

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: April 25, 2016

Members Present: Cheryl Crumbley, Chat Daniel, Quay Fuller, Karen Rowell,
Greg Tyson

Members Absent: Jean Aycock, Merlin Fechner, Henry Pope, Ed Walker

Staff: Matt Poyner, Amy Davis

Others: Kevin Brown, Counsel

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 **5:30 p.m.** on **April 25, 2016** at the **Economic Development Center**.

I. Minutes

Minutes from the prior board meeting, held April 6, 2016, were reviewed by the board. Chairman Chat Daniel opened the floor for discussion. There were no questions or comments raised by board members. A motion was made by Cheryl Crumbley, 2nd by Greg Tyson to approve the minutes. The board voted in favor of approving the minutes as submitted.

II. Financial Report

Executive Director Poyner gave the financial status report as of April 22, 2016. The balances in deposit accounts were reviewed. Financial activity reflects expenses at 77% of YTD budget and 21% of the current quarter budget. Matt Poyner pointed out an elevated expenditure amount in the office expenses line item due to ordering supply of copy machine toner cartridges. The budget is on track to balance within the approved FY budget. A motion was made by Karen Rowell, 2nd by Cheryl Crumbley to accept the financials. The Board voted unanimously to accept the financials as presented.

III. Executive Director's Report

Existing Industry:

- BREP surveys have begun in the community. Four companies have participated so far and the goal is to reach 100 companies by this summer.
- BREP Overview:
 - Companies Met: 4
 - Overall Employment: 822
 - Overall Total Gross Annual Payroll: \$42,440,000
- Working with existing industry on \$12,000,000 expansion with 25 net new jobs.

Milledgeville-Baldwin County Industrial Park:

- Industrial Park sign should be completed in May.
- Bids for entrance road to Industrial Park, entrance road landscaping, median landscape work and the Seagle site is currently under advertisement in the Union Recorder and on the websites of the City and County. Bids are to be received and opened on May 10th, 2016 and a decision by the Board will need to occur on the 23rd of May. An extension request has been sent to the DCA for the entrance road due to the delay of approvals from GDOT.

Mega-Site:

- GRAD certification should be awarded in May for the new Park.
- One additional study is required for the 404 permit (**Please see attached**). The consultant found a few areas of concern that need further studying before plan can be sent to the Corps for approval. The consultant has stated that he does not think these areas will cause any issues but nonetheless to have a complete report we must go another step.

Fall Line Regional Development Authority (FLRDA):

- April meeting of FLRDA was cancelled due to scheduling conflicts.
- May meeting of the FLRDA will be canceled due to scheduling conflicts.

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:

- Attended UGA's Carl Vinson Institute Strategic Industries meeting in Cartersville on April 20th. This class will go towards my goal of receiving a UGA Certified Economic Development Certification.
- Attending IEDC's Workforce program in Atlanta from May 12 – 13. This is the last class I need before I can sit for the Certified Economic Developer certification.
- Received a \$500 scholarship from SEDC to cover the costs of the IEDC course. Will be reimbursed after class is taken.

Economic Roundtable: Meeting to be held on Thursday, May 26th. **Website Update:**

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

Other:

- Date is set for May 9th to have a Strategic Education course with elected officials and Authority members. Meeting will begin at 5:00 and should last no later than 8:00. Carrie Barnes with Georgia EMC will facilitate the meeting and we will have other attendees available for discussion.

Upcoming Events:

- May 9 – Strategic Education session, location TBD
- May 12-13 – IEDC Workforce Development course (Atlanta, GA)
- May 20 – GEDA Spring Conference, awarding of GRAD certification for new Park

IV. New Business

a) Southern Research Proposal

Eight of the 60 samples taken on the Sibley-Smith site, as part of the 404 study, suggest the need for further study on the site in the interest of the DAMBC to act conservatively regarding possible cultural resources. Executive Director Matt Poyner is requesting the Board to approve the 2nd phase of the 404 study on the site and corresponding costs incurred. A motion was made by Cheryl Crumbley to approve additional study by Southern Research Historic Preservation Consultants of the Sibley-Smith Site and corresponding cost incurred, 2nd by Karen Rowell. The board voted in favor, no opposed, motion passed.

b) Sibley-Smith Industrial Park Insurance

Matt Poyner has obtained quotes from three local insurance agencies; Bobby Brown, Bobby Murphy, and Craig Masee, for liability coverage on the new Sibley-Smith property and is requesting the Board to accept coverage by the lowest bid insurance by Bobby Murphy Insurance. A motion was made by Karen Rowell, 2nd by Greg Tyson to approve insurance coverage by Bobby Murphy Insurance. The Board voted in favor, none opposed.

V. Adjourn

There being no further business, Chairman Daniel called the board meeting to adjourn at 5:46pm.