

**MINUTES FROM MACON-BIBB COUNTY URBAN DEVELOPMENT AUTHORITY
REGULAR PUBLIC AUTHORITY MEETING
JANUARY 9, 2020**

The regular monthly meeting of the Macon-Bibb County Urban Development Authority held on Thursday, January 9, 2020 at 8:30 a.m. in the Morris Cohen Conference Room at the Terminal Station- 200 Cherry St, Fourth floor Macon, GA 31201. The agenda was as follows:

January 9, 2020

Presiding: *Chris Sheridan, Chair*

Attending: *Chris Sheridan, Kay Gerhardt, Loretta Thomas, Charles Richardson, Jan Beeland*

Absent:

Staff: *Alex Morrison, Victoria Jessie, Donesha Gibson*

Others in Attendance: *Bill Causey, Ken Neil, Larry Schlesinger, Greg L. Brown, Wanzina Jackson, Blake Sharpton,, Ben Steffen, Suzy Garcia*

Media: *Liz Fabian*

Called to Order: *8:37 A.M.*

- I. **Guest Introduction:** Meeting was called to order by Sheridan. Acknowledged and recognized Jan Beeland as UDA's newest board member. Guest introduction by all in attendance; both board members and non-board members.
- II. **Minutes Approval:** Motion to approve December 12th minutes by Gerhardt, second by Charles Richardson. Motion carried.
- III. **Financial Report- Suzy Garcia:** Garcia gave a general update of financials. Loans are current on repayment. Approximately \$12,000.00 received monthly in repayment of UDA loans. The budget is in good shape and the audit is complete. Invoices are being received in a timely manner. Financial report distributed and looked over by board members of local loans which include: the original loan amounts, loan balance and last payment received. Sheridan requested moving forward if a report/spreadsheet show a start date, end date, balance and amount. Motion to approve financial report by Gerhardt, second by Beeland. Motion carried.

IV. Action Items:

- Annual Election of Officers: Charles Richardson nominated Chris Sheridan, Kay Gerhardt, Alex Morrison and Loretta Thomas. Chris stated this is his last year and during this time he would like to see improvements with the Dempsey, Mill Hill to be sustainable and revenue coming in from parking and going out to the community. Motion second by Beeland. Motion carried.
- Audit Approval: Ken Neil (Independent Audit) presented the board with detailed completed audit report packets. He gave a synopsis of UDA'S financial status. A few key points: UDA reported end of June 2019 having \$15,000,000.00 in assets, majority of which are non-spendable. Current assets stand at \$333,000.00. Suzy discovered notes received carried on both UDA books and Macon-Bibb books; this issue has since been resolved. Mill Hill/213 Clinton St, record reflects percentage of ownership by UDA. Both Ben Steffen and Suzy Garcia will be reconciling their financial reports as it pertains to the Parking Meters. Suzy stated that both her and Ben's reports will be close, but they will not be exact; she reports what is deposited in the bank. Suzy pointed out that when individuals pay online, there is a convenience fee assessed to that transaction which may affect the time banks receive funds. Neil noted 3 findings: Lanier/Parking Meter report, IDP of \$900,000.00 and Journal entry of \$68k (all issues resolved/resolvable). Overall the UDA's audit received an Unmodified Opinion, which is the highest-level assurance an auditor can provide. Motion to formally approve the Audit Report by Sheridan, second by Thomas. Motion carried.
- Mill Hill PSA: Purchase and Sale Agreement previously looked over by board members needed to be approved per Morrison. Motion to approve PSA by Sheridan, second by Richardson and Gerhardt. Motion carried.
There is a signed contract for 233 Schell St.
Per Thomas, there is a potential buyer for the Wells Fargo property; would like to put down earnest money. House needs repair. She is to speak with Sheridan about a timeline for completion. Couple looking to relocate.

V. Informational Items:

- Central City Commons: No update, waiting on approval, limited documents, on pause.
- Dempsey: Has Leaky roof and in need of floor repairs in addition to other issues. Morrison referenced the Dempsey having an "inset" on the side of the Rookery.
Plans are moving forward with the Lazy Donkey. They have been cleaning and hopeful to open. Their contract is up this summer.

- Parking Update: Ben Steffen gave an update on the downtown parking. He stated that approximately 4500-5000 parking citations are written monthly. He's aware that it sounds like a lot however it is not. Parking is not aggressively ticketing pedestrians. Per Steffen approximately \$30,000.00 is received monthly in parking tickets.

Parking facility improvements have begun: the wall inside the office has been put in place, extra security for staff is being provided. Ben is continuing to work through the parking space issues as they pertain to large film companies (i.e. Amazon) requesting space in the area that will affect everyday pedestrian parking.

The Garage- continuing to receive complaints (no new complaints): leaky pipes, lights burning out and after hour issues. The after-hour issues consist of teens and young adults vandalizing property by spray painting graffiti on the walls and doing donuts on the rooftop. One possible solution is to install automated equipment to cut down after hours activity.

Alex stated that December was a very strong month noting that we had our first \$1000.00 day in December.

Regarding paint striping parking spaces, it's better to do during the warmer months so that the paint will stick.

- Walnut Street Property: To make Walnut Street property affordable housing an option. People notice property availability. Will have formal proposal in a few months.

VI. Old Business: Hired Bob Lewis Marketing, Third St Project fits UDA's budget. Bill Causey inquired about Third St. project and possible UDA budget increase. Third Street to be discussed later per Chris.

VII. New Business: No new business

Meeting Adjourned: 9:29 A.M.