

**DEVELOPMENT AUTHORITY OF CLAYTON COUNTY,
REDEVELOPMENT AUTHORITY OF CLAYTON COUNTY,
AND
URBAN REDEVELOPMENT AGENCY OF CLAYTON COUNTY**

**MINUTES OF REGULAR MEETING
MONDAY, AUGUST 10, 2015**

The regular monthly meeting of the Development Authority of Clayton County, Redevelopment Authority of Clayton County, and Urban Redevelopment Agency of Clayton County was held on Monday, August 10, 2015, at 4:00 p.m., in the Clayton County Office of Economic Development Conference Room, 1588 Westwood Way, Morrow, Georgia.

Members present at the meeting were Larry W. Vincent, Chairman; Kalanos Johnson, Vice-Chairman; L. Lee Camp; Secretary/Treasurer; Helen McSwain, Assistant Secretary/Treasurer; Eldrin Bell; and Tameka West. Also present were Authority Counsel, G. Robert Oliver and M. Michelle Youngblood; Courtney Pogue, Executive Director, and Bill Keir, Deputy Director, Clayton County Office of Economic Development. Also present was guest Mike Scott, BB&T.

Call to Order and Welcome of Guests

Chairman Vincent called the meeting to order at 4:01 p.m. and welcomed the guests.

Approval of Agenda

Chairman Vincent presented the agenda and inquired as to whether there were any additions, changes, or deletions.

There being none, upon motion by Lee Camp, seconded by Helen McSwain, it was unanimously:

RESOLVED: That the agenda be approved as presented.

Approval of the Minutes of July 13, 2015 Regular Session and Executive Session

Chairman Vincent presented the minutes of the July 13, 2015 Regular and Executive Session Meetings, and inquired as to whether there were any additions, changes, or deletions. There being none, upon motion by Lee Camp, seconded by Helen McSwain, it was unanimously:

RESOLVED: That the minutes of the July 13, 2015, Regular Session and Executive Session Meetings be approved as presented. A copy of the Regular Session Minutes is available in the Authority office.

OLD BUSINESS

1. Monthly Activity Report

Chairman Vincent called on Courtney Pogue for a report. Mr. Pogue reported that he has almost concluded meeting with all of the cities in the County, to determine their wants and needs

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in terms of economic development. He reported that the final meetings, with Lake City and Lovejoy, will take place on August 11, 2015. He also reported that his office is working on a draft marketing plan, a strategy on how to interact with the community and partners, such as Georgia Power Company, Clayton State University, Atlanta Gas Light, and others. He reported that the plan will strategize how best to tell the story of Clayton County.

He reported that his office is wrapping up the business retention and expansion program, planning to meet with approximately eight existing businesses per month, instead of one per quarter, through the end of the year. He reported that his office had also met with the State Department of Community Affairs to discuss other incentives that are available to make the tool box for Economic Development more robust. He reported that he will begin scheduling calls with site selectors in the next few weeks. Regarding Aerotropolis, he reported that Henry County is planning to join, and another developer is looking in the Mountain View area.

2. DNR Update

Chairman Vincent called on Michelle Youngblood for a report. Ms. Youngblood reported that, while the rental agreement renewal letter has not been received yet, rent for July and August has been paid.

3. Castellini REBA Grant

Chairman Vincent called on Michelle Youngblood for a report. Ms. Youngblood reported that the award documents for the Castellini REBA Grant had been received on August 10, 2015, just before the meeting. She reported that Chairman Vincent intended to open the required separate bank account on August 11, 2015, so the award package could be executed and returned to the State this week. She reported that Castellini will have to complete a progress report and a draw request before any monies will be disbursed by the State.

4. Updated Action Items from July 2015 Meeting

Chairman Vincent reported that he had followed up with RAM Partners regarding the expense for training in the last couple of months. He reported that they do online training with employees, so when a new employee is hired, additional training is required. He reported that beginning next year, training will be a separate line item, so that instances such as these will not appear as an over-budget expense.

Ms. Camp reported that they are still working on the retreat, and will have a comprehensive report in September.

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NEW BUSINESS

1. Chiquita: Consider Approval of Revised Amendment to Collateral Access Agreement

Chairman Vincent called on Michelle Youngblood for a report. Ms. Youngblood reported that, after the Authority had approved the Amendment to the Collateral Access Agreement last month, Wells Fargo, which is the exiting lender, had a few minor changes to the Agreement, none of which affect the Authority's rights or obligations under the Agreement.

After a general discussion, upon motion by Eldrin Bell, seconded by, Helen McSwain, it was unanimously:

RESOLVED: That the revised Amendment to the Collateral Access Agreement be and hereby is approved and the officers be and hereby are authorized to execute and deliver the same.

OTHER BUSINESS

Approval of the Treasurer's Report

Chairman Vincent presented the Treasurer's report. He reported that the operating account began the month with an opening balance of \$839,701.06. There were deposits totaling \$37,104.00, including interest in the amount of approximately \$29.00, and annual fees for Riverdale Town Center (\$2,650.00) and CSU Foundation I & II (\$34,425.00). There were checks written totaling \$29,044.51, leaving a closing balance of \$847,760.55. Chairman Vincent reported that the opening balance for the Redevelopment Authority's account was \$943.51, with interest added in the amount of \$0.03, leaving an ending balance of \$943.54. Chairman Vincent also reviewed the outstanding invoices, noting that he had one additional request, to reimburse Helen McSwain for the cost of her Development Authority Training.

Therefore, the invoices pending for approval are as follows:

Freeman Mathis & Gary, for services rendered through July 2015 \$10,437.19
Invoice Nos. 171536, 171537, 171538, 171539,
171540, 171541, 171542, 171543

Freeman Mathis & Gary to be paid by OA Development
as property manager for DACC Public Purpose Corp I - \$305.00
Invoice No. 171534

Freeman Mathis & Gary, to be paid by Richard Buckley
as property manager for DACC Public Purpose Corp II - \$375.00
Invoice No.171535

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Melissa Preston, CPA Invoice # 2819 for Write Up Services (August)	\$ 750.00
Clayton County Chamber of Commerce 2015-16 Trustee's Club Membership Invoice #07162015	\$5,000.00
Tameka West Reimbursement for Development Authority Training Registration Fee Invoice #82370	\$245.00
Helen McSwain Reimbursement for Development Authority Training Registration Fee Invoice #	\$245.00
EPIC Insurance Renewal of General Liability Ins. Policy Invoice No. 290351	\$26,182.00
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Total	<u>\$42,859.19</u>

After a general discussion, upon motion by Eldrin Bell, seconded by Helen McSwain, it was unanimously:

RESOLVED: That the officers be and hereby are authorized to pay all outstanding invoices as outlined above.

University Station f/k/a Gateway

There was no report from University Station.

Rainwood

Chairman Vincent reviewed the Rainwood Monthly Report, noting that the property was 97% occupied.

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After a general discussion, upon motion by Eldrin Bell, seconded by Kalanos Johnson, it was unanimously:

RESOLVED: That the Rainwood report be approved as presented.

Report from Legal Counsel

Chairman Vincent called upon Michelle Youngblood for a report. Ms. Youngblood reported that the progress report for the Chime Solutions REBA Grant had been accepted by the State as of the end of last week. She reported that she had received a call from the accounting department prior to the meeting, to confirm that the REBA Grant bank account for Chime Solutions was still open. She reported that the State indicated that the wire transfer per the draw request should go out some time this week.

Executive Session

Chairman Vincent reported there was a need to adjourn into Executive Session to consider the possible acquisition of real estate.

Whereupon, upon motion by Tameka West, seconded by, Eldrin Bell, it was unanimously:

RESOLVED: That the meeting adjourn into Executive Session.

Whereupon, the meeting adjourned into Executive Session at 4:42 p.m.

The open meeting reconvened at 4:55 p.m.

Chairman Vincent inquired as to whether there was any further business to come before the Board. There being none, upon motion by Eldrin Bell, seconded by Lee Camp, it was unanimously:

RESOLVED: That the meeting be adjourned.

Whereupon, the meeting adjourned at 4:56 p.m.



L. Lee Camp, Secretary/Treasurer

ASST.
HELEN MOSWAIN