



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

Agenda

Tuesday, August 10, 2021 ♦ 4:30 PM

Putnam County Administration Building – Room 204

Opening

1. Call to Order

Minutes

2. Approval of Minutes
 - a. July 20, 2021 Regular Meeting
 - b. July 20, 2021 Executive Session

Financials

3. Approval of Financials - July 2021

Reports

4. Executive Director's Report

Regular Business

5. Rebranding Initiative

Other Business

6. Other Business

Next Meeting Items

7. Next Meeting Items

Closing

8. 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. July 20, 2021 Regular Meeting
- b. July 20, 2021 Executive Session



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Minutes

Tuesday, July 20, 2021 ♦ 4:30 PM

Putnam County Administration Building – Room 204

The Putnam Development Authority met on Tuesday, July 20, 2021 at approximately 4:30 PM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia.

PRESENT

Chairman Walt Rocker III
 Member Brice Doolittle
 Member Mylle Mangum
 Member John Wojtas

ABSENT

Member Patty Burns

OTHERS PRESENT

Attorney Kevin Brown
 Executive Director Matt Poyner
 County Clerk Lynn Butterworth

Opening

1. Call to Order

Chairman Rocker called the meeting to order at approximately 4:38 p.m.
 (Copy of agenda made a part of the minutes.)

Minutes

2. Approval of Minutes
 a. June 8, 2021 Regular Meeting
 b. June 8, 2021 Executive Session

Motion to approve the June 8, 2021 Regular and Executive Session Minutes.

Motion made by Member Mangum, Seconded by Member Doolittle.

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

| | | |
|---------------|-------------|--|
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| July 20, 2021 | | |

Financials

3. Approval of Financials - June 2021

Chairman Rucker advised that the budget request of \$195,000 had been submitted to the county and that he attended the budget work session with the Board of Commissioners to present the request and answer any questions. The final budget work session is August 6, 2021 and Chairman Rucker encouraged all board members to attend.

Chairman Rucker also advised that a check was cut today for \$105,472 to Outdoor Solutions for their work on the SIP site and is not showing in these financials. This will be turned in for reimbursement from OneGeorgia.

Chairman Rucker announced that the budget is tracking well for this year and the authority should be under the approved budget for FY21.

Motion to approve the June 2021 Financials.

Motion made by Member Mangum, Seconded by Member Wojtas.

Voting Yea: Chairman Rucker, Member Doolittle, Member Mangum, Member Wojtas

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

Reports

4. Executive Director's Report

PDA's new Executive Director Matt Poyner thanked the board for the great opportunity and reported the following: (copy of report made a part of the minutes.)

- Business & Industry Company Contacts
- New Project Activity
 - Project Grill (Direct Inquiry) – company looking for space for manufacturing of restaurant equipment; will create 50 jobs over 5 years; company headquartered in Munich, Germany; currently located in South Carolina and looking to relocate to Georgia
- Project Status
 - Project Legacy – Active status - Private developer looking at Historic Hotel Eatonton; prospect developing LOI; investment and jobs to be determined; working with developer for 6+ months
 - 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 – On hold
 - Project Grace (formerly 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; local developer
 - 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; monthly contact
- Miscellaneous Activities
 - OneGeorgia
 - Internal Operations

| | | |
|---------------|-------------|--|
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| July 20, 2021 | | |

- Existing Industry
 - Workforce
- Meetings & Events Attended
 - 7/2 – Putnam County BOC meeting
- Upcoming Meetings and Events
 - 7/20 – Interfor
 - 7/21 – EPTAH
 - 8/6 – Putnam County BOC
- GRAD ‘Select’ Update
 - Site Contact Information & Site Details – complete
 - Site Description – complete
 - Site Ownership & Terms – complete
 - Topographic Survey & Aerial Photography – complete
 - Zoning & Planning & Land Use Controls of Site – complete
 - Transportation Infrastructure – complete
 - Utilities – Energy – Telecom & Public Safety Services – complete
 - Wetlands & Other Aquatic Resources – complete
 - Geotechnical Investigation – complete
 - Phase I Environmental Assessment – complete
 - Historic Cultural Resources Studies & Endangered Species Report - needed
- Open Jobs in Region
 - Baldwin: 1665
 - Jones: 1957
 - Putnam: 1617
 - Twiggs: 608
 - Wilkinson: 1512
- Website Visitor Sessions
- Website Visitor Stats
 - 295 sessions
 - 855 pageviews
- Social Media
 - 667 Facebook Followers
 - 95 Linked-In Followers
 - 381 Instagram Followers
 - 43 Twitter Followers
- Future Discussions/Planning
 - Strategic Planning
 - Web Site Review
 - Branding
 - Marketing
 - Internal Operations
 - South Industrial Park
 - Properties
 - Workforce

Motion to approve the GEC proposal for cultural resources and endangered species reports at approximately \$8300 for the South Industrial Park GRAD Select certification. Motion made by Member Mangum, Seconded by Member Wojtas.

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

Motion to approve up to \$10,000 to the City of Eatonton to extend the gas line at the South Industrial Park and authorize the Chairman and Executive Director to execute the appropriate documents.

Motion made by Member Mangum, Seconded by Member Doolittle.

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

Other Business

5. Other Business

Chairman Rocker advised the board about the recent filming activity taking place in Eatonton and Putnam County. The industry is pleased with the area and people and filming is expected to increase this year and in future years. He requested some general authority for handling the filming requests for PDA owned property. Attorney Brown advised requiring a certificate of insurance with PDA listed as an additional insured and setting a minimum fee for use of the property.

Motion to authorize the Chairman and Executive Director to negotiate use of PDA owned properties for filming use with the requirement of getting a certificate of insurance naming PDA as an additional insured and charging \$250 per day with a 28-day maximum use.

Motion made by Member Wojtas, Seconded by Member Mangum.

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

Next Meeting Items

6. Next Meeting Items

Chairman Rocker requested to add the Rebranding Initiative to the next agenda with the hopes of getting this completed by the end of the year.

Executive Session

Chairman Rocker advised that an Executive Session was needed.

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 Wojtas, Seconded by Member Doolittle

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

Meeting closed at approximately 5:33 p.m.

| | | |
|---------------|-------------|--|
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| July 20, 2021 | | |

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 Doolittle, Member Mangum, Member Wojtas

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

Meeting reopened at approximately 5:43 p.m.

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

No action was taken.

Closing

10. Adjournment

Motion to adjourn the meeting.

Motion made by Member Mangum, Seconded by Member Doolittle

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

Meeting adjourned at approximately 5:44 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Walt Rocker III
Chairman

| | | |
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The draft minutes of the July 20, 2021 Executive Session are available for Board Member review in the Clerk's office.

File Attachments for Item:

3. Approval of Financials - July 2021

Putnam Development Authority
Balance Sheet
 As of July 31, 2021

| | Jul 31, 21 |
|---|---------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 10001 · Checking-FMB | 328,405.84 |
| 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 | 521,363.16 |
| Other Current Assets | |
| 11700 · CIP | 25,357.50 |
| 12007 · Prepaid Insurance | 3,896.00 |
| Total Other Current Assets | 29,253.50 |
| Total Current Assets | 550,616.66 |
| 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 | 4,376,995.86 |
| 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 | 827,907.09 |
| Net Income | -171,585.43 |
| Total Equity | 4,024,245.86 |
| TOTAL LIABILITIES & EQUITY | 4,376,995.86 |

Putnam Development Authority
Profit & Loss YTD Comparison
July 2021

| | Jul 21 | Oct '20 - Jul 21 |
|---|--------------------|--------------------|
| Income | | |
| 45000 · Interest | 0.00 | 277.89 |
| 46400 · Other Types of Income | | |
| 46410 · County Funding | 6,668.00 | 59,996.00 |
| Total 46400 · Other Types of Income | 6,668.00 | 59,996.00 |
| Total Income | 6,668.00 | 60,273.89 |
| Expense | | |
| 62800 · Facilities and Equipment | | |
| 62820 · Electricity | 47.26 | 489.20 |
| 62840 · Insurance | 0.00 | 330.00 |
| Total 62800 · Facilities and Equipment | 47.26 | 819.20 |
| 63000 · Professional Fees | | |
| 63001 · Pat-Professional Services | 0.00 | 57,120.00 |
| 63002 · Audrey-Professional Services | 0.00 | 4,957.50 |
| 63003 · Accounting/Audit | 0.00 | 700.00 |
| Total 63000 · Professional Fees | 0.00 | 62,777.50 |
| 64000 · Projects | 105,472.00 | 122,567.00 |
| 65100 · Other Types of Expenses | | |
| 65105 · General Insurance | 0.00 | 5,619.08 |
| 65107 · Postage | 0.00 | 22.00 |
| 65110 · Advertising Expenses | 1,680.00 | 1,680.00 |
| 65134 · Legal | 21,250.00 | 31,250.00 |
| 65135 · Travel | 0.00 | 3,269.07 |
| 65137 · Education | 0.00 | 137.00 |
| 65142 · Office and General Supplies | 0.00 | 523.47 |
| Total 65100 · Other Types of Expenses | 22,930.00 | 42,500.62 |
| 65144 · Employee Expenses | 822.00 | 3,195.00 |
| Total Expense | 129,271.26 | 231,859.32 |
| Net Income | -122,603.26 | -171,585.43 |

File Attachments for Item:

4. Executive Director's Report

Putnam Development Authority



ideas. development.. growth...

Economic Development Report

JULY 20, 2021

Business & Industry Company Contacts

❖ **June 21 – Meeting**

- Mike House, Mill Manager – Interfor

❖ **July 23 – Phone Call**

- Stewart Roadheaver, Owner – Vizitech

❖ **July 23 – Meeting**

- Christina Hinz, CTAE Director – Putnam County Charter Schools
- Maggie Milner, President/CEO – Eatonton-Putnam Chamber of Commerce

❖ **July 30 – Meeting**

- Eric Arena, Superintendent – Putnam County Charter Schools

❖ **August 3 – Meeting**

- Valerie Fields, HR Manager – Cosmo Cabinets

❖ **August 3 – Phone Call**

- Justin Kennedy – Stair South

❖ **August 4 – Meeting**

- George Habib, CEO – Cabinet Concepts

Workforce Development

❖ Putnam County High School:

- Had a very productive meeting with the leadership team at Putnam County High School concerning work-based learning opportunities. All parties were in agreement and willing to help however possible to get students into positive work environments that will benefit the students and their future growth.
- Additional conversation revolved around the need to get students assessed on the YouScience platform to learn more about the students interests and aptitude which are the two main factors that the program bases the results from. Lack of testing due to COVID-19 which is understandable.

❖ Cosmo Cabinets:

- Met with HR Manager of Cosmo Cabinets to discuss different strategies for their workforce. She will be meeting internally with her team, but she is very interested in partnering with the school system on work-based learning. I also connected her with the local person with the Middle Georgia Consortium to discuss the OJT programs that they have in place and how they can provide extra assistance.

❖ Stair South:

- Stair South has partnered in the past with Putnam and Morgan County High Schools and would like to reengage and learn more about the work based learning program and how they can partner.

Workforce Development

❖ Custom Cabinets:

- As with previous companies that I've met with, George is willing to discuss opportunities for students to participate in a work based learning environment.

New Project Activity

❖ Project Tank

- Company looking for space for a manufacturing/fabrication facility. Looking for an existing building or a green field site to build on.
- Will create 20-30 jobs over 5 years.
- Company headquartered in Ohio and looking to expand into the Southeast.
- Want to create partnership with Putnam High School for future welding positions.
- GDEcD is assisting with requests from company for specific information that will help them in their process for the potential expansion.

Project Status

❖ **Project Legacy**

- Active Status: Private developer looking at Historic Hotel Eatonton. Prospect developing LOI. Investments and jobs TBD. Working with developer for 6+ months.

❖ **Project Anchor**

- Active Status: Private developer developing site for a lakefront hotel. Has hired a hotel consultant to identify potential hotel operators. 175 jobs; \$50MM investment.

❖ **Project Solar**

- On Hold

❖ **Project Grace (Formerly 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. Local developer.

❖ **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. Monthly contact.

Miscellaneous Activities

❖ Existing Industry

- Continuing to reach out to companies within the community.

❖ Workforce

- Will be meeting within the next few weeks with local CTAE Director at Putnam County High School and Chamber President to begin formulating some workforce strategies.

❖ SIP Site

- Need to get quotes from local landscape companies to bush hog SIP Site as City and County are currently unable to offer assistance.

❖ Admin

- Getting a PDA credit card for Director.
- Access for Director to see bank accounts on-line

GRAD 'SELECT' UPDATE

- ❖ **SECTION 1: Site Contact Information & Site Details – COMPLETE**
- ❖ **SECTION 2: Site Description – COMPLETE**
- ❖ **SECTION 3: Site Ownership & Terms – COMPLETE**
- ❖ **SECTION 4: Topographic Survey & Aerial Photography – COMPLETE (72 month window)**
- ❖ **SECTION 5: Zoning & Planning & Land Use Controls of Site – COMPLETE**
- ❖ **SECTION 6: Transportation Infrastructure – COMPLETE (180 day window)**
- ❖ **SECTION 7: Utilities – Energy – Telecom & Public Safety Services – COMPLETE (180 day window)**
- ❖ **SECTION 8: Wetlands & Other Aquatic Resources – COMPLETE (72 month window)**
 - Study completed April 30, 2021
- ❖ **SECTION 9: Geotechnical Investigation – COMPLETE (72 month window)**
 - Study completed October 25, 2019
- ❖ **SECTION 10: Phase I Environmental Assessment – COMPLETE (72 month window)**
 - Study completed May 6, 2021
- ❖ **SECTION 11: Historic Cultural Resources Studies & Endangered Species Report (72 month window)**
 - Cultural Resources: N/A
 - Endangered Species Report: N/A

Open Jobs in Region



❖ Baldwin County

- 1,665 job openings
- Retail / Registered Nurses / Truck Drivers

❖ Jones County

- 1,957 job openings
- Retail / Registered Nurses / Truck Drivers

❖ Putnam County

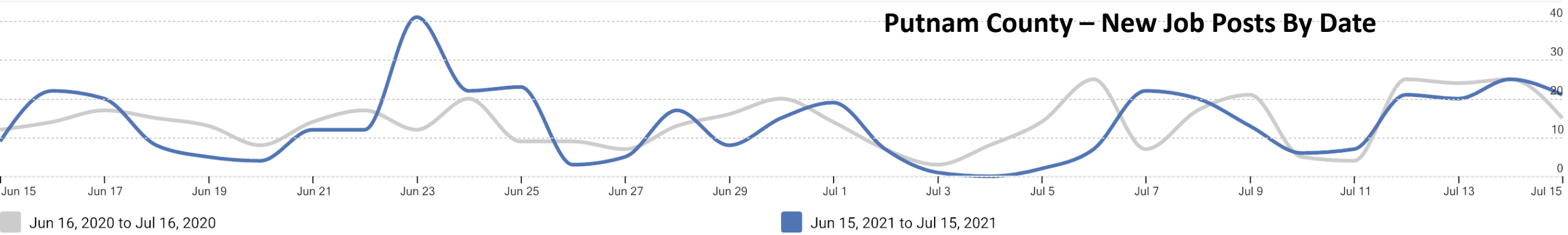
- 1,617 job openings
- Retail / Registered Nurses / Truck Drivers

❖ Twiggs County

- 608 job openings
- Stockers & Order Fillers / Retail / Registered Nurses

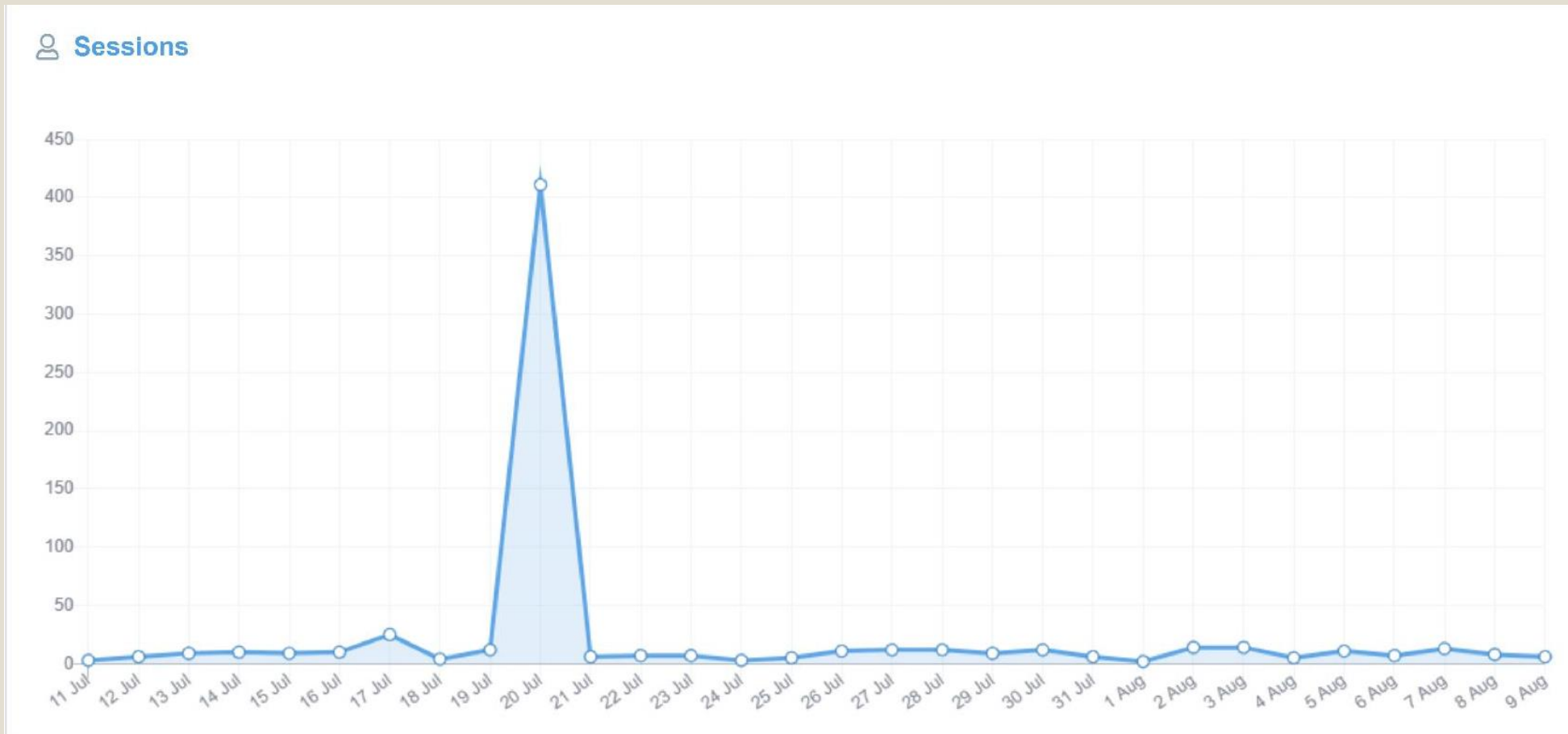
❖ Wilkinson County

- 1,512 job openings
- Retail / Registered Nurses / Stockers & Order Fillers



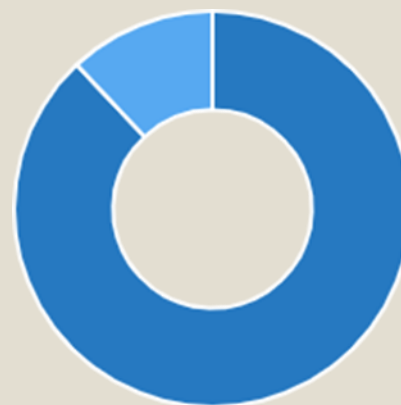
Source: JobsEQ®, Note: Data are subject to revision. Time series data can be volatile with trends unrelated to actual changes in demand; use with caution.

Website Visitor Sessions



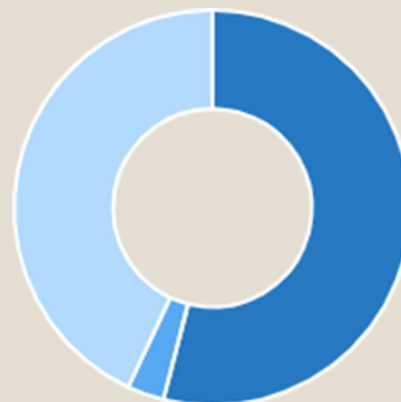
Website Visitor Stats

Sessions 669
Increase (+96%)



- New 57%
- Returning 43%

PageViews 1,933
Increase (+101%)



- Desktop 56%
- Tablet 2%
- Mobile 42%

Social Media



669 Facebook Followers (+13)



95 Linked-In Connections (+0)



382 Instagram Followers (+16)



43 Twitter Followers (+0)

Future Discussions / Planning

- ❖ **Strategic Planning**
- ❖ **Web Site Review**
 - Updated Data
 - Fresh Look
- ❖ **Branding**
- ❖ **Marketing**
 - Videos
- ❖ **Internal Operations**
 - Work with Finance Chair
- ❖ **South Industrial Park**
 - Industrial Boulevard Beautification
 - Signage – Industrial Boulevard
 - Signage – Old Milledgeville Road
- ❖ **Properties**
- ❖ **Workforce, Workforce, Workforce**

Questions?

Matt Poyner

Economic Development Director

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