



Putnam Development Authority

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

Called Meeting

Agenda

Thursday, June 20, 2019 ♦ 3:00 PM

Putnam County Administration Building – Room 204

Opening

1. Call to Order

Called Meeting

- [2.](#) Approval of PDA FY2020 Budget

Closing

3. 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.



Putnam County, GA

2020 BUDGET REQUEST

Account Summary

For Fiscal: 2019 Period Ending: 09/30/2019

		2017 Total Activity	2018 Total Activity	2019 YTD Activity	2019 Total Budget	2020 Request 2020	Notes
Class: 51 - PERSONAL SERVICES & EMPLOYEE EMPLOYEE BENEFITS							
Expense							
Full-time Staff	101-75201-511100	64,808.12	65,408.24	51,186.01	71,866.00	72,839.00	\$62,421 current salary + \$5,618 raise + \$4,800 mileage pay = \$72,839
Insurance Benefits	101-75201-512101	6,868.80	7,581.75	5,734.17	7,686.00	7,890.00	
Social Security	101-75201-512201	4,920.32	4,956.58	3,867.78	5,498.00	5,573.00	
Retirement Contributions	101-75201-512401	8,514.00	9,004.00	8,850.00	8,999.00	8,850.00	
Workers Compensation	101-75201-512701	212.00	207.00	216.00	216.00	220.00	
Payroll Accrual	101-75201-512901	-168.15	214.64	0.00	300.00	425.00	
	Expense Total:	85,155.09	87,372.21	69,853.96	94,565.00	95,797.00	
Class: 51 - PERSONAL SERVICES & EMPLOYEE EMPLOYEE BENEFITS Total:		85,155.09	87,372.21	69,853.96	94,565.00	95,797.00	
Class: 52 - PURCHASED / CONTRACT SERVICES							
Expense							
Legal Services	101-75201-521203	62,600.58	15,375.08	8,800.14	15,600.00	20,000.00	\$20,000 legal advisory work
Accounting/Auditing	101-75201-521206	3,400.00	400.00	200.00	6,500.00	6,500.00	\$500 bookkeeping, \$6000 external audit
Professional Services	101-75201-521220	15,900.00	63,890.00	1,640.00	40,000.00	20,000.00	\$20,000 engineering, surveying, assessments, etc
Computer Services	101-75201-521301	2,068.81	2,469.45	2,403.99	3,200.00	4,489.00	\$2,000 web, \$250 Office, \$89 A/V, \$2,000 net maint, \$150 software
Building & Ground Services	101-75201-522201	800.00	0.00	0.00	5,000.00	5,000.00	\$5,000 CGTC building services est.
Equipment Services	101-75201-522205	274.10	186.36	82.23	600.00	500.00	\$200 project copies, \$300 copier maintenance & copies
Rental Expense	101-75201-522321	0.00	0.00	28.00	3,000.00	1,028.00	\$1,000 rentals, \$28 safe deposit box
General Insurance	101-75201-523101	5,854.00	5,877.00	2,345.00	6,550.00	6,900.00	\$2,500 E&O ins, \$4,000 CGTC bldg ins, \$400 land ins
Telecommunications	101-75201-523201	1,150.09	952.52	721.59	1,320.00	1,500.00	\$50/mo Desk phone, \$75/mo Cell
Postage	101-75201-523215	72.08	97.94	50.00	300.00	250.00	\$250 postage
Advertising	101-75201-523301	3,250.00	8.12	181.26	4,625.00	24,000.00	\$6,000 GA Trend Ad, \$18,000 3 Site Selection Ads

2020 BUDGET REQUEST

For Fiscal: 2019 Period Ending: 09/30/2019

		2017 Total Activity	2018 Total Activity	2019 YTD Activity	2019 Total Budget	2020 Request 2020	Notes
Printing & Binding	101-75201-523401	11.75	0.00	0.00	1,500.00	1,500.00	\$1,500 SIP PROJECT printing
Travel	101-75201-523501	2,295.23	3,919.01	1,383.82	7,900.00	6,150.00	\$800 GEDA fall, \$1,500 IEDC, \$1,500 SEDC, \$700 GEDA spring, \$150 ICSC, \$1,500 Consultant Connect
Dues & Fees	101-75201-523601	12,748.89	900.00	420.00	2,750.00	3,000.00	\$750 GEDA, \$600 IEDC, \$500 SEDC, \$550 GACoC, \$100 ICSC, \$500 MGEA
Education	101-75201-523701	1,010.00	1,445.83	630.00	1,400.00	4,400.00	\$600 GEDA fall, \$800 IEDC, \$500 SEDC, \$500 GEDA spring, \$150 ICSC, \$1,895 Consultant Connect
Miscellaneous Services	101-75201-523920	18,487.50	0.00	0.00	55,000.00	20,000.00	\$20,000 misc project services
Expense Total:		129,923.03	95,521.31	18,886.03	155,245.00	125,217.00	
Class: 52 - PURCHASED / CONTRACT SERVICES Total:		129,923.03	95,521.31	18,886.03	155,245.00	125,217.00	
Class: 53 - SUPPLIES							
Expense							
Office & General Supplies	101-75201-531101	556.11	466.72	191.35	1,000.00	600.00	\$600 office & general supplies
Building & Ground Supplies	101-75201-531110	-130.69	0.00	0.00	3,000.00	2,000.00	\$2,000 SIP / CGTC bldg supplies
Electricity	101-75201-531231	503.06	679.63	361.88	700.00	1,500.00	\$1,500 electric for RETP & SIP sign
Meals For Special Events	101-75201-531301	1,032.25	1,172.96	662.77	3,500.00	2,500.00	\$2,500 project / B&I meeting meals
Books & Periodicals	101-75201-531401	35.00	84.95	42.97	250.00	250.00	\$250 Periodicals, Messenger, GA County Guide, etc
Small Equipment	101-75201-531601	1,441.23	848.63	0.00	2,500.00	2,500.00	\$2,500 small equipment
Expense Total:		3,436.96	3,252.89	1,258.97	10,950.00	9,350.00	
Class: 53 - SUPPLIES Total:		3,436.96	3,252.89	1,258.97	10,950.00	9,350.00	
Report Total:		218,515.08	186,146.41	89,998.96	260,760.00	230,364.00	