



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

Minutes

Monday, July 9, 2018 ♦ 9:00 AM

Putnam County Administration Building – Room 204

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

PRESENT

Chairman Bill Sharp
Member Patty Burns
Member Joshua Daniel
Member Eugene Smith
Member Ed Waggoner

OTHERS PRESENT

Attorney Kevin Brown (arrived at 9:19 a.m.)
Economic Development Director Terry Schwindler
County Clerk Lynn Butterworth

Opening

1. Call to Order

Chairman Sharp called the meeting to order at approximately 9:04 a.m. (Copy of agenda made a part of the minutes.)

Minutes

2. Approval of Minutes

- a. June 11, 2018 Regular Meeting
- b. June 19, 2018 Called Meeting

Motion to approve the June 11, 2018 Regular Meeting Minutes.

Motion made by Member Smith, Seconded by Vice Chairman Waggoner.

Voting Yea: Vice Chairman Waggoner, Member Burns, Member Daniel, Member Smith

Motion to approve the June 19, 2018 Called Meeting Minutes.

Motion made by Member Daniel, Seconded by Member Smith.

Voting Yea: Vice Chairman Waggoner, Member Burns, Member Daniel, Member Smith

Financials

3. Approval of Financials - June 2018

Motion to approve the June 2018 Financials

Motion made by Member Daniel, Seconded by Vice Chairman Waggoner.

Voting Yea: Vice Chairman Waggoner, Member Burns, Member Daniel, Member Smith

Reports

4. Economic Development Director Report - July 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 - 8 projects added
- Projects by Industry - 5 commercial/retail, 2 manufacturing, 1 hospitality
- Project source – 2 existing industry, 6 local referrals
- Company located – LaLore Café, 113 Harmony Crossing
- Company relocated – Ace Hardware, 1022 Lake Oconee Parkway
- Company update – ViziTech USA – now offering design, web, & social media services
- Project update – South Industrial Park – Pad Ready Sites Project – OneGeorgia Grant for \$446,552 awarded
- Project update – Medical Center at Harmony Crossing
- Business & Industry contacts - 18 MTD, 141 YTD
- Social media - 309 likes on Facebook, 43 followers on LinkedIn, 110 followers on Instagram, 17 followers on Twitter
- Events attended and upcoming events
- Regional Think-Tank Workshop at CGTC Warner Robbins – June 15th
- UFP Job Fair – July 19th

Regular Business

5. Sign Letter of Intent for project "Philly"

EDD Schwindler explained that this is the standard approved tax abatement schedule and a non-binding letter of intent. The final will need to be approved by Board of Commissioners.

Motion to authorize the Chairman to sign the non-binding letter of intent for project Philly

Motion made by Member Smith, Seconded by Member Burns.

Voting Yea: Vice Chairman Waggoner, Member Burns, Member Daniel, Member Smith

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

6. Other Business

None

Meeting was recessed at approximately 9:42 a.m.

Meeting was reconvened at approximately 9:50 a.m.

Executive Session

7. Motion to 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 for real estate purposes.

Motion made by Vice Chairman Waggoner, Seconded by Member Smith.

Voting Yea: Vice Chairman Waggoner, Member Burns, Member Daniel, Member Smith

Meeting closed at approximately 9:51 a.m.

8. Motion to 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 Vice Chairman Waggoner, Seconded by Member Smith.

Voting Yea: Vice Chairman Waggoner, Member Burns, Member Daniel, Member Smith

Meeting reopened at approximately 10:31 a.m. (Copy of affidavit made a part of the minutes.)

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

Real Estate Matter #1

Motion to counter the offer for real estate matter #1 as discussed in Executive Session and authorize EDD Schwindler to make and explain the offer.

Motion made by Member Daniel, Seconded by Vice Chairman Waggoner.

Voting Yea: Vice Chairman Waggoner, Member Burns, Member Daniel, Member Smith

Real Estate Matter #2

During the Executive Session, Member Burns disclosed a potential conflict of interest as she is the broker for the seller. She stepped out of the room to allow for board discussion.

Motion to authorize counsel to work with owner to modify documentation appropriately, at the owner's expense, for real estate matter #2.

Motion made by Vice Chairman Waggoner, Seconded by Member Daniel.

Voting Yea: Vice Chairman Waggoner, Member Daniel, Chairman Sharp

Voting Abstain: Member Smith

No vote: Member Burns

Closing

10. Adjournment

Motion to adjourn the meeting.

Motion made by Member Smith, Seconded by Chairman Sharp.

Voting Yea: Vice Chairman Waggoner, Member Burns, Member Daniel, Member Smith

The meeting adjourned at approximately 10:36 a.m.

ATTEST:

Lynn Butterworth
County Clerk

Bill Sharp
Chairman