

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

**MINUTES OF REGULAR SESSION MEETING  
TUESDAY, DECEMBER 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, December 11, 2018, at 5:00 p.m., in the Auditorium at the Clayton State University Arbor Hall, 5823 Trammell Road, Morrow, Georgia.

Members present at the meeting were Eldrin Bell, Vice-Chair; Louis Johnson, Secretary/Treasurer (by telephone); Don McMillian, Assistant Secretary/Treasurer; Dr. Alieka Anderson, Michael Edmondson and Wayne Clarke. Also present were Authority counsel, M. Michelle Youngblood; Khalfani Stephens, Executive Director of the Development Authority of Clayton County; Mikisha Calloway, Research Analyst for the Development Authority of Clayton County; Bill de St. Aubin, Sizemore Group; and members of the public.

**Call to Order and Welcome of Guests**

Vice Chairman Bell called the meeting to order at 5:08 p.m. and welcomed the guests.

**Approval of Agenda**

Vice Chairman Bell presented the agenda and inquired as to whether there were any additions, changes, and deletions. Michael Edmondson asked to remove item #15 (Intergovernmental Agreement Between and Among Clayton County, City of Morrow, and Development Authority) under New Business. After a general discussion, upon motion by Michael Edmondson, seconded by Don McMillian, it was:

**RESOLVED:** That the Agenda be approved as amended.  
Vote 5-0-1 (Louis Johnson opposed).

**Approval of Minutes**

Vice Chairman Bell presented the minutes of the October 9, 2018 regular meeting and November 20, 2018 special called meeting (regular and executive session), and inquired whether there were any additions, changes, or deletions. After a general discussion, upon motion by Don McMillian, seconded by Louis Johnson, it was unanimously:

**RESOLVED:** That the minutes of October 9, 2018 regular meeting and November 20, 2018 special called meeting (regular and executive session) be approved as presented. A copy is available in the Authority's office.

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**Approval of Treasurer's Report**

Treasurer Louis Johnson reported that the Authority's operating account had an ending balance for the month of November of approximately \$5.4 million. Invoices for Cintas in the amount of \$222.90 were approved; CIT in the amount of 116.40; Clayton County Chamber of Commerce in the amount of \$30.00; Clayton County Chamber in the amount of \$5,000.00; Martha's Trophies in the amount of \$50.00; Constant Contact in the amount of \$588.00; Bisnow in the amount of \$3,000.00; Atlanta Business Chronicle in the amount of \$151.20; Clayton County Water Authority in the amount of \$35.83; Carvir Group in the amounts of \$12,000.00, \$19,500.00, \$5,000.00; Synchronist in the amount of \$1,600.00; Technology Association of GA in the amount of \$2,500.00; K'Sandra Thomas in the amounts of \$105 and \$285; Crown Printing in the amount of \$933.36; and reimbursements to Khalfani Stephens for expenses in the amount of \$675.31; Mikisha Calloway in the amount of \$102.34, William Corbin in the amount of \$131.80; Erica Rocker-Wills in the amount of \$126.80.

After a general discussion, upon motion by Dr. Alieka Anderson, seconded by Michael Edmondson, 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. Presentation: Update Lake Spivey Presentation**

Vice Chairman Bell called on Bill de St Aubin from Sizemore Group for a presentation. Mr. de St Aubin reported that the information being presented is the Lake Spivey Commercial District plan. His presentation provided the project scope, context, vision session results, community meeting results, draft concepts, zoning recommendations, and recommendations on the next steps. Mr. de St Aubin recommended that the Board move forward with completing a market study for the Lake Spivey Commercial District. Upon Board discussion, there was a consensus to move forward with hiring Sizemore Group to perform a market study with cost not to exceed \$10,000. A motion to amend the scope of service to include a market study not to exceed an additional \$10,000.00 was approved. Mr. de St Aubin reported to the Board that the market study will take approximately 4 to 6 weeks to complete. After a general discussion, upon motion by Michael Edmondson, seconded by Don McMillian, it was unanimously:

**RESOLVED:** That Sizemore be and hereby is hired to perform a market study with cost not to exceed \$10,000.

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**2. Update on first amendment to IGA with Clayton County**

Michael Edmondson reported that the Board of Commissioners had approved the first amendment to the IGA with Clayton County. The amended IGA will transfer to the Authority funds in the Mountain View Tax Allocation District and the Central Clayton Commercial Corridor Tax Allocation District. Michael Edmondson explained what the tax allocation district is, how it was created, and the intended use of the funds in the district. Authority counsel M. Michelle Youngblood reminded the Board that they must establish separate accounts for each TAD, because the funds must be spent within the territorial boundaries of each respective TAD.

**3. Approval of Lease Agreement 8255 Clubhouse Way, LLC**

Khalfani Stephens presented the lease agreement with 8255 Clubhouse Way. The lease agreement will allow the tenant to maintain its current insurance. The tenant shall pay \$100.00 annually for the use and occupancy of the premises. Motion by Don McMillian, seconded by Dr. Alieka Anderson, vote unanimous.

After a general discussion, upon motion by Don McMillian, seconded by Dr. Alieka Anderson, it was unanimously:

**RESOLVED:** That the lease agreement with 8255 Clubhouse Way, LLC be and hereby are approved as presented.

**4. Update on Lidl Bond Issue**

Authority counsel M. Michelle Youngblood provided an update on Lidl Bond Issue. The bond validation is pending, the tax assessors have met and have voted on the tax memorandum, and they are expecting to close next week.

**NEW BUSINESS**

**1. Thank you to Clayton State University**

Vice Chairman Bell requested that Mr. Khalfani Stephens provide the Board additional information regarding the facility use agreement between Clayton State University and Development Authority of Clayton County. Mr. Stephens informed the Board the facility may be used for Board meetings at no charge and the facility is available for use on going. It was the consensus of the Board to use the facility for its regular meetings going forward.

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**2. Election of Chairman and other officers as needed**

Vice Chairman Bell requested a motion for the office of Chairman. Dr. Alieka Anderson moved to appoint Eldrin Bell as Chairman, the motion was seconded by Michael Edmondson, vote unanimous. Eldrin Bell moved to appoint Michael Edmondson as Vice Chairman, the motion was seconded by Dr. Alieka Anderson, vote unanimous.

**RESOLVED:**           That the Authority consent.

**3. Project Report**

Khalfani Stephens discussed the status of pending projects. Project Eagle is a distribution center that has expressed interest in Clayton County and has named Clayton as a finalist in their selections. The Mountain View Hotel has expressed interest in the Development Authority owned property at Airline Way and has discussed their interest in doing a ground lease on the property. The Gateway property has garnered much attention since the bus tour. An investor has expressed interest in developing a mixed-use commercial, office, and educational facility. Mr. Stephens reported that he has preliminary interest in the former Ingles space from a financing company.

**4. Bylaws amendment on subcommittees**

Khalfani Stephens recommended that the Board reduce the number of required subcommittee members so that a full committee would not constitute a quorum of the Authority. Following a discussion with the Board, the consensus of the Board was to amend the bylaws to change references to Economic Development Director to Executive Director. After a general discussion, upon motion by Michael Edmondson, seconded by Dr. Alieka Anderson, it was unanimously:

**RESOLVED:**           That Section \_\_\_ of the Authority Bylaws be and hereby are amended to provide that the Executive Committee be comprised of the Executive Director, Authority Counsel, and members of the Authority designated to serve on the Executive Committee, in a number not greater than one less than a quorum of the full Board.

After further discussion, current designees to the Executive Committee are the Chairman, Vice Chairman and Assistant Secretary/Treasurer.

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**5. South Metro Development Sponsorship**

Khalfani Stephens presented the sponsorship package to the Board with his recommendation to sponsor at the level of \$5,000.00 for the lunch sponsorship. Mr. Stephens emphasized that this event would present the opportunity for the Authority to reintroduce itself. Sponsorship approved. After a general discussion, upon motion by Michael Edmondson, seconded by Eldrin Bell, it was:

**RESOLVED:** That Sizemore be and hereby is hired to perform a market study with cost not to exceed \$10,000. Vote 5-0-1 (Louis Johnson opposed).

**6. College Football Hall of Fame**

Khalfani Stephens presented to the Board a proposal for an event being hosted on Thursday, January 31<sup>st</sup> at the College Football Hall of Fame. The event will entertain investors in which Clayton County and other Aerotropolis communities will showcase properties, similar to those shown during the most recent bus tour. The event will host 150 people and will require a total contribution of \$20,000.00. Aerotropolis will pay a portion; the Development Authority of Clayton's share should be approximately \$8,000.00. The additional insurance requirement will cost the Authority \$150.00. After a general discussion, upon motion by Dr. Don McMillian, seconded by Louis Johnson, it was unanimously:

**RESOLVED:** That the Authority sponsor an event, in conjunction with Aerotropolis Atlanta and possibly other communities, to be hosted Thursday, January 31<sup>st</sup> at the College Football Hall of Fame to entertain potential investors and showcase properties in Clayton County, at a maximum cost to the Authority not to exceed \$8,000.00; and further, that the Authority obtain additional insurance as required for the event, at a cost not to exceed \$150.00.

**7. Renewal of Clayton State University Sponsorship**

Khalfani Stephens presented to the Board its previous sponsorship agreement as well as the proposed new sponsorship agreement. After a general discussion among the Board, Dr. Don McMillian proposed that the Board develop guidelines for sponsorship opportunities that are more in line with the advancement of Economic Development initiatives. Mr. Stephens recommended that he discuss with Dr. Hynes options for a sponsorship package that will constitute an initiative more aligned with the goals of the Development Authority.

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Chairman Bell asked the Authority to consider sponsorship of the Superintendent's scholarship fund for graduates of Clayton County Public Schools. Dr. Anderson explained the program and asked the Authority to consider sponsorship of \$3,000.00. Request approved. After a general discussion, upon motion by Eldrin Bell, seconded by Michael Edmondson, it was:

**RESOLVED:** That the Authority sponsor the event at a level of \$3,000.00.  
Vote 5-1-0 (Alieka Anderson abstained for cause).

**8. Aerotropolis Sponsorship**

Khalfani Stephens presented the sponsorship package for the upcoming Aerotropolis event. Mr. Stephens recommended the Board support a sponsorship at the gold level. After a general discussion, upon motion by Michael Edmondson, seconded by Dr. Alieka Anderson, it was unanimously:

**RESOLVED:** That the Authority sponsor the event at the gold level.

**9. Low Temp: Easement to Georgia Power**

Authority Counsel presented the agreement for the easement to Georgia Power. After a general discussion, upon motion by Dr. Alieka Anderson, seconded by Michael Edmondson, it was unanimously:

**RESOLVED:** That the easement be approved as presented, and the officers be and hereby are authorized to execute and deliver the same, and to take all other action necessary to effectuate the intent of this resolution.

**10. Revision to application for Bond Financing**

Authority Counsel recommended a change to item number 15 under letter M. The recommendation will eliminate questions and expedite the application process. The change also encourages applicants to provide a conservative number of jobs anticipated to create. Michael Edmondson recommended the addition of "a minimum" of 95%. After a general discussion, upon motion by Michael Edmondson, seconded by Don McMillian, it was unanimously:

**RESOLVED:** That the application for bond financing be revised to modify question 15(m) to state: "That any tax benefit must be approved by the Board of Tax Assessors and must include a pro-rata claw-back provision for each year the

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Project fails to achieve a minimum of 95% of the expected employment level (described in item 10 above)?”

**11. Resource Development Group**

Khalfani Stephens provide to the Board information regarding his recommendation to participate in a resource development group. Mr. Stephens recommended the use of Power 10 and a possible joint campaign with the Clayton County Chamber of Commerce. The campaign will require a contribution of \$25,000.00 which will be used as an entertainment budget, to create scholarships and the construction of new properties. Upon decision of the Board, this item will require further discussion.

Chairman Eldrin Bell called upon Ms. Erica Rocker-Wills to provide information regarding the scheduled holiday open house. Mrs. Rocker-Wills informed the Board the event will take place on December 17<sup>th</sup> between the hours of 5 p.m. and 7 p.m.

**OTHER BUSINESS**

Chairman Bell reported that there was a personnel matter to be discussed in executive session.

**1. Executive Session to Discuss Personnel Matters**

Upon motion by Alieka Anderson, seconded by Wayne Clarke, the Authority voted unanimously to adjourn into executive session for the purpose of discussing personnel matters. Adjourned into executive session at 6:39 p.m. After a general discussion, motion by Eldrin Bell, seconded by Louis Johnson, it was unanimously:

**RESOLVED:** That the open meeting reconvene. The open meeting reconvened at 7:16 p.m.

**2. Consideration of Items, if any, Discussed in Executive Session**

After a general discussion, upon motion by Michael Edmondson, seconded by Eldrin Bell, it was unanimously:

**RESOLVED:** That the salary for Mikisha Calloway, Research Analyst/Office Manager, shall be \$53,000.00 per year.

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After a general discussion, upon motion by Alieka Anderson, seconded by Don McMillian, it was unanimously:

**RESOLVED:** That end of year bonus for Khalfani Stephens, Executive Director, shall be \$12,500.00 for 2018.

Chairman Bell inquired as to whether there was any additional business to come before the Board. Authority counsel reported that the November rent for the DNR project was short. Upon inquiry from Mr. Buckley, property manager, the State sent a copy of a letter from their lease audit consultant contending that the rent for FY2018-2019 had been calculated incorrectly, resulting in overpayment by the State since July 2018. The amount of the alleged overpayment had been withheld from the November rent. Ms. Youngblood reported that the State's consultant was incorrect in its interpretation of the rental agreement. It was the consensus of the Authority for Authority counsel to prepare a letter to the State for the Chairman's signature addressing the issue.

Chairman Bell inquired as to whether there was any additional business to come before the Board. There being none, upon motion by Wayne Clarke, seconded by Louis Johnson, it was unanimously:

**RESOLVED:** That the meeting be adjourned.

Whereupon, the meeting adjourned at 7:23 p.m.

/s/ Louis Johnson

Louis Johnson, Secretary/Treasurer OR  
Don McMillian, Assistant Secretary/Treasurer