

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

**MINUTES OF REGULAR MEETING
TUESDAY, NOVEMBER 14, 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 Tuesday, November 14, 2017, 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; Eldrin Bell, Vice Chair; Ricky L. Clark, Jr., Secretary/Treasurer; and Dr. Alieka Anderson. Also present were Authority counsel, M. Michelle Youngblood; Authority Financial Advisor, Ed Wall; and Bill Keir, Deputy Director, Clayton County Office of Economic Development. Also present were guests Virgil Fludd, Dentons; Jeremy Stratton, Clayton County Chamber of Commerce; John Clayton, Georgia Public Affairs; and other guests.

Call to Order and Welcome of Guests

Chairman Edmondson called the meeting to order at 5:27 p.m.

Approval of Agenda

Chairman Edmondson presented the Agenda and inquired as to whether there were any additions, changes, or deletions. Eldrin Bell asked to add an item for a presentation by John Clayton with Georgia Public Affairs. Chairman Edmondson noted that the presentation would be #5 under New Business. Ricky Clark asked to add an item to discuss external communications policies. Chairman Edmondson noted that this item would be #6 under New Business. Chairman also asked to delete item number # 4 under Old Business, because Dr. McMillian is sick and unable to attend the meeting. He also asked to delete #5 under Old Business and #2 under New Business. After a general discussion, upon motion by Eldrin Bell, seconded by Dr. Anderson, it was unanimously:

RESOLVED: That the Agenda be approved as amended.

Approval of the Minutes of October 10, 2017 Meeting

Chairman Edmondson presented the minutes of the October 10, 2017 meeting, and inquired as to whether there were any additions, changes, or deletions. Upon motion by Ricky Clark, seconded by Eldrin Bell, it was unanimously:

RESOLVED: That the minutes of the Regular and Executive Session Meetings on October 10, 2017, be approved as presented. A copy is available in the Authority office.

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

Treasurer's Report

Chairman Edmondson called on Treasurer Ricky Clark for a report. Mr. Clark reported that the Authority's operating account ended the month of October with a balance of approximately \$955,789.00. The University Station/Gateway account had a balance of approximately \$114,000.00; the Chime Solutions account had approximately \$125.69; and the Castellini account had approximately \$56.55. He also reported that there were 4 invoices, two he was recommending for approval, and two he was presenting for discussion. The two invoices presented for approval are Piper Jaffray's invoice for October 2017 in the amount of \$3,500.00. and the invoice from Freeman Mathis & Gary for services rendered in October in the amount of \$3,108.74. The invoices for consideration are the 2018 dues to the Chamber of Commerce in the amount of \$3,500.00, and the 2018 membership in Aerotropolis in the amount of \$25,000.00.

There ensued a general discussion about tailoring the benefits of the Authority's membership in the Chamber of Commerce. The Chamber of Commerce will work with the Authority on conducting business, retention and expansion visits, and the Authority also will be a sponsor of the Chamber's Principal Partner Day. Chairman Edmondson will work with Jeremy Stratton to tailor the benefits of the Authority's membership in the Chamber and will come back to the Authority with a recommended membership level. There ensued further discussion about the Authority's membership in the Aerotropolis Alliance. It was the consensus of the Authority to hold a decision on sponsorship level until the next meeting, to include the sponsorship as part of the pending budget discussion. Upon motion by Ricky Clark, seconded by Eldrin Bell, it was unanimously:

RESOLVED: That the Treasurer's Report be approved as presented and that the invoices from Piper Jaffray and Freeman Mathis & Gary be and hereby are authorized for payment, and the officers are authorized to pay the same.

OLD BUSINESS

1. Discussion: DACC Policy on commercial listings

Chairman Edmondson called on Bill Keir for a report. Mr. Keir reported that he had reviewed the policy of surrounding Counties and Invest Atlanta. He reported that approximately half do not have any commercial real estate listings on their website at all. The other half have and pay for a software program listing all commercial properties. The Authority plays no role in selecting properties to be listed. He also reported that Georgia Power has a software program that they make available to be placed on a website at no cost to the Authority. Georgia Power's software is similar to the program that other Authorities pay for. After a general discussion, it was the consensus of the Authority that the County's layered GIF map should be available on the website, but it is the policy of the Authority not to list individual properties.

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

2. Dentons Proposal

Chairman Edmondson called on Virgil Fludd to discuss the proposal. Mr. Fludd discussed the proposal for the Carvir Group to perform a nationwide search for an executive director of economic development. Mr. Fludd reported that they will perform a nationwide search including behavioral analysis. They will assist the Authority in refining job descriptions and determining the final compensation structure for the individual to be hired. He reported that his office will identify 4 -5 top tier candidates for evaluation by the Authority. He also noted that part of their evaluation will be the fit of the candidate with the Authority's culture. The fee for these services is 25% of the total first year's compensation (including incentives such as relocation expenses, temporary housing, and bonuses). The first 2 payments are based on the estimated compensation, with the final payment based on actual compensation (including any shortfall from the first 2 installments based on the actual compensation of the individual hired). The previous executive director was hire at a salary of \$110,000.00. Mr. Fludd noted that his recommendation was for a salary of \$120,000 to \$150,000. Mr. Fludd is willing to accept the initial installment based on the \$110,000 salary paid to the previous executive director. He noted that his services will include information on the salary paid by comparable sized communities and by competitors. After a general discussion, upon motion by Ricky Clark, seconded by Dr. Anderson, it was unanimously:

RESOLVED: That the Carvir Group be retained to perform a national search for an executive director of economic development, and the officers be and hereby are authorized to execute an agreement reflecting the same.

3. Request for transfer of Clayton County Dept. of Economic Development staff and funding sources to DACC

Chairman Edmondson reported that the County attorney is drafting an intergovernmental agreement between the Authority and the Board of Commissioners. The Authority will provide Economic Development services to the County in exchange for the 3% of hotel and motel tax revenues currently used to fund the office of Economic Development, as well as website, GIS mapping, and human resources services. He expects to have a draft by the end of the week, and to present the item to the Board of Commissioners for consideration by the end of the year. It was the consensus of the Authority continue negotiations with Clayton County for the proposed transfer.

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

4. Discussion Item; Review issuance and annual fee schedule for bond financing

Chairman Edmondson reported that the current fee structure is an annual fee of \$500 per million outstanding bond principal, and an issuance fee of 1/2 of 1% of the first \$10 million in principal, plus 1/8% for the principal amount in excess of \$10 million. Ed Wall, Authority Financial Advisor, recommended that the Authority decrease its issuance fee to 1/8% across the board, but increase its annual fee to 1/8% of the outstanding principal. He reported that these fees are consistent with industry practices around the state. Mr. Wall also recommended a late fee or penalty of 10% of the outstanding balance if payment is 60 days late, plus interest at the prime rate. After a general discussion, upon motion by Ricky Clark, seconded by Eldrin Bell, it was unanimously:

RESOLVED: That the Authority's fee structure for bond issue shall be as follows: Issuance fee 1/8% of the total principal amount, due at closing. Annual fee 1/8% on the total principal balance outstanding, with the first year's annual fee due at closing, and the subsequent years annual fees due on October 1 of each year. The first year's annual fee will be prorated to cover the first year, plus any additional time necessary to reach the next due date of October 1 of the following year. This policy shall be effective November 15, 2017.

NEW BUSINESS

1. 1630 Phoenix Boulevard

Chairman Edmondson reported that as a result of the recent inspection reflecting the use of armed security at 1630 Phoenix Blvd., the insurance company has elected to endorse the policy to add a firearms exclusion. The endorsement states that no coverage is offered by the policy for any injury, death, claims, or action resulting in the discharge of a firearm by any security personnel. The Authority's insurance broker is willing to review the rental agreement with DOL and DOL's contract with the security company to see if there is a way to get the insurance company to reverse their decision. Authority counsel confirmed that the ramifications of the endorsement are that the Authority may be liable if an incident occurs involving the discharge of a firearm by security. After a general discussion, it was the consensus of the Authority to have Authority counsel review the rental agreement, have the property manager get a copy of the agreement with the security company from DOL, and then have Authority counsel work with the broker to see if a solution can be identified.

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

2. Annual State of the Aerotropolis Breakfast

Chairman Edmondson reported that the Annual State of the Aerotropolis Breakfast will be held on Thursday, December 14, 2017, at the Georgia International Convention Center. The cost for a table of 10 is \$3,500 - \$4,500 per table, but individual tickets cost \$75 for early bird pricing through next week, and \$85 thereafter. After a general discussion, upon motion by Eldrin Bell, seconded by Dr. Anderson, it was unanimously:

RESOLVED: That the Authority purchase individual tickets, up to a total of 7, for all Authority Board Members and Economic Development Staff.

3. Discussion regarding FY2018 Budget

Treasurer Ricky Clark recommended that the Authority develop a budget for Fiscal Year 2018 for its annual sponsorships and memberships. He reviewed the sponsorships that the Authority had in 2016. After further discussion, it was the consensus of the Authority that the Chairman and Treasurer work on a draft budget to be presented at the December meeting.

4. Georgia Public Affairs

Chairman Edmondson called on John Clayton with Georgia Public Affairs for a presentation. Mr. Clayton discussed a proposal to promote the Clayton County Development Authority and Clayton County, at the State level, with a goal of bringing business to Clayton County. Chairman Edmondson noted that Mr. Clayton was instrumental in assisting the Authority in getting appointments with various representatives at the State, including the Lt. Governor, for the Amazon project. The fee would be \$6,000 per month, with a proposed initial period of November 15, 2017, through December 31, 2018. After a general discussion, upon motion by Eldrin Bell, seconded by Ricky Clark, it was unanimously:

RESOLVED: That Georgia Public Affairs be retained as lobbyist for the Authority at a rate of \$6,000.00 per month, and the officers be and hereby are authorized to execute an agreement reflecting the same.

5. External Communications

Chairman Edmondson called on Ricky Clark for a report. Mr. Clark expressed his belief that the Authority needs a marketing and branding plan, so that there is a unified message conveying the Authority's vision, mission, and goals. After a general discussion, it was the

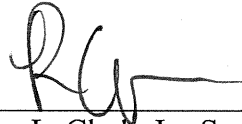
**DEVELOPMENT AUTHORITY OF CLAYTON COUNTY,
REDEVELOPMENT AUTHORITY OF CLAYTON COUNTY,
AND
URBAN REDEVELOPMENT AGENCY OF CLAYTON COUNTY**

consensus of the Authority for Mr. Clark to work on a draft to be presented at the December meeting.

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

RESOLVED: That the meeting be adjourned.

Whereupon, the meeting adjourned at 7:11 p.m.



Ricky L. Clark, Jr., Secretary/Treasurer