
Agenda
Tuesday, March 11, 2025 ♦ 1:00 PM
107 S. Jefferson Avenue, Eatonton, GA 31024

Opening

1. Call to Order

Minutes

2. Approval of Minutes - February 11, 2025 Regular Meeting

Financials

3. Approval of Financials - February 2025

Reports

4. Economic Development Director Report

Regular Business

None

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 706-485-1877 to allow the Authority to make reasonable accommodations for those persons.

File Attachments for Item:

2. Approval of Minutes - February 11, 2025 Regular Meeting



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

Minutes
Tuesday, February 11, 2025 ◊ 1:00 PM
107 S. Jefferson Avenue, Eatonton, GA 31024

The Putnam Development Authority met on Tuesday, February 11, 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 1:00 p.m.
(Copy of agenda made a part of the minutes.)

Minutes

2. Approval of Minutes - January 14, 2025
Motion to approve the January 14, 2025 Regular Meeting Minutes.
Motion made by Member Mangum, Seconded by Member Doolittle.
Voting Yea: Chairman Rocker, Member Doolittle, Member Mangum, Member Wojtas (Member Burns stepped out.)

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Financials

3. Approval of Financials - January 2025

Member Burns reviewed the financials.

Motion to approve the January 2025 Financials.

Motion made by Member Wojtas, Seconded by Member Doolittle.

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)

- Administration
 - Transfer funds
 - Audit process
 - Member Burns’ term on the board expires May 1, 2025
- Business & Industry Company Contacts
 - Business Expansion
 - Accolades
- Workforce Development
 - Putnam College & Career Academy
 - MGEA
- Marketing & Branding
 - Office
 - Marketing
- Project Status
 - Project activity
- Rock Eagle Technology Park
- South Industrial Park
 - Property overview

Executive Director Poyner provided a quote for the outside sign of \$4,298.40 and advised that this is the last thing needed to complete the office. Member Wojtas commented that the quote seemed expensive and recommended contacting the high school and seeing if the welding students can make one out of metal. No action taken.

Regular Business

5. Ratification of Surveyor quote of \$7500 to subdivide two 10 acre parcels in the South Industrial Park

Motion to ratify the Surveyor quote of \$7500 to subdivide two 10 acre parcels in the South Industrial Park.

Motion made by Member Mangum, Seconded by Member Doolittle.

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

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Other Business

6. Other Business

Chairman Rocker gave a brief recap of the February 7, 2025 Board of Commissioners meeting and the discussion of the Memorandum of Understanding between the PDA and Harmony Road GA, LLC. The county declined to sign the acknowledgement of the MOU and Commissioner Garrett moved to hold three townhall meetings-one in March, one in April, and one in May.

BOC Chairman Bill Sharp was present and explained that the MOU had too many errors. He also listed the items most mentioned by the public: 1) square footage of homes – the MOUS says 500 square feet, but Southeastern says the smallest apartment will be 896 square feet; 2) the MOU lists job creation as 2-3 jobs when reality will be between 50-70 jobs – Attorney Brown advised that 50-70 jobs would not be for the residential portion; 3) the MOU calls for a \$100M bond, but the developer says \$60M is more accurate – Attorney Brown advised that the amount of the bond will always be greater than the amount of project, in order to allow for rising costs; 4) 20 year bond term is too long – Chairman Sharp asked if they would be willing to negotiate to 15 years.

Member Mangum advised that industrial bonds, and how they work, needed to be explained to the public because it is an unusual method that most people are not familiar with.

Member Wojtas advised that the abatement needed to be explained better too because although the abatement is 20 years, the term is 24 years because the abatement does not start until after they get their Certificate of Occupancy.

Chairman Rocker advised that the PDA got involved with the project to lower the density of homes and have more control over project.

No action was taken.

Member Mangum left at approximately 2:42 p.m.

Member Doolittle left at approximately 2:47 p.m.

Next Meeting Items

7. Next Meeting Items

None

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Closing

8. Adjournment

Motion to adjourn the meeting.

Motion made by Member Wojtas, Seconded by Member Burns.

Voting Yea: Chairman Rocker, Member Burns, Member Wojtas

Meeting adjourned at approximately 3:23 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Walt Rocker III
Chairman

File Attachments for Item:

3. Approval of Financials - February 2025

Putnam Developmental Authority

Balance Sheet As of February 28, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10000 Checking	0.00
10001 Checking-FMB	62,448.85
10002 New checking FMB	1,500.00
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	49,982.45
10900 Certificate of Deposit 1	200,000.00
Total Bank Accounts	\$313,931.30
Accounts Receivable	
11005 Lease Receivable-State Properties Commission	153,505.16
Total Accounts Receivable	\$153,505.16
Other Current Assets	
11605 Due from Others	0.00
11700 CIP	0.00
12007 Prepaid Insurance	3,896.00
Total Other Current Assets	\$3,896.00
Total Current Assets	\$471,332.46
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
11750 S Jefferson Avenue	0.00
11751 building-Old Hotel	0.00
15000 Furniture and Equipment	0.00
Total Fixed Assets	\$0.00

Putnam Developmental Authority

Balance Sheet As of February 28, 2025

	TOTAL
Other Assets	
12001 Note Receivable-Lease Purch Aar	0.00
12005 Note Rec-Aaron	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$471,332.46
<hr/>	
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	0.00
Total 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	153,789.45
Total Other Current Liabilities	\$153,789.45
Total Current Liabilities	\$153,789.45
Total Liabilities	\$153,789.45
Equity	
30000 Opening Balance Equity	-315,511.47
31000 Restricted Net Assets	0.00
32000 Unrestricted Net Assets	690,917.04
Net Income	-57,862.56
Total Equity	\$317,543.01
TOTAL LIABILITIES AND EQUITY	\$471,332.46

Putnam Developmental Authority

Profit and Loss YTD Comparison February 2025

	TOTAL	
	FEB 2025	OCT 2024 - FEB 2025 (YTD)
Income		
46400 Other Types of Income		
46410 County Funding	10,000.00	50,000.00
46450 Lease payments		14,000.00
Total 46400 Other Types of Income	10,000.00	64,000.00
Total Income	\$10,000.00	\$64,000.00
Expenses		
62800 Facilities and Equipment		
62820 Electricity		446.94
62830 Repairs & Maintenance		496.00
62840 Insurance		
62841 Auto Owners Insurance	342.00	342.00
62842 General Insurance		2,677.00
Total 62840 Insurance	342.00	3,019.00
Total 62800 Facilities and Equipment	342.00	3,961.94
63000 Professional Fees		
63003 Accounting/Audit		1,195.50
63004 Executive Director		5,774.82
63005 County Clerk		4,712.28
63006 Legal Fees	3,811.64	5,123.28
Total 63000 Professional Fees	3,811.64	16,805.88
65100 Other Types of Expenses		
65106 Telecommunications		456.15
65110 Advertising Expenses	4,835.00	29,458.32
65142 Office and General Supplies		290.46
65154 Utilities	359.36	1,583.20
65154a IT	152.05	2,327.33
Total 65154 Utilities	511.41	3,910.53
65155 Bank Service Charges		35.85
Total 65100 Other Types of Expenses	5,346.41	34,151.31
65136 Travel/ Meals		1,339.57
65144 Employee Expenses		
65145 Full Time Staff Salaries	5,574.82	16,724.46
65146 Part Time Salaries		4,086.00
65152 Payroll Taxes	3,602.36	17,611.80
Total 65144 Employee Expenses	9,177.18	38,422.26
66000 Miscellaneous	21,606.78	21,606.78
68000 Payroll Expense		5,574.82
Total Expenses	\$40,284.01	\$121,862.56
NET OPERATING INCOME	\$ -30,284.01	\$ -57,862.56
NET INCOME	\$ -30,284.01	\$ -57,862.56

File Attachments for Item:

4. Economic Development Director Report



MARCH 11, 2025

Administrative

- Six-month CD's have been set up at FMB with funds transferred from Peoples Bank. One CD has \$200,000 and the other one was rolled over from the previous six-month rate, \$51,307.22 is in that CD. The balance of funds were deposited into the Operating account.
- A new account has been set up at FMB with proceeds from the sale of 10 acres in the South Industrial Park to ER Snell (\$430,084.50). This account will be our Capital Improvements account for projects/improvements/land acquisition/etc. Will be setting up three additional CD's at \$50,000 per CD from this account.
- Audit process is finished with McNair, McLemore & Middlebrooks. Patty Burns and Rebekah Coker (bookkeeper) joined me for a conference call with auditor to discuss report. Main takeaway from audit is the PDA needs to be on an accrual versus a cash accounting system. Cash accounting recognizes revenue and expenses only when money changes hands, but accrual accounting recognizes revenue when it's earned, and expenses when they're billed (but not paid) per governmental standards.

Business & Industry Company Contacts

- **Business Expansion:**
 - Candice Scott and I had meetings set up this week to meet with industry representatives in the community, but her mother passed away unexpectedly last week so we will reschedule when she is able.

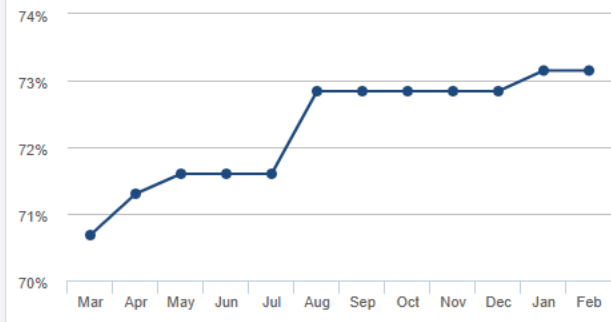
Workforce Development

■ Putnam College & Career Academy:

- Working with Director of Career Academy to set up opportunities for students to sit for the ACT WorkKeys assessment.

Percentage Of Goals Complete

Putnam County March 31, 2024 - February 28, 2025



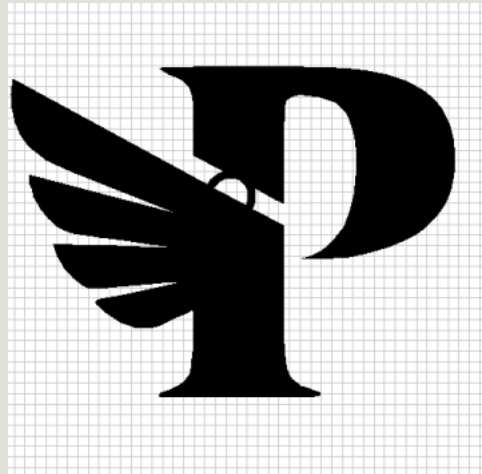
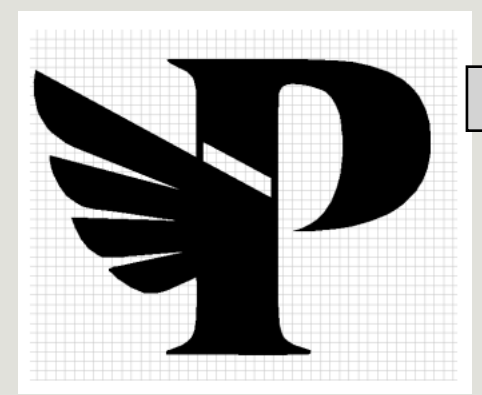
Goals

Workforce	Goal	Actual	
Emerging:	137	68	
Current:	86	81	
Transitioning:	78	75	
Employers:	23	13	

Employer	Contact	# of Employees
Middle Georgia Consortium	Paul Allen	5-99
Putnam Development Authority	Matt Poyner	0-4
Marble Works	Brett Mauldin	5-99
Stair South Inc.	Trina Dennis	5-99
Perdue Farms inc.	Maria Rivera	1000+
Robins Air Force Base	Timothy (Sr.) Houey	1000+
Freudenberg Performance Materials LP	Marchello Baine	100-499
Georgia Power Company	Amber Bailey	100-499
California Cereal Products Inc.	Dulce Cuellar	5-99
YKK - USA	Juanita Wilson	5-99
Collins Manufacturing	Vicki Hays	5-99
Georgia Power Company	Amber Bailey	5-99
Frito-Lay	Daniel Parfitt	1000+

Marketing & Branding

- **Office:**
 - Career Academy has agreed to build our new sign for the exterior of the building. They provided three concepts for your review.
- **Marketing:**
 - Working with Tytan Pictures to set up a feature where the PDA will be explaining our focus and mission to the public to provide engagement and more importantly, an understanding of what the PDA does for the community.
 - Will be engaging web provider to tweak and update our website.



Project Status

- **Project Activity:**

- ER Snell project closed on February 28th.
- Surveyors have been on site for additional 10 acre tracts to have parceled out. Expecting the surveys within the week and will forward along to chemical manufacturing company to begin process to close on these properties.

Rock Eagle Technology Park

- **Miscellaneous:**
 - ER Snell thinks they'll be off of the site by the summer.

South Industrial Park

- **Property Overview:**
 - Work is ongoing to finalize existing projects.
 - After the sale of these parcels, we need to discuss signage and improvements to the aesthetics of the Park as well as what to do with the 8-acre site.

Questions?

Matt Poyner

Director

mpoyner@putnamforward.dev

(478) 747-2219