**DECIDE DEKALB DEVELOPMENT AUTHORITY BOARD MEETING**

**Date:** Saturday, January 18th, 2020

**Time:** 8:30 AM

**Location:** YMCA

 569 MLK Jr. Dr. NW

 Atlanta, Ga 30314

**Board Members Present:**

Don Bolia, Chair

Kimberly Adams, Board Member

Andrew Greenberg, Board Member

Rebekah Coblentz, Board Member

Sai Reddy, Board Member

**Board Members Absent:**

Miranda Mack McKenzie, Secretary

Kevin Gooch, Vice-Chair

**Legal Counsel Present:**

Jim Monacell, Smith, Gambrell & Russell, LLP

Ansly Moyer, Smith, Gambrell & Russell, LLP

**Staff Members Present:**

Dorian DeBarr, Interim President

Randi Mason, VP, Economic Development

T.J. Filipowicz, Marketing Director

Toyasha Vaughn, Project Manager

Shelbia Jackson, Director, DeKalb Entertainment Commission

Jenee Williams, Office Manager

**Others Present:**

Laura Wagner, Hunton Andrews Kurth LLP

Doug Selby, Hunton Andrews Kurth LLP

Commissioner Jeff Rader, BOC

The January meeting of the Decide DeKalb Development Authority was called to order at 8:49 a.m. on Saturday, January 18th, 2019 at The YMCA 569 MLK Jr. Dr. NW Atlanta, Ga 30314.

1. **CALL TO ORDER**

Chairman Bolia presided.

1. **ITEMS FOR DECISION**
2. **Approval of November 14th, 2019 Board Meeting Minutes:**

Ms. Coblentz made a motion to approve the November 14th, 2019 board meeting minutes. Mr. Reddy seconded the motion, which was unanimously approved.

**B. Approval of December 2019 Financials:**

Mr. DeBarr presented the December 2019 financial statements. Overall, the Authority is in a good financial standing. The IGA has yet to be finalized and there has been no increase in the budget from the county. The 2020 budget will be prepared in line with the allocation the Authority is presently receiving from the county and will be reviewed at the next meeting. A copy of the report is listed in the meeting file.

Ms. Coblentz made a motion to approve the December 2019 financials. Ms. Adams seconded the motion, which was unanimously approved.

**C.** **Ratification of Agreement with Relish Marketing:**

The consultant agreement with Relish Marketing ended in December, and Relish is currently working with Decide DeKalb staff on a year-end summary report project. The report will be distributed to stakeholders, BOC, and the CEO’s office. Relish has assisted with the Advance DeKalb campaign and will provide guidance to the team members to curate the report. The new contract if approved will not exceed $17k. A copy of the press release will be shared with the board once complete.

Mr. Greenberg made a motion to ratify the agreement with Relish Marketing. Ms. Coblentz seconded the motion, which was unanimously approved.

**D. Approval of Consulting Services Agreement with The Riddle Company:**

The Riddle Company will be contracted to collect data, survey, and create a report on DeKalb County’s retail scene. VP Ms. Randi Mason mentions that she receives several requests from developers for retail information and properties in DeKalb. The findings in the report will assist the team in collecting data to create collateral that can be used to meet with these developers. Following the presentation of the report, Ms. Mason will attend the ICSC Conference to meet with developers and attract them to DeKalb. Payment for the contract with the Riddle company will be $40k plus travel expenses.

Ms. Coblentz made a motion to approve the consulting services agreement with The Riddle Company**.** Ms. Adams seconded the motion, which was unanimously approved.

1. **Discussions/Presentations:**
2. **President’s Report:**

Mr. DeBarr presented the 4th Qtr. report that was presented at the COW meeting earlier in the month to the board. The report provided an overview of the last quarter of the year which highlighted:

A feature in Ga Trend Magazine, the 4-location tour for project managers, over 120+ BRE visits completed, and an update on Advance DeKalb.

 A copy of the full President’s Report is included in the meeting file.

1. **Other Items:**

Mr. DeBarr presented an updated organization chart of employees which detailed direct reports. He also notes that the Authority is looking to make two additional hires within the first quarter.

Doug Selby and Laura Wagner were then introduced to provide an update on Solomon Holbrook. They provided their recommendations on next steps to resolve the matter.

The DeKalb Development Authority Board Meeting adjourned at 9:56 a.m.

 Adopted by the Board in the meeting

of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

 (Date of Meeting)

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 (Signature of Presiding Officer)