

Chat Daniel  
Chair

Ed Walker  
Vice-Chair

Karen Rowell  
Secretary

Henry Pope  
Treasurer

Jean Aycock

Cheryl Crumbley

Merlin Fechner

Quay Fuller

Greg Tyson

Kevin Brown  
Counsel

Matt Poyner  
Executive Director

## Board of Directors Regular Meeting Minutes

The Development Authority of the  
City of Milledgeville and Baldwin County

Date of Meeting: February 22, 2016

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

Members Absent: Quay Fuller

Staff: Matt Poyner, Amy Davis

Others: George Carpenter, Steve Chambers, Annette Ford, Billy Hobbs, John Childs

With a quorum present at the meeting, the **Chair Chat Daniel** called to order the regular board meeting of the **Development Authority of the City of Milledgeville and Baldwin County** at **5:32 p.m.** on **February 22, 2016** at the **Economic Development Center**.

### I. Minutes

Minutes from the prior board meetings, held January 25, 2016, were reviewed by the board. There were no questions or comments raised by board members. A motion was made by Ed Walker, 2<sup>nd</sup> by Cheryl Crumbley to approve the minutes. The board voted in favor of approving the minutes as submitted.

### II. Financial Report

Treasurer Henry Pope gave the financial status report as of February 19, 2016. The balances in deposit accounts were reviewed. Restricted funds deposited to a CD account were transferred a restricted funds checking account to fund the current projects and land activity as allowed. Mr. Pope also noted the profit/loss as of February 16, 2016. Activity after two complete quarters show expenses at 63% of YTD budget and 43% of current quarter budget, so on track with the approved FY budget. A motion made Karen Rowell, 2<sup>nd</sup> by Greg Tyson to accept the financials. The Board voted unanimously to accept the financials as presented.

### III. Executive Director's Report

#### Existing Industry:

- BREP meeting with partners was held on February 9. Letters will be sent out week of February 29<sup>th</sup> and the surveys will commence in March.

#### Milledgeville-Baldwin County Industrial Park:

- Work on Industrial Park sign has begun.
- Quotes for individual company signs from Custom Sign & Design. **(Please see attached)**
- Modified maintenance agreement with Harris Landscaping to exclude cutting and bush hogging around Spec Building #2 and adding maintenance around new sign. Money is sufficient in budget to cover expenses.
- Entrance road to Industrial Park, median landscape work and the Seagle site is currently under advertisement for the next 30 days in the Union Recorder and on the websites of the City and County. Bids are to be received and opened on March 10<sup>th</sup>, 2016. **(Please see attached)**
- To fulfill the requirements from OneGeorgia, the Chair needs to execute a commitment letter stating that we will cover the extra expenses of the project. **(Please see attached)**
- Tri-County EMC has provided a right of way agreement and exhibit showing the powerlines that will be run from StraPack to tie into lines along SR22. One of the poles will be located on DAMBC property. **(Please see attached)**

#### Mega-Site:

- Due diligence on the site is on-going for GRAD certification. The following tasks have been completed:
  - Boundary Survey
  - Cultural Resources Study
  - Site planning for best uses of property is on-going.

#### Fall Line Regional Development Authority (FLRDA):

- FLRDA board approved contracts with civil and geotechnical engineers to begin GRAD certification work on property.
- Next meeting will be held March 14 in Milledgeville.

#### Projects / Recruitment:

| PROJECTS/RECRUITMENT (Tax Abatement Categories) |         |                  |                 |      |     |      |      |      |
|---|---------|------------------|-----------------|------|-----|------|------|------|
| CLASS   | JOBS    | INVESTMENT       | ACTIVE PROJECTS | AERO | MFG | FOOD | S.S. | WARE |
| I   | 25 - 49 | Min. \$10MM      | 2               | 1    | 1   | 0    | 0    | 0    |
| II  | 50 - 99 | \$10MM - \$100MM | 3               | 0    | 2   | 0    | 0    | 2    |
| III   | 100 - ∞ | \$100MM - ∞      | 4               | 0    | 3   | 1    | 0    | 0    |

#### **Retail:**

- N/A

#### **Continuing Education:**

- Will attend UGA Economic Development Basic Course on March 2<sup>nd</sup> – 3<sup>rd</sup> in Macon.
- Will attend Seyfarth Shaw Sidebar conference on March 9<sup>th</sup> in Perry.

#### **Economic Roundtable:**

Meeting to be held on Thursday, January 28<sup>th</sup>.

#### **Website Update:**

- Google Analytics – **(Please see attached)**

#### **Other:**

- Hoping to set a date in March for a Strategic Planning Session with all elected officials.
- Revised MOU for use of personal vehicle for Executive Director. **(Please see attached)**
- City of Milledgeville is requesting budgets for 2016-2017 funding. **(Please see attached)**
- Top 10 Location Factors based on recent survey in *Area Development* magazine that will be added to our website. **(Please see attached)**

#### **Upcoming Events:**

- March 2-3 – UGA EcD Course (Macon, GA)
- March 9 – Seyfarth Shaw Sidebar Conference (Perry, GA)
- March 18 – MGEA meeting (Macon, GA)

#### **IV. New Business**

##### **a) OneGA Commitment Letter**

To fulfill the requirements from OneGeorgia, a commitment letter to OneGeorgia needs to be executed stating that the DAMBC will cover the extra expenses of the project. A motion was made by Karen Rowell, 2<sup>nd</sup> by Cheryl Crumbley to approve execution of the letter. The Board voted in favor of authorizing Chair Chat Daniel to execute the letter of commitment to OneGeorgia.

##### **b) Tri-County Right of Way**

Tri-County EMC was awarded a contract to provide power to Strapack. A right-of-way agreement needs to be approved to allow pole #1 to be located on DAMBC property. Tri-County has provided a right of way agreement and exhibit showing the powerlines that will be run from StraPack to tie into lines along SR22. A motion was made by Ed Walker, 2<sup>nd</sup> by Merlin Fechner. The Board voted in favor of approving the right-of-way agreement as submitted.

## c) City Budget for FY2016-2017

The DAMBC's County budget request was approved. Now, the City budget for FY2016-2017 has to be made. The DAMBC will be asking for an approximate 4.5% increase in funding to add to marketing expenses. Cheryl Crumbley asked for figures on drop-in promotions & marketing between FY2014-15 and FY2015-16. Mr. Poyner made note to compile the figures requested and follow up with Cheryl. Mr. Poyner is requesting the Board approve the budget for submission to the City. A motion was made by Merlin Fechner, 2<sup>nd</sup> by Greg Tyson to approve the FY2016-2017 budget request to the City. The Board voted in favor of approving the FY2016-17 budget as submitted for proposal to the City.

## V. Old Business

### a) Vehicle MOU

A revised MOU was submitted to the Board between the Board and Poyner for use of his personal vehicle for work purposes after the return of the previous vehicle leased and used for the same purpose. The revisions reflect actual financials of the transaction, which are a wash compared with the previous lease agreement. A motion was made by Merlin Fechner, 2<sup>nd</sup> by Ed Walker. The Board voted in favor of approving the MOU revisions as submitted.

## VI. Executive Session

A motion was made by Ed walker, 2<sup>nd</sup> by Jean Aycock to move to executive session. Executive session was entered into at 5:59pm, as permitted by O.C.G.A. § 50-14-3(b)(1)(D):

*“ ... [m]eetings when any agency is discussing or voting to . . .  
[e]nter into a contract to purchase, dispose of, or lease property...”*

At 6:15pm, Henry Pope, Chat Daniel, & Cheryl Crumbley recused themselves from executive session, pursuant to O.C.G.A. § 36-62-5(e)(1)(B).

- Open session resumed -

A motion was made by Jean Aycock, 2<sup>nd</sup> by Karen Rowell, to close the executive session and resume the open session of the board meeting, motion passed. The open session was resumed at 6:21pm and Chair Chat Daniel opened the floor for discussion in open session.

- A motion was made by Greg Tyson, 2<sup>nd</sup> by Karen Rowell, to authorize the Chair to approve purchasing approximately 1,475.62 acres of land located at 214 Fox Hill Road, 216 Fox Hill Road, 141 Fox Hill Road, and 2075 441 West By-Pass Road located in Baldwin County from the Sibley Credit Shelter Trust for \$1,700 per acre for a total amount of \$2,508,554. This option will be exercised on or before March 15, 2016 with closing to occur on or before May 12, 2016. Additionally approve to purchase 167.73 acres of land located at 2075 West Bypass Road located in Baldwin County from the T.S. Smith Development Company for \$8,347 per acre for a total amount of \$1,400,000. This option will be exercised on or before March 15, 2016 with closing to occur on or before May 12, 2016.

Chat Daniel, Henry Pope and Cheryl Crumbley abstained from the vote. The voting members of the Board voted in favor and the motion passed.

- A motion was made by Ed Walker to approve the following resolution:

*“Resolution of the Development Authority of the City of Milledgeville and Baldwin County approving in principle the issuance of its Industrial Development Revenue Bonds having a maximum principal amount not to exceed \$4,800,000. As well as one or more of bond anticipation notes associated therewith, to finance all or part of the cost of acquiring industrial land, related due diligence, issuance, and other expenses located in Baldwin County, Georgia, and for any related purposes.”*

The motion got 2<sup>nd</sup> from Merlin Fechner. The Board roll call was made by Secretary Karen Rowell and individual vote taken. The following were the voting results on the motion made:

| Aye Vote       | Nay Vote | Abstained from Vote | Absent from Vote |
|----------------|----------|---------------------|------------------|
| Ed Walker      |          | Chat Daniel         | Quay Fuller      |
| Karen Rowell   |          | Henry Pope          |                  |
| Jean Aycock    |          | Cheryl Crumbley     |                  |
| Merlin Fechner |          |                     |                  |
| Greg Tyson     |          |                     |                  |

- A motion was made by Jean Aycock to proceed with the 404 permitting process as discussed in executive session, 2<sup>nd</sup> by Ed Walker. The Board voted in favor, none opposed, motion passed.

## Adjourn

There being no further business, Chairman Daniel called for a motion to adjourn. A motion was made by Ed Walker, 2<sup>nd</sup> by Merlin Fechner to adjourn. The meeting was adjourned at 6:37pm.