

Agenda

Tuesday, September 12, 2023 ◊ 1:30 PM
107 S. Jefferson Avenue, Eatonton, GA 31024

Opening

1. Call to Order

Minutes

2. Approval of Minutes - August 8, 2023 Regular Meeting

Financials

3. Approval of Financials - August 2023

Reports

4. Economic Development Director Report

Regular Business

None

Other Business

5. Other Business

Next Meeting Items

6. Next Meeting Items

Closing

7. 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 706-485-1877 to allow the Authority to make reasonable accommodations for those persons.

File Attachments for Item:

2. Approval of Minutes - August 8, 2023 Regular Meeting



107 S. Jefferson Avenue
Eatonton, GA 31024
(478) 747-2219

Minutes
Tuesday, August 8, 2023 ♦ 1:30 PM
107 S. Jefferson Avenue, Eatonton, GA 31024

The Putnam Development Authority met on Tuesday, August 8, 2023 at approximately 1:30 PM in the Putnam Development Authority Office, 107 S. Jefferson Avenue, Eatonton, Georgia.

PRESENT

- Chairman Walt Rocker III
- Member Patty Burns (via telephone)
- Member Mylle Mangum
- Member John Wojtas

ABSENT

- Member Brice Doolittle

OTHERS PRESENT

- Attorney Kevin Brown
- Economic Development Director Matt Poyner
- County Clerk Lynn Butterworth

Opening

1. Call to Order
Chairman Rocker called the meeting to order at approximately 1:41 p.m.
(Copy of agenda made a part of the minutes.)

Minutes

2. Approval of Minutes - June 13, 2023 Regular Meeting
Motion to approve the June 13, 2023 Regular Meeting Minutes.
Motion made by Member Wojtas, Seconded by Member Mangum.
Voting Yea: Chairman Rocker, Member Burns, Member Mangum, Member Wojtas

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Financials

- 3. Approval of Financials
 - a. June 2023
 - b. July 2023

Member Burns reviewed the June 2023 and July 2023 financials.

Motion to approve the June 2023 and July 2023 financials.

Motion made by Member Mangum, Seconded by Member Wojtas.

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

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

Reports

- 4. Economic Development Director Report

In the interest of time, this item was skipped. EDD Director Poyner will email the report out to everyone.

Regular Business

- 5. Presentation from Matt Mills with Southeastern

Mr. Matt Mills, Executive Vice President of Southeastern introduced his team: Mr. Vic Mills, CEO of Southeastern Real Estate Group, LLC; Mr. Jonathan Crawford, Vice President of Southeastern; Mr. Blake Smith, Financial Analyst for Southeastern; and Mr. Greg Huddy, Owner/Architect C3 Studios. Mr. Jim Stiff, Goodwill/Helms College President, was also present. Copies of their presentations were submitted and reviewed. The first presentation highlighted past projects of Southeastern. The second presentation was specific to the Goodwill/Helms Farm project. No action was taken.

(Copies of presentations made a part of the minutes.)

- 6. Memorandum of Understanding between PDA and EM Resources

Executive Director Poyner explained that this is a Bond for Title Memorandum of Understanding for Project Branch and the eco materials at Plant Branch. It includes four years of tax abatement once the facility is constructed. The project anticipates 18-24 months build out time, \$30M investment and 25 jobs. They will pay the bond fees at closing.

Motion to approve the Memorandum of Understanding between PDA and EM Resources.

Motion made by Member Mangum, Seconded by Member Wojtas.

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

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

Member Mangum left the meeting at approximately 2:45 p.m.

Other Business

- 7. Other Business

None

Next Meeting Items

- 8. Next Meeting Items

None

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Executive Session

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

Executive Session not needed.

10. Reopen meeting and execute Affidavit concerning the subject matter of the closed portion of the meeting

Executive Session not held.

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

Executive Session not held.

Closing

12. Adjournment

Chairman Rocker adjourned the meeting at approximately 3:03 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Walt Rocker III
Chairman

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File Attachments for Item:

3. Approval of Financials - August 2023

Balance Sheet

As of August 31, 2023

	<u>Aug 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
10001 · Checking-FMB	70,962.58
10055 · The Peoples Bank	1,551.01
10600 · Certificate of Deposit-24251	82,667.01
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Total Checking/Savings	155,180.60
Other Current Assets	
11700 · CIP	25,357.50
12007 · Prepaid Insurance	3,896.00
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Total Other Current Assets	29,253.50
Total Current Assets	184,434.10
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
11750 · S Jefferson Avenue	113,464.36
11751 · building-Old Hotel	123,536.00
15000 · Furniture and Equipment	41,859.46
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Total Fixed Assets	3,981,703.02
TOTAL ASSETS	<u>4,166,137.12</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
11360 · Accum Depr-Building	352,083.00
18050 · Accrued Payroll	667.00
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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	741,775.80
Net Income	-296,312.88
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Total Equity	3,813,387.12
TOTAL LIABILITIES & EQUITY	<u>4,166,137.12</u>

Putnam Development Authority
Profit & Loss YTD Comparison
August 2023

	Aug 23	Oct '22 - Aug 23
Income		
45000 · Interest	0.00	553.90
46400 · Other Types of Income		
46410 · County Funding	10,917.68	10,917.68
46430 · Miscellaneous Revenue	0.00	3,400.00
Total 46400 · Other Types of Income	10,917.68	14,317.68
Total Income	10,917.68	14,871.58
Expense		
62800 · Facilities and Equipment		
62820 · Electricity	159.47	1,475.28
62830 · Repairs & Maintenance	212.00	5,363.12
62840 · Insurance	1,866.51	22,795.15
62850 · Water	0.00	581.09
62851 · Internet	0.00	287.89
Total 62800 · Facilities and Equipment	2,237.98	30,502.53
63000 · Professional Fees		
63003 · Accounting/Audit	255.00	1,155.00
63004 · Executive Director	0.00	77,691.82
63006 · Legal Fees	4,420.52	65,113.78
63000 · Professional Fees - Other	0.00	2,000.00
Total 63000 · Professional Fees	4,675.52	145,960.60
63007 · Engineering Services	0.00	3,812.50
64000 · Projects		
64001 · SIP Project	0.00	5,925.00
Total 64000 · Projects	0.00	5,925.00
65100 · Other Types of Expenses		
65102 · Building & Grounds	0.00	13,200.00
65106 · Telecommunications	0.00	181.25
65107 · Postage	53.93	99.46
65110 · Advertising Expenses	5,625.00	63,769.67
65120 · Dues & Subscriptions	0.00	500.00
65125 · Marketing	0.00	850.00
65135 · Travel	0.00	254.92
65142 · Office and General Supplies	228.10	1,397.07
65154 · Utilities	164.53	164.53
65155 · Bank Service Charges	30.17	30.17
Total 65100 · Other Types of Expenses	6,101.73	80,447.07
65144 · Employee Expenses		
65145 · Full Time Staff Salaries	3,137.41	28,236.69
65152 · Payroll Taxes	2,902.36	9,152.74
65144 · Employee Expenses - Other	0.00	4,470.00
Total 65144 · Employee Expenses	6,039.77	41,859.43
66000 · Miscellaneous	1,250.00	2,677.33
Total Expense	20,305.00	311,184.46
Net Income	-9,387.32	-296,312.88

File Attachments for Item:

4. Economic Development Director Report



SEPTEMBER 12, 2023

Administrative

- **Budget:**
 - The County has agreed to fund the salary of the Director.
- **Department of Community Affairs:**
 - After receiving confirmation in January that our annual submittal was approved, we have additional accounting requirements that are required for the PDA to be in good standing. This issue was brought up recently, so the auditor has been engaged to update the submittal to conform with what the DCA is requiring.
- **Georgia Economic Development Association:**
 - Attended the Executive Directors Summit on August 10th in Macon. A few takeaways from meeting:
 - Discussed the “Leader in Me” program being utilized in the Macon-Bibb school system teaching leadership principles and empowering students to achieve more.
 - Some Authorities in Georgia are subsidizing childcare centers so that families can have these centers centralized within their industrial hubs in the community.
 - Low inventory on existing buildings in the state so some Authorities are splitting the carrying costs with developers to get inventory out of the ground.

Business & Industry Company Contacts

▪ Existing Industry Updates:

- The Georgia Department of Economic Development has created a list of the top 100 manufacturing and logistics companies in each region of the state. Putnam County is recognized with the following companies in Region 6 that have met this status:
 - Interfor US Inc
 - Gro TEC Inc
 - JLW Trucking Inc
 - Label Source Inc
 - Southeastern Portable Buildings Inc
 - Legacy Moulding & Lamination
 - Harbin Lumber Co Inc
 - Eatonton Co-Op Feed Co Inc
 - Fowler-Flemister Concrete Inc
- Outreach to meet with these companies will begin with our Business Surveys to get started in the coming months.

Workforce Development

❖ ACT Work Keys:

- Attended the ACT Work Keys training program with Maggie Milner on August 14th and 15th in Macon. The baseline for the program has been set and we will begin the process of getting Putnam County to achieve a Work Ready Community status as had been previously achieved over 10 years ago. The matrix has been established and we are on the way with hitting our necessary goals for this achievement.
- The Putnam Career Academy will participate in a region wide teacher externship program on March 11th, 2024 as an effort for the teachers to engage with our business and industry partners.

Marketing & Branding

❖ Tytan Pictures:

- Content is continually being created and new photos and videos are forthcoming. New photos will be incorporated into prints to decorate the new PDA office.

Project Status

❖ **Project Activity**

- Legal counsel is coordinating with company on bond issuance.
- A green energy project that would employ 76 with a CAPX of \$222MM has shown interest in the SIP Site. Further conversations are on going to gain further understanding of the project.
- Announcement for Project Daniel will be held at 2:00 on August 14th at 108 South Madison Avenue. Contractors that the company has hired have been visiting the building on a regular basis.

Rock Eagle Technology Park

❖ **Miscellaneous:**

- Still in talks with our partners on the property to move forward with GRAD reports to increase the marketability of the site.

South Industrial Park

❖ **121 acre tract:**

- Would like to put a plan together to increase marketability for the 8 acre site across the road (pending funding).
- Would also like to move forward with the aesthetic improvements for Industrial Boulevard (pending funding).
- Have made contact with a contractor who can remove the existing sign and dispose of the debris. Waiting to get a price for him to proceed. Current tenant of car dealership is getting antsy for us to get started.

Questions?

Matt Poyner

Director

mpoyner@putnamforward.dev

(478) 747-2219