



117 Putnam Drive ♦ Eatonton, GA 31024 ♦ Tel: 706-485-1884 [www.putnamdevelopmentauthority.com](http://www.putnamdevelopmentauthority.com)

**Agenda**  
**Monday, August 10, 2020 ♦ 9:00 AM**  
*Putnam County Administration Building – Room 204*

**Opening**

1. Call to Order

**Minutes**

2. Approval of Minutes
  - a. July 20, 2020 Regular Meeting
  - b. July 20, 2020 Executive Session

**Financials**

3. Approval of Financials - July 2020

**Reports**

4. Interim Economic Development Director's Report

**Regular Business**

5. Putnam General Hospital Referendum
6. Approval of Rental Agreement between the Putnam Development Authority and State Properties Commission on behalf of the Technical College System of Georgia
7. FY2021 Budget Report
8. Interfor Update
9. Authorization for Chairman to sign documents from Georgia Department of Transportation
  - a. Option for Right of Way
  - b. Right of Entry

**Other Business**

10. Other Business

**Next Meeting Items**

11. Next Meeting Items

**Executive Session**

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

**Closing**

15. 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, 2020 Regular Meeting
- b. July 20, 2020 Executive Session



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## Minutes Monday, July 20, 2020 ♦ 9:00 AM

The Putnam Development Authority met on Monday, July 20, 2020 at approximately 9:00 AM via conference call.

### *PRESENT*

Chairman Walt Rocker III  
 Member Patty Burns  
 Member Mylle Mangum  
 Member Eugene Smith  
 Member John Wojtas

### *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 9:03 a.m.  
 (Copy of agenda made a part of the minutes.)

### **Minutes**

#### 2. Approval of Minutes

- a. June 8, 2020 Regular Meeting
- b. June 8, 2020 Executive Session

**Motion to approve the Minutes of the June 8, 2020 Regular Meeting and Executive Session.**

**Motion made by Member Mangum, Seconded by Member Wojtas.**

**Voting Yea: Chairman Rocker, Member Burns, Member Mangum, Member Smith,  
 Member Wojtas**

## Financials

3. Approval of Financials - May 2020

4. Approval of Financials - June 2020

Items 3 & 4 were taken together.

Member Burns reviewed the financial reports.

**Motion to approve the May 2020 and June 2020 Financials.**

**Motion made by Member Burns, Seconded by Member Wojtas.**

**Voting Yea: Chairman Rocker, Member Burns, Member Mangum, Member Smith, Member Wojtas**

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

## Regular Business

5. FY2021 Budget Report

Interim EDD Topping reviewed the FY21 budget request to the Board of Commissioners. The amount is the same as last year but with a request to change to an agency type payment from the county, where the PDA pays their own bills instead of the county.

Action may be needed, but will hear the EDD report first.

## Reports

6. Interim Economic Director's Report

Interim EDD Topping reported the following:

- Project Anchor (hotel on Lake Oconee) was approved by the Planning & Zoning Commission and the Board of Commissioners; plans are for a 175 room hotel and architectural work is being done now
- South Georgia lighting company looking to relocate (Project Lake)
- Project Club is looking at some existing buildings; needs 132 square feet for manufacturing; would employ 100 people to start and could grow; wages \$16-\$18; working with the state to develop a proposal
- Mixed Use Commercial/Residential/Medical in the works; goes before Planning & Zoning Commission in August
- Cosmos Cabinets is looking for people: machine operators, supervisors, team leader
- COVID is changing the economic development world; can't go visit businesses anymore; travel restrictions in place; might need to increase phone calls; companies not as interested in taking in high school students right now
- New business recruitment: need good web presence; virtual site visits and virtual community visits are being done now in the industry
- Website: contract renewed with MGRC for \$1600 for 3 years, includes redoing of site; making a list of things to address; need solid building and site data base; need workforce info; need to promote existing businesses

Member Wojtas requested a third-party evaluation to figure out who we are and who we want to be and what our needs are. EDD Topping will do some research and bring something back to the board.

Member Mangum left the meeting during this item.

Back to #5 FY2021 Budget Report

**Motion to move remaining FY20 budget allocation from Fulltime Staff into Professional Services**

**Motion made by Member Wojtas, Seconded by Member Burns.**

**Voting Yea: Chairman Rocker, Member Burns, Member Smith, Member Wojtas**

**Other Business**

7. Other Business

Member Wojtas requested updated social media statistics. Interim EDD Topping will check and report back.

**Next Meeting Items**

8. Next Meeting Items

None

**Executive Session**

9. 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 purposes.**

**Motion made by Member Burns, Seconded by Member Wojtas.**

**Voting Yea: Chairman Rocker, Member Burns, Member Smith, Member Wojtas**

Meeting closed at approximately 9:48 a.m.

10. 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 Smith, Seconded by Member Wojtas.**

**Voting Yea: Chairman Rocker, Member Burns, Member Smith, Member Wojtas**

Meeting reopened at approximately 9:59 a.m.

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

No action was taken.

**Closing**

12. Adjournment

**Motion to adjourn the meeting.**

**Motion made by Member Smith, Seconded by Member Wojtas.**

**Voting Yea: Chairman Rocker, Member Burns, Member Smith, Member Wojtas**

Meeting adjourned at approximately 10:00 a.m.

ATTEST:

Lynn Butterworth  
County Clerk

Walt Rocker III  
Chairman



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The draft minutes of the July 20, 2020 Executive Session are available for Board Member review in the Clerk’s office.

**File Attachments for Item:**

3. Approval of Financials - July 2020





Putnam County, GA

# Income Statement Account Summary

For Fiscal: 2020 Period Ending: 07/31/2020

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 101 - GENERAL FUND</b>						
<b>Expense</b>						
<a href="#">101-75201-511100</a>	Full-time Staff	68,139.00	10,389.00	0.00	10,419.20	-30.20
<a href="#">101-75201-512101</a>	Insurance Benefits	7,890.00	7,890.00	0.00	535.62	7,354.38
<a href="#">101-75201-512201</a>	Social Security	5,213.00	5,213.00	0.00	794.25	4,418.75
<a href="#">101-75201-512401</a>	Retirement Contributions	8,850.00	11,931.00	0.00	11,931.00	0.00
<a href="#">101-75201-512701</a>	Workers Compensation	220.00	228.00	0.00	228.00	0.00
<a href="#">101-75201-512901</a>	Payroll Accrual	425.00	425.00	0.00	0.00	425.00
<a href="#">101-75201-521203</a>	Legal Services	20,000.00	20,000.00	0.00	10,106.72	9,893.28
<a href="#">101-75201-521205</a>	Testing/Physicals	0.00	15.00	15.00	15.00	0.00
<a href="#">101-75201-521206</a>	Accounting/Auditing	6,500.00	6,500.00	0.00	0.00	6,500.00
<a href="#">101-75201-521220</a>	Professional Services	20,000.00	97,750.00	2,190.00	36,154.45	61,595.55
<a href="#">101-75201-521301</a>	Computer Services	4,489.00	4,489.00	2,152.50	2,829.00	1,660.00
<a href="#">101-75201-522201</a>	Building & Ground Services	5,000.00	5,000.00	0.00	0.00	5,000.00
<a href="#">101-75201-522205</a>	Equipment Services	500.00	500.00	0.00	13.98	486.02
<a href="#">101-75201-522321</a>	Rental Expense	1,028.00	1,028.00	0.00	0.00	1,028.00
<a href="#">101-75201-523101</a>	General Insurance	6,900.00	6,900.00	0.00	2,352.00	4,548.00
<a href="#">101-75201-523201</a>	Telecommunications	1,500.00	1,500.00	72.14	725.08	774.92
<a href="#">101-75201-523215</a>	Postage	250.00	250.00	0.00	25.85	224.15
<a href="#">101-75201-523301</a>	Advertising	24,000.00	20,896.00	0.00	749.28	20,146.72
<a href="#">101-75201-523401</a>	Printing & Binding	1,500.00	1,500.00	0.00	0.00	1,500.00
<a href="#">101-75201-523501</a>	Travel	6,150.00	6,150.00	0.00	6.00	6,144.00
<a href="#">101-75201-523601</a>	Dues & Fees	3,000.00	3,000.00	0.00	265.00	2,735.00
<a href="#">101-75201-523701</a>	Education	4,400.00	4,400.00	0.00	0.00	4,400.00
<a href="#">101-75201-523920</a>	Miscellaneous Services	20,000.00	0.00	0.00	0.00	0.00
<a href="#">101-75201-531101</a>	Office & General Supplies	600.00	600.00	0.00	20.00	580.00
<a href="#">101-75201-531110</a>	Building & Ground Supplies	2,000.00	2,000.00	0.00	0.00	2,000.00
<a href="#">101-75201-531231</a>	Electricity	1,500.00	1,500.00	45.28	465.32	1,034.68
<a href="#">101-75201-531301</a>	Meals For Special Events	2,500.00	2,500.00	0.00	81.53	2,418.47
<a href="#">101-75201-531401</a>	Books & Periodicals	250.00	250.00	0.00	0.00	250.00
<a href="#">101-75201-531601</a>	Small Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00
<a href="#">101-75201-542600</a>	Capital Purchases	0.00	0.00	0.00	0.00	0.00
<a href="#">101-75201-572005</a>	Payment To Agency	0.00	0.00	0.00	0.00	0.00
<b>Expense Total:</b>		<b>225,304.00</b>	<b>225,304.00</b>	<b>4,474.92</b>	<b>77,717.28</b>	<b>147,586.72</b>
<b>Fund: 101 - GENERAL FUND Total:</b>		<b>225,304.00</b>	<b>225,304.00</b>	<b>4,474.92</b>	<b>77,717.28</b>	
<b>Fund: 328 - SPLOST #8 Fund</b>						
<b>Expense</b>						
<a href="#">328-75201-542600</a>	PDA Capital Purchases	0.00	0.00	0.00	0.00	0.00
<b>Expense Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund: 328 - SPLOST #8 Fund Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Surplus (Deficit):</b>		<b>-225,304.00</b>	<b>-225,304.00</b>	<b>-4,474.92</b>	<b>-77,717.28</b>	



Putnam County, GA

Detail Report  
Account Detail

Date Range: 10/01/2019 - 07/31/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance			
<b>Fund: 101 - GENERAL FUND</b>							
<b>Expense</b>							
<a href="#">101-75201-511100</a>	Full-time Staff	0.00	10,419.20	10,419.20			
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Amount</b>	<b>Running Balance</b>
10/10/2019	PYPKT02025	PYPKT02025 - PR PPE:		PYPKT02025 - PR PPE: 10-06-2019 CM -		2,801.42	2,801.42
10/24/2019	PYPKT02037	PYPKT02037 - PR PPE:		PYPKT02037 - PR PPE: 10/20/2019 CM -		2,801.42	5,602.84
11/07/2019	PYPKT02046	PYPKT02046 - PR PPE:		PYPKT02046 - PR PPE: 11-03-2019 CM -		4,816.36	10,419.20
<a href="#">101-75201-512101</a>	Insurance Benefits	0.00	535.62	535.62			
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Amount</b>	<b>Running Balance</b>
10/01/2019	APPKT8726	INV0122601	133092	Economic Development	03465 - Greater Georgia Life Insurance Company	7.35	7.35
10/01/2019	GLPKT16798	JN10786		Medical Insurance		603.11	610.46
10/01/2019	GLPKT16798	JN10786		Dental Insurance		32.80	643.26
11/01/2019	GLPKT16955	JN10901		Medical Insurance		603.11	1,246.37
11/01/2019	GLPKT16955	JN10901		Dental Insurance		32.80	1,279.17
12/01/2019	GLPKT17160	JN11018		Medical Insurance		(705.28)	573.89
12/01/2019	GLPKT17160	JN11018		Dental Insurance		(38.27)	535.62
01/01/2020	GLPKT17289	JN11099		Dental Insurance		32.80	568.42
01/01/2020	GLPKT17292	JN11104		To correct error made in BCBS Insuranc		(32.80)	535.62
07/01/2020	GLPKT18460	JN11661		Medical Insurance		0.00	535.62
<a href="#">101-75201-512201</a>	Social Security	0.00	794.25	794.25			
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Amount</b>	<b>Running Balance</b>
10/10/2019	PYPKT02025	PYPKT02025 - PR PPE:		PYPKT02025 - PR PPE: 10-06-2019 CM -		211.48	211.48
10/24/2019	PYPKT02037	PYPKT02037 - PR PPE:		PYPKT02037 - PR PPE: 10/20/2019 CM -		214.31	425.79
11/07/2019	PYPKT02046	PYPKT02046 - PR PPE:		PYPKT02046 - PR PPE: 11-03-2019 CM -		368.46	794.25

**Detail Report**

Date Range: 10/01/2019 - 07/11/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-512401</a>	Retirement Contributions	0.00	11,931.00	11,931.00

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
10/31/2019	GLPKT17038	JN10950		Monthly Retirement		885.00	885.00
11/30/2019	GLPKT17158	JN11011		Monthly Retirement		885.00	1,770.00
12/31/2019	GLPKT17280	JN11094		Monthly Retirement		885.00	2,655.00
01/31/2020	GLPKT17414	JN11159		Monthly Retirement		885.00	3,540.00
02/28/2020	GLPKT17472	JN11190		Monthly Retirement		885.00	4,425.00
03/31/2020	GLPKT17634	JN11270		Monthly Retirement		885.00	5,310.00
04/30/2020	GLPKT17660	JN11285		2020 Retirement Allocation		6,621.00	11,931.00

<a href="#">101-75201-512701</a>	Workers Compensation	0.00	228.00	228.00
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Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
03/31/2020	GLPKT17720	JN11315		2020 WC Insurance		228.00	228.00

<a href="#">101-75201-521203</a>	Legal Services	0.00	10,106.72	10,106.72
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Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
10/17/2019	APPKT8758	3355760	133294	Legal Serv/PDA	03560 - Seyfarth Shaw LLP	1,250.00	1,250.00
11/22/2019	APPKT8866	3377167	133775	Legal Services/PDA	03560 - Seyfarth Shaw LLP	1,250.00	2,500.00
12/13/2019	APPKT9078	3394784	134835	Legal Serv/PDA	03560 - Seyfarth Shaw LLP	1,250.00	3,750.00
01/22/2020	APPKT9010	3414479	134516	Legal Services/PDA	03560 - Seyfarth Shaw LLP	1,356.72	5,106.72
02/26/2020	APPKT9061	3434871	134756	Legal Serv/PDA	03560 - Seyfarth Shaw LLP	1,250.00	6,356.72
03/31/2020	APPKT9206	3456218	135227	Legal Serv/PDA	03560 - Seyfarth Shaw LLP	1,250.00	7,606.72
05/27/2020	APPKT9343	3499241	135854	Legal Serv/PDA	03560 - Seyfarth Shaw LLP	1,250.00	8,856.72
06/13/2020	APPKT9343	3480458	135854	Legal Serv/PDA	03560 - Seyfarth Shaw LLP	1,250.00	10,106.72

<a href="#">101-75201-521205</a>	Testing/Physicals	0.00	15.00	15.00
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Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
07/21/2020	APPKT9437	2019 Wellness Exams	2742	2019 Wellness Exams	01103 - Putnam General Hospital	15.00	15.00
07/21/2020	APPKT9440	2019 Wellness Exams-	2742	Putnam General Hospital Reversal	01103 - Putnam General Hospital	(15.00)	0.00
07/21/2020	APPKT9441	2019 Wellness Exams	136256	Wellness Program Exams	01103 - Putnam General Hospital	15.00	15.00

**Detail Report**

Date Range: 10/01/2019 - 07/12/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-521220</a>	Professional Services	0.00	28,534.45	28,534.45

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
10/25/2019	APPKT8765	2015-06-10/19	133371	Eatonton Industrial Park/PDA	02381 - P.C. Simonton Engineering, LLC	5,000.00	5,000.00
10/25/2019	APPKT8818	PGC-17-4030	133602	Eatonton Industrial Park/PDA	02381 - P.C. Simonton Engineering, LLC	2,415.00	7,415.00
11/15/2019	APPKT8866	2015-06-11/19	133758	Eatonton Industrial Park/PDA	02381 - P.C. Simonton Engineering, LLC	1,417.00	8,832.00
04/08/2020	APPKT9204	INV0127036	135197	bookkeeping svc/PDA	02743 - Rebekah D. Coker	100.00	8,932.00
05/08/2020	APPKT9307	INV0127787	135616	Prof Serv/PDA	04223 - Patrick J Topping	1,530.00	10,462.00
05/08/2020	APPKT9307	INV0127788	135616	Prof Serv/PDA	04223 - Patrick J Topping	2,310.00	12,772.00
05/22/2020	APPKT9307	INV0127786	135616	Prof Serv/PDA	04223 - Patrick J Topping	72.45	12,844.45
05/22/2020	APPKT9307	INV0127789	135616	Prof Serv/PDA	04223 - Patrick J Topping	2,820.00	15,664.45
05/29/2020	APPKT9341	INV0127882	135870	Prof Serv/PDA	04223 - Patrick J Topping	2,520.00	18,184.45
06/05/2020	APPKT9341	INV0127881	135870	Prof Serv/PDA	04223 - Patrick J Topping	2,220.00	20,404.45
06/12/2020	APPKT9403	06122020	136176	Professional Serv/PDA	01715 - Putnam Development Authority	2,400.00	22,804.45
06/12/2020	APPKT9421	06122020	136192	Professional Serv/PDA	04223 - Patrick J Topping	2,400.00	25,204.45
06/20/2020	APPKT9403	06202020	136176	Professional Serv/PDA	01715 - Putnam Development Authority	2,580.00	27,784.45
06/20/2020	APPKT9421	06202020	136192	Professional Serv/PDA	04223 - Patrick J Topping	2,580.00	30,364.45
06/26/2020	APPKT9403	06262020	136176	Professional Serv/PDA	01715 - Putnam Development Authority	1,800.00	32,164.45
06/26/2020	APPKT9421	06262020	136192	Professional Serv/PDA	04223 - Patrick J Topping	1,800.00	33,964.45
07/03/2020	APPKT9403	07032020	136176	Professional Serv/PDA	01715 - Putnam Development Authority	1,350.00	35,314.45
07/03/2020	APPKT9421	07032020	136192	Professional Serv/PDA	04223 - Patrick J Topping	1,350.00	36,664.45
07/03/2020	APPKT9420	06122020-R	136176	Putnam Development Authority Revers	01715 - Putnam Development Authority	(2,400.00)	34,264.45
07/03/2020	APPKT9420	06202020-R	136176	Putnam Development Authority Revers	01715 - Putnam Development Authority	(2,580.00)	31,684.45
07/03/2020	APPKT9420	06262020-R	136176	Putnam Development Authority Revers	01715 - Putnam Development Authority	(1,800.00)	29,884.45
07/03/2020	APPKT9420	07032020-R	136176	Putnam Development Authority Revers	01715 - Putnam Development Authority	(1,350.00)	28,534.45

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-521301</a>	Computer Services	0.00	2,829.00	2,829.00

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
10/02/2019	APPKT8805	11202	133484	PDA - Cogentes	03655 - Cogentes, Inc.	69.00	69.00
11/04/2019	APPKT8829	11285	133567	PDA - Cogentes	03655 - Cogentes, Inc.	69.00	138.00
12/01/2019	APPKT8871	11379	133721	PDA - Cogentes	03655 - Cogentes, Inc.	69.00	207.00
01/05/2020	APPKT8928	11561	134069	PDA - Cogentes	03655 - Cogentes, Inc.	69.00	276.00
02/01/2020	APPKT9001	11819	134375	PDA - Cogentes	03655 - Cogentes, Inc.	69.00	345.00
03/02/2020	APPKT9084	12079	134792	PDA - Cogentes	03655 - Cogentes, Inc.	69.00	414.00
04/02/2020	APPKT9181	12397	135121	PDA - Cogentes	03655 - Cogentes, Inc.	69.00	483.00
05/01/2020	APPKT9263	12677	135377	PDA - Cogentes	03655 - Cogentes, Inc.	69.00	552.00
06/01/2020	APPKT9315	12979	135647	PDA - Cogentes	03655 - Cogentes, Inc.	69.00	621.00
06/30/2020	APPKT9416	INV0130010	136136	IBACKUP.COM PRO SOFTNET.Butterwort	01348 - Bank of America	55.50	676.50
07/01/2020	APPKT9425	13297	136208	Computer Serv/PDA	03655 - Cogentes, Inc.	472.50	1,149.00
07/22/2020	APPKT9443	4182	136288	Website Maint/PDA	01028 - Middle Georgia Regional Commission	1,680.00	2,829.00

**Detail Report**

Date Range: 10/01/2019 - 07/13/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-522205</a>	Equipment Services	0.00	13.98	13.98

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
10/12/2019	APPKT8763	IN817278	133257	Equip Svs/Dist Comm/Exe Ofc/HR/Fire-	01115 - Xerox Business Solutions Southeast LLC	13.98	13.98

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-522321</a>	Rental Expense	0.00	0.00	0.00

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
03/10/2020	APPKT9101	INV0126460	134889	Rental Exp/Putnam Dev Auth	01306 - Farmers & Merchants Bank	28.00	28.00
03/10/2020	APPKT9432	INV0126460-R	134889	Farmers & Merchants Bank Reversal	01306 - Farmers & Merchants Bank	(28.00)	0.00

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-523101</a>	General Insurance	0.00	2,352.00	2,352.00

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
01/08/2020	APPKT8940	111505	134071	Directors & Officers Liability Insurance/	03284 - Craig-Massee Insurance	2,029.00	2,029.00
02/03/2020	APPKT9010	INV0125005	134472	General Insurance/PDA	03284 - Craig-Massee Insurance	323.00	2,352.00

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-523201</a>	Telecommunications	0.00	725.08	725.08

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
10/01/2019	APPKT8707	18529	133003	Development Authority	03044 - Localloop, Inc	25.00	25.00
10/13/2019	APPKT8759	9840075800	133308	706-816-8099 Terry Schwindler	01191 - Verizon Wireless	62.70	87.70
11/01/2019	APPKT8784	18899	133431	Development Authority	03044 - Localloop, Inc	25.00	112.70
11/13/2019	APPKT8837	9842124019	133684	706-816-8099 Terry Schwindler	01191 - Verizon Wireless	62.70	175.40
12/01/2019	APPKT8861	19283	133748	Development Authority	03044 - Localloop, Inc	25.00	200.40
12/13/2019	APPKT8904	9844195450	134021	706-816-8099 Terry Schwindler	01191 - Verizon Wireless	33.12	233.52
01/01/2020	APPKT8925	19614	134090	Development Authority	03044 - Localloop, Inc	25.00	258.52
01/13/2020	APPKT8966	9846271886	134269	706-816-8099 Terry Schwindler	01191 - Verizon Wireless	46.63	305.15
02/01/2020	APPKT8999	19960	134401	Development Authority	03044 - Localloop, Inc	25.00	330.15
02/13/2020	APPKT9037	9848342894	134672	706-816-8099 Terry Schwindler	01191 - Verizon Wireless	46.63	376.78
03/01/2020	APPKT9064	20317	134735	Development Authority	03044 - Localloop, Inc	25.00	401.78
03/13/2020	APPKT9126	9850434340	135014	706-816-8099 Terry Schwindler	01191 - Verizon Wireless	46.63	448.41
04/01/2020	APPKT9158	20675	135065	Development Authority	03044 - Localloop, Inc	25.00	473.41
04/13/2020	APPKT9229	9852518928	135304	706-816-8099 Terry Schwindler	01191 - Verizon Wireless	41.51	514.92
05/01/2020	APPKT9251	21003	135405	Development Authority	03044 - Localloop, Inc	25.00	539.92
05/13/2020	APPKT9304	9854575274	135619	706-816-8099 Putnam Development Au	01191 - Verizon Wireless	41.51	581.43
06/01/2020	APPKT9317	21385	135667	Development Authority	03044 - Localloop, Inc	25.00	606.43
06/13/2020	APPKT9357	9856617181	135933	706-816-8099 Putnam Development Au	01191 - Verizon Wireless	46.51	652.94
07/01/2020	APPKT9378	21764	135999	Development Authority	03044 - Localloop, Inc	25.00	677.94
07/13/2020	APPKT9429	9858662720	136251	706-816-8099 Putnam Development Au	01191 - Verizon Wireless	47.14	725.08

**Detail Report**

Date Range: 10/01/2019 - 07/14/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-523215</a>	Postage	0.00	25.85	25.85

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
12/31/2019	APPKT8958	INV0124806	134131	USPS PO 1228380024.Butterworth	01348 - Bank of America	25.85	25.85

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-523301</a>	Advertising	0.00	749.28	749.28

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
10/31/2019	APPKT8803	INV0123364	133515	Advertising/Dist.Comm,P&D,PDA and Tr	01179 - Smith Communications, Inc.	280.84	280.84
11/30/2019	APPKT8878	1949A	133850	Advertising/Transit-PDA	01179 - Smith Communications, Inc.	468.44	749.28
05/31/2020	APPKT9326	INV0127859	135779	Advertising Dist, Comm, Public Rel, PDA	01179 - Smith Communications, Inc.	50.00	799.28
05/31/2020	GLPKT18349	JN11609		To correct entry from PDA to Dist Com		(50.00)	749.28

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-523501</a>	Travel	0.00	6.00	6.00

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
10/31/2019	APPKT8821	INV0123942	133539	26312 - CITY OF ATLANTA.Schwindler	01348 - Bank of America	6.00	6.00

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-523601</a>	Dues & Fees	0.00	265.00	265.00

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
10/24/2019	APPKT8765	INV0123276	133388	Dues & Fees/PDA	04136 - John Wojtas	265.00	265.00

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-531101</a>	Office & General Supplies	0.00	20.00	20.00

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
06/06/2020	APPKT9328	6.6.20PCBC	135768	PCHS Graphics-P.Topping-Bus Cards/PD	03743 - Putnam County High School	20.00	20.00

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-531231</a>	Electricity	0.00	465.32	465.32

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
10/18/2019	APPKT8758	INV0123264	133304	Electricity/PDA	01045 - Tri-County EMC	47.46	47.46
11/15/2019	APPKT8816	INV0123458	133632	Electricity/PDA	01045 - Tri-County EMC	48.05	95.51
12/17/2019	APPKT8889	INV0124341	133931	Elect/PDA	01045 - Tri-County EMC	45.80	141.31
01/08/2020	APPKT8965	INV0124894	134266	Electricity/PDA	01045 - Tri-County EMC	47.44	188.75
02/08/2020	APPKT9033	INV0125972	134598	Electricity/PDA	01045 - Tri-County EMC	47.29	236.04
03/08/2020	APPKT9109	INV0126596	134939	Electricity/PDA	01045 - Tri-County EMC	46.43	282.47
04/08/2020	APPKT9204	INV0127035	135235	Electricity/PDA	01045 - Tri-County EMC	46.29	328.76
05/08/2020	APPKT9293	INV0127759	135571	Electricity/PDA	01045 - Tri-County EMC	45.71	374.47
06/08/2020	APPKT9343	INV0127888	135871	Electricity/PDA	01045 - Tri-County EMC	45.57	420.04
07/08/2020	APPKT9410	INV0128498	136188	Electricity/PDA	01045 - Tri-County EMC	45.28	465.32

**Detail Report**

Date Range: 10/01/2019 - 07/15/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">101-75201-531301</a>	Meals For Special Events	0.00	81.53	81.53

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
10/31/2019	APPKT8821	INV0123939	133539	IN GEORGIA ECONOMIC DEVE.Schwind	01348 - Bank of America	40.00	40.00
10/31/2019	APPKT8821	INV0123940	133539	DEL TACO #1206.Schwindler	01348 - Bank of America	4.27	44.27
10/31/2019	APPKT8821	INV0123941	133539	TST LALORE CAFE.Schwindler	01348 - Bank of America	37.26	81.53

**Total Expense:** Beginning Balance: 0.00 Total Activity: 70,097.28 Ending Balance: 70,097.28

**Total Fund: 101 - GENERAL FUND :** Beginning Balance: 0.00 Total Activity: 70,097.28 Ending Balance: 70,097.28

**Fund: 328 - SPLOST #8 Fund**

**Expense**

Account	Name	Beginning Balance	Total Activity	Ending Balance
<a href="#">328-75201-542600</a>	PDA Capital Purchases	0.00	0.00	0.00

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
10/01/2019	GLPKT16939	JN10889		To correct entry from SPLOST 8 Cash to		95,579.00	95,579.00
10/01/2019	GLPKT16992	JN10926		Previous JE to move/correct entry was		3,000.00	98,579.00
10/01/2019	GLPKT16996	JN10927		To correct entry		0.70	98,579.70
10/01/2019	GLPKT17568	JN11239		To transfer contribution to PDA from FY		(98,579.70)	0.00

**Total Expense:** Beginning Balance: 0.00 Total Activity: 0.00 Ending Balance: 0.00

**Total Fund: 328 - SPLOST #8 Fund:** Beginning Balance: 0.00 Total Activity: 0.00 Ending Balance: 0.00

**Grand Totals:** Beginning Balance: 0.00 Total Activity: 70,097.28 Ending Balance: 70,097.28

# Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
101 - GENERAL FUND	0.00	70,097.28	70,097.28
328 - SPLOST #8 Fund	0.00	0.00	0.00
<b>Grand Total:</b>	<b>0.00</b>	<b>70,097.28</b>	<b>70,097.28</b>



**Balance Sheet**

As of June 30, 2020

	<u>Jun 30, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10001 · Checking-FMB	504,498.16
10050 · One Georgia Funds	50.00
10300 · Certificate of Deposit 42072	110,240.31
10600 · Certificate of Deposit-24251	82,389.12
<b>Total Checking/Savings</b>	<u>697,177.59</u>
<b>Other Current Assets</b>	
11700 · CIP	25,357.50
12007 · Prepaid Insurance	3,896.00
<b>Total Other Current Assets</b>	<u>29,253.50</u>
<b>Total Current Assets</b>	<u>726,431.09</u>
<b>Fixed Assets</b>	
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
<b>Total Fixed Assets</b>	<u>3,826,379.20</u>
<b>TOTAL ASSETS</b>	<u><u>4,552,810.29</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
11360 · Accum Depr-Building	352,083.00
18050 · Accrued Payroll	667.00
<b>Total Other Current Liabilities</b>	<u>352,750.00</u>
<b>Total Current Liabilities</b>	<u>352,750.00</u>
<b>Total Liabilities</b>	<u>352,750.00</u>
<b>Equity</b>	
30000 · Opening Balance Equity	3,367,924.20
32000 · Unrestricted Net Assets	698,994.09
Net Income	133,142.00
<b>Total Equity</b>	<u>4,200,060.29</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>4,552,810.29</u></u>

**Putnam Development Authority**  
**Reconciliation Detail**  
**10001 · Checking-FMB, Period Ending 07/19/2020**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						506,468.16
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Check	06/05/2020	1058	Georgia Writers Mus...	X	-1,970.00	-1,970.00
Total Checks and Payments					-1,970.00	-1,970.00
Total Cleared Transactions					-1,970.00	-1,970.00
Cleared Balance					-1,970.00	504,498.16
Register Balance as of 07/19/2020					-1,970.00	504,498.16
<b>Ending Balance</b>					<b>-1,970.00</b>	<b>504,498.16</b>

**Putnam Development Authority**  
**Profit & Loss YTD Comparison**  
**July 2020**

	<u>Jul 20</u>	<u>Oct '19 - Jul 20</u>
<b>Income</b>		
<b>44500 · Grants</b>		
44530 · Tri County	0.00	3,500.00
44546 · Community Affairs	0.00	239,592.35
<b>Total 44500 · Grants</b>	0.00	243,092.35
<b>46400 · Other Types of Income</b>		
46430 · Miscellaneous Revenue	0.00	7,880.44
<b>Total 46400 · Other Types of Income</b>	0.00	7,880.44
<b>47001 · Contributed Capital</b>	0.00	142,642.00
<b>Total Income</b>	0.00	393,614.79
<b>Expense</b>		
<b>64000 · Projects</b>		
64001 · SIP Project	0.00	239,592.35
<b>Total 64000 · Projects</b>	0.00	239,592.35
<b>65144 · Salaries</b>	0.00	12,800.00
<b>66000 · Miscellaneous</b>	0.00	8,080.44
<b>Total Expense</b>	0.00	260,472.79
<b>Net Income</b>	<b>0.00</b>	<b>133,142.00</b>

**File Attachments for Item:**

- 9. Authorization for Chairman to sign documents from Georgia Department of Transportation
  - a. Option for Right of Way
  - b. Right of Entry



# Option for Right of Way

GEORGIA, PUTNAM

COUNTY

PI#: 0013615

PARCEL: 90

Received of The Department of Transportation, the sum of One (\$1.00) Dollar, the receipt whereof is hereby acknowledged, and in consideration thereof, and in consideration of the benefits derived by me from the proposed project mentioned herein, I bind myself, my heirs, executors and assigns as follows:

**\$462,615.00**

If the said Department of Transportation, shall within 60 days after date hereof pay me the sum of \$ ~~370,200.00~~ when the undersigned agrees to execute and deliver to the Department of Transportation fee simple title and easements to the land owned by the undersigned, which is shown reflected in color on the right of way map attached hereto and made a part hereof by reference, to be used for highway purposes on the US 441/SR 24 IMPROVEMENTS FROM EATONTON BYPASS AT CR 17 TO MORGAN CO. LINE being Parcel 90 consisting of 7.757 acres in fee and 808.94 square feet of easement and 0 Linear Feet of Access Rights on Georgia Highway Project Identification Number 0013615 or Project No.: EDS00-0441-00(045).

It is agreed and understood that all TEMPORARY EASEMENTS are limited to the period required for the construction of said project and upon completion and acceptance of same by the Department of Transportation from the contractor, said TEMPORARY EASEMENT will terminate.

It is agreed and understood that I, or any tenant now in possession or any other persons having a claim or interest in subject property, will have not less than two (2) months from date of execution of a deed and easements or for residential properties three (3) months from the date replacement housing is available, whichever is greater to vacate the premises and that on vacating of said premises, only items of personal property will be removed, all items attached to the property and being classed as realty to remain. The above agreement to apply unless otherwise provided in Special Provision. If the Department of Transportation agrees to allow the Grantor or tenant in possession to occupy the subject premises beyond the two month period stated above, the person will be required to pay a rental fee of \$, payable each month in advance. Subsequent to the date of transfer of title to the Department of Transportation and prior to vacation of subject premises, the person in possession will hold the Department harmless as to any claim in connection with the occupancy of said premises. The above option price includes payment for the right of way above described, together with all improvements wholly or partially situated thereon and the right to enter upon the adjacent lands not included in said required Right of Way and Easements for the purpose of removing or demolishing such improvements.

The undersigned further agrees that the Department will be designated an authorized agent for the removal of underground storage tank systems located wholly or partially in said right of way or easement.

### **SPECIAL PROVISIONS (Realty Items ONLY)**

Grantor may retain title to n/a for sum of \$ n/a (40% of improvement value) which shall be deducted from the option price at the time of closing; PROVIDED, he will obligate and firmly bind himself and his successors in title to strictly and faithfully comply with each of the following conditions:

1. Grantor will demolish or remove the above described improvements from the right of way, easements and set back area and clear said right of way, easements and set back area from the right of way sufficient to comply with County Building Code requirements; however, in the absence of County requirements, a minimum set back of 50 feet is required. All rubbish and debris must be removed to the satisfactions of authorized personnel of the Department of Transportation within 30 calendar days after notice to proceed.
2. Grantor will comply with all laws, ordinances, and regulations of building codes applicable to demolition or removal of buildings in Georgia and hold the Department of Transportation and the county of \_\_\_\_\_ harmless as to any claim in connection therewith.
3. It is understood and agreed that no utility connections shall be made or allowed to relocated structures across or from a limited access right of way, and it is understood and agreed that grantor has agreed to bargain, sell and convey to the Department of Transportation all existing utility rights, and the Department will not be liable in any way for utility reconNECTIONS adjacent to acquired rights of way or any subsequent location of improvements.
4. Grantor will leave on deposit with the Department of Transportation the additional sum of \$ \_\_\_\_\_ (20% of improvement value) which will be deducted from the aforesaid option price at closing. This sum will be held as a cash performance bond conditioned on the strict and faithful performance of the aforesaid obligations.

Time is expressly made of the essence of this Special Provision, and in the event grantor fails to comply with aforesaid obligations, all sums held by the Department of Transportation shall be retained as liquidated damages, and title to and the right to remove said structure shall vest in the Department of Transportation. **I (We) do (do not) elect to retain improvements as set out in this Special Provision.**

### **OTHER PROVISIONS (Non-realty Items - Cost to Cure and Trade Fixtures)**

This Offer includes a Cost to Cure payment of \$ \$149,437, plus \$32,415 (\$181,852). If the Cost to Cure compensates for: 1) replacement of necessity (well or septic) or 2) removal of items from the acquisition, then a Performance Bond of \$36,370.04 will be withheld. This amount will be returned upon satisfactory replacement or removal of Industrial Park Entry, Gate, Fencing, Stone columns, Monument stone tower sign, lights, and irrigation.

GEORGIA, PUTNAM COUNTY

PI#: 0013615

PARCEL: 90

This Offer includes a Trade Fixture payment of \$\_\_\_\_\_ for certain non-realty items located in the acquisition. If I wish to relocate any of these items (yes or no), a Performance Bond of \$\_\_\_\_\_ will be withheld. This amount will be returned upon satisfactory removal of \_\_\_\_\_.

I, the undersigned, understand that I will have no current nor future "property interests" in any median-cut constructed on this project. That this, or any other median-cut, may be closed, relocated, or otherwise modified before, during or after the initial installation. This paragraph is not applicable unless median-cut construction pertains to this project.

The undersigned herein agrees for the same consideration, to provide, without cost to the Department of Transportation, a quit claim deed or such other releases as may be required by the closing attorney from any tenant now in possession of subject property and any other parties having a claim or interest in subject property.

It is further agreed for said consideration to convey and relinquish to the Department of Transportation all rights of access between the Limited Access Highway and approaches thereto on the above numbered Highway and all of the remaining real property of the undersigned except at such points as designated by the Department of Transportation. This paragraph is not applicable unless access rights are indicated on the attached plat.

The said parcel of land as above indicated is shown upon plans on file in the office of the Department of Transportation, Atlanta, Georgia, and said plans being identified as Project Identification Number 0013615.

Grantor may execute and deliver fee simple title to the Department of Transportation to the above referenced right of way and an additional N/A acres of land owned by the undersigned adjacent to and abutting on the above numbered highway for the total consideration of \$ N/A which includes payment for the above referenced right of way requirements, other rights and conditions described herein and additional lands. This additional land is shown on the attached plat as the remainder of Parcel No. N/A. I (We) do (do not) elect to execute and deliver Parcel R deed.

Witness my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20 20.

\_\_\_\_\_(L.S.)

\_\_\_\_\_(L.S.)

Signed, Sealed and Delivered  
in the presence of:

\_\_\_\_\_  
Notary Public

ACCEPTED: DEPARTMENT OF TRANSPORTATION

BY: \_\_\_\_\_  
District Right of Way Team Manager (Date)

OTHER PROVISIONS – EXHIBIT A
- Improvements (including, fencing, landscaping, stone columns, monument stone tower sign) located in the right of way are ALLOWED TO REMAIN until the project is approximately sixty (60) days from commencement of construction.
- Putnam Development Authority will execute a Right of Entry pursuant to closing and modification of bond transaction with Rock Eagle Technology Park & Georgia Fall Line Properties, LLC.

**DEPARTMENT OF TRANSPORTATION  
RIGHT OF ENTRY**

**STATE OF GEORGIA  
PUTNAM COUNTY**

**WE THE UNDERSIGNED**, in order to expedite the improvements of Georgia Department of Transportation project number EDS00-0441-00(045) P.I. NO: 0013615 PUTNAM County, and in consideration of the sum of One Dollar (\$1.00) to each of us in hand paid, the receipt of which is hereby acknowledged, do hereby grant to the Department of Transportation, the right to enter upon the right of way described as Parcel No. **90** and reflected in color on the map and drawing hereto attached, for the purpose of completing Construction of said Project (pursuant to option agreement attached).

**THIS DOCUMENT IN NO WAY AFFECTS FUTURE NEGOTIATIONS BETWEEN THE DEPARTMENT OF TRANSPORTATION AND THE PROPERTY OWNER(S) AND/OR THE PROPERTY OWNER'S (S') LEGAL RIGHTS TO RECEIVE PAYMENT OF COMPENSATION.**

**THIS AGREEMENT** made this \_\_\_ day of \_\_\_\_\_, 20\_\_.

Signed, sealed & delivered in my \_\_\_\_\_  
presence this \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_, 2020 \_\_\_\_\_

\_\_\_\_\_  
WITNESS  
\_\_\_\_\_

NOTARY

Parcel No. **90**