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Dr. Noris Price

Sharon Seymour

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Counsel

Matt Poyner  
Executive Director



## Board of Directors Meeting Minutes - DRAFT

The Development Authority of the  
City of Milledgeville and Baldwin County

Date of Meeting: July 23, 2018

Members Present: Quentin T. Howell, Dr. Noris Price, Greg Tyson, Derek Williams, Sharon Seymour, Karen Rowell

Members Absent: Tyrone Evans, Ed Walker

Staff: Matt Poyner

Counsel: Kevin Brown

Others: Tori Williams, Greg Barnes

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 8:31 a.m. on July 23, 2018 in the board room of the Economic Development Center.

### I. Minutes

Minutes from the prior board meeting, held June 25, 2018, were reviewed by the board. Vice-Chair Derek Williams opened the floor for discussion. Being no questions or discussion, a motion was made by Greg Tyson, seconded by Sharon Seymour, to approve the prior board meeting minutes as presented. The Board voted in favor, none opposed, motion passed.

### II. Financial Report

Treasurer Greg Tyson gave the financial status report as of July 17, 2018. The payment due on July 1<sup>st</sup> was made, in the amount of \$6,250 and had not been posted accurately to the general account balances. The Sibley Smith Bond payment is due on August 1<sup>st</sup>, which will be the first principal payment.

E.D. Poyner noted that he reached out to three banks to get a letter stating when the first payment is due on the industrial revenue bond. These were delivered to the city and county with an invoice explaining the DAMBC doesn't have the money in the account to pay now and asked for payment to be accepted the following week. Currently the SPLOST funds will not be coming so the city and county will be paying this out of their general funds. They have assured the Development Authority that the money will be there.

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Kevin Brown mentioned that if the money does not come, the Development Authority would go into default on the payment and there would be 15 days to make that payment without a late payment. Half of the funds for this bond are from the city and half from the county.

Treasurer Greg Tyson continued the financial report with the general fund update. All payments were received from the city and county for this FY17-18. The DAMBC finished the year at 99.25% of the general fund budget. Reimbursement from the city out of the water and sewer fund was paid and the money was reimbursed to the project assistance account.

The DAMBC was reimbursed for the capital fund for last year for the \$25,000 on the OneGeorgia loan. Over \$37,000 was spent on project assistance, a little over \$27,000 on restricted construction and \$148,000 on GRAD expenses. Interest on Sibley-Smith property was just under \$182,000 and funds were reimbursed for that account.

There being no questions or further discussion, a motion was made by Karen Rowell, seconded by Sharon Seymour, to accept the financial report as presented. All voted in favor, none opposed, motion carries.

### III. Executive Director Report

#### JULY 2018 – EXECUTIVE DIRECTOR ACTIVITIES

##### EXISTING INDUSTRY

###### Existing Industry Visits

None

###### Existing Industry Assistance

1 M&J Saws- Meeting with MGC re: OJT

##### PROJECT ACTIVITY

###### New Projects

###### Project Visits

1	Project Name Redacted	Consultant	7.12.2018
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##### MARKETING ACTIVITIES

7.3.18 – Project Name Redacted Follow-up questions

7.3.18 – Project Name Redacted Conference Call with GDEcD

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7.5.18 – Project Name Redacted call regarding incentives  
7.20.18 Discussion on FLDR marketing opportunities

#### OTHER ACTIVITIES

7.11.18 – HDCI kick-off meeting in Warner Robins.  
7.13.18 – Sent engagement letter to Mauldin & Jenkins to begin 2017-2018 audit  
7.17.18 – HDCI Meeting with Consultants in Milledgeville. The consultants want one meeting per month for the next 16 months. The HDCI is a 24-month program that will be 16 months for us. We were put behind after the application process and getting the funding together. The region receives the money, however the consultants design the entire program and put ideas together from a regional perspective.

#### REAL ESTATE

7.2.18 – Dealing with Sibley house issues— new renter in the house and looking into installing security cameras  
7.5.18 – Meeting with contractors at Sibley house  
7.13.18 – Corps issues conference call

#### IV. New Business

E.D Poyner brought up the improved plan for the public-private partnership. The conversation centered around the idea of board members engaging with local connections to bring interested business partners to a meeting for an initial ask to support the campaign. The goal will be to raise \$25,000 per year for three years to fund marketing activities of the DAMBC. Funds raised in excess of this will go to a workforce development initiative in partnership with the Milledgeville-Baldwin County Chamber of Commerce.

#### V. Executive Session

A motion was made by Dr. Noris Price, seconded by Karen Rowell, to enter executive session as permitted by O.C.G.A. § 50-14-3(b)(1)(D) and O.C.G.A. § 50-14-3(b)(2):

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

A motion was made by Quentin T. Howell, seconded by Greg Tyson, to close the executive session and reopen the open session at 10:20am.

Following discussions in executive session, Greg Tyson made a motion to reflect Mr. Poyner’s performance last year reflected meritorious and hard work, and as such recommended an increase of 3% to Mr. Poyner’s salary and to also absorb

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the increased costs of all other benefits to maintain the same at current levels. Seconded by Karen Rowell. Approved unanimously.

Following discussions in executive session, Sharon Seymour moved that Mr. Poyner be authorized to negotiate, and the Chairman authorized to sign a final option to acquire the property under the terms discussed in executive session, as well as work with other professionals to continued due diligence activities necessary to continue discussions with the Project. Seconded by Dr. Noris Price. Approved unanimously.

## VI. Adjourn

There being no further business, a motion was made by Quentin T. Howell, seconded by Karen Rowell, to adjourn. The meeting was adjourned at 10:22am by Vice-Chair Derek Williams.