



City of East Point
Monthly Meeting Summary
Business and Industrial Development Authority
Thursday, December 6, 2018
3121 Norman Berry Drive
East Point, GA 30344
6:30 pm

I. Call to order

Chairperson, Ms. Dharman, established a Call to Order of the East Point Business and Industrial Development Authority (BIDA) meeting at 6:40 pm.

Board Members Present:

Tina Dharman (Chairperson), Brittany Byrom, Joseph Johnson (Vice-Chairperson), Steven Rogers, and Norman Urquhart

Others Present:

Kirby Glaze (Legal Counsel), Regina Scott-Carter (Secretary-Treasurer), and Nyomi Haynes (Recording Secretary) and Maceo Rogers Director of Economic Development Department

II. Adoption of Agenda

The Chairperson requested a change be made to the agenda: the two items under the Chairperson's Report: the 2019 Meeting Schedule and the 2019 Officer Elections should be under New Business not Chairperson's Report. Mr. Joseph Johnson motioned to approve the agenda with the changes requested. Mr. Steven Rodgers seconded the motion. The agenda was approved unanimously and the motion carried.

III. Approval of the Meeting Summary from the following meeting:

November 1, 2018 meeting summary.

The Chairperson requested a change be made to the November 1, 2016 summary. Each place in the legal report that the word "quick" claim deed is shown it should be stated "QUIT" claim deed instead. Mr. Norman Urquhart motioned to approve the summary. Mr. Joseph Johnson seconded the motion. The summary was approved unanimously and the motion carried.

IV. Chairperson's Report

Chairperson Ms. Dharman stated she did not have anything other than she signed the Intergovernmental Agreement to report.

V. Secretary/Treasurer Report a. Bank Reconciliation

Ms. Carter informed the board of their bank balance and the two outstanding reconciliation items which included the November check to Mr. Glaze and the current December check to Mr. Glaze for his invoice. It was also reported the Intergovernmental Agreement was signed and the payment for that agreement will be forthcoming and deposited within the month of December 2018.

VI. Legal Report

Mr. Glaze reported the Intergovernmental Agreement has been executed however, the deed has not been prepared as of yet. Additionally, the deed has been prepared and forwarded to East Point City Attorney Brad Bowman and the lease Mr. Sanjay Patel for the Soccer in the Streets property. Also, Mr. Johnson asked if there was any outstanding bonds. Mr. Glaze responded the only outstanding bond we have is the Arden's Garden project bond of which we need to put in place our annual fee. Please note the fee should be coming up on the anniversary of the bond next month. Therefore, we need to make sure we have a tracking system so that if we do not receive it, we will at least send an invoice for payment. I will get with Regina and Maceo in reference to this item.

New Business –Election of new Officers

Chairperson Dharman: There is no Old Business and under New Business the Chairperson proposed a question to change the BIDA meeting from monthly to quarterly meetings; however; the consensus agreed to keep it as monthly. However, Mr. Urquhart raise the question concerning the January meeting being so close to the holiday and asked if we could delay the **January meeting until January 10, 2019**. Mr. Urquhart made a motion to delay the January meeting to the second Thursday of the month and Mr. Joseph Johnson seconded the motion. The change date of the January meeting was approved unanimously and the motion carried. Ms. Dharman put forth the election of the 2019 Officers **as a new business item**. Mr. Joseph Johnson made a motion to maintain the Officers as is and it was seconded by Mr. Rodgers. The election was approved unanimously and the motion carried. That completed the night's agenda and the meeting was adjourned.

Adjournment

Mr. Joe Johnson motioned to adjourn the meeting and Mr. Mr. Urquhart. seconded the motion. The question was asked and all were in favor. The meeting was adjourned at 6:51 pm.

