

Ed Walker
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Cheryl Crumbley
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Karen Rowell
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Henry Pope
Treasurer

Quentin T. Howell

Dr. Noris Price

Sharon Seymour

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: February 27, 2017

Members Present: Cheryl Crumbley, Quentin T. Howell, Henry Pope, Dr. Noris Price, Greg Tyson, Ed Walker, Derek Williams

Members Absent:

Staff: Matt Poyner, Amy Davis

Counsel: Kevin Brown

Others: Greg Barnes, Steve Chambers, Alan Waddell

With a quorum present at the meeting, Chairman Ed Walker called to order the regular board meeting of the Development Authority of the City of Milledgeville and Baldwin County at 8:36 a.m. on February 27, 2017 at the Economic Development Center.

I. Minutes

Minutes from the prior board meeting, held January 23, 2017, were reviewed by the board. Chairman Ed Walker opened the floor for discussion. No questions or discussion were raised by board members. A motion was made by Vice-Chair Cheryl Crumbley, 2nd by Greg Tyson, to approve the prior board meeting minutes as submitted. The Board voted in favor, none opposed, motion passed.

II. Financial Report

Treasurer Henry Pope gave the financial status report as of February 24, 2017. The balances in deposit accounts and loan balances were reviewed. DAMBC expenses are at 58.66% of FY2017 Q3 budget, 61.06% of YTD budget. The Profit & Loss Budget and Actual Funds, reflecting receipts and expenditures to date, were reviewed. Vice-Chair Cheryl Crumbley asked for clarification of amounts shown in the Income Line Item 4111: City of Milledgeville Fees (p.11). Exec. Dir. Matt Poyner responded the balances reflect YTD receipts accumulated and expenditures for 2 ½ fiscal quarters. Exec. Dir. Matt Poyner further elaborated on the financials, the Expense Line Item 6600: Insurance is higher because of the addition of the Sibley-Smith Industrial Park, not included in the projected budget needs for FY17, but the overall budget is trending below projections and income and expenses are expected to even as the fiscal year continues.

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Exec. Dir. Matt Poyner reviewed Capital Fund balances with the Board. Reimbursements are made by the City of Milledgeville and Baldwin County for interest and the Georgia Dept. of Community Affairs will be reimbursing \$200,000 for the new entrance road into the Milledgeville-Baldwin County Industrial Park. Exec. Dir. Poyner advised Baldwin County currently has an outstanding balance due to the DAMBC of between \$60-70K for which he has made several follow up contacts to get receipt of payment. Upon receipt, those funds should replenish some of the accounts in which balances are getting low. Greg Tyson asked for clarification on the SPLOST 2011 Referendum Project Status: Collections Items. Exec. Dir. Matt Poyner stated the financial figures represent the projection of funds to be collected.

A motion was made by Mr. Derek Williams, 2nd by Vice-Chair Cheryl Crumbley, to accept the financial report as presented. The Board voted in favor, none opposed, motion carried.

III. Executive Director Report

Existing Industry:

- Been invited to serve as only local economic development representative in the Middle Georgia region to serve on commission for the Governor's High Demand Career Initiative that will provide \$250,000 to the region for workforce related matters. Focus of workforce is in the Advanced Manufacturing sector.
- BREP report is wrapping up. **(Please see attached)**

Milledgeville-Baldwin County Industrial Park

- Reminder: A date needs to be set in late Winter/early Spring to dedicate the new road into the MBC Industrial Park.
- Sellers Construction is 95% complete with work on the extension road. Once work is complete we will close out this project and submit a refund to the DCA for reimbursement.
- Phase II covenants for the Industrial Park will be circulated in the coming weeks among the existing industries to solidify the uses and appearance within the property.
 - Phase III: 414.12 acres and former Spec Building (completed and recorded)
 - Phase II: Existing facilities within Industrial Park (active)
 - Phase I: Southern portion of SR22 Industrial Park (not yet started)

Sibley-Smith Industrial Park

- After multiple communications to Baldwin County regarding the return of property taxes, the County's response is they will not return funds used to pay property tax on the Sibley-Smith Industrial Park.

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Exec. Dir. Poyner advised he is reasonably certain the funds will not be returned by the Board of Education either, but still wants to make the ask. Dr. Noris Price agreed to Exec. Dir. Matt Poyner's request to present a letter to the BOE requesting property taxes be returned to the DAMBC.

- Engineering work on the site continues to progress. Revised cost estimates have been provided from T&H for work to be completed. **(Please see attached)**

Exec. Dir. Poyner advised Phase 1 was initially estimated being about \$14M in work. The actuals currently are closer to \$6M. Phase 2 was estimated at about \$8-9M and actuals are currently closer to \$2M. Exec. Dir. Matt Poyner expressed wanting to be fiscally conservative and not proceed with work to further pad sites since the cost would be for something not presently a priority project.

Fall Line Regional Development Authority (FLRDA)

- The February meeting of the FLRDA was cancelled.
- The March meeting will be held 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	0	0	0	0	0	0
II	50 - 99	\$10MM - \$100MM	3	0	2	0	0	1
III	100 - ∞	\$100MM - ∞	2	0	2	0	0	0

Retail

- N/A

Continuing Education

- N/A

Website Update

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

Other

- City of Milledgeville budget request has been prepared and will need to be delivered by March 6th. **(Please see attached)**

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- Strategic Planning Session will be held at our next monthly board meeting on March 27th. We will approve minutes and budget and take any votes that need to be handled and then close the meeting and discuss the upcoming year. Topics to be addressed are:
 - Funding
 - Marketing
 - Workforce
 - Other items that are for the good of the order
- Milledgeville will be the host city for the Fall 2017 *GeorgiaForward* Young Gamechangers program. A sponsorship has been requested to support this mission. **(Please see attached)**

Upcoming Events

- March 20 – GEDA (Atlanta)
- March 22 – BCCA Industry Tour in community

IV. **New Business**

City Budget

Baldwin County approved the submitted budget for the DAMBC FY2018. Exec. Dir. Matt Poyner will now begin the budget submission and approval process with the City of Milledgeville. Exec, Dir. Poyner advises the \$3,301 amount budgeted for the Insurance line item will need to be increased by about \$1000, because of the Sibley-Smith property. Exec. Dir. Poyner advised he will make that adjustment and will email to board members for review. The budget request is due to the City of Milledgeville by March 6th.

A motion was made by Treasurer Henry Pope, 2nd by Derek Williams, to approve the preliminary DAMBC FY2018 Budget, with the increase adjustment for insurance, and submission to the City of Milledgeville.

Strategic Planning

Executive Director Matt Poyner reminded board members of the next scheduled board meeting including a strategic planning session, to plan on a half day although meeting not likely to last that long. Funding, marketing & workforce components will be high priority during the planning session upcoming. Exec. Dir. Poyner wants to have conversations about the Career Academy and strategic efforts for workforce improvement & recruitment, as well as to put together a three-year plan for marketing & outreach of the Sibley-Smith property based on data. There are currently funds allocated for marketing.

Georgia Forward

Executive Director Matt Poyner gave the Board a brief on the Georgia Forward program. Milledgeville has been selected as the host city for the Fall 2016 Georgia Forward Young Gamechangers program. Efforts to grow the city, and

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related issues such as redevelopment of CSH, signage, etc., are discussed. The desired outcome of the program is to generate ideas city leadership can then develop further. The Chamber is requesting sponsorship of the program by the DAMBC. Vice-Chair Cheryl Crumbley inquired about the Georgia Forward letter being dated 2016. Executive Director Matt Poyner advised the program was deferred from last year when application was made for Milledgeville to serve as the host city, but was not selected. Exec. Dir. Poyner made the recommendation for DAMBC sponsorship at either the Bronze (\$5000+) or Silver (\$10,000+) level.

Board members discussed and gave feedback regarding sponsorship of the Georgia Forward program. Vice-Chair Cheryl Crumbley believes it is advantageous for the young professionals to participate in the program. Derek Williams inquired whether DAMBC has a track record of this type sponsorship and if support by sponsorship could be opening the door for future solicitations from others for sponsorships. Exec. Dir. Matt Poyner advised the DAMBC has not previously donated for sponsoring groups, although the DAMBC has administered grants for other organizations. At the inquiry of Chairman Ed Walker, Exec. Dir. Poyner gave an overview of the structure of Georgia Forward program meetings, the type of information shared as part of the program, and the projected timeline from ideas generated in the program to development. Exec. Dir. Matt Poyner also advised the timeline may be 3-5 months. Treasurer Henry Pope asked when Milledgeville will host this program and Exec. Dir. Poyner advised it will begin this Fall, to be completed around March 2018. Chairman Ed Walker noted the 25-30 participants being from outside the community could provide the benefit of having a fresh, objective perspective from which to make recommendations for community growth. Additionally, the sponsorship is relatively inexpensive, comparable to similar consulting, for the program outcomes providing substantial benefit to the entire Milledgeville-Baldwin County community. City Councilman Steve Chambers asked about ownership of the data and outcomes from program. Exec. Dir. Matt Poyner stated the City of Milledgeville would act as the primary agent and champion of program information deliverables.

Treasurer Henry Pope inquired if the sponsorship is a cost eligible reimbursement to the project assistance account. Exec. Dir. Poyner advised if the Bronze level sponsorship was chosen, the cost could be paid out of the project assistance account. Sponsorship at the Silver level would empty that account, which Exec. Dir. Poyner expressed he does not want to do. Treasurer Henry Pope made a motion, 2nd by Vice-Chair Cheryl Crumbley, to approve sponsorship of the Georgia Forward program at the Bronze level for \$5,000. Chairman Ed Walker called for a vote with all board members voting in favor, none opposed, motion carried.

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V. Executive Session

Executive Director Matt Poyner made a request to revise the meeting agenda to enter into executive session to discuss property. A motion was made by Vice-Chair Cheryl Crumbley, 2nd by Quentin T. Howell, to move to executive session.

Executive session was entered into
as permitted by O.C.G.A. § 50-14-3(b)(1)(B):

“Authorize negotiation to purchase, dispose of, or lease property”

- Open session resumed –

- Chairman Ed Walker recognized open session of the board meeting having resumed and a moment being observed before discussion to allow opportunity for persons in attendance to return to the boardroom. After the return of Mr. Greg Barnes, Chairman Ed Walker noted discussions held in executive session required no voting action by board members.

VI. Adjourn

There being no further business, a motion was made by Greg Tyson, 2nd by Derek Williams to adjourn. The meeting was adjourned by Chairman Walker.