

MINUTES of the Development Authority of Crawford County held Thursday, January 2, 2020 at 6:00 PM at the Development Authority of Crawford County, Conference Room; 1011 Hwy 341 North, Roberta, Georgia.

MEMBERS Present:

Brenda Carroll- Chairman

Charles "Hill" Bentley- Vice Chair

John David Hudson

Josh Lewis

Martha McAfee

Charles Westberry

Paul Chapman (Ex-Officio)

MEMBERS Absent:

Arthur Bentley

Jay Andrews (Ex-Officio)

Others Present: Dovie McNary (Minute-recorder)

Call to Order:

The meeting was called to order by Chairman Brenda Carroll at 6:04 p.m.

Invocation:

Given by Paul Chapman

Standard Order of Business:

Chairman, Brenda Carroll called for a motion to approve the agenda. Motion was made by Hill Bentley, seconded by John David Hudson and passed unanimously.

Chairman, Brenda Carroll called for a motion to approve the meeting minutes of December 5, 2019. Motion was made by Martha McAfee, seconded by John David Hudson and passed unanimously.

Old Business:

The Business Center use & guidelines were discussed, and each member received a draft copy of the proposed guidelines. After discussion amongst the board Charles Westberry called for a motion to approve the guidelines per the draft, Charles "Hill" Bentley seconded the motion and it passed

unanimously. Guidelines included: a min. of 250K in liability insurance, new businesses approved by the Board may utilize the Business Center and reduced rents for a period of 36 months, at that time the tenant is expected to move out of the business center or pay rental rates equivalent to the market. Pricing for business space in the center will be: Library 1500.00, Roll-up door room 500.00, Cafeteria 1000.00 (currently leased at 750.00 per month) classrooms 300.00. Chairman, Brenda Carroll called for a motion to approve the draft guidelines, Charles Westberry made the motion, Hill Bentley seconded the motion, the vote was unanimous.

The Bradbury Enviro project was discussed at length. As of the meeting Bradbury had failed to make December or January's payment. Additionally, Bradbury has failed to submit documents, produce product, hire employees, pay utilities or update the board on progress as it relates to the project. Per guidelines, it is the responsibility of the Authority to take legal action against Bradbury. Charles Westberry suggested contacting Greg Boike at the Middle Georgia Regional Commission as to what steps should be taken for the Authority to remain compliant with DCA. The local revolving loan semi-annual report has been completed and the county has submitted the report to DCA, the report outlines the failure on the part of Bradbury Enviro to meet DCA requirements for all three of the loans issued from the RLF.

There was discussion amongst the board that included: inviting Howard Harper (Bradbury Enviro) to update the Authority Board, sending a demand for payment, turning off the electricity to the North wing, following the guidelines of the legal contract and the guidelines set forth by DCA and contacting Amy Boyer (Authority attorney) to see what legal action should be taken.

After multiple meetings including a sit-down meeting with the previous grocery store operator from Roberta, the grocery store prospect Mr. Mike Patel has formally requested a refund of the 5,000 in earnest money that he had placed in the care of the Authority. Although some legal work had been done on the project, the attorney Mr. Tom Green emailed the Authority to say he would not be being charging any legal fees. Chairman, Brenda Carroll called for a motion to return the 5,000 to Mr. Patel, Charles Westberry made the motion and Josh Lewis seconded the motion, the vote was unanimous. The board discussed extending a year of free rent to Mr. Patel as well as up to 70,000 in funding for equipment if he had an interest in opening a grocery store in the Business Center.

The Spec building (628 Industrial Rd) is set to close on January 13, 2020, Ken Smith (Bibb Home Improvement) has submitted his invoice in the amount of 314,837.94 and a cashier's check will be issued for that amount. The balance of the burn account is 250,564.50 and we will need to transfer an additional 64,273.44 from the General Fund to pay the invoice. After the invoice is paid, the invoice as well as copies of the transaction will be submitted to Insurance so that the Authority may recover lost rental payments. We are expecting to be paid for at least 12 months of the 16 months since the fire. The expected amount of lost rental is 54,000 (4500 x 12)

Head Start has requested a partition wall be built on their wing to prevent unauthorized people from entering their area but still allow the employees from that wing to access the public facilities on the mail hall. Lesley McNary requested that the Board consider paying for materials and asking Head Start to utilize their maintenance staff to construct the wall. Brenda called for a motion to approve the request, Charles Westberry made the motion and Hill Bentley seconded the motion, the vote was unanimous.

New Business:

Election of Board Members:

Josh Lewis (Chairman) Brenda Carroll called for a motion to elect Josh Lewis as Chairman, John David Hudson made the motion, Charlie seconded the motion, and the vote was unanimous.

Charles "Hill" Bentley (Vice-Chairman) Josh Lewis called for a motion to elect Charles "Hill" Bentley Vice-Chairman, Brenda Carroll made the motion and Charles Westberry seconded the motion, the vote was unanimous.

Martha McAfee (Secretary) Josh Lewis called for motion to elect Martha McAfee as Secretary, Charles Westberry made the motion and Brenda Carroll seconded the motion, the vote was unanimous.

Banking & Account Signers the Board will continue to use GCB (Georgia Community Bank) in Roberta and the signers of the bank account remained the same. Current authorized signers: Arthur Bentley, Brenda Carroll and Charles Westberry.

Authority Attorney the Board will continue to use both Amy Boyer & Tom Green for legal representation throughout the year.

U.S. Arms/McMillan Defense has visited the Business Center and has requested to rent the large room with the roll-up door as well as an adjoining room at the offered rate of 500.00 (room w/ roll up door) and adjoining classroom at the offered rate of 300.00. In addition, U.S. Arms would like to borrow 20,000 from Crawford County's RLF to purchase equipment related to his project. The Director, Lesley McNary will request that the required cash injection be lowered from the standard 50% to 25% in order to assist U.S. Arms in bringing his project to Crawford County.

At the time of the meeting U.S. Arms has not returned the Business Center application, presented his business plan or signed a lease

Whiting Industries will open in February and the Development Authority will hold a Meet & Greet in recognition of the business making Crawford County their home base for the Southeast United States.

A new tenant has leased space in the Business Center- Alicia Brown will evaluate individuals charged with DUI's for the State of Georgia. Ms. Brown has paid her deposit, provided her insurance and purchased her business license. The lease is signed and in order. Deposit 500.00, monthly rental payment of 300.00 and the first two months are free. The electricity will be divided amongst the businesses that share the meter.

December bank statements were not available for the Authority's January meeting due to the Holidays and the early meet date of the Board. February's packet will include December and January statements.

Executive Session:

At 7:02 p.m. Brenda Carroll called for a motion to enter Executive Session to discuss personnel, Martha McAfee made the motion and Charles "Hill" Bentley seconded the motion, the vote was unanimous, Lesley McNary and Dovie McNary exited the room and the board went into executive session. At 7:19 p.m. the board re-entered the open session of the meeting and no action was taken.

Adjournment: With no additional business to discuss, at 7:21 p.m. Josh Lewis called for a motion to adjourn the meeting. Martha McAfee made the motion, Charles "Hill" Bentley seconded the motion, the vote was unanimous, and the meeting was adjourned.