



117 Putnam Drive ♦ Eatonton, GA 31024 ♦ Tel: 706-485-1884
www.putnamdevelopmentauthority.com

Agenda

Tuesday, July 20, 2021 ♦ 4:30 PM

Putnam County Administration Building – Room 204

Opening

1. Call to Order

Minutes

2. Approval of Minutes
 - a. June 8, 2021 Regular Meeting
 - b. June 8, 2021 Executive Session

Financials

3. Approval of Financials - June 2021

Reports

4. Executive Director's Report

Other Business

5. Other Business

Next Meeting Items

6. Next Meeting Items

Closing

7. 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 706-485-2776 to allow the County to make reasonable accommodations for those persons.

File Attachments for Item:

- 2. Approval of Minutes
 - a. June 8, 2021 Regular Meeting
 - b. June 8, 2021 Executive Session



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Minutes

Tuesday, June 8, 2021 ♦ 4:30 PM

Putnam County Administration Building – Room 203

The Putnam Development Authority met on Tuesday, June 8, 2021 at approximately 4:30 PM in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, Georgia.

PRESENT

Chairman Walt Rocker III
 Member Patty Burns
 Member Brice Doolittle
 Member Mylle Mangum
 Member John Wojtas (via phone)

OTHERS PRESENT

Attorney Kevin Brown
 Interim Economic Development Director Pat Topping
 County Clerk Lynn Butterworth

Opening

1. Call to Order

Chairman Rocker called the meeting to order at approximately 4:35 p.m.
 (Copy of agenda made a part of the minutes.)

Minutes

2. Approval of Minutes

- a. May 11, 2021 Regular Meeting
- b. May 11, 2021 Executive Session

Motion to approve the May 11, 2021 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 5	
June 8, 2021		

Financials

3. Approval of Financials - May 2021

Member Burns reviewed the May 2021 financials. Chairman Rocker inquired about an invoice from Seyfarth Shaw for approximately \$20,000 and an invoice from Outdoor Solutions.

Attorney Brown advised that these invoices should be submitted to the Middle Georgia Regional Commission to be turned in towards the OneGeorgia Grant, along with the invoice from Paul Simonton.

Motion to approve the May 2021 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

Interim EDD Topping reported the following: (copy of report made a part of the minutes.)

- Georgia is the #1 state for business for the 8th consecutive year by Site Selection Magazine
- For FY21 so far:
 - 257 new projects statewide
 - 24,000+ new jobs
 - \$8.43B total investments
- Business & Industry Company Contacts
- Project Status
 - New Project – Project Bruzze – 2,400 sf new construction; food, hospitality; jobs and investment TBD; site next step
 - Project Connect – The Retreat of Atlanta – 50-70 new jobs, annual payroll \$2.5M - \$3.5M; scheduled to open Summer 2021
 - Project Legacy – Active status - Private developer looking at Historic Hotel Eatonton; prospect developing LOI; investment and jobs to be determined; working with developers for 6+ months
 - Project Anchor – Active status – Private developer developing site for a lakefront hotel; has hired a hotel consultant to identify potential hotel operators; 175 jobs; \$50 Million investment
 - Project Solar – On hold
 - Project Grace (formerly Hand Up) – Active status – Goodwill – Helms College in Middle GA and the CSRA has plans to make a \$6 million investment to build a multi-purpose center in the Lake Country; local developer
 - Project Gum – Active status – Existing manufacturing company looking to expand and add 45 jobs, investment to be determined; looking at existing building or expanding current location; monthly contact
 - Project Club – Dropped
- Existing Companies Adding Jobs
 - Bluestem/Haband – job fairs, CGTC May 1
 - Interfor – Virtual job fair May 11
 - Legacy Housing

Draft Minutes	Page 2 of 5	
June 8, 2021		

- Cosmo Cabinets
- UFP
- KaMin
- Activ Materials
- Ttg Imaging Solutions
- Open Jobs in Region
 - 11 counties: 8826
 - Baldwin: 1083
 - Jones: 1243
 - Putnam: 1048
 - Twiggs: 366
 - Wilkinson: 949
- Unemployment and Wages survey
- GRAD Update
 - Studies updated
 - Phase 1 Environmental – completed May 6
 - Wetlands Survey – in progress
 - Support Letters (12)
 - Site Ownership
 - Utilities – energy, natural gas, telecom, water, sewer
 - Fire – City and County
 - EMS
 - Transportation
 - Planning and Development
- Website Visitor Sessions
- Website Visitor Stats
 - 291 sessions
 - 951 pageviews
 - 88% new visitors
- Social Media
 - 656 Facebook Followers
 - 95 Linked-In Followers
 - 366 Instagram Followers
 - 43 Twitter Followers
- Virtual Meetings & Events Attended
 - 5/12 – Tour Project Grace Site
 - 5/14 – Project Grace Community Meeting
 - 5/19-21 – GEDA Spring Workshop at Lake Lanier
 - 5/26 – EPTAHP Board Meeting
 - 6/4 – Putnam Board of Commissioners Meeting
- GEDA Spring Workshop – May 19-21, 2021 at Legacy Lodge at Lanier Islands
 - Attendance over 200 including State Project Managers
 - Topics include: Regionalism as an effective Strategy; Marketing your community; Workforce ideas that work; Challenges – workforce; Challenges in space; Recruitment; Project Location Case Study; Government Impace on Economic Development

Draft Minutes	Page 3 of 5	
June 8, 2021		

- Upcoming Meetings and Events
 - 6/11 – Project Grace Community Meeting
- Upcoming Events and Projects
 - Web Site review/revamp
 - Industrial Park Sign Program
 - Strategy Session facilitated by GA Power
 - GRAD Application

Regular Business

5. FY22 Budget

This item was moved to follow the Executive Session.

Other Business

6. Other Business

None

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. for Personnel and Litigation.

Motion made by Member Mangum, Seconded by Member Burns.

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

Meeting closed at approximately 5:08 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 Burns, Seconded by Member Mangum.

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

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

Draft Minutes	Page 4 of 5	
June 8, 2021		

Meeting reopened at approximately 5:24 p.m.

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

Motion to authorize the Chairman to proceed as discussed in Executive Session.

Motion made by Member Wojtas, Seconded by Member Mangum.

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

FY22 Budget

Chairman Rocker advised that he and EDD Topping will work on the proposed FY22 budget based on the Executive Session action. It will be circulated to all board members and turned in to the county by June 28th.

Closing

11. Adjournment

Chairman Rocker advised that the July meeting may need to be changed due to scheduling conflicts. He will get with everyone to check their calendars.

Motion to adjourn the meeting.

Motion made by Member Doolittle, Seconded by Member Mangum.

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

Meeting adjourned at approximately 5:28 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Walt Rocker III
Chairman

Draft Minutes	Page 5 of 5	
June 8, 2021		



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The draft minutes of the June 8, 2021 Executive Session are available for Board Member review in the Clerk’s office.

File Attachments for Item:

3. Approval of Financials - June 2021

Balance Sheet

As of June 30, 2021

	<u>Jun 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
10001 · Checking-FMB	451,009.10
10050 · One Georgia Funds	50.00
10300 · Certificate of Deposit 42072	110,240.31
10600 · Certificate of Deposit-24251	82,667.01
Total Checking/Savings	<u>643,966.42</u>
Other Current Assets	
11700 · CIP	25,357.50
12007 · Prepaid Insurance	3,896.00
Total Other Current Assets	<u>29,253.50</u>
Total Current Assets	<u>673,219.92</u>
Fixed Assets	
11100 · 10 ac. N. Park	200,000.00
11200 · 5 ac. N. Park	100,000.00
11225 · Land	19,106.00
11250 · Building-Tech College	1,000,000.00
11300 · Tech. College Property	455,962.60
11350 · Rock Eagle Land Improvements	660,561.00
11355 · Rock Eagle Rech. Accum Deprecia	-62,386.40
11500 · 142 Ac. Indust Blvd	300,000.00
11600 · 130 Ac. RE Tech. Park	1,029,600.00
11751 · building-Old Hotel	123,536.00
Total Fixed Assets	<u>3,826,379.20</u>
TOTAL ASSETS	<u>4,499,599.12</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
11360 · Accum Depr-Building	352,083.00
18050 · Accrued Payroll	667.00
Total Other Current Liabilities	<u>352,750.00</u>
Total Current Liabilities	<u>352,750.00</u>
Total Liabilities	352,750.00
Equity	
30000 · Opening Balance Equity	3,367,924.20
32000 · Unrestricted Net Assets	827,907.09
Net Income	-48,982.17
Total Equity	<u>4,146,849.12</u>
TOTAL LIABILITIES & EQUITY	<u>4,499,599.12</u>

Putnam Development Authority Profit & Loss YTD Comparison

June 2021

	Jun 21	Oct '20 - Jun 21
Income		
45000 · Interest	0.00	277.89
46400 · Other Types of Income		
46410 · County Funding	0.00	53,328.00
Total 46400 · Other Types of Income	0.00	53,328.00
Total Income	0.00	53,605.89
Expense		
62800 · Facilities and Equipment		
62820 · Electricity	46.65	441.94
62840 · Insurance	0.00	330.00
Total 62800 · Facilities and Equipment	46.65	771.94
63000 · Professional Fees		
63001 · Pat-Professional Services	2,700.00	57,120.00
63002 · Audrey-Professional Services	202.50	4,957.50
63003 · Accounting/Audit	100.00	700.00
Total 63000 · Professional Fees	3,002.50	62,777.50
64000 · Projects	17,095.00	17,095.00
65100 · Other Types of Expenses		
65105 · General Insurance	0.00	5,619.08
65107 · Postage	0.00	22.00
65134 · Legal	2,500.00	10,000.00
65135 · Travel	259.26	3,269.07
65137 · Education	0.00	137.00
65142 · Office and General Supplies	0.00	523.47
Total 65100 · Other Types of Expenses	2,759.26	19,570.62
65144 · Employee Expenses	0.00	2,373.00
Total Expense	22,903.41	102,588.06
Net Income	-22,903.41	-48,982.17

File Attachments for Item:

4. Executive Director's Report

Putnam Development Authority



ideas. development.. growth...

Economic Development Report

JULY 20, 2021



Business & Industry Company Contacts

❖ June 14 – Lunch Meeting (Putnam County)

- Andrew Capezzuto – Chief Administrative Officer, General Counsel (GDEcD)
- Candice Scott – Senior Project Manager, Region 6 (GDEcD)
- Brittany Young – Chief Operating Officer (GDEcD)

❖ July 8 – Lunch Meeting (Atlanta)

- E. Jane Carraway – Director – Life Sciences (GDEcD)
- Virginia Sengewald – Project Manager – Logistics, Energy, Agribusiness & Food Processing (GDEcD)
- Taylor Walden – Project Manager – Advanced Manufacturing (GDEcD)

❖ July 19 – Meeting (Putnam County)

- Ashley Holton – General Manager of Operations (UFP Eatonton, LLC)
 - Discussed opportunities for partnering with K-12 for Work Based Learning

❖ Multiple – Phone Calls

- Paul Simonton, PE – Owner (Simonton Engineering)
- Justin Echols, PE – Partner (Simonton Engineering)

❖ Multiple – Phone Calls

- Greg Boike – Director of Public Administration (Middle Georgia Regional Commission)

New Project Activity

❖ **Project Grill (DIRECT INQUIRY)**

- Company looking for space for manufacturing of restaurant equipment.
- Will create 50 jobs over 5 years.
- Company headquartered in Munich, Germany.
- Currently located in South Carolina and looking to relocate to Georgia.

Project Status

❖ Project Legacy

- Active Status: Private developer looking at Historic Hotel Eatonton. Prospect developing LOI. Investments and jobs TBD. Working with developer for 6+ months.

❖ Project Anchor

- Active Status: Private developer developing site for a lakefront hotel. Has hired a hotel consultant to identify potential hotel operators. 175 jobs; \$50MM investment.

❖ Project Solar

- On Hold

❖ Project Grace (Formerly Hand Up)

- Active status: Goodwill – Helms College in Middle GA and the CSRA has plans to make a \$6 million investment to build a multi-purpose center in the Lake Country. Local developer.

❖ Project Gum

- Active status: Existing manufacturing company looking to expand and add 45 jobs, investment to be determined. Looking at existing building or expanding current location. Monthly contact.

Miscellaneous Activities

❖ **OneGeorgia**

- With the wonderful help from Lynn Butterworth, it appears that we have satisfied all outstanding issues related to OneGeorgia. The MGRC requested some invoices and checks from years past that were unaccounted for and those have now been found and updated.

❖ **Internal Operations**

- Working diligently to familiarize myself with the administrative side. The searching required for the OneGeorgia program and for the GRAD program has been helpful in allowing me to dig into the file trees that Terry set up. I will be making changes as time progresses as to how this is organized.

❖ **Existing Industry**

- Beginning to set up meetings with existing industry contacts in the County. I want to be proactive in our outreach and work with these individuals so we can provide exceptional service.

❖ **Workforce**

- Will be meeting within the next few weeks with local CTAE Director at Putnam County High School and Chamber President to begin formulating some workforce strategies.

Meetings and Events Attended

❖ **July 2**

- Putnam County Board of Commissioners Meeting

Upcoming Meetings and Events

- ❖ **July 20**
 - Interfor
- ❖ **July 21**
 - EPTAH
- ❖ **August 6**
 - Putnam County Board of Commissioners

GRAD 'SELECT' UPDATE

- ❖ SECTION 1: Site Contact Information & Site Details – COMPLETE
- ❖ SECTION 2: Site Description – COMPLETE
- ❖ SECTION 3: Site Ownership & Terms – COMPLETE
- ❖ SECTION 4: Topographic Survey & Aerial Photography – COMPLETE (72 month window)
- ❖ SECTION 5: Zoning & Planning & Land Use Controls of Site – COMPLETE
- ❖ SECTION 6: Transportation Infrastructure – COMPLETE (180 day window)
- ❖ SECTION 7: Utilities – Energy – Telecom & Public Safety Services – COMPLETE (180 day window)
- ❖ SECTION 8: Wetlands & Other Aquatic Resources – COMPLETE (72 month window)
 - Study completed April 30, 2021
- ❖ SECTION 9: Geotechnical Investigation – COMPLETE (72 month window)
 - Study completed October 25, 2019
- ❖ SECTION 10: Phase I Environmental Assessment – COMPLETE (72 month window)
 - Study completed May 6, 2021
- ❖ SECTION 11: Historic Cultural Resources Studies & Endangered Species Report (72 month window)
 - Cultural Resources: N/A
 - Endangered Species Report: N/A

VOTE REQUIRED

Open Jobs in Region



❖ Baldwin County

- 1,665 job openings
- Retail / Registered Nurses / Truck Drivers

❖ Jones County

- 1,957 job openings
- Retail / Registered Nurses / Truck Drivers

❖ Putnam County

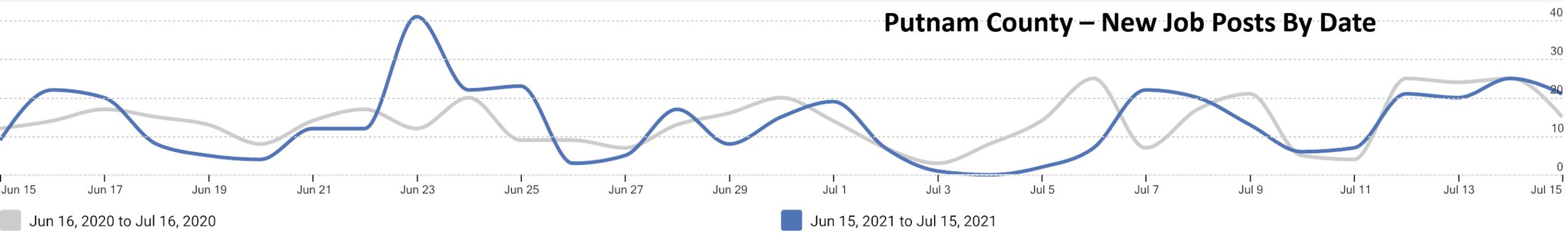
- 1,617 job openings
- Retail / Registered Nurses / Truck Drivers

❖ Twiggs County

- 608 job openings
- Stockers & Order Fillers / Retail / Registered Nurses

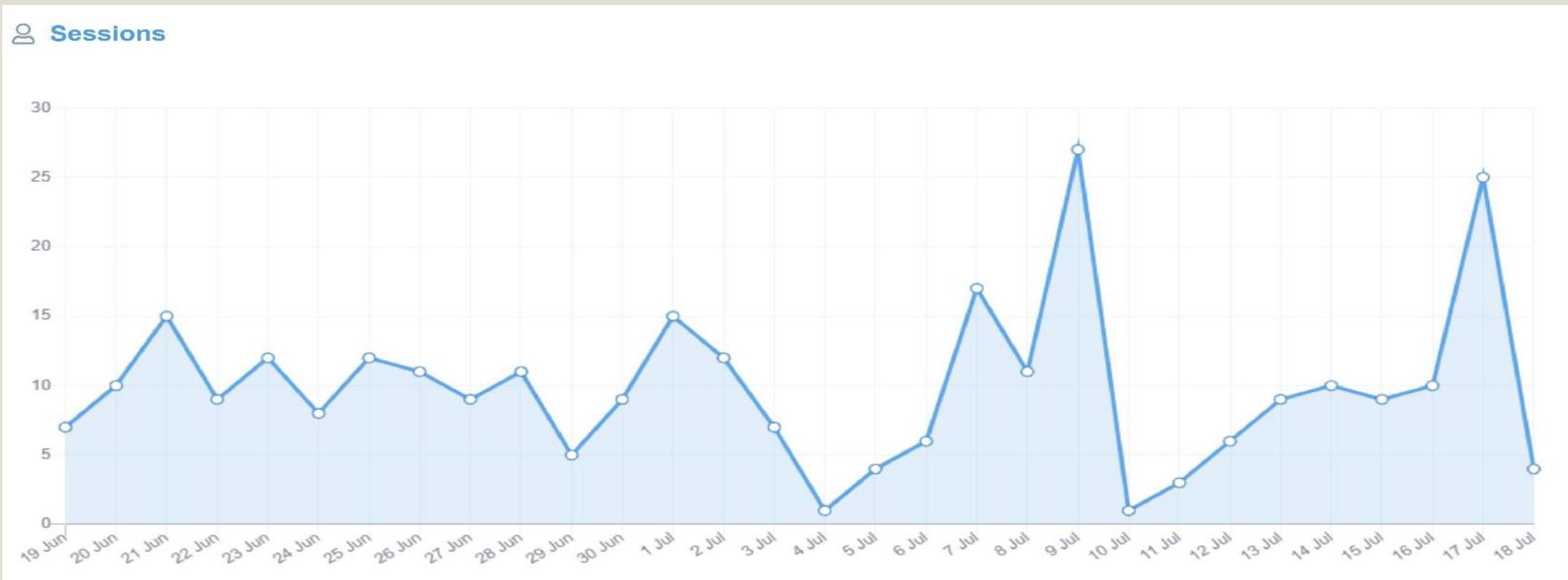
❖ Wilkinson County

- 1,512 job openings
- Retail / Registered Nurses / Stockers & Order Fillers



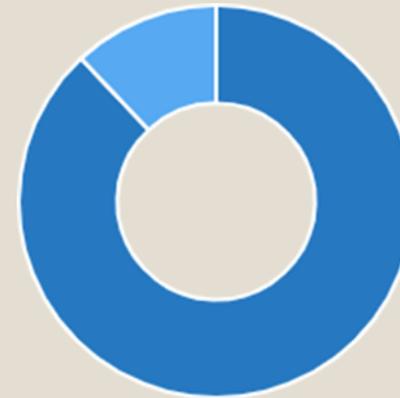
Source: JobsEQ®, Note: Data are subject to revision. Time series data can be volatile with trends unrelated to actual changes in demand; use with caution.

Website Visitor Sessions



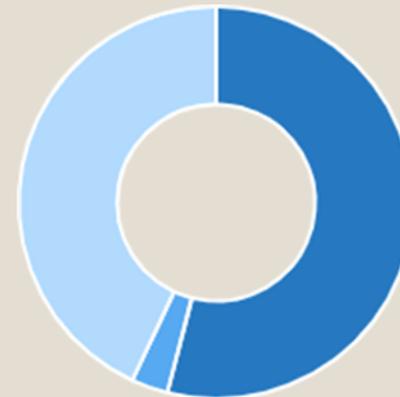
Website Visitor Stats

Sessions 295
Increase (-20%)



- New 90%
- Returning 10%

PageViews 855
Increase (-30%)



- Desktop 55%
- Tablet 1%
- Mobile 44%

Social Media



667 Facebook Followers (+11)



95 Linked-In Connections (+0)



381 Instagram Followers (+15)



43 Twitter Followers (+0)

Future Discussions / Planning

- ❖ **Strategic Planning**
- ❖ **Web Site Review**
 - Updated Data
 - Fresh Look
- ❖ **Branding**
- ❖ **Marketing**
 - Videos
- ❖ **Internal Operations**
 - Work with Finance Chair
- ❖ **South Industrial Park**
 - Industrial Boulevard Beautification
 - Signage – Industrial Boulevard
 - Signage – Old Milledgeville Road
- ❖ **Properties**
- ❖ **Workforce, Workforce, Workforce**

Questions?

Matt Poyner

Economic Development Director

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(478) 747-2219