3. Approval of Financials
 - a. October 2025
 - b. November 2025

Regular Business

4. Discussion and possible action on Highway 441 Appraisal
5. Renewal of Tytan Pictures contract extension for the Putnam Development Authority Strategic Plan for Enhancing Image / Identity / Brand
6. Discussion and possible action on Survey quote for new sign at South Industrial Park
7. Approval of 2026 PDA Meeting Schedule

Other Business

8. Other Business

Next Meeting Items

9. Next Meeting Items

Closing

10. Enter Executive Session as allowed by O.C.G.A. 50-14-4, if necessary, for Personnel, Litigation, or Real Estate
11. Reopen meeting and execute Affidavit concerning the subject matter of the closed portion of the meeting
12. Action, if any, resulting from the Executive Session

Closing

13. Adjournment

The Putnam Development Authority reserves the right to continue the meeting to another time and place in the event the number of people in attendance at the meeting, including the PDA members, staff, and members of the public exceeds the legal limits. The meeting cannot be closed to the public except by a majority vote of a quorum present for the meeting. The authority can vote to go into an executive session on a legally exempt matter during a public meeting even if not advertised or listed on the agenda. Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Compliance Officer, at least three business days in advance of the meeting at 706-485-1877 to allow the Authority to make reasonable accommodations for those persons.

**PUTNAM
FORWARD**

File Attachments for Item:

2. Approval of Minutes

- a. October 14, 2025 Regular Meeting
- b. October 14, 2025 Executive Session



107 S. Jefferson Avenue
Eatonton, GA 31024
(478) 747-2219

Minutes
Tuesday, October 14, 2025 ♦ 1:00 PM
107 S. Jefferson Avenue, Eatonton, GA 31024

The Putnam Development Authority met on Tuesday, October 14, 2025 at approximately 1:00 PM in the Putnam Development Authority Office, 107 S. Jefferson Avenue, Eatonton, Georgia.

PRESENT

Chairman Walt Rocker III
Member Patty Burns
Member Brice Doolittle
Member Mylle Mangum
Member John Wojtas

OTHERS PRESENT

Attorney Kevin Brown
Economic Development Director Matt Poyner
County Clerk Lynn Butterworth

Opening

1. Call to Order

Chairman Rocker called the meeting to order at approximately 1:05 p.m.
(Copy of agenda made a part of the minutes.)

Minutes

2. Approval of Minutes

- a. August 12, 2025 Regular Meeting
- b. August 12, 2025 Executive Session

Motion to approve the August 12, 2025 Regular Meeting and Executive Session Minutes.

Motion made by Member Mangum, Seconded by Member Burns.

Voting Yea: Chairman Rocker, Member Burns, Member Doolittle, Member Mangum, Member Wojtas

DRAFT Minutes	Page 1 of 4	
October 14, 2025		

Financials

- 3. Approval of Financials
 - a. August 2025
 - b. September 2025

Member Burns reviewed the August and September 2025 financials and advised that the CDs had been switched over for an additional six months at 4.5%.

Motion to approve the August and September 2025 Financials.

Motion made by Member Mangum, Seconded by Member Wojtas.

Voting Yea: Chairman Rocker, Member Burns, Member Doolittle, Member Mangum, Member Wojtas

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

Reports

- 4. Economic Development Director Report
- Executive Director Matt Poyner reported the following:
(Copy of report made a part of the minutes)

- Administrative
 - DCA training requirements
 - Discussion with Fortis
 - Chamber events
 - CDs
 - HVAC unit at CGTC campus
 - Audit
- Business & Industry Company Contacts
 - State update
- Workforce Development
 - Putnam College & Career Academy
 - MGEA
- Marketing & Branding
 - Office
 - Marketing
- Project Status
 - Project activity
- Rock Eagle Technology Park
 - Miscellaneous
- South Industrial Park
 - Property overview
 - Survey for potential new sign

Motion to approve quote from Joey Brewer, Land Surveyor - ACRE Group for \$1250.00 for initial research for a survey for a future sign at the South Industrial Park.

Motion made by Member Wojtas, Seconded by Member Doolittle.

Voting Yea: Chairman Rocker, Member Burns, Member Doolittle, Member Mangum, Member Wojtas

Regular Business

5. Ratification of Central Georgia Technical College Air Conditioning Repair
Motion to ratify the \$16,165.00 expense to ACS for an HVAC unit for Central Georgia Technical College.
Motion made by Member Mangum, Seconded by Member Doolittle.
Voting Yea: Chairman Rocker, Member Burns, Member Doolittle, Member Mangum, Member Wojtas

Other Business

6. Other Business
Executive Director Poyner advised that he will soon start planning for this year’s PDA Christmas Party at The Silver Moon.

Next Meeting Items

7. Next Meeting Items
None

Executive Session

8. Enter Executive Session as allowed by O.C.G.A. 50-14-4, if necessary, for Personnel, Litigation, or Real Estate
Motion to enter Executive Session as allowed by O.C.G.A. 50-14-4 for Real Estate.
Motion made by Member Mangum, Seconded by Member Doolittle.
Voting Yea: Chairman Rocker, Member Burns, Member Doolittle, Member Mangum, Member Wojtas

Meeting closed at approximately 1:38 p.m.

9. Reopen meeting and execute Affidavit concerning the subject matter of the closed portion of the meeting
Motion to reopen the meeting and execute the Affidavit concerning the subject matter of the closed portion of the meeting.
Motion made by Member Mangum, Seconded by Member Burns.
Voting Yea: Chairman Rocker, Member Burns, Member Doolittle, Member Mangum, Member Wojtas
(Copy of affidavit made a part of the minutes.)

Meeting reopened at approximately 2:17 p.m.

10. Action, if any, resulting from the Executive Session
Motion to adopt the Bond Resolution authorizing issuance of PDA taxable industrial development revenue bond (Harmony Road GA, LLC project), Series 2025 in a maximum principal amount of \$100,000,000.
Motion made by Member Wojtas, Seconded by Member Mangum.
Voting Yea: Chairman Rocker, Member Burns, Member Doolittle, Member Mangum, Member Wojtas
(Copy of resolution made a part of the minutes.)

Closing
11. Adjournment
Motion to adjourn the meeting.
Motion made by Member Wojtas, Seconded by Member Doolittle.
Voting Yea: Chairman Rocker, Member Burns, Member Doolittle, Member Mangum, Member Wojtas

Meeting adjourned at approximately 2:19 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Walt Rocker III
Chairman



117 Putnam Drive
Eatonton, GA 31024
(478) 747-2219
www.putnamforward.dev

The draft minutes of the October 14, 2025 Executive Session are available for Board Member review in the County Clerk's office.

File Attachments for Item:

3. Approval of Financials

a. October 2025

b. November 2025

Balance Sheet

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Putnam Developmental Authority

As of October 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
10000 Checking	0.00
10001 Checking-FMB	41,704.09
10002 New checking FMB	266,464.41
10050 One Georgia Funds	0.00
10055 The Peoples Bank	0.00
10100 Certificate of Deposit 11369	0.00
10200 Certificate of Deposit 14039	0.00
10300 Certificate of Deposit 42072	0.00
10400 Certificate of Deposit-22022	0.00
10500 Certificate of Deposit-28810	0.00
10600 Certificate of Deposit-24251	0.00
10700 Certificate of Deposit-22439	0.00
10800 Certificate of Deposit 43963	52,438.93
10900 Certificate of Deposit 43964	204,411.52
10910 Certificate of Deposit 44010	51,121.37
10920 Certificate of Deposit 44011	50,930.70
10930 Certificate of Deposit 44009	51,121.37
Total for Bank Accounts	\$718,192.39
Accounts Receivable	
11005 Lease Receivable-State Properties Commission	113,128.16
Total for Accounts Receivable	\$113,128.16
Other Current Assets	
11605 Due from Others	0.00
11700 CIP	0.00
12007 Prepaid Insurance	3,896.00
Total for Other Current Assets	\$3,896.00
Total for Current Assets	\$835,216.55
Fixed Assets	
11100 10 ac. N. Park	0.00
11200 5 ac. N. Park	0.00
11225 Land	0.00
11250 Building-Tech College	0.00
11300 Tech. College Property	0.00
11350 Rock Eagle Land Improvements	0.00
11355 Rock Eagle Rech. Accum Deprecia	0.00
11400 Mach & Equip (Haband)	0.00
11500 142 Ac. Indust Blvd	0.00
11600 130 Ac. RE Tech. Park	0.00

Balance Sheet

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Putnam Developmental Authority

As of October 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
11750 S Jefferson Avenue	23,861.72
11751 building-Old Hotel	0.00
15000 Furniture and Equipment	0.00
Total for Fixed Assets	\$23,861.72
Other Assets	
12001 Note Receivable-Lease Purch Aar	0.00
12005 Note Rec-Aaron	0.00
Total for Other Assets	\$0.00
Total for Assets	\$859,078.27
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	0.00
Total for Accounts Payable	\$0.00
Credit Cards	
Other Current Liabilities	
11360 Accum Depr-Building	0.00
11420 Accum Depr-Mach & Equip	0.00
12200 Account Payable	0.00
12300 Retainage Payable	0.00
18050 Accrued Payroll	0.00
28000 Deferred Inflow of Resources-Leases	111,985.22
Total for Other Current Liabilities	\$111,985.22
Total for Current Liabilities	\$111,985.22
Long-term Liabilities	
Total for Liabilities	\$111,985.22
Equity	
30000 Opening Balance Equity	-315,511.47
31000 Restricted Net Assets	0.00
32000 Unrestricted Net Assets	1,060,368.63
Net Income	2,235.89
Total for Equity	\$747,093.05
Total for Liabilities and Equity	\$859,078.27

Profit and Loss YTD Comparison

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Putnam Developmental Authority

October 2025

DISTRIBUTION ACCOUNT	TOTAL	
	OCT 1 - OCT 31 2025	OCT 1 - OCT 31 2025 (YTD)
Income		
45000 Interest	339.47	339.47
46400 Other Types of Income		
46410 County Funding	10,000.00	10,000.00
46450 Lease payments	3,215.71	3,215.71
Total for 46400 Other Types of Income	\$13,215.71	\$13,215.71
Total for Income	\$13,555.18	\$13,555.18
Cost of Goods Sold		
Gross Profit	\$13,555.18	\$13,555.18
Expenses		
62800 Facilities and Equipment		
62830 Repairs & Maintenance	40.64	40.64
Total for 62800 Facilities and Equipment	\$40.64	\$40.64
65100 Other Types of Expenses		
65110 Advertising Expenses	-384.12	-384.12
65130 Conferences	279.00	279.00
65142 Office and General Supplies	330.72	330.72
65154 Utilities	\$750.97	\$750.97
65154a IT	1,028.31	1,028.31
Total for 65154 Utilities	\$1,779.28	\$1,779.28
Total for 65100 Other Types of Expenses	\$2,004.88	\$2,004.88
65136 Travel/ Meals	96.59	96.59
65144 Employee Expenses		
65145 Full Time Staff Salaries	5,574.82	5,574.82
65152 Payroll Taxes	3,602.36	3,602.36
Total for 65144 Employee Expenses	\$9,177.18	\$9,177.18
Total for Expenses	\$11,319.29	\$11,319.29
Net Operating Income	\$2,235.89	\$2,235.89
Other Income		
Other Expenses		
Net Other Income		
Net Income	\$2,235.89	\$2,235.89

10001 Checking-FMB, Period Ending 10/31/2025

RECONCILIATION REPORT

Reconciled on: 11/06/2025

Reconciled by:

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	49,594.70
Checks and payments cleared (11).....	-18,737.10
Deposits and other credits cleared (2).....	13,884.12
Statement ending balance.....	44,741.72

Uncleared transactions as of 10/31/2025.....	-3,037.63
Register balance as of 10/31/2025.....	41,704.09

Details

Checks and payments cleared (11)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/09/2025	Check	1461	Rebekah Coker	-238.50
09/30/2025	Check	1466	Tytan Pictures	-4,775.00
09/30/2025	Check	1465	Matt Poyner	-2,787.41
10/01/2025	Check	1467	Vox Pop Uli	-330.72
10/01/2025	Check	1464	Matt Poyner	-2,787.41
10/01/2025	Check	1463	Farmers & Merchants Bank	-990.27
10/10/2025	Expense		IRS	-3,156.70
10/14/2025	Expense		Georgia Department of Reve...	-445.66
10/15/2025	Check	1468	Matt Poyner	-2,787.41
10/27/2025	Expense		Responsive Technology	-178.31
10/29/2025	Expense		Georgia Power	-259.71

Total	-18,737.10
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Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/02/2025	Deposit			10,000.00
10/09/2025	Deposit			3,884.12

Total	13,884.12
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Additional Information

Uncleared checks and payments as of 10/31/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/26/2021	Check	1113	Patrick Topping	-55.10
09/28/2021	Check	1159	The Hartsford	-350.78
11/01/2023	Check	1066	Mastercard	-1,864.53
10/20/2025	Check	1469	Farmers & Merchants Bank	-767.22

Total	-3,037.63
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10002 New checking FMB, Period Ending 10/31/2025

RECONCILIATION REPORT

Reconciled on: 11/06/2025

Reconciled by:

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	267,129.59
Checks and payments cleared (2).....	-665.18
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>266,464.41</u>

Register balance as of 10/31/2025.....	266,464.41
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Details

Checks and payments cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/25/2025	Check	1024	WBAC	-277.00
10/06/2025	Check	1005	Paxis Group	-388.18
Total				-665.18

Balance Sheet

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Putnam Developmental Authority

As of November 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
10000 Checking	0.00
10001 Checking-FMB	41,251.91
10002 New checking FMB	265,064.41
10050 One Georgia Funds	0.00
10055 The Peoples Bank	0.00
10100 Certificate of Deposit 11369	0.00
10200 Certificate of Deposit 14039	0.00
10300 Certificate of Deposit 42072	0.00
10400 Certificate of Deposit-22022	0.00
10500 Certificate of Deposit-28810	0.00
10600 Certificate of Deposit-24251	0.00
10700 Certificate of Deposit-22439	0.00
10800 Certificate of Deposit 43963	52,438.93
10900 Certificate of Deposit 43964	204,411.52
10910 Certificate of Deposit 44010	51,121.37
10920 Certificate of Deposit 44011	50,930.70
10930 Certificate of Deposit 44009	51,121.37
Total for Bank Accounts	\$716,340.21
Accounts Receivable	
11005 Lease Receivable-State Properties Commission	109,958.40
Total for Accounts Receivable	\$109,958.40
Other Current Assets	
11605 Due from Others	0.00
11700 CIP	0.00
12007 Prepaid Insurance	3,896.00
Total for Other Current Assets	\$3,896.00
Total for Current Assets	\$830,194.61
Fixed Assets	
11100 10 ac. N. Park	0.00
11200 5 ac. N. Park	0.00
11225 Land	0.00
11250 Building-Tech College	0.00
11300 Tech. College Property	0.00
11350 Rock Eagle Land Improvements	0.00
11355 Rock Eagle Rech. Accum Deprecia	0.00
11400 Mach & Equip (Haband)	0.00
11500 142 Ac. Indust Blvd	0.00
11600 130 Ac. RE Tech. Park	0.00

Balance Sheet

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Putnam Developmental Authority

As of November 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
11750 S Jefferson Avenue	23,861.72
11751 building-Old Hotel	0.00
15000 Furniture and Equipment	0.00
Total for Fixed Assets	\$23,861.72
Other Assets	
12001 Note Receivable-Lease Purch Aar	0.00
12005 Note Rec-Aaron	0.00
Total for Other Assets	\$0.00
Total for Assets	\$854,056.33
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	0.00
Total for Accounts Payable	\$0.00
Other Current Liabilities	
11360 Accum Depr-Building	0.00
11420 Accum Depr-Mach & Equip	0.00
12200 Account Payable	0.00
12300 Retainage Payable	0.00
18050 Accrued Payroll	0.00
28000 Deferred Inflow of Resources-Leases	105,553.80
Total for Other Current Liabilities	\$105,553.80
Total for Current Liabilities	\$105,553.80
Total for Liabilities	\$105,553.80
Equity	
30000 Opening Balance Equity	-315,511.47
31000 Restricted Net Assets	0.00
32000 Unrestricted Net Assets	1,060,368.63
Net Income	3,645.37
Total for Equity	\$748,502.53
Total for Liabilities and Equity	\$854,056.33

Profit and Loss YTD Comparison

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Putnam Developmental Authority

November 2025

DISTRIBUTION ACCOUNT	TOTAL	
	NOV 1 - NOV 30 2025	OCT 1 - NOV 30 2025 (YTD)
Income		
45000 Interest	330.24	669.71
46400 Other Types of Income		
46410 County Funding	10,000.00	20,000.00
46450 Lease payments	6,431.42	9,647.13
Total for 46400 Other Types of Income	\$16,431.42	\$29,647.13
Total for Income	\$16,761.66	\$30,316.84
Cost of Sales		
Gross Profit	\$16,761.66	\$30,316.84
Expenses		
64000 Projects	1,400.00	1,400.00
65100 Other Types of Expenses		
65110 Advertising Expenses	4,775.00	4,390.88
65130 Conferences		279.00
65142 Office and General Supplies		330.72
65154 Utilities		\$750.97
65154a IT		1,028.31
Total for 65154 Utilities		\$1,779.28
Total for 65100 Other Types of Expenses	\$4,775.00	\$6,779.88
65144 Employee Expenses		
65145 Full Time Staff Salaries	5,574.82	11,149.64
65152 Payroll Taxes	3,602.36	7,204.72
Total for 65144 Employee Expenses	\$9,177.18	\$18,354.36
62800 Facilities and Equipment		
62830 Repairs & Maintenance		40.64
Total for 62800 Facilities and Equipment		\$40.64
65136 Travel/ Meals		96.59
Total for Expenses	\$15,352.18	\$26,671.47
Net Operating Income	\$1,409.48	\$3,645.37
Other Income		
Other Expenses		
Net Other Income		
Net Income	\$1,409.48	\$3,645.37

10001 Checking-FMB, Period Ending 11/30/2025

RECONCILIATION REPORT

Reconciled on: 12/02/2025

Reconciled by:

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	44,741.72
Checks and payments cleared (6).....	-14,719.40
Deposits and other credits cleared (2).....	13,500.00
Statement ending balance.....	<u>43,522.32</u>

Uncleared transactions as of 11/30/2025.....	-2,270.41
Register balance as of 11/30/2025.....	41,251.91

Details

Checks and payments cleared (6)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/20/2025	Check	1469	Farmers & Merchants Bank	-767.22
11/03/2025	Check	1470	Tytan Pictures	-4,775.00
11/03/2025	Check	1471	Matt Poyner	-2,787.41
11/13/2025	Check	eft	IRS	-3,156.70
11/14/2025	Check	eft	Georgia Department of Reve...	-445.66
11/14/2025	Check	1472	Matt Poyner	-2,787.41

Total	-14,719.40
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Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/06/2025	Deposit			10,000.00
11/14/2025	Deposit			3,500.00

Total	13,500.00
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Additional Information

Uncleared checks and payments as of 11/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/26/2021	Check	1113	Patrick Topping	-55.10
09/28/2021	Check	1159	The Hartsford	-350.78
11/01/2023	Check	1066	Mastercard	-1,864.53

Total	-2,270.41
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10002 New checking FMB, Period Ending 11/30/2025

RECONCILIATION REPORT

Reconciled on: 12/02/2025

Reconciled by:

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	266,464.41
Checks and payments cleared (1).....	-1,400.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>265,064.41</u>
Register balance as of 11/30/2025.....	265,064.41

Details

Checks and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/03/2025	Check	1006	Benson Appraisal Services	-1,400.00
Total				-1,400.00

File Attachments for Item:

5. Renewal of Tytan Pictures contract extension for the Putnam Development Authority Strategic Plan for Enhancing Image / Identity / Brand

TYTAN PICTURES

Contract extension for the Putnam Development Authority Strategic Plan for Enhancing Image / Identity / Brand

Executive Summary

Tytan Pictures, LLC (“Tytan” or “Producer”) submits this contract extension to continue providing professional filmmaking, photography, and social media support and consultation services for the Putnam Development Authority (“PDA” or “Client”).

The program focuses on four connected objectives:

1. **Content Creation** – capturing the people, places, and industries that define Putnam County through high-quality video and photography.
2. **Content Distribution Support** – helping PDA maximize reach across key social platforms.
3. **Community Engagement** – inspiring residents, businesses, and youth to participate in telling the Putnam County story.
4. **Website Consultation** – continue advising on structure and graphic representation in support of PDA web developers.

All work is structured to minimize demands on PDA staff during development, production, and post-production. The goal is to elevate the County’s identity, amplify positive narratives, and strengthen economic development visibility.

Scope of Work

1. Tytan Deliverables

Tytan will provide the following during the contract term:

A. Professional Content Creation

- Up to **twelve (12) short-form videos** annually (typically 30 seconds – 3 minutes).
- Up to **six (6) long-form videos** annually (3–20+ minutes depending on story needs).
- Ongoing **professional photography**, including:
 - Seasonal / environmental stills

- Business development and industry highlights
- Lifestyle, tourism, and community events

B. Workshops & Training

- **Quarterly professional workshops** for local businesses and residents.
- Workshops shall focus on:
 - Film and photography fundamentals
 - Storytelling
 - Social media best practices
- Workshops held at Tytan Pictures' studio in Eatonton unless otherwise agreed.

C. Social Media Support

Tytan will provide content, consultation, and ongoing guidance for PDA-managed channels, including:

- Instagram
- Facebook
- YouTube
- LinkedIn

This includes advising on posting strategy, best practices, and emerging media trends.

D. Inspiration & Community Engagement

- Tytan will develop **local storytelling contests** and initiatives to encourage residents, students, and businesses to create positive media about Putnam County.
- Tytan will work to nurture a base of community ambassadors whose content supports retention and recruitment.

2. Client Deliverables

PDA agrees to provide:

A. Permits & Access

- Reimbursement or issuance at no cost to Tytan of any required film or special-use permits within City or County jurisdiction.
- Reasonable access to public facilities, properties, and staff for scheduling media capture.

B. Approved Expenses

- Reimbursement of pre-approved purchases for materials, printing, data storage, or production elements specific to this project.

Schedule

- Work begins upon execution of this Agreement and **no later than January 1, 2026.**
- Term of Agreement: **Twenty-four (24) months.**

Payment Structure

- Client shall pay Tytan **\$4,775.00 per month**, beginning January 1, 2026.
- Payment shall be due within **10 days of invoice.**
- Monthly fee covers labor, production, editing, and routine usage of Tytan-owned equipment.
- Extraordinary purchases or third-party costs require prior written approval by PDA.

Completion & Delivery

If Client delays production due to lack of access, approvals, or other actions beyond Tytan's control, the delivery date will automatically extend by an equivalent duration.

Any material changes to agreed-upon deliverables requiring additional time or cost must be authorized by PDA in writing before proceeding.

Client assumes any special shipping or insurance costs associated with delivery of physical materials.

Copyright & Reproduction

A. Ownership

- All raw footage, photography, and final edited media created under this Agreement shall be **co-owned** by Tytan Pictures and Putnam Development Authority.

B. License to Client

- PDA receives a **worldwide, perpetual, royalty-free, irrevocable license** for all media created during this Agreement for use in:
 - marketing
 - economic development
 - tourism
 - social media
 - print, broadcast, and any media now known or later developed

C. Rights Retained by Tytan

Tytan retains the right to use any footage or photography for:

- portfolio and promotional use
- competition entries
- educational or industry presentations

PDA will be credited where appropriate.

Termination Clause

- Client shall not unreasonably withhold approval or payment for completed deliverables.
- If Client identifies any nonconformance, Tytan will be notified and given reasonable opportunity to correct the issue.
- If the project is terminated early by the Client, PDA shall pay:
 1. All work completed to date
 2. Any approved expenses incurred
- If termination occurs without cause, PDA shall pay the equivalent of **two months of service fees** as an early termination settlement.

Dispute Resolution

Any dispute arising from this Agreement shall first go to **mandatory mediation** with a mutually agreed mediator within 30 days of notice.

If mediation is not successful, the matter will be resolved by **binding arbitration** under the rules of the American Arbitration Association.

Either party may enter the arbitration award in a court of competent jurisdiction.

Force Majeure

Neither party shall be liable for delays caused by events beyond their control including natural disasters, pandemics, acts of government, or other force majeure events. Deadlines will extend accordingly.

Miscellaneous

- Both parties acknowledge they had the opportunity to seek legal counsel.
- Georgia law governs this Agreement.
- Any invalid provision shall be modified minimally to remain enforceable.
- No oral modifications shall be valid; changes must be in writing and signed by both parties.
- Nothing in this Agreement constitutes a partnership or joint venture.

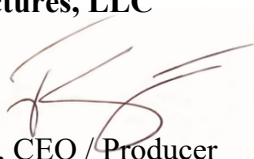
Signatures

Putnam Development Authority

Authorized Signature

Date: _____

Tytan Pictures, LLC


Jim Stone, CEO / Producer
Date: **4 December 2025**

File Attachments for Item:

7. Approval of 2026 PDA Meeting Schedule



107 S. Jefferson Avenue
Eatonton, GA 31024
(478) 747-2219
www.putnamforward.dev

PROPOSED 2026 MEETING SCHEDULE

DATE	DAY	TIME
January 13, 2026	Tuesday	1:00 pm
February 10, 2026	Tuesday	1:00 pm
March 10, 2026	Tuesday	1:00 pm
April 14, 2026	Tuesday	1:00 pm
May 12, 2026	Tuesday	1:00 pm
June 9, 2026	Tuesday	1:00 pm
July 14, 2026	Tuesday	1:00 pm
August 11, 2026	Tuesday	1:00 pm
September 8, 2026	Tuesday	1:00 pm
October 13, 2026	Tuesday	1:00 pm
November 10, 2026	Tuesday	1:00 pm
December 8, 2026	Tuesday	1:00 pm

Regular meetings are scheduled to be held in the offices of the Putnam Development Authority at 107 South Jefferson Avenue, Eatonton, GA

Approved _____