



117 Putnam Drive
 Eatonton, GA 31024
 (478) 747-2219
www.putnamforward.dev

Agenda

Tuesday, November 8, 2022 ♦ 3:30 PM
Putnam County Administration Building – Room 204

Opening

1. Call to Order

Minutes

2. Approval of Minutes
 - a. October 11, 2022 Regular Meeting
 - b. October 11, 2022 Executive Session

Financials

3. Approval of Financials - October 2022

Reports

4. Economic Development Director Report

Regular Business

5. Approval to Apply to Rezone the Old Hotel Eatonton from Public to Commercial

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 the 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. October 11, 2022 Regular Meeting

b. October 11, 2022 Executive Session



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Minutes
Tuesday, October 11, 2022 ♦ 3:30 PM
Putnam County Administration Building – Room 204

The Putnam Development Authority met on Tuesday, October 11, 2022 at approximately 3:30 PM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia.

PRESENT

- Chairman Walt Rocker III
- Member Patty Burns (via telephone)
- Member Brice Doolittle
- Member Mylle Mangum

ABSENT

- Member John Wojtas

STAFF PRESENT

- Attorney Kevin Brown (via telephone)
- Executive Director Matt Poyner
- County Clerk Lynn Butterworth

Opening

1. Call to Order
 Chairman Rocker called the meeting to order at approximately 3:46 p.m.
 (Copy of agenda made a part of the minutes.)

Minutes

2. Approval of Minutes
 - a. September 13, 2022 Regular Meeting
 - b. September 13, 2022 Executive Session

BOC Chairman Billy Webster commented on the September 13, 2022 minutes, item #6, Action from Executive Session. He asked if there was a condition which required reporting to authorities, and if so, had such reporting been made. Chairman Rocker responded that the Authority’s attorney is advising on these matters and the authority will comply with the law once advice is received. Attorney Brown commented that the county and city were required notification parties for the conditions, but it has not been determined if the condition requires further reporting, though the Authority is investigating. Chairman Webster followed up by

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asking what exception to the open meetings act this fell under. Attorney Brown responded that it was attorney-client privileged communication regarding potential litigation or administrative matters related to tribunals, etc. County Clerk Butterworth advised that the September 13, 2022 minutes currently reflected that the meeting was closed for Real Estate only.

Motion to approve the September 13, 2022 Regular Meeting Minutes and the September 13, 2022 Executive Session Minutes with an amendment to the September 13, 2022 Regular Meeting Minutes to include that the Executive Session was entered into for Real Estate, Pending Litigation and Attorney Client Privilege.

Motion made by Member Doolittle, Seconded by Member Mangum.

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

Financials

3. Approval of Financials - September 2022

Executive Director Poyner reviewed the September 2022 financials.

Motion to approve the September 2022 Financials.

Motion made by Member Mangum, Seconded by Member Doolittle.

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

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

Reports

4. Economic Development Director Report

No report given. The report is in the package for board member review.

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 Litigation and Real Estate.

Motion made by Member Doolittle, Seconded by Member Mangum.

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

Meeting closed at approximately 3:58 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 Mangum, Seconded by Member Doolittle.

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

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

Meeting reopened at approximately 4:38 p.m.

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

Motion to authorize expenditures for matters discussed in the Executive Session.

Motion made by Member Mangum, Seconded by Member Doolittle.

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

Other Business

5. Other Business

Executive Director Poyner brought up the Agreement with Fickling & Company to list the old Hotel Eatonton. It was advised that as long as the PDA advertises Member Burns' affiliation and as long as Member Burns stays out of discussions regarding this item, then it is okay for her to get a commission. He further advised that the IT for the new office will be an additional \$1500.00.

Next Meeting Items

6. Next Meeting Items

None

Closing

10. Adjournment

Motion to adjourn the meeting.

Motion made by Member Mangum, Seconded by Member Doolittle.

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

Meeting adjourned at approximately 4:40 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Walt Rocker III
Chairman

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The draft minutes of the October 11, 2022 Executive Sessions are available for Board Member review in the Clerk's office.

File Attachments for Item:

3. Approval of Financials - October 2022

Balance Sheet

As of October 31, 2022

	<u>Oct 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
10001 · Checking-FMB	131,397.24
10050 · One Georgia Funds	105,412.91
10055 · The Peoples Bank	80,805.31
10300 · Certificate of Deposit 42072	110,240.31
10600 · Certificate of Deposit-24251	82,667.01
Total Checking/Savings	<u>510,522.78</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>539,776.28</u>
Fixed Assets	
11100 · 10 ac. N. Park	200,000.00
11200 · 5 ac. N. Park	100,000.00
11225 · Land	19,106.00
11250 · Building-Tech College	1,000,000.00
11300 · Tech. College Property	455,962.60
11350 · Rock Eagle Land Improvements	660,561.00
11355 · Rock Eagle Rech. Accum Deprecia	-62,386.40
11500 · 142 Ac. Indust Blvd	300,000.00
11600 · 130 Ac. RE Tech. Park	1,029,600.00
11750 · S Jefferson Avenue	81,273.46
11751 · building-Old Hotel	123,536.00
Total Fixed Assets	<u>3,907,652.66</u>
TOTAL ASSETS	<u><u>4,447,428.94</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
11360 · Accum Depr-Building	352,083.00
18050 · Accrued Payroll	667.00
Total Other Current Liabilities	<u>352,750.00</u>
Total Current Liabilities	<u>352,750.00</u>
Total Liabilities	352,750.00
Equity	
30000 · Opening Balance Equity	3,367,924.20
32000 · Unrestricted Net Assets	744,232.50
Net Income	-17,477.76
Total Equity	<u>4,094,678.94</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,447,428.94</u></u>

Putnam Development Authority
Profit & Loss YTD Comparison
October 2022

	<u>Oct 22</u>	<u>Oct 22</u>
Income	0.00	0.00
Expense		
62800 · Facilities and Equipment		
62820 · Electricity	173.41	173.41
62830 · Repairs & Maintenance	26.62	26.62
62850 · Water	147.73	147.73
Total 62800 · Facilities and Equipment	<u>347.76</u>	<u>347.76</u>
63000 · Professional Fees		
63004 · Executive Director	7,750.00	7,750.00
63006 · Legal Fees	2,500.00	2,500.00
Total 63000 · Professional Fees	<u>10,250.00</u>	<u>10,250.00</u>
65100 · Other Types of Expenses		
65110 · Advertising Expenses	6,455.00	6,455.00
65125 · Marketing	425.00	425.00
Total 65100 · Other Types of Expenses	<u>6,880.00</u>	<u>6,880.00</u>
Total Expense	<u>17,477.76</u>	<u>17,477.76</u>
Net Income	<u><u>-17,477.76</u></u>	<u><u>-17,477.76</u></u>

File Attachments for Item:

4. Economic Development Director Report



NOVEMBER 8, 2022

Administrative

- **Presentation:**
 - Presented to the Greene & Putnam County Rotary Club on October 13th with my peer from Greene County. Described what our mission is and took questions ranging from housing to the future plans from Rivian in Morgan County.
- **Jones County:**
 - Hosted Haley Watson who is the new Director in Jones County. The Jones County Development Authority board asked her to “shadow” with a few Directors in the Middle Georgia region to learn more about what she needs to work on in her new role and pick up some best practices. I plan to invite her to Atlanta on my next trip to meet with project managers.

Business & Industry Company Contacts

- **Existing Industry Updates:**

- Sent some referrals to existing industries for people looking to make career changes.
- Provided leakage report for a future commercial development that was provided by Georgia EMC. Will be meeting with the developers this week to discuss potential options on their site. Development will be a mixed-use project with commercial development and affordable housing and the possibility for a hotel to be included.

Workforce Development

❖ Putnam County High School:

- The BePro Be Proud event on October 26th was a huge success. Students from Putnam County High School were able to participate from 8:00 to 2:30 in activities on the bus from welding simulators to driving in a training seat in an 18-wheeler. Numerous companies also showed up to share potential career opportunities that they have available. Local EMS and Fire Department were also in attendance.

Marketing & Branding

❖ **Goebel Media:**

- Georgia Power has provided a link that will be embedded to the landing page that will list all available properties and land in the community. Once this is set up, we will make this page active and will phase out the other web site (www.putnamdevelopmentauthority.com).

Project Status

❖ **Project Activity**

- Had a call with a company looking for 10 acres to assist the film industry. Time frame is expedited due to their growth and wanting to combine three different entities under one roof.

Strategic Planning Retreat – 2022 GOALS

❖ **Website/Marketing:**

- Engage Tytan Studios for Social Media campaign / rebranding of PDA
- Update and enhance PDA website to create valuable content
- Visits to Atlanta once per month to meet with GDEcD Project Managers
- Leverage retirees at Lake

❖ **Industrial Park:**

- Remove existing signage / Landscape enhancements
- New entrance to Park from US 441 / Landscape enhancements

❖ **Workforce Engagement:**

- Foster & grow relationship with Putnam High School

❖ **Existing Industry:**

- Quarterly Industrial Park meetings over pertinent content

❖ **Property Acquisition:**

- Research rail siding potential for Industrial Park growth

Rock Eagle Technology Park

❖ **GDOT:**

- The asphalt plant is active and will be fully operational once a gas line is run to the plant which should be completed by the end of the month.

South Industrial Park

❖ Existing Entry Sign:

- Owner of property now wants to keep the sign in place for his own marketing needs. Industry partners in the Park are anxious for a new sign to be constructed.

Questions?

Matt Poyner

Director

mpoyner@putnamforward.dev

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