

DEVELOP

Milledgeville-Baldwin County

Chat Daniel
Chair

BOARD MEETING MINUTES

approved

February 23, 2015

Ed Walker
Vice-Chair

DEVELOPMENT AUTHORITY of the CITY OF MILLEDGEVILLE AND BALDWIN COUNTY

Karen Rowell
Secretary

Date of Meeting: January 26, 2015

Henry Pope
Treasurer

Members Present: Jean Aycock, Cheryl Crumbley, Chat Daniel, Merlin Fechner, Quay Fuller, Henry Pope, Karen Rowell, Greg Tyson, Ed Walker

Jean Aycock

Members Absent: None

Cheryl Crumbley

Legal: George Carpenter

Merlin Fechner

Staff: Matt Poyner

Quay Fuller

Others: Greg Barnes, Steve Chambers, Henry Craig, Billy Hobbs, Quentin T. Howell, Johnny Westmoreland

Greg Tyson

The regular meeting of the Development Authority of the City of Milledgeville and Baldwin County was held on **Monday, January 26, 2015** at the City of Milledgeville Economic Development Center. It was determined that a quorum was present at the meeting. Mr. Chat Daniel, Chair, called the meeting to order at **5:30 P.M.**

George Carpenter, Jr.
Counsel

Matt Poyner
Executive Director

Minutes: Mr. Daniel noted that the Minutes of the Board Meeting on **October 27, 2014** and the Minutes of the Called Board Meeting on **December 3, 2014** had been distributed to all Board members. With no comment, the minutes passed as presented.

Financial Status Report: Mr. Henry Pope, Treasurer, gave the financial status report for **January 2015**. (Copy Attached) Mr. Daniel called for a motion to approve the report. Mr. Merlin Fechner made a motion, seconded by Mr. Ed Walker. The floor was opened for discussion. There were no questions in regards to the report. Mr. Daniel called for a vote and the motion was passed, that the report be approved and filed as presented.

Executive Director Activity Report – Mr. Poyner gave the following report for **January 2015**.

Milledgeville-Baldwin County

Development Authority

mpoyner@developmilledgeville.com

105 East Hancock Street ~ Milledgeville, GA 31061 ~ 478.451.0369 (office) ~ 478.747.2219 (cell)

- Jennifer Nelson who has been our GDEcD regional project manager for 16 years has taken a new position with UGA at the Carl Vinson Institute. Our new project manager is Candice Scott who is familiar with the area and has previously been working with GDEcD in the Columbus region. Look forward to working with Candice and getting her plugged in to our existing companies in Baldwin County to offer support.
- Working with existing industry that is being purchased by another company to clean up some issues with the Milledgeville Water & Sewer Department. New company will be coming in and expanding the current operation.

Industrial Park:

- The State Properties Commission declined our bid on the property adjacent to the Industrial Park. The state of Georgia is getting an additional appraisal on the 8.19 acres to see if a better price can be identified.
- Thomas & Hutton has provided a new proposal of services that will run from January 1 – July 31, 2015. **(Please see attached)**
- Received \$200,000 grant from the Georgia Department of Community Affairs for capacity building within the Industrial Park. Will engage the Middle Georgia Regional Commission to administer this grant. **(Please see attached)**
- Thomas & Hutton has provided a proposal for the roadwork design for the new entry road into the Industrial Park. **(Please see attached)** Have requested and received a reduction of fees from the original proposal by \$2,500. If this project is permitted in concurrence with the landscape enhancements with the GDOT, we may save an additional \$2,500 in fees.
- Thomas & Hutton has provided a proposal for the roadwork design for the extension of Industrial Park Drive in the Industrial Park. **(Please see attached)**

Fall Line Regional Development Authority (FLRDA):

- The property was purchased in December of 2014 and the Baldwin County portion was \$291,000. The purchasing funds came from the SPLOST account.
- Marketing maps are being created to begin the process of letting consultants and partners know more about the property.

Projects / Recruitment:

PROJECTS/RECRUITMENT (Tax Abatement Categories)
--

CLASS	JOB	INVESTMENT	ACTIVE PROJECTS	AERO	MFG	FOOD	S.S.	WARE
I	25 - 49	Min. \$10MM	0	0	0	0	0	0
II	50 - 99	\$10MM - \$100MM	3	0	1	1	0	1
III	100 - ∞	\$100MM - ∞	5	1	4	0	0	0

Retail:

- Working with City Planner Hank Griffeth to create a retail marketing plan.
- Providing commercial realtors in Atlanta marketing information for new commercial developments along Highway 441.

Continuing Education:

- Attended BREP course in Athens on December 11th.

Economic Roundtable:

- **City of Milledgeville:**
 - Have applied for DNR grant for trails with Live Healthy Baldwin.
 - Working on putting a guide together for “How to Start a Business”.
- **CSH:**
 - Correct Health will open November/December 2015
 - Communiversity to open in Crittenden building in April
 - Will provide a drone to fly over Industrial Park.
- **CGTC:**
 - Working on ways to get dual enrollments up with Baldwin High School.
- **MainStreet:**
 - Several new businesses opening up downtown.
 - I “heart” Millie campaign ramping up for 2015.
- **GCSU:**
 - Frotpage.gcsu.edu is new portal for GCSU calendar.
 - Old Governor’s Mansion is first Central Georgia site named a Smithsonian affiliate.
- **BOE:**
 - Working to strengthen partnerships with GCSU and dual enrollment opportunities with GMC & CGTC.
 - Working towards new E-SPLOST in November.
- Next meeting to be held February 26, 2015.

Website Update:

- Google Analytics – (Please see attached)

- Will engage Goebel Media to provide web design assistance and maintenance. Have provided these services for free over past two years.

Other:

- Repository agreement with Georgia College & State University to store and digitize Meeting Minute books from years past. **(Please see attached)**
- Request an increase of Executive Director's credit limit from \$5,000 to \$10,000.
- The City of Milledgeville has executed the MOU to hire a new staff person that will become a City employee and be a joint employee of the Downtown Development Authority (DDA) and this Authority. **(Please see attached)** DDA Director and DAMBC Director will work together and interview for the best candidate to fill this role.
- On January 16th, a very productive meeting occurred with members of the DAMBC board, legal counsel and Mr. Gregory Barnes. The meeting was requested by Mr. Barnes to identify ways in which the Authority can provide assistance to Campus Club Milledgeville (CCM). Both parties are in agreement and realize that should CCM need an entity to provide assistance to hold grant dollars, the Authority (pending Board approval) will be a conduit for assistance.
- Continue to receive requests to fish in pond within the Industrial Park. Legal counsel has prepared a license and indemnity agreement. **(Please see attached)**

Upcoming Events:

- January 27 – GEDA Legislative Luncheon (Atlanta, GA)
- January 29 – Final close out meeting with DCA on Spec Building & Triumph projects
- February 6 – CRM Training (Macon, GA)
- February 12 – MGRC Meeting (Macon, GA)
- February 16 – GEDA Meeting (Atlanta, GA)
- February 23 – DAMBC Strategic Planning Session

New Business:

- As part of his report, Mr. Poyner presented a proposal from Thomas & Hutton for engineering and consulting services for miscellaneous requests be in effect for January 1, 2015 to June 30, 2015. This is an extension of the same type of proposal that was in effect from July 1, 2014 to December 31, 2014. A motion was made to approve this new proposal by Mr. Ed Walker, seconded by Ms. Cheryl Crumbley. The floor was open for discussion. Mr. Daniel called for a vote and the motion passed.
- As part of his report, Mr. Poyner presented an OneGeorgia EDGE grant from the Georgia Department of Community Affairs in the amount of \$200,000 to build a new road into the Industrial Park. A motion was made to approve this new proposal by Mr. Henry Pope, seconded by Mr. Merlin Fechner. The floor was open for discussion. Mr. Daniel called for a vote and the motion passed.
- As part of his report, Mr. Poyner presented a proposal from Thomas & Hutton for roadwork design for the new entry road into the Industrial Park for the amount of \$23,250. A motion was made to approve this new proposal by Mr. Ed Walker, seconded by Mr. Merlin Fechner. The floor was open for discussion. Mr. Daniel called for a vote and the motion passed.
- As part of his report, Mr. Poyner presented a proposal from Thomas & Hutton for roadwork design for the extension of Industrial Park Drive into the new entry road for the amount of \$42,550. A motion was made to approve this new proposal by Mr. Henry Pope, seconded by Ms. Cheryl Crumbley. The floor was open for discussion. Mr. Daniel called for a vote and the motion passed.

- As part of his report, Mr. Poyner presented a repository agreement with Georgia College & State University to store and digitize meeting minute books. A motion was made to approve this new agreement by Ms. Jean Aycock, seconded by Ms. Cheryl Crumbley. The floor was open for discussion. Mr. Daniel called for a vote and the motion passed.
- As part of his report, Mr. Poyner presented a request to increase the Executive Director's credit card limit from \$5,000 to \$10,000. A motion was made to approve this new request by Mr. Merlin Fechner, seconded by Mr. Henry Pope. The floor was open for discussion. Mr. Daniel called for a vote and the motion passed.
- As part of his report, Mr. Poyner presented a Memorandum of Understanding with the City of Milledgeville to hire a joint employee that would work with the Downtown Development Authority and the Development Authority. The Authority would be responsible for 1/3 of the costs of this new employee. A motion was made to approve this new request by Ms. Karen Rowell, seconded by Ms. Jean Aycock. The floor was open for discussion. Mr. Daniel called for a vote and the motion passed.

There being no further business, Mr. Daniel called for a motion to adjourn. A motion was made by Ms. Cheryl Crumbley, seconded by Mr. Merlin Fechner. The floor was opened for discussion. Mr. Daniel called for a vote and the motion carried, to adjourn. The meeting adjourned at 6:30 P.M.

Respectfully submitted,

Matt Poyner