

DACC PUBLIC PURPOSE CORPORATION II
[DEPARTMENT OF NATURAL RESOURCES PROJECT]

MINUTES OF BOARD OF DIRECTORS MEETING

MONDAY, MARCH 13, 2017

The quarterly meeting of the Board of Directors of DACC Public Purpose Corporation II (the "Corporation") was held on Monday, March 13, 2017, at 5:10 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; Tameka West, Vice-Chair; L. Lee Camp, Secretary-Treasurer; Shar'ron Russell; and Eldrin Bell. Also present were Counsel, M. Michelle Youngblood; Courtney Pogue, Director, and Bill Keir, Deputy Director, Clayton County Office of Economic Development; and Richard Buckley, Buckley Properties.

Call to Order and Welcome of Guests

Chairman Vincent called the meeting to order at 5:10 p.m. and welcomed the guests.

Approval of the Agenda

Chairman Vincent presented the agenda and inquired as to whether there were any additions, changes, or deletions. There being none, upon motion by Eldrin Bell, seconded by Tameka West, it was unanimously:

RESOLVED: That the agenda be approved as presented.

Approval of the Minutes of December 12, 2016 Meeting

Chairman Vincent presented the minutes of the December 12, 2016 meeting, and inquired as to whether there were any additions, changes, or deletions. There being none, upon motion by Eldrin Bell, seconded by Tameka West, it was unanimously:

RESOLVED: That the minutes be approved as presented. A copy is available in the Development Authority's office.

Approval of the Treasurer's Report

Chairman Vincent noted that there was no Treasurer's Report.

OLD BUSINESS

Chairman Vincent noted that there was no old business to report.

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NEW BUSINESS

1. Quarterly Report from Property Manager

Chairman Vincent called upon Richard Buckley for a report. Mr. Buckley reported that the rent is being received on time each month. Expenses remain within the approved budget. He reported that he has begun the process of replacing the HVAC units. He has replaced six (6) HVAC units in the past quarter. He noted that this number is one more than anticipated, but the total cost still was within the budgeted amount for HVAC replacements this year. He reported that the replacement program starts with the oldest and most problematic units. He reported that they have cleared tree limbs in the rear parking area. He also reported that there are new tenant representatives, which has resulted in the increase in the number of calls he is receiving. He has begun having the representatives do walk-throughs with the maintenance staff approximately every six weeks or so. He noted that this process has begun to improve the number of calls he receives.

After a general discussion, upon motion by Eldrin Bell, seconded by Tameka West, it was unanimously:

RESOLVED: That the manager's quarterly report be approved as presented.

2. Consider Approval of FY 2017-2018 Rent Letter

Chairman Vincent called on Mr. Buckley for a report. Mr. Buckley reminded the Board that, under the terms of the rental agreement with the state, there is an annual increase in base rent. He reported that additional rent, which is calculated in accordance with terms spelled out in the rental agreement, did not increase for the upcoming fiscal year. After a general discussion, upon motion by Eldrin Bell, seconded by Lee Camp, it was unanimously:

RESOLVED: That the rent letter be approved in the form as presented, and the property manager be and hereby is authorized to submit the same to the same.

Report from Legal Counsel

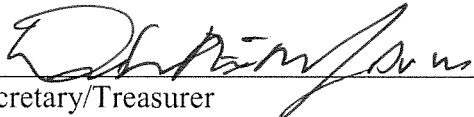
There was no further report from legal counsel.

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

RESOLVED: That the meeting be adjourned.

Whereupon, the meeting adjourned at 5:19p.m.


Secretary/Treasurer