



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

Agenda

Tuesday, April 13, 2021 ♦ 4:30 PM

Putnam County Administration Building – Room 203

Opening

1. Call to Order
2. Introduction of New Board Member - Mr. Brice Doolittle

Regular Business

3. Report from Paul Simonton
 - a. GRAD application
 - b. SIP Project
4. Approval of quote from P.C. Simonton & Associates for additional GRAD Certification work

Minutes

5. Approval of Minutes - March 9, 2021 Regular Meeting and Executive Session

Financials

6. Approval of Financials - March 2021

Reports

7. Economic Development Director's Report

Other Business

8. Other Business

Next Meeting Items

9. Next Meeting Items

Executive Session

10. Enter Executive Session as allowed by O.C.G.A. 50-14-4, if necessary, for Personnel, Litigation, or Real Estate
11. Reopen meeting and execute Affidavit concerning the subject matter of the closed portion of the meeting
12. Action, if any, resulting from the Executive Session

Closing

13. 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:

5. Approval of Minutes - March 9, 2021 Regular Meeting and Executive Session



Putnam Development Authority

ideas. development.. growth...

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Minutes

Tuesday, March 9, 2021 ♦ 4:30 PM

Putnam County Administration Building – Room 204

The Putnam Development Authority met on Tuesday, March 9, 2021 at approximately 4:30 PM via video conference call.

PRESENT

Chairman Walt Rocker III
 Member Mylle Mangum
 Member John Wojtas

ABSENT

Member Patty Burns

OTHERS PRESENT

Attorney Kevin Brown
 Interim Economic Development Director Pat Topping
 County Clerk Lynn Butterworth

Opening

1. Call to Order

Chairman Rocker called the meeting to order at approximately 4:33 p.m.

He advised that the PDA will probably be returning to in person meetings next month.

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

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Minutes

- 2. Approval of Minutes
 - a. December 14, 2020 Regular Meeting
 - b. December 14, 2020 Executive Session
 - c. February 9, 2021 Called Meeting

Motion to approve the December 14, 2020 Regular Meeting and Executive Session minutes and the February 9, 2021 Called Meeting minutes.

Motion made by Member Mangum, Seconded by Member Wojtas.

Voting Yea: Chairman Rucker, Member Mangum, Member Wojtas

Financials

- 3. Approval of Financials – February 2021

Motion to approve the February 2021 Financials.

Motion made by Member Mangum, Seconded by Member Wojtas.

Voting Yea: Chairman Rucker, Member Mangum, Member Wojtas

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

Reports

- 4. Economic Development Director's Report

Interim EDD Topping reported the following: (copy of report made a part of the minutes.)

- Georgia is the #1 state for business for the 8th consecutive year by Site Selection Magazine
- For the first half of FY21:
 - 163 new projects statewide
 - 16,000 new jobs
 - \$6B total investments
- Business & Industry Company Contacts
- Project Status
 - Project Legacy – Active status - Private developer looking at Historic Hotel Eatonton; prospect completing their due diligence; investment and jobs to be determined.
 - Project Gum – Active status – Existing manufacturing company looking to expand and add 45 jobs, investment to be determined; looking at existing building or expanding current location
 - Project Anchor – Active status – Private developer developing site for a lakefront hotel; has hired a hotel consultant to identify potential hotel operators; 175 jobs; \$50 Million investment
 - Project Solar – Active status – Private developer looking to develop mixed use project on approximately 100 acres; met with Planning Department to discuss zoning; developer has Civil Engineering company working on Master Plan
 - Project Connect – Active status – Company expanding to Putnam County; current facility in Florida; the company is considering a building in Putnam; they will employ 70 professionals, clinical staff, and support team
 - Project Lamp Shade – Active status – project considering new construction in Putnam County

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- Project Hand Up – Active status – Goodwill – Helms College in Middle GA and the CSRA has plans to make a \$6 million investment to build a multi-purpose center in the Lake Country
- Project Club Manufacturing project on hold; prospect negotiating for existing building; 200 jobs; \$20 Million Investment
- Project Noodle – Dropped
- Bluestem will invest \$1 million and add 130 new full-time employees more than doubling their current employment in their expansion of their Eatonton distribution center located at 148 Industrial Boulevard; the company additionally plans to create nearly 200 seasonal and part-time positions
- Marketing Activities
 - 1/23/21 – Bluestem Brands Job Fair – virtual job fair held at Central GA Technical College to support Bluestem announcement that they will hire 130 new FT employees as well as 200 part time and seasonal employees; the PDA coordinated the promotion of the event with CGTC, GA DOL, GDEcD, Quick Start, Eatonton Putnam Chamber of Commerce, and regional media; CGTC and the Bluestem Team made special efforts to hold a virtual event that met all CDC Covid19 guidelines
 - 1/26/21 - Middle Georgia CEO Video Chat – CEO is a daily publication that focuses exclusively on business issues; our subject for this Video Chat was the Bluestem Expansion announcement as well as other economic activity in Eatonton/Putnam County; our last Video Chat had over 4,000 viewers in the first week
 - 2/25/21 – Lake Oconee Area Development Authority – Sam Young, Greene County DA – have been meeting with Young to discuss the two county development authorities that have been in existence since at least 2012; the charter of the DA was “to develop, promote and expand...industry and trade within Greene and Putnam Counties”; the next meeting is scheduled for May 3, 2021
 - 3/4/21 – Leadership Putnam Class of 2021 – Economic Development presentation – joined by Matt Poyner, MGEAWORKS Director, Topping presented an overview of the Economic Development process for the 19 members of the Leadership Putnam class
 - 3/5/21 – Tri County EMC announcement about Broadband in middle Georgia; Governor Brian Kemp announced the Broadband project for the 22,000 accounts in 8 counties served by Tri County EMC
- MGEA Metrics (MGEA Works website)
 - 2,142 users since August 11, 2020
 - 7,237 page views since August 11, 2020
 - 96.4% of users are from USA and 78.3% of those users reside in Georgia
 - Mobile and desktop devices make up the majority of searches followed by a tablet
 - Last reporting cycle tablets were second for searches
 - 61% of users are between the ages of 18 and 34
 - 54% of users are Males
- Website Visitor Sessions
- Website Visitor Stats

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- 692 sessions
- 2106 pageviews
- 88% new visitors
- Social Media
 - 637 Facebook Followers
 - 96 Linked-In Followers
 - 334 Instagram Followers
 - 40 Twitter Followers
- Virtual Meetings & Events Attended
- Upcoming Events

Executive Session

5. Enter Executive Session as allowed by O.C.G.A. 50-14-4 for Personnel, Litigation, or Real Estate

Motion to enter Executive Session as allowed by O.C.G.A. 50-14-4 for Litigation.

Motion made by Member Mangum, Seconded by Member Wojtas.

Voting Yea: Chairman Rocker, Member Mangum, Member Wojtas

Meeting closed at approximately 5:21 p.m.

6. 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 Wojtas.

Voting Yea: Chairman Rocker, Member Mangum, Member Wojtas

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

Meeting reopened at approximately 5:56 p.m.

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

Motion to authorize Chairman Rocker and Member Wojtas to retain supplemental project management not to exceed \$15,000.

Motion made by Member Mangum, Seconded by Member Wojtas.

Voting Yea: Chairman Rocker, Member Mangum, Member Wojtas

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Regular Business

8. Election of Officers

- a. Chairman
- b. Vice Chairman
- c. Secretary/Treasurer
- d. Assistant Secretary/Treasurer

Walt Rocker was nominated for Chairman.

John Wojtas was nominated for Vice Chairman.

Patty Burns was nominated for Secretary/Treasurer.

Lynn Butterworth was nominated for Asst. Secretary/Treasurer.

Motion to appoint the slate as nominated.

Motion made by Member Mangum, Seconded by Member Wojtas.

Voting Yea: Chairman Rocker, Member Mangum, Member Wojtas

Other Business

9. Other Business

None

Next Meeting Items

10. Next Meeting Items

None

Closing

11. Adjournment

Chairman Rocker adjourned the meeting at approximately 6:07 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Walt Rocker III
Chairman

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The draft minutes of the March 9, 2021 Executive Session are available for Board Member review in the Clerk's office.

File Attachments for Item:

6. Approval of Financials - March 2021

Putnam Development Authority

Balance Sheet

As of March 31, 2021

	<u>Mar 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
10001 · Checking-FMB	487,519.71
10050 · One Georgia Funds	50.00
10300 · Certificate of Deposit 42072	110,240.31
10600 · Certificate of Deposit-24251	82,667.01
Total Checking/Savings	<u>680,477.03</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>709,730.53</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
11751 · building-Old Hotel	123,536.00
Total Fixed Assets	<u>3,826,379.20</u>
TOTAL ASSETS	<u>4,536,109.73</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	827,907.09
Net Income	-12,471.56
Total Equity	<u>4,183,359.73</u>
TOTAL LIABILITIES & EQUITY	<u>4,536,109.73</u>

Putnam Development Authority
Profit & Loss YTD Comparison
March 2021

	<u>Mar 21</u>	<u>Oct '20 - Mar 21</u>
Income		
45000 · Interest	0.00	277.89
46400 · Other Types of Income		
46410 · County Funding	6,668.00	39,992.00
Total 46400 · Other Types of Income	<u>6,668.00</u>	<u>39,992.00</u>
Total Income	6,668.00	40,269.89
Expense		
62800 · Facilities and Equipment		
62820 · Electricity	51.30	297.25
62840 · Insurance	0.00	366.00
Total 62800 · Facilities and Equipment	<u>51.30</u>	<u>663.25</u>
63000 · Professional Fees		
63001 · Pat-Professional Services	7,590.00	31,200.00
63002 · Audrey-Professional Services	487.50	4,395.00
63003 · Accounting/Audit	100.00	300.00
Total 63000 · Professional Fees	<u>8,177.50</u>	<u>35,895.00</u>
65100 · Other Types of Expenses		
65105 · General Insurance	3,590.08	5,619.08
65107 · Postage	0.00	22.00
65134 · Legal	3,750.00	7,500.00
65135 · Travel	742.40	1,349.87
65142 · Office and General Supplies	10.00	141.25
Total 65100 · Other Types of Expenses	<u>8,092.48</u>	<u>14,632.20</u>
65144 · Employee Expenses	0.00	1,551.00
Total Expense	<u>16,321.28</u>	<u>52,741.45</u>
Net Income	<u><u>-9,653.28</u></u>	<u><u>-12,471.56</u></u>

Putnam Development Authority
Profit & Loss Budget vs. Actual
October 2020 through September 2021

	Oct '20 - Sep 21	Budget	\$ Over Budget	% of Budget
Income				
45000 · Interest	277.89			
46400 · Other Types of Income				
46410 · County Funding	39,992.00	80,000.00	-40,008.00	50.0%
Total 46400 · Other Types of Income	39,992.00	80,000.00	-40,008.00	50.0%
Total Income	40,269.89	80,000.00	-39,730.11	50.3%
Expense				
62800 · Facilities and Equipment				
62820 · Electricity	297.25	1,500.00	-1,202.75	19.8%
62840 · Insurance	366.00			
Total 62800 · Facilities and Equipment	663.25	1,500.00	-836.75	44.2%
63000 · Professional Fees				
63001 · Pat-Professional Services	31,200.00	52,800.00	-21,600.00	59.1%
63002 · Audrey-Professional Services	4,395.00	13,200.00	-8,805.00	33.3%
63003 · Accounting/Audit	300.00	6,100.00	-5,800.00	4.9%
Total 63000 · Professional Fees	35,895.00	72,100.00	-36,205.00	49.8%
65100 · Other Types of Expenses				
65101 · Computer Services	0.00	4,500.00	-4,500.00	0.0%
65102 · Building & Grounds	0.00	2,000.00	-2,000.00	0.0%
65103 · Equipment Services	0.00	500.00	-500.00	0.0%
65104 · Rental Expense	0.00	1,028.00	-1,028.00	0.0%
65105 · General Insurance	5,619.08	9,549.00	-3,929.92	58.8%
65106 · Telecommunications	0.00	1,500.00	-1,500.00	0.0%
65107 · Postage	22.00	250.00	-228.00	8.8%
65110 · Advertising Expenses	0.00	2,600.00	-2,600.00	0.0%
65117 · Small Equipment	0.00	500.00	-500.00	0.0%
65120 · Dues & Subscriptions	0.00	1,500.00	-1,500.00	0.0%
65125 · Marketing	0.00	1,500.00	-1,500.00	0.0%
65130 · Conferences	0.00	5,700.00	-5,700.00	0.0%
65134 · Legal	7,500.00	20,000.00	-12,500.00	37.5%
65135 · Travel	1,349.87	9,800.00	-8,450.13	13.8%
65137 · Education	0.00	3,000.00	-3,000.00	0.0%
65140 · Printing & Binding	0.00	1,500.00	-1,500.00	0.0%
65141 · Books & Periodicals	0.00	250.00	-250.00	0.0%
65142 · Office and General Supplies	141.25	600.00	-458.75	23.5%
Total 65100 · Other Types of Expenses	14,632.20	66,277.00	-51,644.80	22.1%
65144 · Employee Expenses				
65145 · Full Time Staff Salaries	0.00	36,440.00	-36,440.00	0.0%
65146 · Part Time Salaries	0.00	3,216.00	-3,216.00	0.0%
65147 · Insurance	0.00	4,368.00	-4,368.00	0.0%
65148 · SS	0.00	2,766.00	-2,766.00	0.0%
65149 · Retirement Contributions	0.00	1,543.00	-1,543.00	0.0%
65151 · Workers Comp	0.00	167.00	-167.00	0.0%
65144 · Employee Expenses - Other	1,551.00			
Total 65144 · Employee Expenses	1,551.00	48,500.00	-46,949.00	3.2%
Total Expense	52,741.45	188,377.00	-135,635.55	28.0%
Net Income	-12,471.56	-108,377.00	95,905.44	11.5%