

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

**MINUTES OF SPECIAL CALLED MEETING
MONDAY, APRIL 17, 2017**

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, April 17, 2017, 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; Tameka West, Vice Chair; Helen McSwain, Assistant Secretary/Treasurer; Shar'ron Russell; and Eldrin Bell. Also present were Authority counsel, M. Michelle Youngblood; Courtney Pogue, Director, and Bill Keir, Deputy Director, Clayton County Office of Economic Development. Also present was guest Chantelle Glenn, Director of Economic Development for the City of Riverdale.

Call to Order and Welcome of Guests

Chairman Vincent called the meeting to order at 4:00 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 Eldrin Bell, seconded by Helen McSwain, it was unanimously:

RESOLVED: That the Agenda be approved as presented.

Approval of the Minutes of March 13, 2017 Meeting

Chairman Vincent presented the minutes of the March 13, 2017 meeting, and inquired as to whether there were any additions, changes, or deletions. Courtney Pogue asked for one line to be redacted from the monthly activity report on page 3 due to the confidentiality of the project. After a general discussion, upon motion by Eldrin Bell, seconded by Shar'ron Russell, it was unanimously:

RESOLVED: That the minutes be approved as amended.

OLD BUSINESS

1. Monthly Activity Report

Chairman Vincent called on Courtney Pogue for a report. Mr. Pogue reported that unemployment has continued to drop for Clayton County, down to 6.3% in February from 6.5% in January. He reported that the labor force has continued to increase, up to 133,000. The population of Clayton County is now 280,000, which is the highest population in County history. He reported that new jobs and investments in 2017 are on track, with 575 jobs committed in the

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first quarter. He reported that his office had completed 15 business retention and expansion visits in the first quarter, placing them on track to complete their goal of 60 visits this year. Mr. Pogue reported that he will be attending the Meet the Consultants Event on April 18 and 19. It is a meeting of site selectors, which is being held in Atlanta this year. He reported that the Bisnow Breakfast on May 18, 2017 will focus on Southside Rising. He noted that the Authority had sponsored name tags at the breakfast last year, in the amount of \$3,000.00, and he requested a like sponsorship this year. He also reported that the Atlanta Business Chronicle had contacted him about another Clayton County Market Report. He reminded the Board that it had shared the expense of that report last year, at a cost of \$4,650.00, which he asked the Board to match this year. After a general discussion, upon motion by Eldrin Bell, seconded by Tameka West, it was unanimously:

RESOLVED: That the Board support the Bisnow Breakfast and the Atlanta Business Chronicle Clayton County Market Report at an aggregate cost not to exceed \$8,000.00.

Mr. Pogue reported that workforce development continues to be a challenge in Clayton County. Chairman Vincent noted that it is a regional issue, not just a County issue. Mr. Pogue reported that there is a program where a convicted felon can be bonded by the Federal government, but that program may be in jeopardy under the Fiscal Year 2018 budget. Mr. Pogue also reported that he had attended the Board of Commissioners' Retreat, providing an overview of what the Office of Economic Development and the Development Authority does. There ensued a general discussion about ongoing communication with the commissioners.

2. LTI, Inc. Update

Chairman Vincent called on Michelle Youngblood for a report. Ms. Youngblood reported that she had conducted the TEFRA Hearing on April 12, 2017. No one appeared in opposition to the project. She reported that the TEFRA Resolution will be presented to the Board of Commissioners for approval at the meeting on April 18, 2017.

3. Bouldercrest Update

Chairman Vincent called on Michelle Youngblood for a report. Ms. Youngblood reported that the bond issue had closed on March 23, 2017.

4. Update of Action Items from March 13, 2017 Meeting

Chairman Vincent noted that there were no action items to update from that meeting.

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OTHER BUSINESS

1. Approval of the Treasurer’s Report

Chairman Vincent presented the Treasurer’s Report. The operating account began the month with an opening balance of \$974,488.48. There were deposits in the amount of \$14.77 for interest, and checks written in the amount of \$8,315.00, leaving a closing balance of \$966,188.25. He noted that the bank statement for March had not been received, so this report is preliminary and subject to change. Chairman Vincent reported that the opening balance for the Redevelopment Authority’s account was \$943.86, with no activity. Chairman Vincent also reviewed the outstanding invoices.

The payments pending for approval are as follows:

Freeman Mathis & Gary, for services rendered through March 31, 2017 \$2,445.00
Invoice Nos. 412033, 412034, 412035, 412037, 412039, 412040

Freeman Mathis & Gary, to be paid by Gita Berman
As property manager for DACC Public Purpose Corp. I - \$495.00
Invoice No. 412031

Freeman Mathis & Gary, to be paid by Richard Buckley
as property manager for DACC Public Purpose Corp II - \$495.00
Invoice No. 412032

Melissa Preston, CPA \$750.00
Invoice #1386 for Monthly Accounting Services

Bisnow Breakfast \$3,000.00

Atlanta Business Chronicle \$4,650.00

Total \$10,845.00

University Station f/k/a Gateway

Chairman Vincent reported that the University Station account began the month with an opening balance of \$117,523.10. There was a deposit in the amount of approximately \$3.67 for interest, and checks written totaling \$2,412.00, leaving a closing balance of \$115,114.77. He

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noted that the bank statement for March had not been received, so this report is preliminary and subject to change. He reported that there were invoices from:

Freeman Mathis & Gary, for services rendered through March 31, 2016 Invoice No. 412036	\$234.00
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Total	<u>\$2,412.00</u>
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Rainwood

Chairman Vincent reviewed the Rainwood report. He noted that the property was 93% occupied, but income was \$15,649.00 below budget. Mr. Pogue noted that delinquencies were over \$9,000.00, but he noted that it is not unusual to see at this time of year. He reported that tenants often await tax returns before catching up on their rent.

After a general discussion, upon motion by Eldrin Bell, seconded by Shar'ron Russell, it was unanimously:

RESOLVED: That the Treasurer's report, University Station Report, and Rainwood report be approved as presented, and the officers be and hereby are authorized to pay all invoices as outlined above.

Accounting Package:

There was no accounting package to present.

2. Report from Legal Counsel

There was no further report from Legal Counsel.

NEW BUSINESS

1. Rainwood: consider request to film on site

Chairman Vincent called on Michelle Youngblood for a report. Ms. Youngblood reminded the Board that Chairman Vincent had communicated with them by e-mail regarding a request to film at Rainwood, utilizing the gazebo and grill area and the model apartment. She noted that, although the Board approved the request, the film site selector ultimately chose a different location. She reported that she had received a telephone call from Tamara Patridge in the Clayton County film office last week, regarding another request to film at Rainwood, but again, they opted to use another location.

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2. Rainwood: consider adopting procedures for requests to film

Chairman Vincent called on Michelle Youngblood for a report. Ms. Youngblood noted that the film industry typically moves quickly, so having the ability to respond expeditiously to requests to film at Rainwood, or other property owned by the Development Authority, could be beneficial. She noted that any such procedures should include a pricing structure for the use of the property, for an expedited request, as well as cost for legal services associated with the request. She noted that most studios have their own site location agreement, and the County typically uses the studio's standard agreement. She reported that she had requested copies of recent agreements executed by the County, but was still awaiting on those documents from Ms. Patridge.

After a general discussion, upon motion by Tameka West, seconded by Shar'ron Russell, it was unanimously:

RESOLVED: That the Authority adopt procedures for handling requests to film at property owned by the Development Authority, and Authority counsel develop a proposed set of procedures and guidelines.

3. 2017 Insurance Renewal (Public Officials Liability)

Chairman Vincent called on Michelle Youngblood for a report. Ms. Youngblood reported that the current policy expires in July, and the broker had notified her that the current carrier is no longer offering this product. Therefore, the Authority will need to complete a new application for the public officials liability coverage.

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

RESOLVED: That the officers be and hereby are authorized to execute and submit the application for public officials liability coverage.

Chairman Vincent inquired as to whether there was any further business to come before the Board. Tameka West noted that she had attended the Joint Development Authority of Metropolitan Atlanta on April 11, 2017, and noticed that all of the other attendees who are members of a Development Authority had name tags. Chairman Vincent noted that some of the longer serving members of the Development Authority have name tags, but he would order name tags for the newer members, with the approval of the Authority. Upon motion by Tameka West, seconded by Eldrin Bell, it was unanimously:

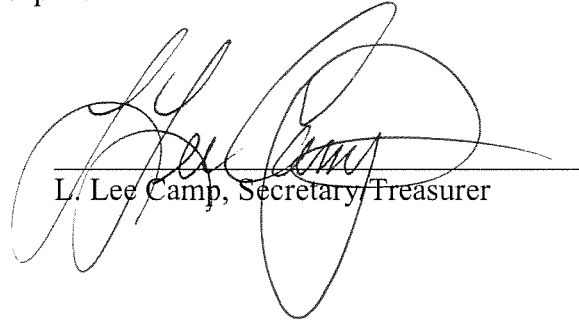
RESOLVED: That the Authority purchase name tags for all members who do not have them already.

There being no further business to come before Board, upon motion by Eldrin Bell, seconded Helen McSwain, it was unanimously:

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RESOLVED: That the meeting be adjourned.

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



L. Lee Camp, Secretary/Treasurer