



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

Agenda

Monday, April 9, 2018 ♦ 9:00 AM

Putnam County Administration Building – Room 204

Opening

1. Call to Order

Minutes

2. Approval of Minutes - March 12, 2018

Financials

3. Approval of Financials - March 2018

Reports

4. Economic Development Director Report - April 2018

Regular Business

5. OneGeorgia Resolution
6. Updates on Cosmo, Aalto, Legacy, Manley, Universal Forest Products and Interfor
7. Status of the South Industrial Park, Rock Eagle Technology Park and a sewer project

Other Business

Closing

8. Adjournment

Backup material for agenda item:

2. Approval of Minutes - March 12, 2018



117 Putnam Drive ♦ Eatonton, GA 31024 ♦ Tel: 706-485-1884
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Minutes

Monday, March 12, 2018 ♦ 9:00 AM

Putnam County Administration Building – Room 204

The Putnam Development Authority met on Monday, March 12, 2018 at approximately 9:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia

PRESENT

Chairman Bill Sharp (via telephone)
Member Patty Burns
Member Joshua Daniel
Member Eugene Smith
Member Ed Waggoner

OTHERS PRESENT

Attorney Kevin Brown
Economic Development Director Terry Schwindler
County Clerk Lynn Butterworth

Opening

1. Call to Order

Vice Chairman Waggoner chaired the meeting due to Chairman Sharp's physical absence. He called the meeting to order at approximately 9:02 a.m. (Copy of agenda made a part of the minutes.)

Minutes

2. Approval of Minutes - February 12, 2018

Motion made by Member Smith, seconded by Member Burns, to approve the minutes of the February 12, 2018 regular meeting. Motion carried with Members Burns, Daniel, and Smith and Chairman Sharp voting yes.

Financials

3. Approval of Financials - February 2018

Motion made by Member Daniel, seconded by Member Smith, to approve the February 2018 Financials. Motion carried with Members Burns, Daniel, and Smith and Chairman Sharp voting yes. (Copy of financials made a part of the minutes.)

Reports

4. Economic Development Director Report - March 2018

EDD Schwindler reported the following: (copy of report made a part of the minutes)

- Website visitor sessions and pages viewed per session
- Website analytics
- Project status - 11 projects added
- Projects by Industry - 7 Commercial/Retail, 2 Distribution, 2 Film
- Project source – 3 local referral, 6 direct, 1 state, 1 existing industry
- Company relocated – JMA Office Solutions
- Company located – RTS Oconee Chauffeured Transportation
- Project update – Cosmo Cabinets – grand opening April 11
- Project update – Legacy Housing – 220 FTE
- Project update – ACE Hardware building – estimated completion May 2018
- Project update – Downtown sidewalk project completed
- Business & Industry contacts - 18 MTD, 41 YTD
- Social media - 273 likes on Facebook, 44 followers on LinkedIn
- Events attended and upcoming events
- Interfor Hiring Expo – February 13, 2018 – 170 job seekers
- Pittcon Conference – 13 leads
- UFP Job Fair – March 13, 2018
- PCHS Lunch and Learn planned for May
- SIP – received engineering report from Paul Simonton and sent to MGRC (they are working on grant to be submitted mid-April)

Regular Business

5. Adopt PDA 2018 Strategic Plan

Motion made by Member Smith, seconded by Member Daniel, to adopt the 2018 Strategic Plan as presented. Motion carried with Members Burns, Daniel, and Smith and Chairman Sharp voting yes. (Copy of plan made a part of the minutes.)

Other Business

None

Closing

6. Adjournment

Motion made by Member Daniel, seconded by Member Smith, to adjourn the meeting.

Motion carried with Members Burns, Daniel, and Smith and Chairman Sharp voting yes.

Meeting adjourned at approximately 9:56 a.m.

ATTEST:

Lynn Butterworth
County Clerk

Ed Waggoner
Vice-Chairman

Backup material for agenda item:

3. Approval of Financials - March 2018



Putnam County, GA

Income Statement 6

Account Summary

For Fiscal: 2018 Period Ending: 03/31/2018

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 101 - GENERAL FUND					
Expense					
101-75201-511100 Full-time Staff	65412	65412	7547.1	32704.12	32707.88
101-75201-512101 Insurance Benefits	7564	7564	623.58	3772.68	3791.32
101-75201-512201 Social Security	5004	5004	574.29	2483.49	2520.51
101-75201-512401 Retirement Contributions	6845	6845	0	3100	3745
101-75201-512701 Workers Compensation	215	215	0	207	8
101-75201-512901 Payroll Accrual	220	220	0	0	220
101-75201-521203 Legal Services	35000	35000	0	3850	31150
101-75201-521206 Accounting/Auditing	5500	5500	0	100	5400
101-75201-521220 Professional Services	20000	20000	0	0	20000
101-75201-521301 Computer Services	2600	2600	1746.75	2130.5	469.5
101-75201-522201 Building & Ground Services	3500	3500	0	0	3500
101-75201-522205 Equipment Services	300	300	0	47.73	252.27
101-75201-522321 Rental Expense	350	350	0	0	350
101-75201-523101 General Insurance	6500	6500	0	2345	4155
101-75201-523201 Telecommunications	1200	1200	74.05	444.09	755.91
101-75201-523215 Postage	100	100	0	67.29	32.71
101-75201-523301 Advertising	4500	4500	0	8.12	4491.88
101-75201-523401 Printing & Binding	500	500	0	0	500
101-75201-523501 Travel	6550	6550	636.13	1035.86	5514.14
101-75201-523601 Dues & Fees	2550	2550	0	250	2300
101-75201-523701 Education	2950	2950	749	1014	1936
101-75201-523920 Miscellaneous Services	1000	1000	0	0	1000
101-75201-531101 Office & General Supplies	550	550	0	232.1	317.9
101-75201-531110 Building & Ground Supplies	1500	1500	0	0	1500
101-75201-531231 Electricity	550	550	44.94	413.21	136.79
101-75201-531301 Meals For Special Events	1500	1500	0	390.89	1109.11
101-75201-531401 Books & Periodicals	50	50	0	59.95	-9.95
101-75201-531601 Small Equipment	1500	1500	0	836.64	663.36
Expense Total:	184010	184010	11995.84	55492.67	128,517.33
Fund: 101 - GENERAL FUND Total:	184010	184010	11995.84	55492.67	128,517.33
Total Surplus (Deficit):	-184010	-184010	-11995.84	-55492.67	-128,517.33

Putnam Development Authority

Balance Sheet

As of March 31, 2018

	<u>Mar 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
10001 · Checking-FMB	249,460.30
10050 · One Georgia Funds	50.00
10300 · Certificate of Deposit 42072	108,201.26
10600 · Certificate of Deposit-24251	81,890.80
Total Checking/Savings	<u>439,602.36</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>468,855.86</u>
Fixed Assets	
11100 · 10 ac. N. Park	200,000.00
11200 · 5 ac. N. Park	100,000.00
11250 · Building-Tech College	1,000,000.00
11300 · Tech. College Property	455,962.60
11350 · Building	660,561.00
11355 · Rock Eagle Rech. Accum Deprecia	-62,386.40
11400 · Mach & Equip (Haband)	350,000.00
11500 · 142 Ac. Indust Blvd	300,000.00
11600 · 130 Ac. RE Tech. Park	1,029,600.00
Total Fixed Assets	<u>4,033,737.20</u>
Other Assets	
12001 · Note Receivable-Lease Purch Aar	-46,572.39
12005 · Note Rec-Aaron	330,083.48
Total Other Assets	<u>283,511.09</u>
TOTAL ASSETS	<u><u>4,786,104.15</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
11360 · Accum Depr-Building	352,083.00
11420 · Accum Depr-Mach & Equip	350,000.00
18050 · Accrued Payroll	667.00
Total Other Current Liabilities	<u>702,750.00</u>
Total Current Liabilities	<u>702,750.00</u>
Total Liabilities	<u>702,750.00</u>
Equity	
30000 · Opening Balance Equity	3,367,924.20
32000 · Unrestricted Net Assets	656,245.18
Net Income	59,184.77
Total Equity	<u>4,083,354.15</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,786,104.15</u></u>

Putnam Development Authority
Reconciliation Detail
10001 · Checking-FMB, Period Ending 03/18/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						246,761.69
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	03/12/2018			X	2,698.61	2,698.61
Total Deposits and Credits					2,698.61	2,698.61
Total Cleared Transactions					2,698.61	2,698.61
Cleared Balance					2,698.61	249,460.30
Register Balance as of 03/18/2018					2,698.61	249,460.30
Ending Balance					2,698.61	249,460.30

Putnam Development Authority Reconciliation Detail

10050 · One Georgia Funds, Period Ending 03/15/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						50.00
Cleared Balance						50.00
Register Balance as of 03/15/2018						50.00
Ending Balance						50.00

Putnam Development Authority
Deposit Detail
March 2018

Type	Num	Date	Name	Account	Amount
Deposit		03/12/2018		10001 · Checking-FMB	2,698.61
				12001 · Note Receivable-Lease P...	-1,805.77
				45000 · Interest	-892.84
TOTAL					-2,698.61

Backup material for agenda item:

4. Economic Development Director Report - April 2018

Economic Development Director March Report

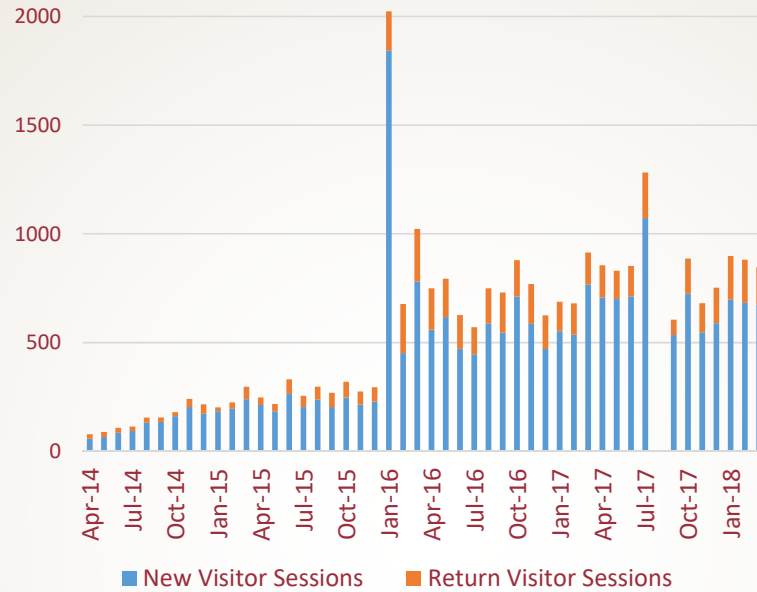
April 9, 2018



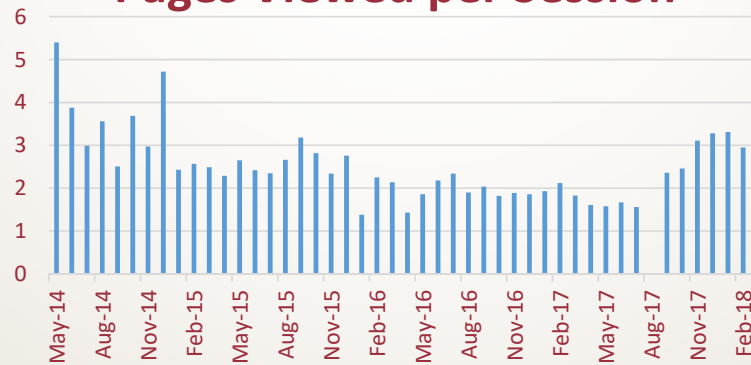
Putnam Development Authority

ideas. development.. growth...

Website Visitor Sessions



Pages Viewed per Session

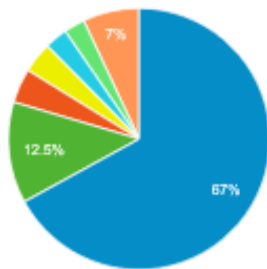


March Summary

Sessions	846
Users	706
New Visitor Sessions	674
Return Visitor Sessions	172
% New Sessions	87.4%
Page views	2460
US Pages per session	2.93
US Avg Session Duration	1:50
US Bounce Rate	16.75%

Website Analytics

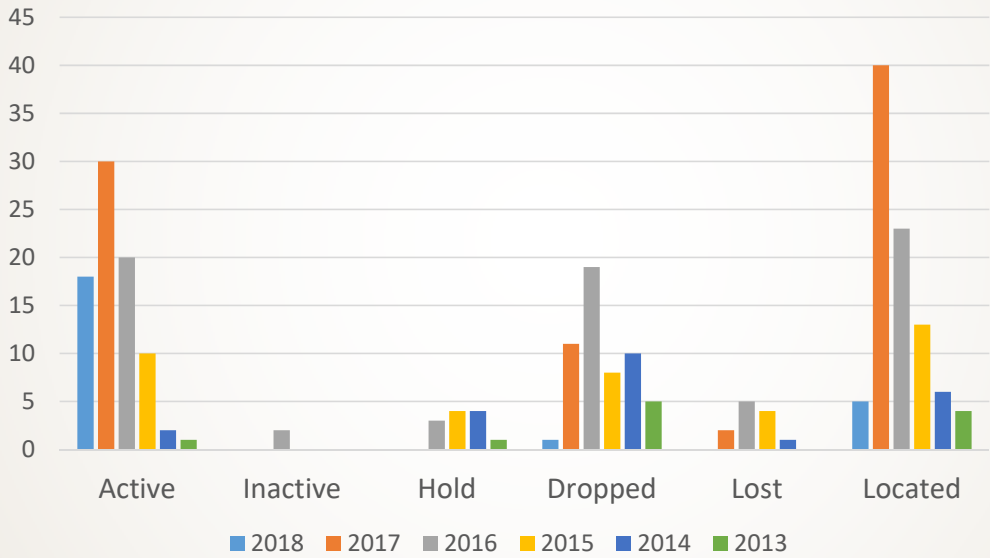
Sessions by Source



Source	Sessions
google	567
(direct)	106
georgiasourcecenter.com	36
eatonton.com	32
l.facebook.com	24
m.facebook.com	22
bing	18
yahoo	14
facebook.com	4
news.url.google.com	4

Page	Pageviews
/home	224
/index.php/2016/01/14/legacy-housin-g-ltd-now-hiring-employees-in-eatonton-ga/	178
/index.php/employment-opportunities/	125
/index.php/3078-2/	77
/index.php/2017/02/16/two-movies-expected-to-be-filmed-in-putnam/	76
/index.php/2017/08/24/cosmo-cabinets-leases-property-at-industrial-park/	63
/index.php/2015/10/23/memory-lane-classic-cars-museum-company-profile/	62
/index.php/2017/08/01/eatonton-residents-on-hgtv-tiny-house-show/	60
/index.php/2017/10/12/putnam-county-tsplost-faq/	44
/index.php/2018/01/30/company-profile-ms-stellas-welcomes-soul-food-love	41

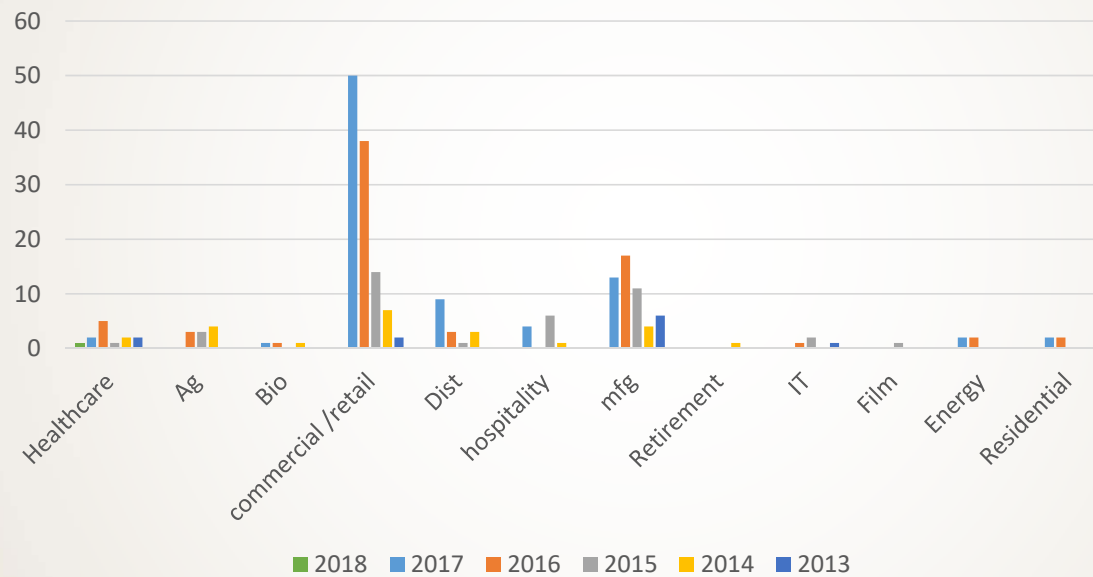
Project Status



Active	81
Inactive	2
Hold	12
Dropped	54
Lost	12
Located	91
Open Projects	95
TOTAL Projects	252

6 Projects Added

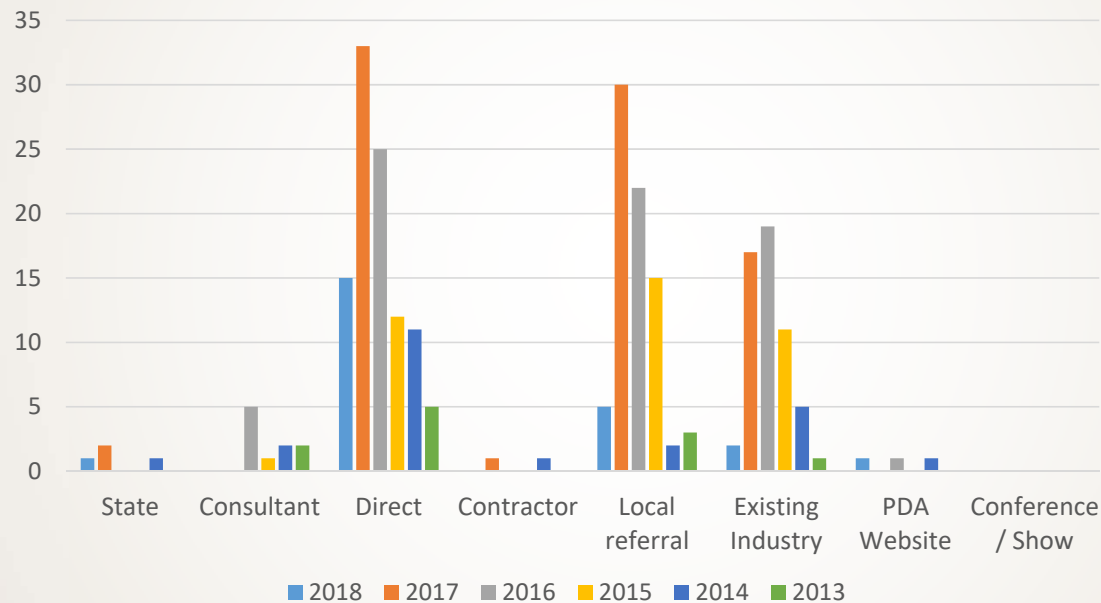
Projects by Industry



Healthcare	13
Ag	11
Bio	3
Commercial /Retail	127
Dist	18
Hospitality	11
Mfg	52
Retirement	1
IT	4
Film	3
Energy	4
Residential	5
Total	252

New (4 Commercial/Retail, 1 Manufacturing, 1 Residential)

Project Source



State	4
Consultant	10
Direct	101
Contractor	2
Local referral	77
Existing Industry	55
PDA Website	3
Conference /Trade Show	0
Total	252

New (1 local referral, 3 direct, 1 PDA website, 1 existing industry)

Company Located Frilli Frocks Boutique

113 S Jefferson Ave



Company Located
Kim and Lin Logan Real Estate

1028 Lake Oconee Parkway



Project Update

Medical Center at Harmony Crossing



Project Update ACE Hardware Building

estimated completion May 2018



Project Update EPWSA Perky Cap Lift Station Installation



Project Update Lakeview Senior Gardens

48 units (serving low income seniors at 50%-60% incomes)
Estimated completion October/November 2018



Business & Industry: 25 Company Contacts, 66 YTD

Name		Company	Topic
Aaron	Maden	J&A Cycles	discuss project
Lisa	Carson	Cosmo Cabinets	changed date of grand opening
Curt	Hodgson	Legacy Housing	business update
Ginette	Mohon	RTS Oconee	site visit
Alan	Deriso	Fowler Flemister	discussed workforce
Bill	Gower	Farmers & Merchants Bank	LOABA meeting
Linda	Moore	Farmers & Merchants Bank	LOABA meeting
Belinda	Crowe	Farmers & Merchants Bank	LOABA meeting
Sorne	Dresch	Ruffin Flag Company	site visit
Jim	Stone	Tytan	discussed prospective companies
Roxy	Stone	Tytan	discussed prospective companies
Walt	Rocker III	Tytan	discussed prospective companies
Erik	Haugen	Tytan	discussed prospective companies
Samantha	Wright	JMA Placement Inc.	discussed workforce
Brittany	Wright	JMA Placement Inc.	discussed workforce
Tim	Lowrimore	Interfor	discussed workforce
Lisa	Carson	Cosmo Cabinets	discussed workforce
Tim	McClelland	Bullseye Group	discussed company offerings
Rob	Zedey	RTS Oconee	discussed business liscense
Nicole	Hanson	UFP	UFP Job Fair
Mike	Crowley	Rockeagle Photography	discussed new company
Maddie	Ledford	Kim & Lin Logan Real Estate	site visit
Tammy	Joiner	Frilli Frocks Boutique	site visit
Steve	Mauro	Aalto Scientific	discussed workforce
Matt	Lindsey	Aalto Scientific	discussed workforce



Social Media

- 284 Likes on Facebook
- 44 Followers on Linked-In
- 49 Followers on Instagram
- 13 Followers on Twitter



Events Attended

Mar 19	GEDA Rock Star Luncheon
Mar 21	EPTAH Meeting
Mar 23	UFP Job Fair
Mar 27	Georgia Production Partnership Meeting
Apr 3	LOABA Meeting
Apr 6	BOC Meeting

Georgia Production Partnership Meeting - Mar 27th

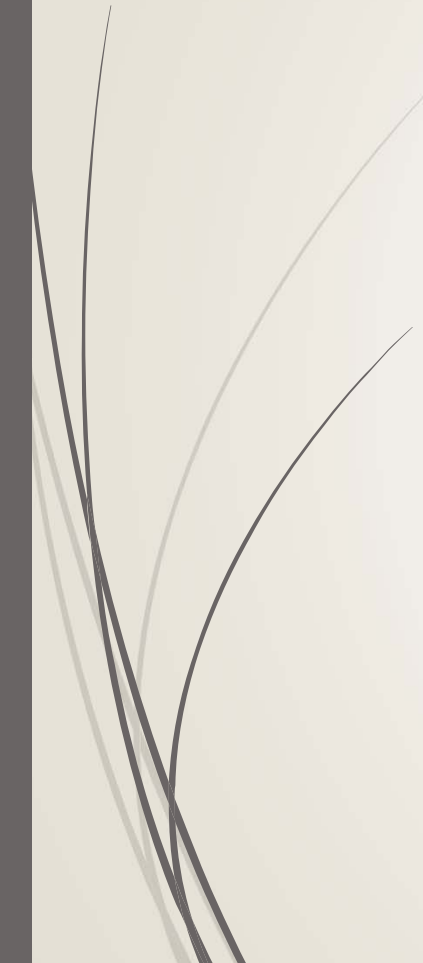
Key take-aways:

- Submit unique filming locations to Reel-Scout Database
- Need support of the community & leadership
- Work as a team
- Be flexible - being too restrictive gets you black-listed
- Post film ordinance on websites (County, City, CoC, PDA)
- Promote local productions on social media, have local “selfie sites”, sell promotional items in local stores, etc.
- Georgia Film Academy has 14 locations including Georgia College
- Film tax credits have a 5 year carry forward





Upcoming Events

- 
- Apr 11 Cosmo Cabinets Grand Opening @ 10:00am
 - Apr 12 JMA Office Solutions Ribbon Cutting @ 5:00pm
 - Apr 16 GEDA Luncheon
 - Apr 18 EPTAH Meeting
 - Apr 18 EPSWA Meeting
 - Apr 19 Georgia Ag Resources Roadshow
 - Apr 19 CGTC Job*Fest 2018 1:00pm-4:00pm
 - Apr 26 Interfor Hiring Expo @ The Plaza Arts Center 2:00-7:00pm
 - May 1 LOABA Meeting
 - May 4 BOC Meeting
 - May 8 Business & Industry Meeting @PCHS 10:00am-1:00pm

CGTC Job*Fest
April 19, 2018
1:00pm-4:00pm

CENTRAL GEORGIA TECHNICAL COLLEGE PRESENTS

JOB * FEST

A PUTNAM COUNTY COMMUNITY JOB FAIR

THURSDAY, APRIL 19
1:00 PM - 4:00 PM

CGTC PUTNAM COUNTY CENTER
580 JAMES MARSHALL BYPASS
EATONTON, GA 31024
WWW.CENTRALGATECH.EDU

FOR INFORMATION CONTACT:
MS. CARRIE DIETRICH | 706.923.5000
MS. DESNA TOLIVER | 478.476.5145

CENTRAL GEORGIA
cgtc
TECHNICAL COLLEGE

A UNIT OF THE TECHNICAL COLLEGE SYSTEM OF GEORGIA
EQUAL OPPORTUNITY INSTITUTION



Interfor Hiring Expo @ The Plaza Arts Center
Thursday April 26th 2pm-7pm



Interested in a manufacturing career?

Interfor is looking to fill multiple positions at our Eatonton location.

Hiring Expo

Production, Maintenance & Electricians

Thursday April 26th 2pm-7pm

The Plaza Arts Center

305 N Madison Ave, Eatonton, GA

Georgia Ag Resources Roadshow

April 19th in Macon

This event will provide a high-level overview of the resources the State of Georgia has to offer for agribusiness economic development. Hosted by Georgia Center of Innovation for Agribusiness.





Putnam Development Authority

... development... growth...

Business & Industry Meeting
(Lunch Included)

Topic:

***Workforce Resources
for Your Business***

May 8, 2018

10:00am-1:00pm

@

Putnam County High School

300 War Eagle Drive

Eatonton, GA 31024

Agenda

10:00am-10:30am Networking with Local Businesses & Partners

10:30am-10:45am Introductions

10:45am-11:45am Presentations:

Putnam County High School

WorkSource Georgia

Georgia Department of Labor

Central Georgia Technical College

11:45am-12:15pm Tour of PCHS College & Career Academy

12:15pm-1:00pm Lunch

Backup material for agenda item:

5. OneGeorgia Resolution



Putnam Development Authority

ideas. development.. growth...

A RESOLUTION OF THE PUTNAM DEVELOPMENT AUTHORITY TO APPLY FOR EQUITY PROGRAM FUNDING FROM THE ONEGEORGIA AUTHORITY

WHEREAS, the Putnam Development Authority is duly constituted under the laws of Georgia; and
WHEREAS, it is the intention of the Putnam Development Authority to develop opportunities for the public good and general welfare of the citizens of Putnam County; and

WHEREAS, it is necessary to enhance the development capacity of the South Eatonton-Putnam Industrial Park through infrastructure improvements to create new and expanded opportunities for the development of trade, commerce, industry, and employment; and

WHEREAS, said infrastructure improvements will promote the public good and welfare of Putnam County, and the State of Georgia; and

WHEREAS, the project will increase private investment and employment opportunities within the territorial areas of the Putnam Development Authority; and

WHEREAS, the OneGeorgia Authority's Equity Fund has been identified as an appropriate source of funding assistance for the project; and

WHEREAS, OneGeorgia Authority's Equity Fund assistance will be combined with other resource commitments, all pledged towards the successful development of water, sewer, and roadway infrastructure at the South Eatonton-Putnam Industrial Park; and

WHEREAS, the project will not be possible without Equity Fund assistance from the OneGeorgia Authority; and

WHEREAS, the Chairman of the Putnam Development Authority is hereby authorized to execute all documents pertinent to the OneGeorgia Authority Equity Fund Application.

NOW, THEREFORE, BE IT RESOLVED BY THE PUTNAM DEVELOPMENT AUTHORITY that it will move forward with due diligence to prepare, or have prepared, appropriate documentation required for a formal OneGeorgia Authority Equity Fund application to be submitted in a timely manner to the OneGeorgia Authority.

BE IT FURTHER RESOLVED that the Putnam Development Authority has already contributed \$36,270 towards the project and will contribute \$400,000 in matching funds for engineering services and other costs from the designated SPLOST dollars.

THIS RESOLUTION is made on the 9th day of April 2018 by the Putnam Development Authority.

(Seal)

By: _____

B.W. "Bill" Sharp, Chairman

Attest: _____

Terry Schwindler, Economic Development Director