

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

**MINUTES OF REGULAR SESSION MEETING
TUESDAY, SEPTEMBER 11, 2018**

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 Tuesday, September 11, 2018, at 5:00 p.m., in the Conference Room at the Clayton County Office of Economic Development, 1588 Westwood Way, Morrow, Georgia.

Members present at the meeting were Michael Edmondson, Chairman (arrived 5:30 p.m.); Eldrin Bell, Vice-Chair; Ricky L. Clark, Jr., Secretary/Treasurer (departed 6:14 p.m.); Don McMillian, Assistant Secretary/Treasurer; Dr. Alieka Anderson (departed 6:43 p.m.); Dr. Tim Gilrane; and Louis Johnson (departed 6:42 p.m.). Also present were Authority counsel, M. Michelle Youngblood; Deanna Murphy and Bill de St. Aubin, Sizemore Group; Commissioner-elect Demont Davis; County COO Detrick Stanford; and members of the public.

Call to Order and Welcome of Guests

Vice-Chair Bell called the meeting to order at 5:04 p.m. and welcomed the guests.

Approval of Agenda

Vice-Chair Bell presented the agenda and inquired as to whether there were any additions, changes, or deletions. There being none, upon motion by Don McMillian, seconded by Alieka Anderson; it was unanimously:

RESOLVED: That the Agenda be approved as presented.

Approval of Minutes

Vice-Chair Bell presented the minutes of the regular meeting on August 14, 2018 (regular and executive session), and inquired whether there were any additions, changes, or deletions. After a general discussion, upon motion by Tim Gilrane, seconded by Ricky Clark, it was unanimously:

RESOLVED: That the minutes of the regular meeting on August 14, 2018 (regular and executive session) be approved as presented. A copy is available in the Authority's office.

Approval of Treasurer's Report

Treasurer Ricky Clark reported that the Authority's accounts were substantially unchanged, and that he would circulate a report to the Board. Invoices for Freeman Mathis & Gary, LLP were approved in the amount of \$5,280.00; Fulton & Kozak – 2018 DCA annual

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

report of Authority finances in the amount of \$1,500.00; and reimbursements to Khalfani Stephens for moving expenses as previously authorized.

After a general discussion, upon motion by Louis Johnson, seconded by Alieka Anderson, it was unanimously:

RESOLVED: That the Treasurer's Report be approved and the Officers be and hereby are authorized to pay all invoices as presented.

OLD BUSINESS

1. Update: Master Planning Services for Mountain View and Old Dixie Highway

Vice-Chair Bell called on Deanna Murphy from Sizemore Group for a presentation. Ms. Murphy reported that the information being presented is part of the draft plan. The final plan will be presented in October. There is a meeting on Friday, September 14, 2018, at 1:30 p.m. in Sizemore's office to discuss the final plan, and all members are invited to attend.

Bill de St. Aubin discussed the proposed uses for the Mountain View area, emphasizing the importance of transit to the success of the plan. He also reported that there is great demand for hotel use in the area. Ms. Murphy discussed the proposed uses for the Old Dixie area, which is mixed use medical, with a couple of hotels and some educational uses. She reported that public-private partnership to create parking decks would be key to increasing the density of uses; surface parking would support only 1-2 story buildings.

Ricky Clark asked the Authority to approve an additional meeting to present the draft to stakeholders, prior to finalization. After a general discussion, upon motion by Ricky Clark, seconded by Alieka Anderson, it was unanimously:

RESOLVED: That the \$2,300.00 cost for the additional meeting be approved.

Chairman Edmondson arrived at the meeting and discussed next steps, including requesting the Board of Commissioners to allow the current moratorium in Mountain View to expire, undertaking a comprehensive rezoning of Mountain View (based on recommendations to be presented in the final report), engaging Hartsfield-Jackson Atlanta International Airport in discussions regarding airport-owned property development, and expanding the boundaries of the Airport East CID to include all of Mountain View. He also reported that there needs to be discussions with the County and the Water Authority regarding infrastructure development.

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

2. Update: CC Kitchens Atlanta LLC Project Bonds

Authority counsel reported that the bonds had closed, and the Authority received fees totaling \$55,250.00 (\$27,625.00 issuance fee + \$27,625.00 first year's annual fee). Mr. Clark confirmed that the fees had been received.

NEW BUSINESS

1. Projects Report

Since some members of the Authority had to depart for other commitments, this report was deferred to allow other business to be discussed. Mr. Stephens has been providing weekly updates to Board members.

2. Tax Abatement Policy Revisions (proposed schedule and catalyst projects)

Khalfani Stephens reported that, since one of the Authority's goals is to attract higher-paying jobs, he was working on a matrix to evaluate applicants for bond financing based on objective criteria, such as an average wage of \$19/hour. He also suggests considering catalytic projects of significant size or economic impact on a case by case basis. He will work with a study committee including Chairman Edmondson and Louis Johnson to finalize the matrix and present it to the Authority for approval.

3. Proposed Staffing Structure

Mr. Stephens has proposed three (3) positions to staff his office: two (2) business development managers and one (1) research specialist. One business development manager would focus on existing businesses, and the other would focus on attracting new businesses. The research specialist would provide administrative support for the office and other staff members, so they can spend most of their time in the field.

4. Proposed Budget

Mr. Stephens has prepared a proposed budget for July 1, 2018 – June 30, 2019, which is the County's fiscal year. After a general discussion, upon motion by Eldrin Bell, seconded by Alieka Anderson, it was:

RESOLVED: To change the Authority's fiscal year from the calendar year to a July 1 - June 30 fiscal year. Vote 5-0-2 (Edmondson, McMillian opposed).

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

After further discussion, upon motion by Ricky Clark, seconded by Alieka Anderson, it was unanimously:

RESOLVED: To use the budget proposed by Mr. Stephens as a guide through June 30, 2019.

(Ricky Clark departed at 6:14 p.m.)

5. Proposed Contract with Carvir Group for Recruiting Services

Chairman Edmondson proposed hiring The Carvir Group to conduct the search for candidates to fill the new positions of business development manager and research specialist. After a general discussion, motion by Michael Edmondson, seconded by Alieka Anderson, it was unanimously:

RESOLVED: To hire The Carvir Group to conduct the search for candidates to fill the new positions of business development manager and research specialist. (6-0-0)

6. Pendleton Consulting Group contract for state-wide economic development services

Chairman Edmondson reminded the Board that this group is led by Mr. Lesser, former Commissioner of the Georgia Department of Economic Development. As such, he has contacts and connections with both state leaders and businesses in the industries targeted by the Authority. Mr. Stephens recommended retaining their services for a trial period of four (4) months at a cost of \$13,000.00/month. After a general discussion, motion by Louis Johnson, seconded by Tim Gilrane, it was unanimously:

RESOLVED: To approve the retention of Pendleton Consulting Group upon review and approval of the proposed agreement by Authority counsel.

7. J&J Consulting Group contract for local and regional economic development services

Chairman Edmondson reported that this group, led by Dr. Cephus Jackson, performs a similar function on a local and regional level. The proposal is to retain J&J Consulting Group on an as-needed basis at a rate of \$3,000.00/month. Mr. Stephens reported that he did not anticipate utilizing this resource in the immediate future. It was the consensus of the Authority not to proceed at this time, since there is no immediate need.

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

Since Mr. Johnson had a plane reservation at 8:30 p.m., Chairman Edmondson discussed Other Business before concluding New Business.

OTHER BUSINESS

Chairman Edmondson reported that there were two (2) items relating to real estate and personnel that would be discussed without executive session.

Mr. Stephens discussed the job descriptions for business development manager and research specialist. After a general discussion, motion by Louis Johnson, seconded by Eldrin Bell, it was unanimously:

RESOLVED: To approve the job descriptions proposed by Mr. Stephens.

Chairman Edmondson reported that the appraisal on the property discussed last month is still pending.

Chairman Edmondson also reported that The Sizemore Group has proposed a fee of \$12,500.00 for planning and design services for the Lake Spivey Restaurant District, including a 1-2 day design workshop meeting with stakeholders, with the final product ready before the end of the year. After a general discussion, motion by Michael Edmondson, seconded by Louis Johnson, it was unanimously:

RESOLVED: To approve the retention of The Sizemore Group upon review and approval of the proposed agreement by Authority counsel.

NEW BUSINESS

(cont.)

8. Application for Bond Financing – IMKB9 Property, LLC Project

Chairman Edmondson reported that IMKB9 Property, LLC is building a hotel in College Park. They have acquired the land and financing. He reported that they had sought bond financing through the City of College Park and its Development Authority, but the application had been denied. He reported that the applicant had stated that the tax savings on the \$34 million project would result in a lower room rate and the hiring of additional housekeepers. Mr. Stephens and the Authority's financial advisor, Ed Wall, recommended denying the

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

application. After a general discussion, motion by Eldrin Bell, seconded by Louis Johnson, it was unanimously:

RESOLVED: To deny the application (6-0-0)

9. Draw Request – DOL Project (HVAC #18 Replacement)

Authority counsel Michelle Youngblood reminded the Board that the property manager is required to obtain approval to draw more than \$10,000.00 in any month. The budgeted expenses per the approved budget range from \$8,000-9,000.00 per month. The cost to replace HVAC #18 is \$8,677.34. After a general discussion, motion by Don McMillian, seconded by Tim Gilrane, it was unanimously:

RESOLVED: To approve the draw request of DOL for purposes of replacing HVAC #18. (6-0-0)

10. Website Policy

Mr. Stephens reported that one of the biggest issues he hears from companies is that they need help with hiring. He recommended creating a space on the Authority's website where companies hiring at least 25 employees or increasing their workforce by at least 20% would be allowed to post their openings. He suggested allowing companies to post 30-60 second videos describing themselves, why they chose to locate in Clayton County, and what they are looking for. The postings would be hosted for no more than thirty (30) days. It was the consensus of the Authority to proceed in that manner.

11. Discussion: Target Industries

Mr. Stephens reported that the State has identified 18 target industries. Of those, he recommends focusing on advanced manufacturing, digital services, corporate headquarters, and logistics. Those broad categories contain 8 of the 18 industries targeted by the State. Identifying targeted industries will allow Mr. Stephens and his staff to research the target industries and pursue them aggressively.

12. Discussion: Gateway Village / Clayton State University Project

Chairman Edmondson reminded the Board that the SPLOST project for the County Archives and business incubator project would be located on property adjacent to Clayton State University. He reported that he had met with Tim Hynes, University President, to discuss possible uses of the property owned by the Authority along Highway 54. It was the consensus of the Authority to continue those discussions.

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

(Louis Johnson departed at 6:42 p.m.; Alieka Anderson departed at 6:43 p.m.)

13. Discussion: Proposed Revolving Line of Credit

Chairman Edmondson reported that the County has the ability to levy a tax of up to one mill for economic development purposes. Mr. Stephens has recommended that the Authority consider opening a revolving line of credit, secured by the County's pledge of the one mill, to facilitate economic development projects. It was the consensus of the Authority to continue discussion about opening a revolving line of credit.

14. Discussion: Real Estate Acquisition Services

Chairman Edmondson reported that, in the past, when the Authority was interested in acquiring property, it voted in each instance about who to hire and on what terms. Mr. Stephens suggested that it might be beneficial to have a structure in place for such occasions – not to have any particular agent, but to have a general structure and procedure. It was the consensus of the Authority for Mr. Stephens to propose a structure, to be presented at the October meeting.

Chairman Edmondson inquired as to whether there was any additional business to come before the Board. There being none, upon motion by Don McMillian, seconded by Tim Gilrane, it was unanimously:

RESOLVED: That the meeting be adjourned.

Whereupon, the meeting adjourned at 7:25 p.m.

OR



Ricky L. Clark, Jr., Secretary/Treasurer



Don McMillian, Assistant Secretary/Treasurer