



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

## Agenda

**Monday, April 8, 2019 ◊ 9:00 AM**

Putnam County Administration Building – Room 204

### Opening

1. Call to Order

### Minutes

2. Approval of Minutes
  - a. March 11, 2019 Regular Meeting
  - b. March 11, 2019 Executive Session

### Financials

3. Approval of Financials - March 2019

### Reports

4. Economic Development Director Report - April 2019

### Regular Business

5. Appointments (2) to the Central Georgia Joint Development Authority

### Other Business

6. Other Business

### Next Meeting Items

7. Next Meeting Items

### Executive Session

8. Motion to enter Executive Session as allowed by O.C.G.A. 50-14-4, if necessary, for Personnel, Litigation, or Real Estate
9. Motion to reopen meeting and execute Affidavit concerning the subject matter of the closed portion of the meeting
10. Action, if any, resulting from the Executive Session

### Closing

11. 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.

**Item Attachment Documents:**

- 2. Approval of Minutes
  - a. March 11, 2019 Regular Meeting
  - b. March 11, 2019 Executive Session

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.



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## Minutes

**Monday, March 11, 2019 ♦ 9:00 AM**

*Putnam County Administration Building – Room 204*

The Putnam Development Authority met on Monday, March 11, 2019 at approximately 9:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia

### *PRESENT*

Chairman Ed Waggoner  
Member Patty Burns  
Member Joshua Daniel  
Member Walt Rocker III  
Member Eugene Smith

### *OTHERS PRESENT*

Attorney Kevin Brown  
Economic Development Director Terry Schwindler  
County Clerk Lynn Butterworth

### **Opening**

1. Call to Order

Chairman Waggoner called the meeting to order at approximately 9:02 a.m.  
(Copy of agenda made a part of the minutes.)

### **Minutes**

2. Approval of Minutes - February 11, 2019 Regular Meeting

**Motion to approve February 11, 2019 Regular Meeting & Executive Session minutes.**

**Motion made by Member Rocker, Seconded by Member Daniel.**

**Voting Yea: Member Burns, Member Daniel, Member Smith, Member Rocker**

3. Approval of Minutes - February 11, 2019 Executive Session

Approved in item #2.

4. Approval of Minutes - February 25, 2019 Called Meeting  
**Motion to approve February 25, 2019 Called Meeting & Executive Session minutes.**  
**Motion made by Member Smith, Seconded by Member Rocker.**  
**Voting Yea: Member Burns, Member Daniel, Member Smith, Member Rocker**

5. Approval of Minutes - February 25, 2019 Executive Session  
 Approved in item #4.

### **Financials**

6. Approval of Financials - February 2019  
**Motion to approve February 2019 Financials.**  
**Motion made by Member Burns, Seconded by Member Smith.**  
**Voting Yea: Member Burns, Member Daniel, Member Smith, Member Rocker**  
 (Copy of financials made a part of the minutes.)

### **Reports**

7. Economic Development Director Report - March 2019  
 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 - 13 projects added
  - Projects by Industry - 9 commercial/retail, 3 manufacturing, 1 energy
  - Project source – 1 direct, 5 existing industry, 7 local referrals
  - Business & Industry contacts - 31 MTD, 52 YTD
  - Social media - 355 likes on Facebook, 45 followers on LinkedIn, 174 followers on Instagram, 27 followers on Twitter
  - Company located – Paxis Group
  - Company located – Papa Johns Pizza
  - Company updates
    - SIP – Pre-construction meeting 3/8/19
    - Interfor – Project may increase to \$90-100 million due to cost of steel
    - UFP – 90 FTE and starting a \$600,000 new equipment project in the spring
    - Bluestem – Completed their \$1.2 million facility upgrade project
    - Aalto Scientific – Completed \$700,000 facility upgrade project
    - PCHS – CTAE/CCA Advisory Council meeting 3/6/19
    - Legacy – 4<sup>th</sup> quarter 2018: Eatonton was more profitable than the 2 Texas facilities
    - Cosmo – Currently have 21 FTE and will be up to 32 FTE by late May
  - Events attended and upcoming events
  - Georgia Housing Conversation – March 15, 2019 at The Georgia Aquarium

**Regular Business**

8. Sign revised PDA By-Laws

This was the second reading of the By-Laws.

**Motion to authorize Treasurer Burns to sign the revised By-Laws.**

**Motion made by Member Rocker, Seconded by Member Daniel.**

**Voting Yea: Member Burns, Member Daniel, Member Smith, Member Rocker**

(Copy of By-Laws made a part of the minutes.)

9. Discuss EPWSA charge for info gathering

Chairman Waggoner advised that a letter had been sent to EPWSA requesting information on sewer and water capacities, future upgrades, peak flows, timelines, fees, and maps of existing lines. EPWSA responded that they could get the information in 1-2 business days at an estimated cost of \$470-500.

**Motion made to authorize the expense for information from EPWSA.**

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

**Voting Yea: Member Burns, Member Daniel, Member Smith, Member Rocker**

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

**Other Business**

10. Other Business

None

**Next Meeting Items**

11. Next Meeting Items

None

**Executive Session**

12. 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 Member Rocker, Seconded by Member Smith.**

**Voting Yea: Member Burns, Member Daniel, Member Smith, Member Rocker**

Meeting closed at approximately 9:34 a.m.

13. Motion to reopen meeting and execute Affidavit concerning the subject matter of the closed portion of the meeting

**Motion to reopen the meeting and sign the Affidavit concerning the subject matter of the closed portion of the meeting.**

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

**Voting Yea: Member Burns, Member Daniel, Member Smith, Member Rocker**

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

Meeting reopened at approximately 9:54 a.m.

14. Action, if any, resulting from the Executive Session  
No action was taken.

**Closing**

15. Adjournment

**Motion to adjourn the meeting.**

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

**Voting Yea: Member Burns, Member Daniel, Member Smith, Member Rocker**

Meeting adjourned at approximately 9:55 a.m.

ATTEST:

Lynn Butterworth  
County Clerk

Ed Waggoner  
Chairman



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The draft minutes of the March 11, 2019 Executive Session are available for Board Member review in the Clerk’s office.

**Item Attachment Documents:**

- 3. Approval of Financials - March 2019

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Putnam County, GA

# Income Statement 9

## Account Summary

For Fiscal: 2019 Period Ending: 03/31/2019

	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>	67221	67221	5171.26	38257.86	28963.14
<a href="#">101-75201-512101</a>	7686	7686	631.53	3820.68	3865.32
<a href="#">101-75201-512201</a>	5143	5143	389.96	2892.88	2250.12
<a href="#">101-75201-512401</a>	9005	9005	5100	8850	155
<a href="#">101-75201-512701</a>	210	210	216	216	-6
<a href="#">101-75201-512901</a>	300	300	0	0	300
<a href="#">101-75201-521203</a>	15600	15600	0	5050.14	10549.86
<a href="#">101-75201-521206</a>	6500	6500	100	200	6300
<a href="#">101-75201-521220</a>	40000	40000	0	0	40000
<a href="#">101-75201-521301</a>	3200	3200	69	2104.5	1095.5
<a href="#">101-75201-522201</a>	5000	5000	0	0	5000
<a href="#">101-75201-522205</a>	600	600	0	82.23	517.77
<a href="#">101-75201-522321</a>	3000	3000	0	28	2972
<a href="#">101-75201-523101</a>	6550	6550	0	2345	4205
<a href="#">101-75201-523201</a>	1320	1320	87.13	522.57	797.43
<a href="#">101-75201-523215</a>	300	300	0	50	250
<a href="#">101-75201-523301</a>	4625	4625	0	181.26	4443.74
<a href="#">101-75201-523401</a>	1500	1500	0	0	1500
<a href="#">101-75201-523501</a>	7900	7900	0	876.21	7023.79
<a href="#">101-75201-523601</a>	2750	2750	0	420	2330
<a href="#">101-75201-523701</a>	1400	1400	0	265	1135
<a href="#">101-75201-523920</a>	55000	55000	0	0	55000
<a href="#">101-75201-531101</a>	1000	1000	0	177.4	822.6
<a href="#">101-75201-531110</a>	3000	3000	0	0	3000
<a href="#">101-75201-531231</a>	700	700	0	272.02	427.98
<a href="#">101-75201-531301</a>	3500	3500	0	412.75	3087.25
<a href="#">101-75201-531401</a>	250	250	0	42.97	207.03
<a href="#">101-75201-531601</a>	2500	2500	0	0	2500
<b>Expense Total:</b>	<b>255760</b>	<b>255760</b>	<b>11764.88</b>	<b>67067.47</b>	<b>188,692.53</b>
<b>Fund: 101 - GENERAL FUND Total:</b>	<b>255760</b>	<b>255760</b>	<b>11764.88</b>	<b>67067.47</b>	
<b>Total Surplus (Deficit):</b>	<b>-255760</b>	<b>-255760</b>	<b>-11764.88</b>	<b>-67067.47</b>	

## Putnam Development Authority

## Balance Sheet

As of March 31, 2019

	<u>Mar 31, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10001 · Checking-FMB	352,624.79
10050 · One Georgia Funds	50.00
10300 · Certificate of Deposit 42072	109,560.13
10600 · Certificate of Deposit-24251	82,246.72
<b>Total Checking/Savings</b>	<u>544,481.64</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>573,735.14</u>
<b>Fixed Assets</b>	
11100 · 10 ac. N. Park	200,000.00
11200 · 5 ac. N. Park	100,000.00
11250 · Building-Tech College	1,000,000.00
11300 · Tech. College Property	455,962.60
11350 · Building	660,561.00
11355 · Rock Eagle Rech. Accum Deprecia	-62,386.40
11400 · Mach & Equip (Haband)	350,000.00
11500 · 142 Ac. Indust Blvd	300,000.00
11600 · 130 Ac. RE Tech. Park	1,029,600.00
<b>Total Fixed Assets</b>	<u>4,033,737.20</u>
<b>Other Assets</b>	
12001 · Note Receivable-Lease Purch Aar	-53,536.07
12005 · Note Rec-Aaron	330,083.48
<b>Total Other Assets</b>	<u>276,547.41</u>
<b>TOTAL ASSETS</b>	<b><u><u>4,884,019.75</u></u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
11360 · Accum Depr-Building	352,083.00
11420 · Accum Depr-Mach & Equip	350,000.00
18050 · Accrued Payroll	667.00
<b>Total Other Current Liabilities</b>	<u>702,750.00</u>
<b>Total Current Liabilities</b>	<u>702,750.00</u>
<b>Total Liabilities</b>	702,750.00
<b>Equity</b>	
30000 · Opening Balance Equity	3,367,924.20
32000 · Unrestricted Net Assets	720,091.70
Net Income	93,253.85
<b>Total Equity</b>	<u>4,181,269.75</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>4,884,019.75</u></u></b>

**Putnam Development Authority**  
**Reconciliation Detail**  
**10001 · Checking-FMB, Period Ending 03/17/2019**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						351,700.10
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Check	02/19/2019	1091	Putnam County Boa...	X	-5,000.00	-5,000.00
Total Checks and Payments					-5,000.00	-5,000.00
<b>Deposits and Credits - 2 items</b>						
Deposit	03/05/2019			X	924.69	924.69
Deposit	03/14/2019			X	5,000.00	5,924.69
Total Deposits and Credits					5,924.69	5,924.69
Total Cleared Transactions					924.69	924.69
Cleared Balance					924.69	352,624.79
Register Balance as of 03/17/2019					924.69	352,624.79
<b>Ending Balance</b>					<b>924.69</b>	<b>352,624.79</b>

**Putnam Development Authority**  
**Deposit Detail**  
March 1 - 26, 2019

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<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>
Deposit		03/05/2019		10001 · Checking-F...	924.69
				45000 · Interest	-924.69
TOTAL					-924.69
Deposit		03/14/2019		10001 · Checking-F...	5,000.00
				44545 · Georgia Po...	-5,000.00
TOTAL					-5,000.00

**Putnam Development Authority**  
**Reconciliation Summary**  
10050 · One Georgia Funds, Period Ending 03/17/2019

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	<u>Mar 17, 19</u>
Beginning Balance	50.00
Cleared Balance	50.00
Register Balance as of 03/17/2019	50.00
Ending Balance	50.00

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

March 2019

	<u>Mar 19</u>	<u>Oct '18 - Mar 19</u>
<b>Income</b>		
<b>44500 · Grants</b>		
44530 · Tri County	0.00	9,200.00
44545 · Georgia Power	5,000.00	5,000.00
44500 · Grants - Other	0.00	10,000.00
<b>Total 44500 · Grants</b>	<u>5,000.00</u>	<u>24,200.00</u>
45000 · Interest	924.69	9,153.85
47000 · Sale of Property	0.00	64,900.00
<b>Total Income</b>	<u>5,924.69</u>	<u>98,253.85</u>
<b>Expense</b>		
<b>65100 · Other Types of Expenses</b>		
65115 · Admnsitration	0.00	5,000.00
65135 · Lodging	0.00	327.00
65137 · Authority Members Training	0.00	-327.00
<b>Total 65100 · Other Types of Expenses</b>	<u>0.00</u>	<u>5,000.00</u>
<b>Total Expense</b>	<u>0.00</u>	<u>5,000.00</u>
<b>Net Income</b>	<u><u>5,924.69</u></u>	<u><u>93,253.85</u></u>

**Item Attachment Documents:**

## 4. Economic Development Director Report - April 2019

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.

# Economic Development Director March Report

April 8, 2019

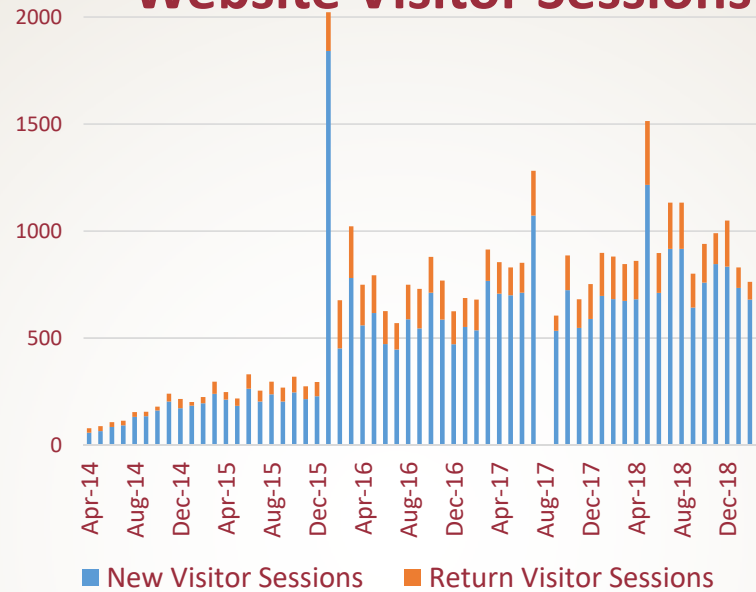


Putnam Development Authority

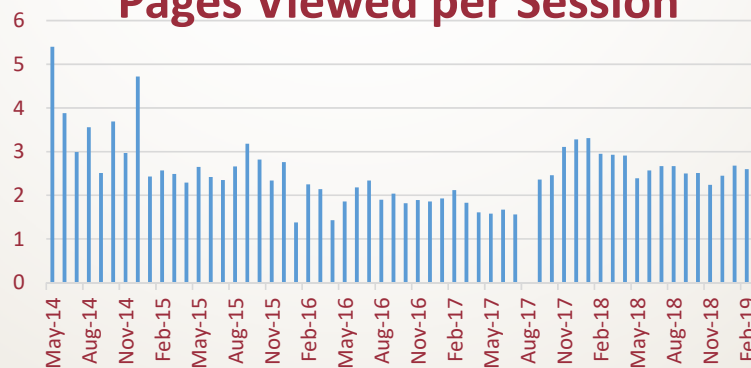
ideas. development.. growth...



## Website Visitor Sessions



## Pages Viewed per Session

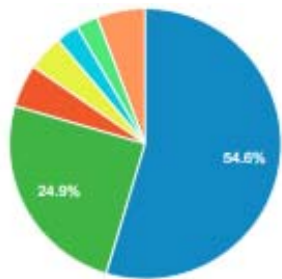


### Mar Summary

Sessions	917
Users	774
New Visitor Sessions	744
Return Visitor Sessions	92
% New Sessions	89%
Page views	2293
US Pages per session	2.4
US Avg Session Duration	1:31
US Bounce Rate	40.13%

# Website Analytics

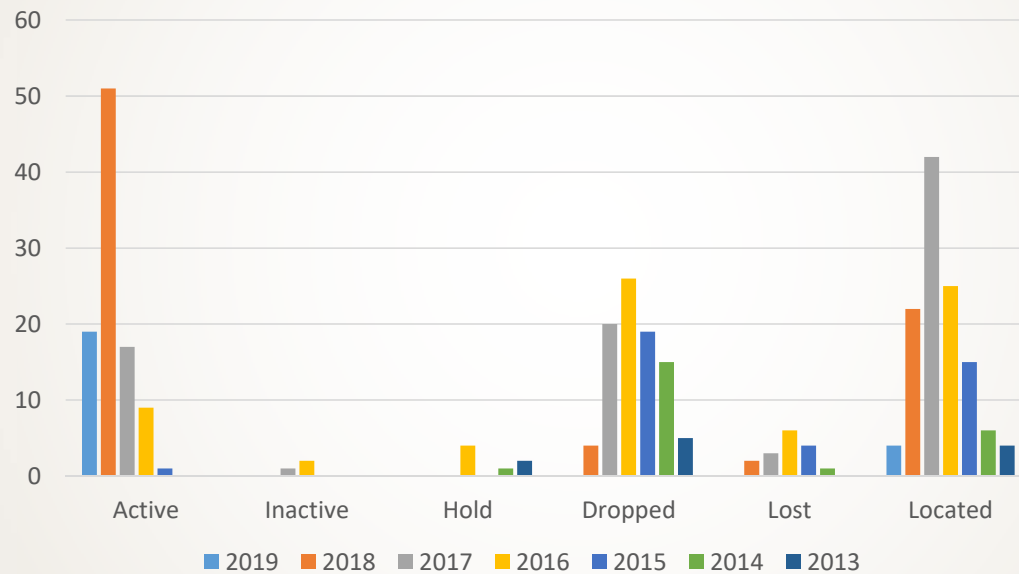
Sessions by Source



Source	Sessions
google	501
(direct)	228
l.facebook.com	47
m.facebook.com	39
bing	25
eatonton.com	24
facebook.com	20
yahoo	10
duckduckgo	6
t.co	5

Page	Pageviews
/ home	189
/index.php/employment-opportunities/	159
/index.php/3078-2/	104
/index.php/2016/01/14/legacy-housing-ltd-now-hiring-employees-in-eatonton-ga/	77
/index.php/2019/03/14/trailblazer-program-providing-kids-with-new-opportunities/	75
/index.php/2018/04/20/cosmo-cabins-has-grand-opening/	58
/index.php/contact2/	45
/index.php/2018/06/14/83-days-pilot-filmed-in-eatonton/	33
/index.php/estate/pyramid-commercial-building/	29
/index.php/tag/tiny-homes/	29

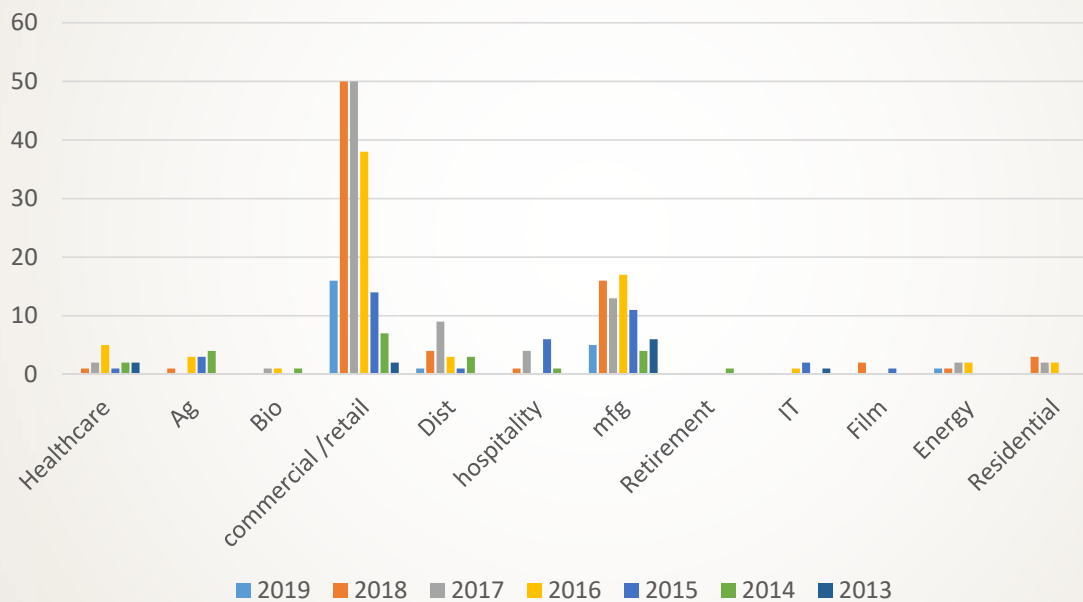
# Project Status



Active	97
Inactive	3
Hold	7
Dropped	89
Lost	16
Located	116
Open Projects	107
TOTAL Projects	330

6 Projects Added

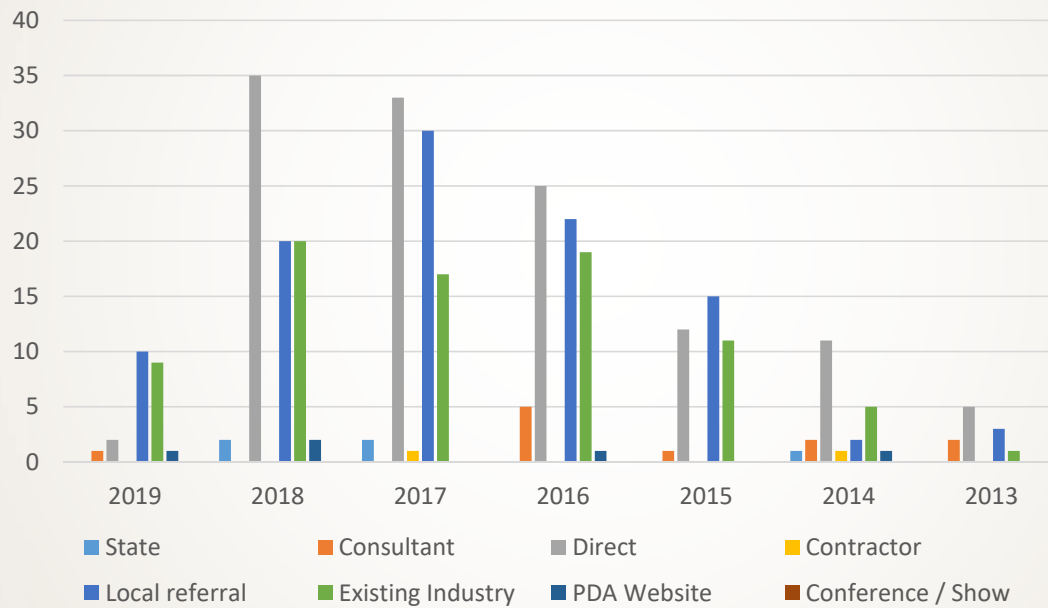
# Projects by Industry



Healthcare	13
Ag	11
Bio	3
Commercial /Retail	177
Dist	21
Hospitality	12
Mfg	72
Retirement	1
IT	4
Film	3
Energy	6
Residential	7
<b>Total</b>	<b>330</b>

New (6 commercial/retail)

## Project Source



State	5
Consultant	11
Direct	123
Contractor	2
Local referral	102
Existing Industry	82
PDA Website	5
Conference/Trade Show	0
<b>Total</b>	<b>330</b>

New (3 existing industry, 3 local referrals)

## Business & Industry: 23 Company Contacts, 75 YTD

Name		Company	Topic
John	Wojtas	Paxis Group	needs lake area demographics
Cristina	Brehob	Cardiology Care Clinic	discussed Ornish Program
Soren	Dresh	Ruffin Flag Company	site visit
Niki	Skipper	Lakeview Senior Gardens	site visit
Jody	Page	Harbin Lumber Company Inc.	discussed workforce
Jack	Nemecek	Oconee Leisure/Alps Spas	discussed project
Julie	Wade	Oconee Cabinet Shop	discussed workforce LUNCH
Andy	Holder	Holder Wrecker 24/7 Road Service	discussed project
Chad	Lord	Breco Benton Auction	discussed project
JW	Thomason	JW Thomason Construction	discussed market conditions
John	Wojtas	Paxis Group	discussed PDA board
Jody	Sandwick	Circle Ranch	discussed project
Stephen	Milner	Planters Telephone Cooperative	discussed project
Keith	Hanson	Dublin Construction	discussed hotels
Jim	Stiff	Goodwill	discussed project
Muriel	Simmons	Rustic Acres	discussed project
Ashley	Holton	UFP	discussed workforce training
Katherine	Reid	PCHS	discussed workforce training
Tina	Hook	Wing Maxx	Groundbreaking Ceremony
Travis	Bass	Wing Maxx	Groundbreaking Ceremony
Willie	Milline	Excell Adult Daycare	discussed permitting
Tina	Hook	Wing Maxx	discussed permitting
Lisa	Carson	Cosmo Cabinets	discussed growth LUNCH
Josh	Boone	Josh's Classic Garage	discussed project
Benjie	Boswell	Hickory Hill Pet Food & Supplies	site visit



## Social Media

- 379 Facebook followers
- 45 Linked-In followers
- 179 Instagram followers
- 27 Twitter followers

# Company Located Ruffin Flag Company

995 Lake Oconee Parkway





# Company Located Lakeview Senior Gardens

400 Mallard Drive



## Company Located Clothed N Majesty

117 S Jefferson Ave



# Company Relocated Hickory Hill Pet Food & Supplies

113 Harmony Crossing, Suite 7



## Company Relocated & Expanded Justin's Tire & Auto

870 Harmony Road  
7 bays/lifts  
6 FTE



# Company Relocated Cash Painting

864 Harmony Road





## Company Updates

**PCHS** - will be adding a construction pathway this August

**Bluestem** – Donated old PCs to PCCSS

**Cosmo** - Currently have 25 FTE and will be up to 32 FTE by late May.

## South Industrial Park Update

Clearing is underway



# Company Updates

## Lake Country Storage

clearing land to add new storage facilities on Sammons Parkway







## Events Attended

Mar 15	Georgia Power Conversation on Housing
Mar 18	GEDA Rock Star Awards Luncheon
Mar 20	EPTAH Meeting
Mar 26	Wing MAXX Ground Breaking
Apr 2	LOABA Meeting
Apr 4	MGEA Meeting



# Wing MAXX Ground Breaking

100 Scott Road @ GA-44





## Upcoming Events

Apr 11	CTAE Advisory Council Training
Apr 15	GEDA Luncheon
Apr 17	EPTAH Meeting
Apr 18	Georgia Manufacturing Appreciation Week Luncheon
May 2	MGEA Meeting
May 3	BOC Meeting
May 6	LOADA Meeting
May 15-17	GEDA Spring Workshop

**Item Attachment Documents:**

## 5. Appointments (2) to the Central Georgia Joint Development Authority

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.

**CENTRAL GEORGIA JOINT DEVELOPMENT AUTHORITY**

<u>MEMBER</u>	<u>POST</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>
<b><u>BOC Appointments</u></b>			
Trevor Addison 131 Cypress Lane Eatonton, GA 31024 <a href="mailto:trevor@trevoraddison.com">trevor@trevoraddison.com</a>	1	07/18/2017	07/17/2021
Jennifer Rainey <b>RESIGNED</b> 746 Oconee Springs Road Eatonton, GA 31024 706-923-0190 (work)	2	07/18/2017	07/17/2021
<b><u>PDA Appointments</u></b>			
Bill W. Sharp 103 Bulloch Hall Drive Eatonton, GA 31024 706-484-1386 (home)	3	04/07/2017	04/06/2019
Josh Daniel** <b>RESIGNED 3-11-19</b> 107 Camak Place Eatonton, GA 31024 <a href="mailto:joshua@TowableTailgates.com">joshua@TowableTailgates.com</a>	4	12/11/2017	04/06/2019

\*\*filling the unexpired term of Lynward Lindsey

4 year terms\*  
2019

April 4,

4 members (2 PDA members selected by PDA; 2 selected by BOC and BOC must confirm PDA selections)  
Copy to Economic Development Director and notify MGRC

## Putnam County’s Central Georgia Joint Development Authority Appointment Procedures 3/28/17

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In accordance with the bylaws of the Central Georgia Joint Development Authority (CGJDA), the Putnam County Board of Commissioners shall appoint four members to serve on the board of the CGJDA. During the initial appointment, the two Putnam Development Authority (PDA) members shall serve a two-year term and the other two members shall serve a four-year term. Thereafter, the members shall serve for terms of four years.

Members shall be selected in the following manner:

- (a) Putnam Development Authority shall select two members from the PDA board.
- (b) The Putnam County Board of Commissioners shall select two appointees under the procedures found in *Section 2-53\**. *Appointment procedures* of the Putnam County Code of Ordinances.

**\*Sec. 2-53. - Appointment procedures.**

Appointments to all boards, authorities, and commissions shall be conducted in accordance with the procedures contained in this section.

- (a) The county clerk shall cause to be published in the county's legal organ an advertisement announcing any vacancies at least 14 days prior to any appointment.
- (b) Following the appropriate advertising period, the county clerk, or designee, shall prepare and provide to the commission, a spreadsheet format list of all qualified candidates whose applications were received timely by the county clerk.
- (c) Immediately after the agenda item has been called, the clerk will verbally announce the qualified candidates and present their resume. A visually projected image of the spreadsheet prepared in subsection (b) above may be substituted.
- (d) For each vacant position, except as outlined in [chapter 14-4\(b\)](#) and [66-150\(b\)](#), each commissioner may nominate anyone on the qualified list. Each nomination must receive a second to be considered for a later vote. While it is desirable to have each district represented on all county boards, authorities, and commissions as well as to have as much representation across the entire county and its constituents as possible, the greater need is to have interested, qualified, and responsible applicants who will provide the greatest contribution to Putnam County in carrying out the necessary functions of these boards, authorities, and commissions. All candidates who have received a nomination and a second can be discussed by the commissioners. Following discussion, a roll call vote will be taken. The proper response, to the call for a vote, is the name of the preferred candidate. The person receiving the majority vote of the commissioners will be the candidate selected. In those cases where there is not a tie and no one has received a majority vote, a second round of voting may be directed by the chairman.
- (e) No member of any board, authority, or commission shall be an employee of Putnam County as defined in Section I.D. of the Putnam County Personnel Manual.

(Amend. of 9-15-2009; Amend. of 11-6-2009(1); Amend. of 11-30-2009(1); Amend. of 10-18-2011(1); [Amend. of 3-1-2013](#))

# PUTNAM COUNTY BOARD OF COMMISSIONERS



APR 4 19 8:18AM

117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826 ♦ 706-923-2345 fax  
www.putnamcountyga.us

### APPLICATION FOR BOARDS, COMMITTEES, & AUTHORITIES

Name: Patricia Burns (Patty) Home Phone: 706-485-3227  
Address: 120 Nina Drive Work Phone: 478-746-9421  
Eatonton, GA. 31024 Cell Phone: [REDACTED]  
Occupation: Sell & lease E-mail: patty@fickling.com  
Commercial property w/ Fickling & Co. (Macon)  
I would like to apply for appointment to the following Board, Committee, or Authority:  
Central Georgia Joint Development Authority

Which district do you live in?  1  2  3  4

Briefly explain your educational background Attended Middle Georgia State University and Mercer. Associate in Business. CCI designation in Real Estate as well as Accredited Land Consultant Designation with  
Are you an owner or officer in any business or corporation?  Yes  No

If yes, please list the name and activity of the business or corporation: Realtor's Land Institute.

Please explain any previous experience with State or Local Government: Putnam Co. Development Authority (2nd yr) Treasurer, Macon/Bibb Chamber of Commerce Ambassador.

Briefly explain why you seek this appointment: I would like to see Putnam County grow and further my knowledge with new ideas. I have relationships with other counties and think joint county opportunities open more doors + resources for everyone.

If appointed, I agree to serve.

Patricia M. Burns  
Signature

4-1-19  
Application Date

\*This application should be submitted to the Putnam County Board of Commissioners. Any additional information may be included on a separate page.