



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

Agenda

Tuesday, December 14, 2021 ♦ 4:30 PM

Putnam County Administration Building – Room 204

Opening

1. Call to Order

Minutes

2. Approval of Minutes
 - a. November 9, 2021 Regular Meeting
 - b. November 9, 2021 Executive Session
 - c. November 17, 2021 Work Session

Financials

3. Approval of Financials - November 2021

Regular Business

4. Approval of 2022 PDA Meeting Schedule
5. Rebranding Session

Other Business

6. Other Business

Next Meeting Items

7. Next Meeting Items

Executive Session

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

Closing

11. 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. November 9, 2021 Regular Meeting
- b. November 9, 2021 Executive Session
- c. November 17, 2021 Work Session



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Minutes

Tuesday, November 9, 2021 ♦ 4:30 PM

Putnam County Administration Building – Room 204

The Putnam Development Authority met on Tuesday, November 9, 2021 at approximately 4:30 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
 Member Mylle Mangum
 Member John Wojtas

STAFF PRESENT

Attorney Kevin Brown
 Executive Director Matt Poyner
 County Clerk Lynn Butterworth

Opening

1. Call to Order

Chairman Rocker called the meeting to order at approximately 4:32 p.m.
 (Copy of agenda made a part of the minutes.)

2. Pace Program - Mr. Josh Sprayberry

Mr. Josh Sprayberry gave a brief overview of the PACE program and introduced Mr. Jared Schlosser, SVP-Head of Stonehill PACE. Mr. Schlosser gave a presentation explaining what is CPACE (Commercial Property Assessed Clean Energy), the advantages of CPACE, and the qualifications for CPACE. No action was taken.
 (Copy of presentation made a part of the minutes.)

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November 9, 2021		

Minutes

- 3. Approval of Minutes
 - a. October 12, 2021 Regular Meeting
 - b. October 12, 2021 Executive Session

Motion to approve the minutes of the October 12, 2021 Regular Meeting and Executive Session.

Motion made by Member Mangum, Seconded by Member Wojtas.

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

Financials

- 4. Approval of Financials
 - a. September 2021
 - b. October 2021

Motion to approve the September 2021 and October 2021 Financials.

Motion made by Member Wojtas, Seconded by Member Mangum.

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

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

Other Business

- 5. Other Business

Attorney Brown commented on the "Narrow Network" or "High Performance Network" of insurance benefit options presented by Capstone Benefits Consulting at the October meeting. He advised that it is within the PDA's constitutional authority, but would require someone to administrate it, which may not be cost effective. No action was taken.

Executive Director Poyner commented on the Tytan Strategic Plan for Enhancing the Image, Identity, and Brand for the PDA, which was emailed to members earlier in the week. He explained that it could be a big help in reaching the goals of the PDA and not many in the state have programs like this. No action was taken.

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

Chairman Rocker advised that the GDOT documents pertaining to the widening of Highway 441 have been executed. The PDA will receive \$25,000 to relocate the monument at Rock Eagle Technology Park.

Attorney Brown brought the revised bond resolution for Interfor; the original was at \$87M and has been changed to a \$130M cap.

Motion to adopt the bond resolution at \$130M for Interfor as discussed.

Motion made by Member Mangum, Seconded by Member Burns.

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

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November 9, 2021		

Next Meeting Items

6. Next Meeting Items
None

Executive Session

7. 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 and Litigation.

Motion made by Member Burns, Seconded by Member Wojtas.

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

Meeting closed at approximately 5:42 p.m.

8. 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 Wojtas.

Voting Yea: Chairman Rocker, Member Burns, Member Doolittle, Member Wojtas
(Member Mangum left the meeting at approximately 6:18 p.m.)
(Copy of affidavit made a part of the minutes.)

Meeting reopened at approximately 6:44 p.m.

9. Action, if any, resulting from the Executive Session
Item #1

Motion to authorize the Chairman to move forward and communicate on the deliverables for the real estate deal discussed in Executive Session.

Motion made by Member Wojtas, Seconded by Member Burns.

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

Item #2

Motion to enter into a purchase agreement (PSA) for the building as discussed in Executive Session.

Motion made by Member Burns, Seconded by Member Wojtas.

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

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Closing

10. Adjournment

Motion to adjourn the meeting.

Motion made by Member Burns, Seconded by Member Doolittle.

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

Meeting adjourned at approximately 6:47 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Walt Rocker III
Chairman

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The draft minutes of the November 9, 2021 Executive Sessions are available for Board Member review in the Clerk’s office.



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Work Session
Minutes
Wednesday, November 17, 2021 ♦ 9:00 AM
126 Cuscowilla Drive
Eatonton, GA 31024

The Putnam Development Authority met on Wednesday, November 17, 2021 at approximately 9:00 AM at Cuscowilla, 126 Cuscowilla Drive, Eatonton, Georgia.

PRESENT

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

ABSENT

Member John Wojtas

STAFF PRESENT

Executive Director Matt Poyner
 County Clerk Lynn Butterworth

OTHERS PRESENT

Georgia Power Community and Economic Development Manager Matt Forshee
 Georgia Department of Economic Development Sr. Project Manager Candice Scott

Opening

1. Call to Order

Chairman Rocker called the Planning Session to order at approximately 9:10 a.m. (Copy of agenda made a part of the minutes.)

Welcome & Overview

Executive Director Poyner welcomed everyone and introduced Mr. Matt Forshee, Georgia Power Community and Economic Development Manager.

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November 17, 2021		

Work Session

2. Strategic Planning

Mr. Forshee introduced himself and explained his goal is to help the PDA figure out where they want to go and how to get there.

Who Are We?

Mr. Forshee began with an overview of where Putnam County is today and presented a PowerPoint with the following topics: demographics for Putnam County and the Putnam Region (45-60 minute drivetime); population trends; educational attainment; labor force; labor force participation rates; unemployment by age; unemployment rates; job trends; largest industry sectors; top growing industry sectors; top industry location quotient; gross regional product; earnings per worker; commuting patterns of Putnam County; inflow/outflow: labor shed; inflow/outflow: commute shed.

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

Who Do We Want to Be?

The board discussed "who do we want to be?" and visioning. Thoughts included: elite community with restaurants and healthcare; need to be able to show possible businesses where they can recruit employees from; retirees with connections as a source for recruiting; need to be relevant; set up an economic board/foundation/corporation (invite specific people to be a part of it to bring ideas/connections); human capital; recruit support/feeder companies to help existing businesses (an existing industry survey as an action item for 2022).

Executive Director Poyner asked for a vote to approve the Tytan proposal on branding.

Motion to approve the Tytan Pictures Strategic Plan for Enhancing Image/Identity/Brand Contract Agreement.

Motion made by Member Mangum, Seconded by Member Burns.

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

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

2022 Goals?

Realistic goals to achieve in 2022:

- Marketing Plan – social media marketing plan; meeting with project managers
- Industrial Park Overview – current condition is unsightly; put plan together for Highway 441 curb cuts to landscape it and make it look nice; change main entrance to Highway 441
- Future Property Discussion – some plans in the works currently
- Workforce Engagement – high school; career paths; working with PCHS and plan to continue relationship
- Existing Industry – quarterly meetings with HR managers & plant managers, etc.; talk about the narrow network insurance option

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Working Lunch with Invited Guests

Recessed for lunch at approximately 11:45 a.m.

Present at lunch:

From PDA: Mylle Mangum, Lynn Butterworth, Matt Poyner, Matt Forshee, Candice Scott, Brice Doolittle, Patty Burns, Walt Rocker

From Tri-County EMC: Kim Broun

From BOC: Daniel Brown, Paul Van Haute, Billy Webster, Gary McElhenney

From City: Marie Rainey, Gary Sanders, Janie Reid, John Reid

From BOE: Steve Weiner, Simone Jones, Eric Arena, Carol Ann Guthrie

Executive Director Poyner welcomed everyone at approximately 12:15 p.m.

Ms. Carol Ann Guthrie gave the blessing.

Chairman Rocker thanked everyone for coming and explained how the economic development industry is changing, more so in the last 20 months than in the last 20 years and invited all to hear about the challenges and how the PDA is evolving.

Mr. Forshee introduced himself congratulated Putnam County for their strong leadership, both elected and appointed officials. He explained that development authorities used to be able to “stay in their lanes” and just recruit new industries but that is not the case anymore. Some of the challenges that haven’t been seen before include: 3% unemployment; employers can’t find workers and opportunities can’t grow without this. Mr. Forshee advised that today’s effort was not a completion, just a beginning, and input is needed and welcomed from other community leaders.

Review 2022 Goals with Guests

Executive Director Poyner recapped some of what was discussed in the planning session: looked at a one-year plan; website revision; rebranding the PDA (new logo, new contract with Tytan, trying to sell Eatonton/Putnam County); plans to be in Atlanta every month to meet with project managers; capture the connections of retirees living at the lake; work on the industrial park; workforce development (continue working with PCHS); existing industry (come together quarterly)

Chairman Rocker and Executive Director Poyner opened the floor for questions.

Following the question-and-answer session lunch was served and individual discussions continued at each table.

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November 17, 2021		

Closing

3. Adjournment

Chairman Rocker thanked everyone for attending and adjourned the Strategic Planning Session at approximately 1:42 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Walt Rocker III
Chairman

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November 17, 2021		

File Attachments for Item:

3. Approval of Financials - November 2021

Putnam Development Authority
Balance Sheet
 As of November 30, 2021

	Nov 30, 21
ASSETS	
Current Assets	
Checking/Savings	
10001 · Checking-FMB	283,379.89
10050 · One Georgia Funds	45.00
10300 · Certificate of Deposit 42072	110,240.31
10600 · Certificate of Deposit-24251	82,667.01
Total Checking/Savings	476,332.21
Other Current Assets	
11700 · CIP	25,357.50
12007 · Prepaid Insurance	3,896.00
Total Other Current Assets	29,253.50
Total Current Assets	505,585.71
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	3,826,379.20
TOTAL ASSETS	4,331,964.91
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
11360 · Accum Depr-Building	352,083.00
18050 · Accrued Payroll	667.00
Total Other Current Liabilities	352,750.00
Total Current Liabilities	352,750.00
Total Liabilities	352,750.00
Equity	
30000 · Opening Balance Equity	3,367,924.20
32000 · Unrestricted Net Assets	606,168.53
Net Income	5,122.18
Total Equity	3,979,214.91
TOTAL LIABILITIES & EQUITY	4,331,964.91

Putnam Development Authority
Profit & Loss YTD Comparison
 November 2021

	Nov 21	Oct - Nov 21
Income		
46400 · Other Types of Income		
46410 · County Funding	12,322.00	24,644.00
Total 46400 · Other Types of Income	12,322.00	24,644.00
Total Income	12,322.00	24,644.00
Expense		
62800 · Facilities and Equipment		
62820 · Electricity	98.25	98.25
62840 · Insurance	350.78	701.56
Total 62800 · Facilities and Equipment	449.03	799.81
64000 · Projects		
64001 · SIP Project	7,750.00	7,750.00
Total 64000 · Projects	7,750.00	7,750.00
65100 · Other Types of Expenses		
65105 · General Insurance	0.00	7,844.72
65110 · Advertising Expenses	875.00	875.00
65120 · Dues & Subscriptions	500.00	500.00
65134 · Legal	1,250.00	1,250.00
65135 · Travel	103.04	103.04
65137 · Education	350.00	350.00
65142 · Office and General Supplies	39.25	44.25
Total 65100 · Other Types of Expenses	3,117.29	10,967.01
66000 · Miscellaneous	0.00	5.00
Total Expense	11,316.32	19,521.82
Net Income	1,005.68	5,122.18

File Attachments for Item:

4. Approval of 2022 PDA Meeting Schedule



Putnam Development Authority

ideas. development.. growth...

2022 MEETING SCHEDULE

DATE	DAY	TIME
January 11, 2022	Tuesday	4:30 pm
February 8, 2022	Tuesday	4:30 pm
March 8, 2022	Tuesday	4:30 pm
April 12, 2022	Tuesday	4:30 pm
May 10, 2022	Tuesday	4:30 pm
June 14, 2022	Tuesday	4:30 pm
July 12, 2022	Tuesday	4:30 pm
August 9, 2022	Tuesday	4:30 pm
September 13, 2022	Tuesday	4:30 pm
October 11, 2022	Tuesday	4:30 pm
November 8, 2022	Tuesday	4:30 pm
December 13, 2022	Tuesday	4:30 pm

Regular meetings are scheduled to be held in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, GA

Approved by PDA _____