



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

Agenda

Monday, December 9, 2019 ◊ 9:00 AM

Putnam County Administration Building – Room 204

Opening

1. Call to Order

Minutes

2. Approval of Minutes
 - a. November 8, 2019 Regular Meeting
 - b. November 8, 2019 Executive Session

Financials

3. Approval of Financials - November 2019

Regular Business

4. Discuss Soil Testing Report
5. Approval of 2020 PDA Meeting Calendar
6. Removal of Terry Schwindler from the signatures on file at Farmers and Merchants Bank
7. Discussion and possible action concerning damaged gate at Rock Eagle Technology Park
8. Discuss Economic Development Research Opportunity
9. Discuss Staffing Options

Other Business

10. Other Business

Next Meeting Items

11. Next Meeting Items

Executive Session

12. Enter Executive Session as allowed by O.C.G.A. 50-14-4, if necessary, for Personnel, Litigation or Real Estate
13. Reopen Meeting and Execute Affidavit Concerning the Subject Matter of the Closed Portion of the Meeting
14. Action, if any, Resulting from the Executive Session

Closing

15. 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.

Item Attachment Documents:

- 2. Approval of Minutes
 - a. November 8, 2019 Regular Meeting
 - b. November 8, 2019 Executive Session

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 prior to the start of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

Item #2.



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

Minutes

Friday, November 8, 2019 ♦ 9:00 AM

Putnam County Administration Building – Room 204

The Putnam Development Authority met on Friday, November 8, 2019 at approximately 9:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia.

PRESENT

Chairman Ed Waggoner
Member Patty Burns
Member Walt Rocker III

ABSENT

Member Eugene Smith
Member John Wojtas

OTHERS PRESENT

Attorney Kevin Brown
County Clerk Lynn Butterworth

Opening

1. Call to Order

Chairman Waggoner called the meeting to order at approximately 9:00 a.m.
(Copy of agenda made a part of the minutes.)

Minutes

2. Approval of Minutes

- a. October 11, 2019 Regular Meeting
- b. October 11, 2019 Executive Session

Motion to approve the October 11, 2019 Regular Meeting and Executive Session minutes.

Motion made by Member Rocker, Seconded by Member Burns.

Voting Yea: Chairman Waggoner, Member Burns, Member Rocker

Financials

3. Approval of Financials - October 2019

Motion to approve the October 2019 Financials.

Motion made by Member Burns, Seconded by Member Rocker.

Voting Yea: Chairman Waggoner, Member Burns, Member Rocker

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

Regular Business

4. Discuss soil testing report

No report available yet. No action was taken.

5. Discuss CDs

Attorney Brown will get some information on possible CD options. No action was taken.

6. Discuss Audit

Motion to initiate an audit.

Motion made by Member Rocker, Seconded by Member Burns.

Voting Yea: Chairman Waggoner, Member Burns, Member Rocker

7. Gate at Rock Eagle Technology Park

Mr. Pat Hayes with ACS contacted some of the board members. His wife works at Rock Eagle Technology Park and the wind blew the entrance gate into her car, causing \$4000-6000 worth of damage. Attorney Brown recommended having them turn the claim into their insurance and letting the insurance company pursue. It could be PDAs responsibility, as owner of the gate or it could be Aalto's responsibility, since they are responsible for opening and closing the gate. The gate will also need to be repaired or replaced. The PDA could offer to pay for Mr. Hayes' deductible, however, if it's not our fault and we pay for the damages, it could be considered a gratuity.

Motion to pay the deductible for Mr. Pat Hayes and advise him to submit the claim to his insurance.

Motion made by Member Rocker, Seconded by Member Burns.

Voting Yea: Chairman Waggoner, Member Burns, Member Rocker

Other Business

8. Other Business

Member Rocker gave an update on the Pex Theater: demolition has begun - the interior will be demolished and the exterior will be renovated with a new marquee. He also advised that the City of Eatonton has been awarded a Rural Zone Designation. Eatonton is one of 25 cities in the state to get this designation. It is good for a five-year period starting in 2020 and going to the end of 2024. Businesses within the designated zone can get a Job Tax Credit, an Investment Credit, and a Rehabilitation Credit.

Next Meeting Items

9. Next Meeting Items

Soil Testing Report, if available

Executive Session

10. 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 personnel.

Motion made by Member Rocker, Seconded by Member Burns.

Voting Yea: Chairman Waggoner, Member Burns, Member Rocker

Meeting closed at approximately 9:25 a.m.

11. 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 Rocker, Seconded by Member Burns.

Voting Yea: Chairman Waggoner, Member Burns, Member Rocker

Meeting reconvened at approximately 10:25 a.m.

12. Action, if any, Resulting from the Executive Session

No action was taken.

Closing

13. Adjournment

Motion to adjourn the meeting.

Motion made by Member Rocker, Seconded by Member Burns.

Voting Yea: Chairman Waggoner, Member Burns, Member Rocker

Meeting adjourned at approximately 10:26 a.m.

ATTEST:

Lynn Butterworth
County Clerk

Ed Waggoner
Chairman



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The draft minutes of the November 8, 2019 Executive Session are available for Board Member review in the Clerk’s office.

Item Attachment Documents:

3. Approval of Financials - November 2019

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 request accommodations regarding the accessibility of the meeting or the facilities are required to contact the ADA Compliance Officer, at least three business days prior to the start of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

Item #3.



Putnam County, GA

Income Statement 8

Account Summary

For Fiscal: 2020 Period Ending: 11/30/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 101 - GENERAL FUND						
Expense						
101-75201-511100	Full-time Staff	68,139.00	68,139.00	4,816.36	10,419.20	57,719.80
101-75201-512101	Insurance Benefits	7,890.00	7,890.00	635.91	1,279.17	6,610.83
101-75201-512201	Social Security	5,213.00	5,213.00	368.46	794.25	4,418.75
101-75201-512401	Retirement Contributions	8,850.00	8,850.00	885.00	1,770.00	7,080.00
101-75201-512701	Workers Compensation	220.00	220.00	0.00	0.00	220.00
101-75201-512901	Payroll Accrual	425.00	425.00	0.00	0.00	425.00
101-75201-521203	Legal Services	20,000.00	20,000.00	0.00	1,250.00	18,750.00
101-75201-521206	Accounting/Auditing	6,500.00	6,500.00	0.00	0.00	6,500.00
101-75201-521220	Professional Services	20,000.00	20,000.00	0.00	7,415.00	12,585.00
101-75201-521301	Computer Services	4,489.00	4,489.00	69.00	138.00	4,351.00
101-75201-522201	Building & Ground Services	5,000.00	5,000.00	0.00	0.00	5,000.00
101-75201-522205	Equipment Services	500.00	500.00	0.00	13.98	486.02
101-75201-522321	Rental Expense	1,028.00	1,028.00	0.00	0.00	1,028.00
101-75201-523101	General Insurance	6,900.00	6,900.00	0.00	0.00	6,900.00
101-75201-523201	Telecommunications	1,500.00	1,500.00	87.70	175.40	1,324.60
101-75201-523215	Postage	250.00	250.00	0.00	0.00	250.00
101-75201-523301	Advertising	24,000.00	24,000.00	0.00	280.84	23,719.16
101-75201-523401	Printing & Binding	1,500.00	1,500.00	0.00	0.00	1,500.00
101-75201-523501	Travel	6,150.00	6,150.00	0.00	6.00	6,144.00
101-75201-523601	Dues & Fees	3,000.00	3,000.00	0.00	265.00	2,735.00
101-75201-523701	Education	4,400.00	4,400.00	0.00	0.00	4,400.00
101-75201-523920	Miscellaneous Services	20,000.00	20,000.00	0.00	0.00	20,000.00
101-75201-531101	Office & General Supplies	600.00	600.00	0.00	0.00	600.00
101-75201-531110	Building & Ground Supplies	2,000.00	2,000.00	0.00	0.00	2,000.00
101-75201-531231	Electricity	1,500.00	1,500.00	48.05	95.51	1,404.49
101-75201-531301	Meals For Special Events	2,500.00	2,500.00	0.00	81.53	2,418.47
101-75201-531401	Books & Periodicals	250.00	250.00	0.00	0.00	250.00
101-75201-531601	Small Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00
	Expense Total:	225,304.00	225,304.00	6,910.48	23,983.88	201,320.12
	Fund: 101 - GENERAL FUND Total:	225,304.00	225,304.00	6,910.48	23,983.88	
Fund: 328 - SPLOST #8 Fund						
Expense						
328-75201-542600	PDA Capital Purchases	0.00	0.00	0.00	98,579.70	-98,579.70
	Expense Total:	0.00	0.00	0.00	98,579.70	-98,579.70
	Fund: 328 - SPLOST #8 Fund Total:	0.00	0.00	0.00	98,579.70	
	Total Surplus (Deficit):	-225,304.00	-225,304.00	-6,910.48	-122,563.58	

Attached are the November financials. Please note that there were no checks or deposits made in November, so there are no reports to produce. The only deposit and check was written in the One GA account and it is dated in October.

Please let me know if you have any questions. Thank you!

Rebekah D. Coker
Bookkeeper

Putnam Development Authority

Balance Sheet

As of November 30, 2019

	Nov 30, 19
ASSETS	
Current Assets	
Checking/Savings	
10001 · Checking-FMB	513,998.16
10050 · One Georgia Funds	50.00
10300 · Certificate of Deposit 42072	110,240.31
10600 · Certificate of Deposit-24251	82,389.12
Total Checking/Savings	706,677.59
Other Current Assets	
11700 · CIP	25,357.50
12007 · Prepaid Insurance	3,896.00
Total Other Current Assets	29,253.50
Total Current Assets	735,931.09
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	4,562,310.29
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	698,994.09
Net Income	142,642.00
Total Equity	4,209,560.29
TOTAL LIABILITIES & EQUITY	4,562,310.29

Putnam Development Authority
Reconciliation Detail
10001 · Checking-FMB, Period Ending 11/17/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						513,998.16
Cleared Balance						513,998.16
Register Balance as of 11/17/2019						513,998.16
Ending Balance						513,998.16

**Putnam Development Authority
Profit & Loss YTD Comparison
November 2019**

	Nov 19	Oct - Nov 19
Income		
44500 · Grants		
44546- · Community Affairs	0.00	98,579.70
Total 44500 · Grants	0.00	98,579.70
47001 · Contributed Captial	0.00	142,642.00
Total Income	0.00	241,221.70
Expense		
64000 · Projects		
64001 · SIP Project	0.00	98,579.70
Total 64000 · Projects	0.00	98,579.70
Total Expense	0.00	98,579.70
Net Income	0.00	142,642.00

**Putnam Development Authority
Reconciliation Detail**

10050 · One Georgia Funds, Period Ending 11/17/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						50.00
Cleared Transactions						
Checks and Payments - 1 item						
Check	10/24/2019	1011	Taylor & Sons, Inc.	X	-98,579.70	-98,579.70
Total Checks and Payments					-98,579.70	-98,579.70
Deposits and Credits - 1 item						
Deposit	10/18/2019			X	98,579.70	98,579.70
Total Deposits and Credits					98,579.70	98,579.70
Total Cleared Transactions					0.00	0.00
Cleared Balance					0.00	50.00
Register Balance as of 11/17/2019					0.00	50.00
Ending Balance					0.00	50.00

Item Attachment Documents:

4. Discuss Soil Testing Report

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 request accommodations regarding the accessibility of the meeting or the facilities are required to contact the ADA Compliance Officer, at least three business days prior to the start of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

Item #4.



"Woman Owned Small Business"

PRESTON GEOTECHNICAL CONSULTANTS, LLC

4725 Ivey Drive • Macon, GA 31206-5355

Phone 478-474-2941 • Fax 478-471-0202

www.prestongeo.com

1. Purpose of Subsurface Investigation	1
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6. Paving Recommendations:	10
7. Limitations:	12



October 25, 2019

Mr. Paul Simonton, P.E.
PC Simonton & Associates Inc.
1050 Parkside Commons
Suite 101
Greensboro, GA 30642

RE: Subsurface Investigation
Preliminary Borings
South Industrial Park
Putnam County, GA
PGC #2019059

Dear Paul:

Preston Geotechnical Consultants, LLC (PGC) is pleased to submit the following subsurface investigation report. We completed the field portion of this subsurface investigation on October 17, 2019. The following is a report of our findings.

1. PURPOSE OF SUBSURFACE INVESTIGATION:

The purpose of this subsurface investigation was to assess the existing site conditions to allow us to provide the necessary recommendations for the site preparation procedures to bring the site to the planned elevation and provide a site which will support the foundations for the proposed structure(s).

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Phone 478-474-2941 • Fax 478-471-0202

2. METHOD OF BORING AND SAMPLING:

A truck mounted drill, mechanically turning a 5 5/8 -inch, hollow stem auger was used to advance four bore holes at locations shown on the enclosed bore hole location sketch. In addition to the location sketch, a boring log of each hole is attached.

Borings B-1 through B-4 were sampled in substantial accordance with "Penetration Test and Split Barrel Sampling of Soils", ASTM D 1586, current edition. The penetration recorded indicates the number of blows required to effect a 12-inch penetration into the undisturbed soil stratum, using a pin guided, 140 pound drive hammer falling 30 inches per blow, driving a split barrel sampler having a 2-inch outside diameter. The depth to the beginning of the test is shown on the boring log. Each penetration test extends 18 inches below the indicated beginning depth. The final 12-inch penetration is reported as the blows per foot or the standard penetration.

The use of the standard penetration test (SPT) along with laboratory tests of the soil removed from the sampler enables us to make an assessment of the ability of the soil to support foundations. These tests can also provide information as to the potential stability of open excavations, the permeability of the soil and other soil index properties.

The borings were backfilled on October 17, 2019 after a final check for the presence and depth of subsurface water was made.

Soil samples obtained from the project site are the property of the client. Unless other arrangements are agreed upon in writing, Preston Geotechnical Consultants, LLC will hold such samples for no more than 180 calendar days from the date Preston

issued the first document that includes the data obtained from these samples. After that date, Preston will dispose of samples that are not contaminated by hazardous substances.

3. GENERAL FINDINGS:

The site is located in the Washington Slope District of the Piedmont Province in Putnam County, Georgia.

The site, on the north side of Industrial Boulevard, is approximately 1100 feet east of the intersection of Industrial Boulevard and Hogan Industrial Boulevard. The previously undeveloped site was recently cleared and graded for future industrial prospects. We understand that after months of site work, the site is now at or near finished subgrade with construction of the entrance road along with utility installation underway at the time of our investigation. Some rock outcrops were noted primarily near the north end of the property.

Four borings were advanced at scattered locations across the property as indicated on the Bore Hole Location Sketch. Borings B-1, B-2, and B-3 were advanced in areas that had been previously filled. See table below for depth of fills.

Boring Number	Depth of Fill Encountered (Feet ±)
B-1	0-9
B-2	0-13
B-3	0-2

All borings revealed stiff to very stiff, red to red/tan elastic silts, red/brown sandy clays, with deeper seams of red/tan to tan/gray sandy silts extending through the 20 feet depth of the borings. No subsurface water was encountered at the time of our investigation. No subsurface rock was encountered during this investigation.

Boring logs showing the soil profile at each bore hole are attached. The logs show changes in soil strata. The depths to changes should be considered to be approximate depths of changes based on the best estimate of the driller.

The soil profile shown on each boring log represents soil conditions at that particular boring. The soils between borings should not necessarily be assumed to be similar to those found in the borings.

The methods used indicate subsurface conditions only at the specific locations where samples were obtained, only at the time they were obtained, and only to the depths penetrated. Samples cannot be relied on to accurately represent the strata variations that usually exist between sampling locations.

It is not unusual to find unexpected conditions between test boring locations. Filled in ditches, soft backfill over utilities, rock ledges, trash pits, old fire pits, springs, and expansive clays are just a few of the unexpected conditions that might be discovered during field site preparation.

Any such unforeseen occurrences should be removed from the zone of construction if they interfere with the construction. All excavations to remove obstructions should be proofrolled and backfilled as described below for structural fill.

With the exception of having obtained utility clearances for drilling operations (call before you dig), Preston Geotechnical Consultants, LLC has obtained no detailed knowledge of the on-site utilities or any other structures beneath the surface of the site.

Shallow MH soils were noted throughout all borings. The following is a tabulation of the depth of these expansive soils.

Boring Number	Depth Range of MH Soils (Feet ±)
B-1	0-9
B-2	0-13
B-3	0-15
B-4	0-8

4. LAB TESTS:

We secured a bulk soil sample from boring B-2 at a depth of 2.5 feet. A laboratory classification (ASTM D 2487) along with a one-point standard proctor (ASTM D 698) was performed on this sample. We found this soil to be an Sandy Elastic Silt material (MH), with a maximum dry density of 98.0 pcf and an optimum moisture content of 17.5 percent.

We also performed a laboratory cookout (ASTM D 2216) on the 2.5 foot split spoon sample secured from test boring B-2. These tests are helpful in alerting the grading contractor if the insitu moisture is at or near its optimum moisture content should the on-site soils be needed as structural fill. The following is a summary of our findings.

Optimum Moisture = 17.5 Percent			
Boring Number	Depth Sample Secured (Feet)	Insitu Moisture Percent	+/- Percent of Optimum Moisture
B-2	2.5	15	-2.5

5. STRUCTURAL DESIGN RECOMMENDATIONS:

Foundation Support

Based on the results of the subsurface investigation, our laboratory analysis and after completion of the recommended site preparation described later in this report, the proposed structures may be supported on a conventional shallow foundation system. A net maximum allowable bearing pressure of 3000 pounds per square foot may be used in the design of shallow foundation systems.

To reduce the possibility of shear failure, wall bearing and column footings should be designed with a minimum width of 18 and 24 inches, respectively. For frost protection, exterior wall bearing and column footings should be designed with a minimum embedment depth of 18 inches, while interior footings should be designed with a minimum embedment depth of 12 inches. The embedment depth should be measured from the base of the footing to the lowest adjacent outside grade. Elastic silts are prevalent across the site. This type of soil is sensitive to moisture and temperature fluctuations and responds to such fluctuations by shrinking and swelling. We recommend these class soils be undercut and isolated from the bottom of foundations with 18 inches of granular material such as graded aggregate base.

The bottoms of all footing excavations should be mechanically tamped prior to placement of steel and concrete to assure a uniformly dense support for the footings.

All footing excavations should be tested for bearing value prior to the placement of the reinforcement steel and concrete.

Floor Support

The building floor slabs may be directly supported on properly predensified residual soils and/or well-compacted suitable structural fill. Due to the widespread presence of elastic silts, we suggest a twelve-inch layer of compacted crushed stone (graded aggregate base) be placed beneath the floor slab to provide a protective cover as well as a uniform working surface.

Expansion and contraction joints should be used to isolate all floor slabs from the load bearing wall and/or isolated columns. This will allow for possible differential movement and diminish the potential of cracking the floor slabs. Provided the slab subgrade is prepared in accordance with our recommendations, a subgrade modulus reaction (K) of 100 pounds per cubic inch (pci) may be used for the slab design.

Based on our experience with similar type of soils and structural loading, we anticipate that all differential and total settlement will be less than 1/2-inch and 1-inch, respectively. Careful field control along with the isolation of the foundations from the underlying elastic silts (MH) will substantially aid in minimizing potential settlements.

Slope Recommendations

Slope stability analysis using laboratory shear strength data was beyond the scope of this study. However, based on our experience with similar subsurface conditions and construction, we recommend

temporary slopes no steeper than 2.5 (H): 1.0 (V) and permanent slopes no steeper than 3.0 (H): 1.0 (V) for residual soils or structural fill.

Adjacent to buildings, a top of slope set-back of ten feet is recommended. In pavement areas, a minimum top of slope set-back of five feet is acceptable. During construction, temporary slopes should be regularly inspected for signs of movement or unsafe conditions. Soil slopes should be covered for protection from rain, and surface run-off should be diverted away from the slopes. For erosion protection, a protective cover of grass or other vegetation should be established on permanent soil slopes as soon as possible.

Site Specific Preparation Recommendations

In the event that undercut and/or structural footprints require structural fill to bring the site to grade, we suggest the following procedure.

Remove all organic matter, stumps and other deleterious matter. Predensify the areas to be filled or upon which structures are to be placed. A vibratory pad foot and/or a smooth drum roller, a loaded dump truck or other rubber tired equipment should be used for the predensification. Overlapping passes of the vehicle should be made across the site in one direction and then at right angles to the original direction of rolling. We recommend a proofroll be observed by a geotechnical engineer or his representative prior to the placement of any structural fill.

Any yielding, pumping or soft areas should be cut out and replaced with fill compacted as described below.

The proposed fill soil should be limited to soils classified in accordance with ASTM D 2487 as GM, GC, SW, SP, SM, SC, ML, and CL. Soils classified as Pt, OH, OL, CH and MH are not suitable for structural fill.

The area fill should be spread in loose lifts (layers) of not more than eight inches. Each lift should be rolled with a vibratory roller, a sheepsfoot roller or a loaded, rubber-tired dump truck, scraper or loader. Each lift should be compacted to a minimum density of 95 percent of the maximum dry density as determined in accordance with ASTM D 698, current edition.

The fill soil moisture content should be maintained within three percent of the optimum moisture as determined in accordance with ASTM D 698. In the event that the soil is too wet, harrowing, scarifying and aeration should be used to dry the soils to within the required moisture content. This is especially critical in moisture sensitive elastic silts. If the soil is too dry, a water truck with spreader bar or a spray hose should be used to bring the soil to the proper moisture range. The water should be thoroughly and evenly mixed within the soil prior to compaction. Backfilling of trenches, walls and structures should be done in six inch loose lifts. Each lift should be compacted using a mechanical tamp such as a vibratory or impact type compactor.

In general, sandy soils are best compacted with vibratory type compaction equipment. Clayey soils should be compacted with an impact type or sheepsfoot compactor.

Horizontally, the compacted structural fill should extend at least as far outside the perimeter footings as the fill is in depth below the bottom of the footings.

Density tests should be taken throughout the placement of all structural fill. Density tests should also be performed on all at grade areas and/or areas that are brought to grade as a result of a cut section. These areas should be scarified and compacted in accordance with the same criteria. Furthermore, we strongly recommend that any utility trenches beneath the structural building pad be backfilled with crushed stone as opposed to native materials to minimize the sensitivity to moisture changes beneath the slab.

In this physiographic area, shallow, poorly bedded seams of MH soils (elastic silts) will be encountered during grading operations. In fact, the on-site borings indicate the presence of elastic silt throughout the site. This type of soil is sensitive to moisture and temperature fluctuations and responds to such fluctuations by shrinking and swelling. As such, these soils are not suitable for use as support soils in direct contact with footings, slabs or pavements and should be adequately isolated from these structural elements. These soils may be acceptable for use as fill for grassed areas. When encountered in structural footing excavations, these class soils should be undercut and isolated from the bottom of the footing with 18 inches of granular material such as graded aggregate base. Similarly, when encountered beneath building slabs, these class soils should be undercut and isolated from the slab with 12 inches of granular material

6. PAVING RECOMMENDATIONS:

As indicated in the boring logs and in the General Findings section of this report, shallow, poorly bedded seams of MH soils will be encountered during grading operations. These soils are

not suitable for use as support soils in direct contact with pavements. We therefore suggest the soils in any parking areas or drives be undercut and isolated from the bottom of asphalt layer with 18 inches of granular material such as sand or stone. We strongly advise the use of graded aggregate base for this application.

The base course should be compacted to 100 percent of the maximum dry density as determined in accordance with ASTM D 698. The graded aggregate base course material properties should conform to GA D.O.T. specifications.

For light duty paving, the surface course should be two inches of type "E" or "F" hot mix asphaltic concrete mixture or the approximate equivalent two inches of 12.5 mm Superpave or 9.5 mm Superpave hot mix asphaltic concrete mixture conforming to Georgia D.O.T. specifications.

For heavy duty paving we recommend a six inch thick concrete slab 4000 psi/650 psi flex be placed on a prepared base as described for the light duty paving.

If asphalt pavement is considered for the heavy duty paved sections, we recommend the surface course should be two inches of type "E" or "F" hot mix asphalt over two inches of B-Binder course or the approximate equivalent two inches of type 12.5 mm Superpave or 9.5 mm Superpave hot mix asphalt over two inches of 19 mm or 25 mm Superpave conforming to Georgia D.O.T. specifications.

7. LIMITATIONS:

Although these findings are valid only at the locations and to the depths shown, they are useful for alerting the grading contractor to certain specific conditions pertinent to the preparation of the site.

Frequently, the grading contractor has never seen the geotechnical report or recommendations for site preparation. In addition, we see many cases where the specifications and plans do not reflect the recommendations made in the geotechnical report.

We suggest that every effort be made to alert the grading contractor so that he may avoid the problems that arise due to his lack of knowledge of potential site problems.

This report has been prepared for the exclusive use of PC Simonton & Associates and its agents for specific application to the design and construction within the South Industrial Park in Putnam County, Georgia. Preston Geotechnical Consultants, LLC has endeavored to comply with generally accepted geotechnical engineering practice common to the local area. Preston Geotechnical Consultants, LLC makes no other warranty, expressed or implied.

The analyses and recommendations contained in this report are based on data obtained from subsurface exploration. The methods used indicate subsurface conditions only at the specific locations where samples were obtained, only at the time they were obtained, and only to the depths penetrated. Samples cannot be relied on to accurately reflect the strata variations that usually exist between sampling locations.

The recommendations included in this report are based in part on assumptions about strata variations that may be tested only during earthwork and foundation construction. Accordingly, these recommendations should not be applied in the field unless a qualified geotechnical engineering consultant is retained to perform construction observation and thereby provide a complete professional geotechnical engineering service through the observational method.

Do not apply any of this report's conclusions or recommendations if the nature, design, or location of the facilities is changed. If changes are contemplated, Preston Geotechnical Consultants, LLC must review them to assess their impact on this report's applicability. Also note that Preston Geotechnical Consultants, LLC is not responsible for any claims, damages, or liability associated with any other party's interpretation of this report's subsurface data or reuse of this report's subsurface data or engineering analyses without the express written authorization of Preston Geotechnical Consultants, LLC.

Although Preston Geotechnical Consultants, LLC has explored subsurface conditions as part of this program, Preston has not evaluated the site for the potential presence of contaminated soil.

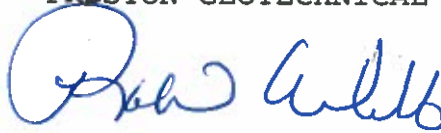
The conclusions and recommendations included in this report are based in part upon the data Preston Geotechnical Consultants, LLC derived from a limited number of soil or groundwater samples obtained from widely spaced subsurface explorations. The nature and extent of variations between these explorations will not become evident until construction or further investigation.

If variations or other latent conditions become evident, Preston Geotechnical Consultants, LLC will reevaluate this report's conclusions and recommendations.

Please call on us if we can be of further service to you on this project.

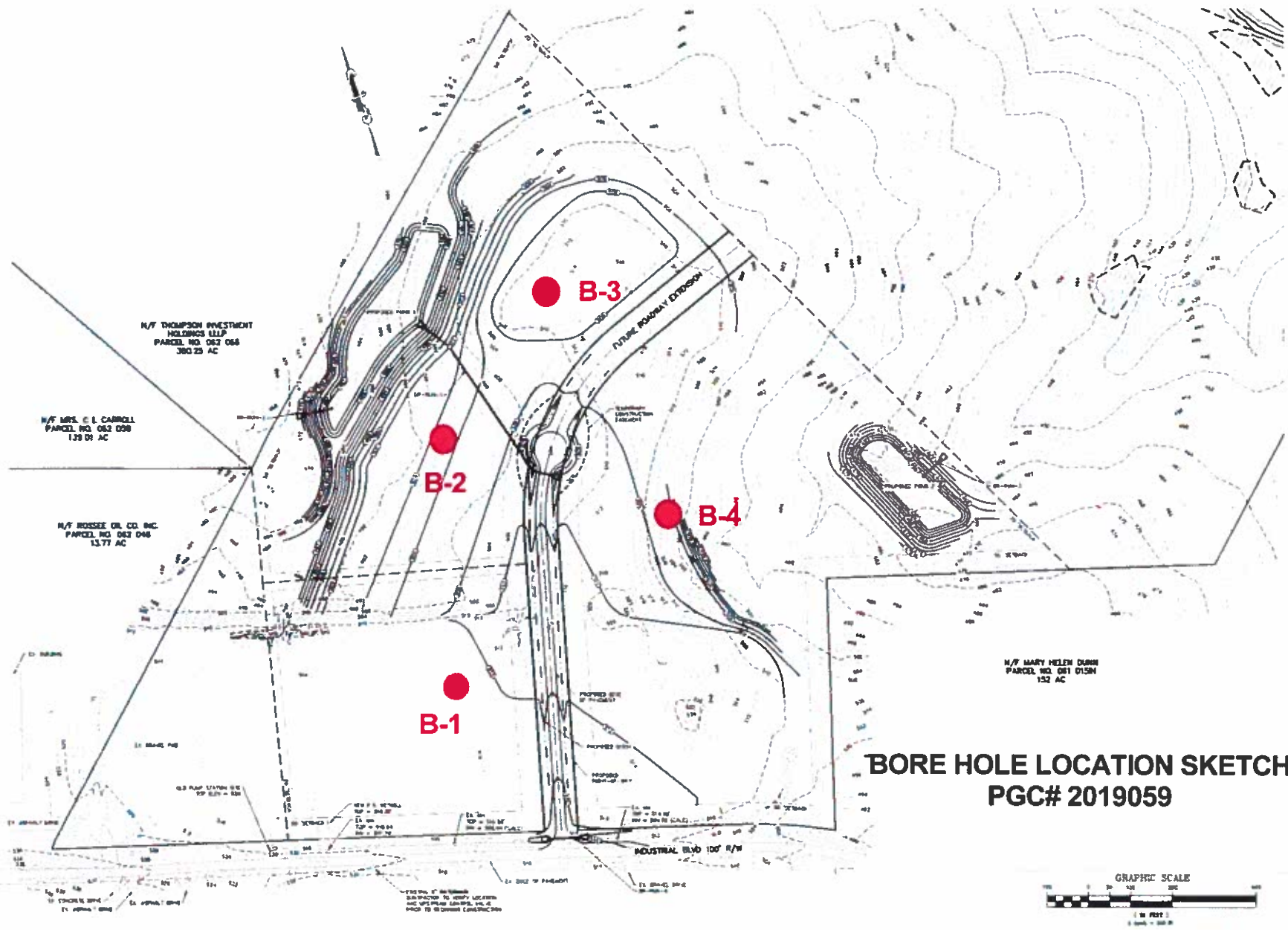
Very truly yours,

PRESTON GEOTECHNICAL CONSULTANTS, LLC



Robin C. Webb, P.E.





**BORE HOLE LOCATION SKETCH
PGC# 2019059**

DATE: 08/11/11
 PROJECT: SOUTH INDUSTRIAL PARK
 DRAWN BY: J. W. WILSON
 CHECKED BY: J. W. WILSON
 APPROVED BY: J. W. WILSON
 TITLE: BORE HOLE LOCATION SKETCH



FOR PROJECT BORE HOLE SKETCH
 I HEREBY CERTIFY THAT I AM A LICENSED PROFESSIONAL ENGINEER
 IN THE STATE OF GEORGIA
 LICENSE NO. 10000
 EXPIRES 12/31/2012
 I HAVE REVIEWED THE INFORMATION
 CONTAINED HEREON AND I AM NOT PROVIDING
 ANY GUARANTEE OR WARRANTY OF ANY KIND
 FOR THE INFORMATION CONTAINED HEREON

**P.C. Swanton
& Associates, Inc.**
 Consulting Engineers
 1000 Peachtree Street, N.E.
 Atlanta, Georgia 30309
 Phone: 404.525.1111
 Fax: 404.525.1112

**South Industrial Park
Pitman County
Development Authority**
 Pitman, Georgia

Overall Grading Plan
 DATE: 08/11/11
 TITLE: BORE HOLE LOCATION SKETCH
 DRAWN BY: J. W. WILSON
 CHECKED BY: J. W. WILSON
 APPROVED BY: J. W. WILSON

Item #4.



PRESTON GEOTECHNICAL CONSULTANTS, LLC

PGC No. 2019059

CLIENT: PC SIMONTON & ASSOCIATES INC.

BORING NO. B-1

PROJECT NAME: PRELIMINARY BORINGS, SOUTH INDUSTRIAL PARK, PUTNAM COUNTY, GA

BORING LOCATION: SEE BORE HOLE LOCATION SKETCH

DATUM: EXISTING GRADE

HAMMER WT. 140 lbs

HAMMER DROP: 30 inches

HOLE DIA: 6 inches

SUBSURFACE WATER DEPTH: NONE OBSERVED @ TIME OF BORING; BACKFILLED @ TIME OF BORING

SURFACE ELEV.: N/A

DATE STARTED: 10-17-19

COMPLETED: 10-17-19

BORING METHOD: ASTM D 1586

SAMPLES		BLOWS PER FOOT	DEPTH (FEET)	BORING LOG
STANDARD PENETRATION BLOWS PER FOOT	DESCRIPTION			
0	10			
1	15	14	0.5	
2	18		1	
3	20	21	2.5	
4	22		3	
5	25	21	5	RED, FINE SANDY ELASTIC SILT (MH) (FILL)
6	28		6	
7	30		7	
8	32		8	
9	35		9	
10	38	14	10	RED-BROWN, FINE SANDY CLAY (CL) (ORIGINAL)
11	40		11	
12	42		12	
13	45		13	
14	48		14	
15	50	26	15	RED-TAN, FINE SANDY SILT (ML)
16	52		16	
17	55		17	
18	58		18	
19	60		19	
20	65	14	20	

Item #4.

BORING TERMINATED



PRESTON GEOTECHNICAL CONSULTANTS, LLC

PGC No. 2019059

CLIENT: PC SIMONTON & ASSOCIATES INC.			BORING NO. B-2		
PROJECT NAME: PRELIMINARY BORINGS, SOUTH INDUSTRIAL PARK, PUTNAM COUNTY, GA					
BORING LOCATION: SEE BORE HOLE LOCATION SKETCH					
DATUM: EXISTING GRADE		HAMMER WT. 140 lbs	HAMMER DROP: 30 inches		HOLE DIA: 6 inches
SUBSURFACE WATER DEPTH: NONE OBSERVED @ TIME OF BORING; BACKFILLED @ TIME OF BORING					
SURFACE ELEV.: N/A		DATE STARTED: 10-17-19		COMPLETED: 10-17-19	BORING METHOD: ASTM D 1586

SAMPLES		BLOWS PER FOOT	DEPTH (FEET)	BORING LOG					
STANDARD	PENETRATION			DESCRIPTION					
BLOWS PER FOOT									
0	10	20	40	60	80	100			
1							15	0.5	
2							19	1	
3							17	2	
4							19	2.5	
5							17	3	
6							19	4	
7							17	5	
8							19	6	
9							17	7	
10							19	8	RED-TAN, FINE SANDY ELASTIC SILT (MH) (FILL)
11							19	9	
12							19	10	
13							17	11	
14							19	12	
15							12	13	
16							12	14	
17							12	15	RED-TAN, FINE SANDY SILT (ML) (ORIGINAL)
18							12	16	
19							12	17	
20							11	18	
							11	19	
							11	20	

Item #4.

BORING TERMINATED



PRESTON GEOTECHNICAL CONSULTANTS, LLC

PGC-No. 2019059

CLIENT: PC SIMONTON & ASSOCIATES INC. BORING NO. B-3

PROJECT NAME: PRELIMINARY BORINGS, SOUTH INDUSTRIAL PARK, PUTNAM COUNTY, GA

BORING LOCATION: SEE BORE HOLE LOCATION SKETCH

DATUM: EXISTING GRADE HAMMER WT. 140 lbs HAMMER DROP: 30 inches HOLE DIA: 6 inches

SUBSURFACE WATER DEPTH: NONE OBSERVED @ TIME OF BORING; BACKFILLED @ TIME OF BORING

SURFACE ELEV.: N/A DATE STARTED: 10-17-19 COMPLETED: 10-17-19 BORING METHOD: ASTM D 1586

SAMPLES		BLOWS PER FOOT	DEPTH (FEET)	BORING LOG
STANDARD PENETRATION BLOWS PER FOOT	DESCRIPTION			
0	10			
1	15	14	0.5	RED-TAN-BROWN, FINE SANDY ELASTIC SILT (MH) (FILL)
2	15	12	1	
3	15	12	2	RED-TAN, FINE SANDY ELASTIC SILT (MH) (ORIGINAL)
4	15	13	2.5	
5	15	13	3	
6	15	13	4	
7	15	13	5	
8	15	13	6	
9	15	13	7	
10	15	14	8	
11	15	14	9	
12	15	14	10	
13	15	14	11	TAN-GRAY, FINE SANDY SILT (ML)
14	15	10	12	
15	15	10	13	
16	15	10	14	
17	15	10	15	
18	15	10	16	
19	15	10	17	
20	15	11	18	

Item #4.

BORING TERMINATED



PRESTON GEOTECHNICAL CONSULTANTS, LLC

PGC No. 2019059

CLIENT: PC SIMONTON & ASSOCIATES INC.

BORING NO. B-4

PROJECT NAME: PRELIMINARY BORINGS, SOUTH INDUSTRIAL PARK, PUTNAM COUNTY, GA

BORING LOCATION: SEE BORE HOLE LOCATION SKETCH

DATUM: EXISTING GRADE

HAMMER WT. 140 lbs

HAMMER DROP: 30 inches

HOLE DIA: 6 inches

SUBSURFACE WATER DEPTH: NONE OBSERVED @ TIME OF BORING; BACKFILLED @ TIME OF BORING

SURFACE ELEV.: N/A

DATE STARTED: 10-17-19

COMPLETED: 10-17-19

BORING METHOD: ASTM D 1586

SAMPLES		BLOWS PER FOOT	DEPTH (FEET)	BORING LOG
STANDARD PENETRATION BLOWS PER FOOT	DESCRIPTION			
0	10			
1	15	14	0.5	RED, FINE SANDY ELASTIC SILT (MH)
2	20		1	
3	25	24	2	
4	30		2.5	
5	35		3	
6	40		3	
7	45		4	
8	50		4	
9	55	31	5	
10	60		5	
11	65		6	
12	70		6	
13	75		7	
14	80		7	
15	85		8	
16	90		8	
17	95		9	
18	100		9	
19	10	10	10	RED-TAN, FINE SANDY SILT (ML)
20	10		10	
21	10		11	
22	10		11	
23	10		12	
24	10		12	
25	10		13	
26	10		13	
27	10		14	
28	10		14	
29	10	11	15	
30	10		15	
31	10		16	
32	10		16	
33	10		17	
34	10		17	
35	10		18	
36	10		18	
37	10		19	
38	10		19	
39	10		20	
40	10	12	20	

Item #4.

BORING TERMINATED



SOIL CLASSIFICATION

Client: PC Simonton & Associates

Date: October 25, 2019

Project: Preliminary Borings
South Industrial Park, Putnam County, GA

PGC No.: 2019059

Date Sampled: October 17, 2019

Sampled From: B-2 @ 2.5'

(ASTM D 4318)		
Liquid Limit 61	Plastic Limit 35	Plastic Index 26
ASTM D 1140		
Percent Finer Than No. 200 Sieve 79.2		
ASTM D 2487		
Soil Classification Group Symbol MH	Soil Description Elastic Silt with Sand	

Remarks:



**FAMILY OF CURVES METHOD FOR DETERMINING
MAXIMUM DENSITY OF SOILS
ASTM D 698**

CLIENT: PC Simonton & Associates, Inc.

DATE: October 25, 2019

PROJECT: Preliminary Borings
South Industrial Park
Putnam County, GA

PGC NO.: 2019059

SAMPLE DESCRIPTION: Red-tan, elastic silt with sand

MAXIMUM DRY DENSITY FROM FAMILY OF CURVES: 98.0 pcf

OPTIMUM MOISTURE CONTENT FROM FAMILY OF CURVES: 17.5 %

DATE SAMPLED: October 17, 2019

SAMPLED FROM: Boring B-2 @ 2.5'

ONE POINT PROCTOR RESULTS

WET DENSITY: 114.9 pcf

MOISTURE CONTENT: 17.2 %

FAMILY OF CURVES USED: B

Material Finer than #200 Sieve (ASTM D 1140) → 79.2

"Woman Owned Small Business"
4725 Ivey Drive Suite • Macon, Georgia 31206
Phone 478-474-2941 • Fax 478-471-0202

DEFINITION OF TERMS

U.D. - Undisturbed sample (ASTM D 1587, Shelby Tube)
SPT - Standard Penetration Test (ASTM D 1586, Split Spoon)
L.L. - Liquid Limit (ASTM D 4318)
P.L. - Plastic Limit (ASTM D 4318)
P.I. - Plasticity Index (ASTM D 4318)
ATOB - At Time of Boring

CLAYS AND SILTS

<u>Consistency</u>	<u>SPT (Blows per foot)</u>
Very soft	Less than 2
Soft (L.L.)	2 - 4
Medium	4 - 8
Stiff	8 - 15
Very Stiff (P.L.)	15 - 30
Hard	Over

SANDS

<u>Relative density</u>	<u>SPT (Blows per foot)</u>
Very loose	0 - 4
Loose	4 - 10
Medium or firm	10 - 30
Dense	30 - 50
Very dense	Over 50

SOIL FRACTIONS

<u>Term</u>	<u>Size Range</u>
Cobbles	Above 3"
Gravel	Coarse 3" to 3/4"
Fine	3/4" to No. 4 Sieve
Sand Coarse	No. 4 to No. 10
Medium	No. 10 to No. 40
Fine	No. 40 to No. 200
Fines Clay-Silt	Below No. 200 sieve
Gravel - Naturally occurring aggregates	
Crushed Stone - Man-made aggregates such as crushed granite	

Item Attachment Documents:

5. Approval of 2020 PDA Meeting Calendar

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 persons regarding the accessibility of the meeting or the facilities are required to contact the ADA Compliance Officer, at least three business days prior to the start of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

Item #5.



Putnam Development Authority

ideas. development.. growth...

PROPOSED 2020 MEETING SCHEDULE

DATE	DAY	TIME
January 13, 2020	Monday	9:00 am
February 10, 2020	Monday	9:00 am
March 9, 2020	Monday	9:00 am
April 13, 2020	Monday	9:00 am
May 11, 2020	Monday	9:00 am
June 8, 2020	Monday	9:00 am
July 13, 2020	Monday	9:00 am
August 10, 2020	Monday	9:00 am
September 14, 2020	Monday	9:00 am
October 12, 2020	Monday	9:00 am
November 9, 2020	Monday	9:00 am
December 14, 2020	Monday	9:00 am

Regular meetings are scheduled to be held in Room 204

Approved by PDA _____

Item Attachment Documents:

6. Removal of Terry Schwindler from the signatures on file at Farmers and Merchants Bank

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 if questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Compliance Officer, at least three business days prior to the start of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

Item #6.



**Putnam Development Authority
Agenda Item Request Form**

DATE OF MEETING REQUESTED: 12-9-2019

REQUEST BY: Farmers & Merchants Bank (via Ed Waggoner)

AGENDA ITEM: Remove Terry Schwindler from the authorized signatures list at
Farmers & Merchants Bank

AGENDA ITEM TYPE:

- Presentation
 Discussion
 Action*
- Other (Please Specify) _____

*ACTION REQUESTED: Approve removal of Terry Schwindler from the authorized signatures
list at Farmers & Merchants Bank

SUPPORTING DOCUMENTATION PROVIDED: Yes No

BUDGET/FUNDING INFORMATION: N/A

FACTS AND/OR ISSUES: Farmers & Merchants Bank requires board approval for the addition
or deletion of authorized signatures.

Item Attachment Documents:

7. Discussion and possible action concerning damaged gate at Rock Eagle Technology Park

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 if they have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Compliance Officer, at least three business days prior to the start of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

Item #7.



**Putnam Development Authority
Agenda Item Request Form**

DATE OF MEETING REQUESTED: 12-9-2019

REQUEST BY: Ed Waggoner

AGENDA ITEM: Discussion and possible action concerning damaged gate at Rock Eagle
Technology Park

AGENDA ITEM TYPE:

- Presentation
 Discussion
 Action*
- Other (Please Specify) _____

*ACTION REQUESTED: To be determined

SUPPORTING DOCUMENTATION PROVIDED: Yes No

BUDGET/FUNDING INFORMATION: unknown

FACTS AND/OR ISSUES: Gate at RETP was damaged due to vehicle accident

Item Attachment Documents:

8. Discuss Economic Development Research Opportunity

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 prior to the start of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

Item #8.

From: Barfoot, Alan F <abarfoot@gatech.edu>
Sent: Wednesday, November 13, 2019 4:43 PM
To: Barfoot, Alan F <abarfoot@gatech.edu>
Subject: Economic Development Research

Please see info below. It came out in an announcement to my counterparts and myself. If you have any interest in this, please let me know.

"The first will be of particular interest to communities in rural Georgia. Our Center for Economic Development Research (CEDR) is funding a new round of [Economic Development Research Program \(EDRP\)](#) projects and seeks community research project [applications](#). EDRP assists local communities by providing affordable economic development and policy research to enhance their competitive positions. The types of research include strategic planning and visioning, economic forecasting, fiscal/economic impact and workforce analysis, among others.

If your community has a need for economic development research, is willing to become actively involved in the project during the study phase and follow-up implementation, and is willing to provide some level of cost match, we want to partner with you to conduct the research. Visit <http://cedr.gatech.edu/edrp/> for more details, or contact Candice McKie: cmckie@gatech.edu or 404.385.2053. Funds are limited and projects will be chosen based on local commitment, likelihood of implementation, level of cost match, and our research team's capabilities."

Alan Barfoot | Region Mgr. | Georgia Tech | 1200A Hillcrest Parkway | Dublin, GA 31021
ABarfoot@gatech.edu | Office 478-275-5125 | Cell 478-290-0006 | <http://gamep.org/>
Meet the Faces of Manufacturing in Georgia <http://facesofmanufacturing.com/>
"Growing Georgia through the application of science, technology and innovation"

Item Attachment Documents:

9. Discuss Staffing Options

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 prior to the start of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

Item #9.



**Putnam Development Authority
Agenda Item Request Form**

DATE OF MEETING REQUESTED: 12-9-19

REQUEST BY: Ed Waggoner

AGENDA ITEM: Discuss Staffing Options

AGENDA ITEM TYPE:

- Presentation
 Discussion
 Action*
- Other (Please Specify) _____
-

*ACTION REQUESTED: To be determined

SUPPORTING DOCUMENTATION PROVIDED: Yes No

BUDGET/FUNDING INFORMATION: unknown

FACTS AND/OR ISSUES: Discuss staffing options for the Putnam Development Authority
