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Board of Directors Meeting Minutes - DRAFT

The Development Authority of the
City of Milledgeville and Baldwin County

Date of Meeting: June 25, 2018

Members Present: Tyrone Evans, Quentin T. Howell, Dr. Noris Price, Ed Walker
(via teleconference), Greg Tyson, Derek Williams

Members Absent: Karen Rowell, Sharon Seymour

Staff: Matt Poyner

Counsel: None

Others: None

With a quorum present at the meeting, Vice-Chair Derek Williams called to order the Board Meeting of the Development Authority of the City of Milledgeville and Baldwin County (DAMBC) at 8:35 a.m. on June 25, 2018 in the board room of the Economic Development Center.

I. Minutes

Minutes from the prior board meeting, held April 30, 2018, were reviewed by the board. Vice-Chair Derek Williams opened the floor for discussion. The only discussion noted was by Quentin T. Howell stating that the previous minutes didn't correctly state his name on page 7 of the minutes. He requested that the "T" in Quentin T. Howell be used when referencing his input of discussion during board meetings. Being no further questions or discussion, a motion was made by Quentin T. Howell, seconded by Tyrone Evans, to approve the prior board meeting minutes as amended and with understanding that Quentin T. Howell's name be stated correctly in future board minutes. The Board voted in favor, none opposed, motion passed.

II. Financial Report

Treasurer Greg Tyson gave the financial status report as of June 14, 2018. Deposit account balances, loan balances, Sibley-Smith Industrial Park bond, and SPLOST overview were reviewed. Two payments from the County for May and June have not been posted yet to the general account balance. The One Georgia principal payment for the Spec Building will be made on July 1st, 2018. The Sibley-Smith IRB was paid in May for an interest only payment and a principle and interest payment will be made on August 1, 2018 for \$227,750. The Sibley-Smith account does not have enough money to pay for the IRB without receiving funds first from the City

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and County. Discussions will take place with both elected bodies to understand the process for making these quarterly payments.

The P&L statement reflects being at about 69% of Q4 budget and 89% of FY17-18 YTD budget. The capital funds show expenditures of over \$340,000 for FY17-18 with the majority of expenses going towards the payment of the IRB.

The City has approved \$121,385 for general funds for FY18-19. Quentin T. Howell noted that at a previous City Council meeting that Council had voted in a work session and to ask Council member Steve Chambers to discuss with the Executive Committee the space that the Authority utilizes in the Milledgeville Economic Development Center and that the City wanted to take the rent out of the previously approved FY18-19 budget. This discussion as of yet has not happened and we do not know what amount the City feels that the rent rate would be that would be pulled from the FY18-19 budget.

There being no questions or further discussion, a motion was made by Quentin T. Howell, seconded by Tyrone Evans to accept the financial report as presented. All voted in favor, none opposed, motion carries.

III. Executive Director Report

MAY 2018 – EXECUTIVE DIRECTOR ACTIVITIES

EXISTING INDUSTRY

Existing Industry Visits

- 1 StraPack - Introduction for Candice Scott
- 2 ABSII - Introduction for Candice Scott

Existing Industry Assistance

- 1 StraPack - Meeting with new Plant Manager & GDEcD/MGC
- 2 Mohawk - Continuing workforce meetings with partners

PROJECT ACTIVITY

New Projects

1	Project Name Redacted	\$1MM-\$3MM / 20 jobs	MBCIP
2	Project Name Redacted	\$700MM / 1,000 jobs	SSIP
3	Project Name Redacted	\$500MM / 1,000 jobs	SSIP
4	Project Name Redacted	\$2MM / 20 jobs	BLDG.

Project Visits

1	Project Name Redacted	Owner	5.1.2018
2	Project Name Redacted	Owner	5.2.2018

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3 Project Name Redacted Project Team 5.3.2018

MARKETING ACTIVITIES

5.1.18 - Project Discussion with GA EMC
5.7.18-5.11.18 - IAMC & GEDA Conference

OTHER ACTIVITIES

5.1.18 - Judge for GCSU Senior Level Marketing Class
5.24.18 - Current unemployment rate for Baldwin County is 4.6%

REAL ESTATE

5.9.18 - Conference call with consultants regarding US Corps
5.16.18 - Sent certified letters to US Corps for review, letters received on 5.21.18

JUNE EXECUTIVE DIRECTOR ACTIVITIES

Existing Industry Assistance

1 M&J Saws - Coordinating with MGC on OJT assistance

PROJECT ACTIVITY

New Projects

1 Project Name Redacted \$1B+ / 7,000 jobs SSIP

Dropped Projects

1 Project Name Redacted Building not suitable

Project Visits

1 Project Name Redacted Owner 6.7.2018
2 Project Name Redacted Owner 6.19.2018

MARKETING/RECRUITMENT ACTIVITIES

6.8.18 - Project Name Redacted Conference Call
6.11.18-6.15.18 - Project Name Redacted Prep
6.13.18 - Project Name Redacted Pre-Meeting in Milledgeville with GDEcD

OTHER ACTIVITIES

6.7.18 - Broadband internet downtown with Stephen Milner
6.7.18 - Unable to connect with the Site Selection Group to discuss workforce planning, will continue to pursue
6.21.18 - Current unemployment rate for Baldwin County is 4.4%

REAL ESTATE

6.12.18 - Met with Baldwin County to discuss road assistance at SR22 Park

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IV. New Business

Thomas & Hutton has provided a new proposal of services that will run from July 1 – December 31, 2018. E.D. Poyner stated this has been the same contract approved since inception of this agreement and they Authority has never gone over budget. A motion was made by Greg Tyson, seconded by Ed Walker to approve renewal of the contract with T&H as presented. All voted in favor, none opposed, motion carries.

Invoices for services provided by Seyfarth-Shaw to assist with negotiations with the City and County over SPLOST and work completed pertaining to the Phase II Covenants in the Milledgeville-Baldwin County Industrial Park were presented. The total figure is over the allowable level of approval from the Executive Director. An email was sent out to board members for approval on May 21st to go ahead and pay these expenses and a majority of members gave their approval via email. A motion was made by Tyrone Evans, seconded by Quentin T. Howell to ratify the email approval to pay the invoice for Seyfarth-Shaw. All voted in favor, none opposed, motion carries.

E.D. Poyner requested that up to \$20,000 be allocated from the Sibley-Smith account to clean the Sibley residence at the Sibley-Smith Industrial Park. Work to be completed is the cleaning of the pool, landscaping around the property, and cleaning the house. After much discussion, a motion was made by Tyrone Evans, seconded by Dr. Noris Price to approve the expenditures that are needed to be made to the residence and surrounding grounds. All voted in favor, none opposed, motion carries.

E.D. Poyner brought up the recently completed Strategic Plan and the need to act on what had been presented. Conversations centered around the need to engage the private sector in an effort to raise capital to do additional marketing outreach that is not provided in the general budget. The goal will be to identify willing partners that would make a three year monetary commitment to fund marketing activities of the DAMBC. A suggestion was made to allow E.D. Poyner to do some research on other similar programs in the state to provide a framework to move forward with this initiative and to report back at the July meeting.

V. Executive Session

A motion was made by Greg Tyson, seconded by Tyrone Evans, to enter executive session as permitted by O.C.G.A. § 50-14-3(b)(1)(B):

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

A motion was made by Quentin T. Howell, seconded by Tyrone Evans to close the executive session and reopen the open session at 9:45am. A motion was

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made by Quentin T. Howell, seconded by Greg Tyson to allow E.D. Poyner to engage the County to discuss Project Fireline funding options. All voted in favor, none opposed, motion carries.

VI. Adjourn

There being no further business, a motion was made by Greg Tyson, seconded by Tyrone Evans, to adjourn. The meeting was adjourned at 9:47am by Vice-Chair Derek Williams.

DRAFT