

Ed Walker  
Vice-Chair

Karen Rowell  
Secretary

Henry Pope  
Treasurer

Jean Aycock

Cheryl Crumbley

Quay Fuller

Quentin T. Howell

Greg Tyson

Derek Williams

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: June 27, 2016

Members Present: Cheryl Crumbley, Quay Fuller, Quentin T. Howell, Henry Pope, Karen Rowell, Greg Tyson, Ed Walker

Members Absent: Jean Aycock, Derek Williams

Staff: Matt Poyner, Amy Davis

Counsel: Kevin Brown

Others: Greg Barnes, Henry Craig, Johnny Grant, Billy Hobbs, Laura Mathis, Johnny Westmoreland

With a quorum present at the meeting, **Vice-Chair Ed Walker** called to order the regular board meeting of the **Development Authority of the City of Milledgeville and Baldwin County** at **5:34 p.m.** on **June 27, 2016** at the **Economic Development Center**.

### I. Minutes

Minutes from the prior board meeting, held May 23, 2016, were reviewed by the board. Vice-Chairman Ed Walker opened the floor for discussion. There were no questions or comments raised by board members. A motion was made by Henry Pope, 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 June 17, 2016. The balances in deposit accounts and loan balances were reviewed. Financial activity reflects expenses in the 4<sup>th</sup> QTR at 79% of YTD budget. A motion was made by Greg Tyson, 2<sup>nd</sup> by Quay Fuller to accept the financial report as presented. The Board voted unanimous, motion carried.

### III. Presentation

Matt Poyner introduced Laura Mathis with the Middle GA Regional Commission (MGRC) to present on DAMBC funding mechanism options and is requesting Board input before the MGRC funding report is finalized. (*see financing plan draft*)

Laura opened the floor for discussion. Henry Pope asked Matt Poyner about the number of mega-sites in GA. Matt reported a total of 11, of which the new Sibley-Smith mega-site is in the top three. Additionally, three companies have looked at the site in the past three months. Quay Fuller requested the number of acres needed by those prospects and the estimated investment need to have site ready and rail on site. Laura Mathis referenced

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her financial plan report that estimates the financial need at \$14.3 million. Ed Walker clarified that estimate amount assumes 100% funding by the DAMBC. Matt notes the site has been laid out to maximize rail access by all potential companies that could be situated on the site. Quentin T. Howell asked if the entire \$14.3 million is necessary for mega-site to be marketable. Counsel Kevin Brown clarified that financing closes the gap between what a company needs to be operational and the company not excluding Milledgeville-Baldwin County from the site selection process. Matt Poyner encouraged Laura Mathis to return the report speedily so the DAMBC can present the detailed information to the Baldwin County Board of Commissioners.

#### IV. Executive Director Report

##### Existing Industry:

- BREP Overview:
    - Companies Met: 26
    - Overall Employment: 1,163
- Overall Total Gross Annual Payroll: \$47,589,000

##### Existing Industry:

- Met with CEO of StraPack on June 23<sup>rd</sup> to discuss hiring plans. Representatives from the Georgia Department of Labor and the Middle Georgia Consortium were in attendance to provide assistance to the company. The company plans to start hiring in July and production to begin in August.
- Unemployment Rate for Baldwin County is 6.5%. Lowest in region is Jones County at 4.3% and highest in region is Twiggs County at 8.3%.

##### Milledgeville-Baldwin County Industrial Park

- Met with Tri-County EMC to discuss a REDLEG grant opportunity to fund work within the Park. The REDLEG is a grant administered by our local EMC through the USDA. It is a 0% interest loan for up to 10 years. This loan would help cover the costs for work on the Seagle site and may also be able to fund the extension of Industrial Park Drive to the new entrance on SR22 and provide for two points of entry into the Park. In discussions with existing businesses in the Park, they are hopeful that this is something that can be completed. The MGRC will write the grant for the Authority.
- Thomas & Hutton has provided a new proposal of services that will run from July 1 – December 31, 2016. **(Please see attached)** Below is a breakdown of fees paid under this contract so far:
  - January – June 2014: \$24,109 (69% of proposed budget)
  - July – December 2014: \$19,148 (55% of proposed budget)
  - January – June 2015: \$10,228(29% of proposed budget)
  - July – December 2015: \$13,806 (39% of proposed budget)
  - January – June 2016: \$22,193 (64% of proposed budget)

Inman Solar has provided an Assignment and Assumption Agreement **(Please see attached)** that the Vice-Chair has signed off on after review from our counsel.

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Mega-Site:

- Work is ongoing for the 404 permit. Will follow up with any additional findings when known.
- Hope to have timber projections from T&S Hardwoods within the month for review.

Fall Line Regional Development Authority (FLRDA):

- July meeting of the FLRDA will be in Irwinton.

PROJECTS/RECRUITMENT (Tax Abatement Categories)								
CLASS	JOBS	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	1	0	1	0	0	0
III	100 - ∞	\$100MM - ∞	1	0	1	0	0	0

Retail:

- N/A

Continuing Education:

- N/A

Economic Roundtable:

- Meeting are cancelled until September.

Website Update:

- Google Analytics – (Please see attached)
- Submitted our website and branding package to SEDC for top media platforms in the southeast for communities under 50,000.

Other:

- Presented to 26 Project Managers with the Department of Economic Development, the Department’s Innovation Institutes, Georgia Power, Georgia EMC, and Norfolk Southern.
- In coordination with legal counsel, we will need to review and update by-laws of Authority.

Upcoming Events:

- July 13 – Riverbend Advisory board meeting
- July 18 – GEDA (Atlanta, GA)

**V. New Business**

FY2017 Budget Approval

The proposed budget for FY2017 was presented to the City of Milledgeville and the City approved an increase of \$5,000. E.D. Poyner is requesting the board to review and approve FY2017 budget revisions. A motion was made by Henry Pope, 2<sup>nd</sup> by

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Cheryl Crumbley, to approve the revised FY2017 DAMBC budget as presented. No opposed, motion carried.

### Thomas & Hutton Engineering & Consulting

Matt Poyner presented the bi-annual engineering & consulting agreement between the DAMBC and Thomas & Hutton due for renewal (see T&H service contract fees breakdown) and would like a vote from the Board on approving the contract for FY2017. Henry Pope made a motion, 2nd by Quay Fuller to approve renewal of the contract with T&H as presented. Board voted in favor, none opposed. Motion carried.

### By-Laws

Counsel Kevin Brown presented an update on the DAMBC By-Laws and board member nominations. The current DAMBC By-Laws have existed since 1987. With the help of E.D. Poyner and Vice-Chair Ed Walker, those by-laws have been revised and Kevin Brown will present to the Board for review and later discussion. The process for nominations & appointments to committees should be put in by-laws. Quay Fuller inquired about who decides the candidates for committee appointment. Kevin Brown stated the DAMBC is the entity who is in charge of submitting board member nominations to the City and County. Quentin T. Howell asked if public notice was advertised before nominations made. Kevin clarified the DAMBC is unique as a joint Authority of the City of Milledgeville & Baldwin County and the process begins with the DAMBC Board and submitted to City & County for review and approval of their respective Board representatives. Ed Walker confirmed with Kevin Brown that a draft can be expected in the next week for review by the Board.

### Board Elections

The floor was opened by Vice-Chair Ed Walker for nominations of Board officers. Quay Fuller made a motion to nominate Ed Walker Chairman of the Board, 2<sup>nd</sup> by Cheryl Crumbley. Board voted in favor, none opposed. Motion carried to elect Ed Walker DAMBC Chairman of the Board.

Chairman Ed Walker opened the floor for nominations of DAMBC Board Vice-Chair. A motion was made by Quay Fuller to nominate Quentin T. Howell, motion died for lack of 2<sup>nd</sup>. A motion was made by Karen Rowell to nominate Cheryl Crumbley DAMBC Board Vice-Chair, 2<sup>nd</sup> by Greg Tyson. Board voted in favor, none opposed. Motion carried to elect Cheryl Crumbley DAMBC Vice-Chairman of the Board.

A motion was made by Quay Fuller, 2<sup>nd</sup> by Greg Tyson to confirm the current positions of Henry Pope, Treasurer and Karen Rowell, Secretary. The Board voted in favor, none opposed. Motion passed.

## **VI. Executive Session**

A motion was made by Henry Pope, 2<sup>nd</sup> by Cheryl Crumbley to move to executive session.

Executive session was entered into at 6:53pm,  
as permitted by O.C.G.A. § 50-14-3(b)(2):

*“ To discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee ”*

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- Open session resumed -

A motion was made by Cheryl Crumbley, 2nd 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 7:26pm and Chairman Ed Walker opened the floor for discussion in open session.

A motion was made by Karen Rowell, 2<sup>nd</sup> by Greg Tyson to take no action presently, but to postpone action on personnel item discussed. Board voted in favor, none opposed.

#### Technical Assistance Request

Quentin T. Howell asked for the status of a TA Request made to the DAMBC by Greg Barnes. Matt Poyner advised the TA was sent to Baldwin County for review. Laura Mathis with the MGRC explained TA is a Technical Assistance Request. The MGRC reviews the requests and determines whether resources are available to fulfill the request. Requests have to come from the City and County. Kevin Brown also noted the City and County pay dues to the MGRC and the cost of requests come out of City and County resources.

#### **VII. Adjourn**

There being no further business, a motion was made by Vice-Chair Cheryl Crumbley, 2<sup>nd</sup> by Karen Rowell to adjourn. Chairman Walker called the meeting to adjourn at 7:36pm.