



DORAVILLE DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES

MAY 30, 2013 | 6:00 P.M.
CITY HALL

The Doraville Downtown Development Authority held its first meeting at City Hall, 3725 Park Avenue, Doraville, Georgia 30340. The following were in attendance:

Chairman	Jack Halpern
Vice Chairman	Chris Avers
Secretary	Kevin McCarron
Treasurer	Jonathan Wallace
Board Member	Barry Brown
Board Member	Seth Fischer
Board Member	Harold Shinn

City Manager	Shawn Gillen
Director, EcD.	Luke Howe
Counsel	Dan McRae

Call to Order:

The meeting was called to order by City Manager Shawn Gillen at 6:00 p.m. Mayor Donna Pittman welcomed everyone and swore Board Members in. Counsel Dan McRae gave a brief overview of Downtown Development Authorities.

Agenda Amendment:

Mr. McRae recommended amending the agenda, moving the By-Laws item to number one under "New Business." The motion was made and the measure was adopted unanimously.

Action Item: By-Laws

Mr. McRae gave a brief overview of the By-Laws and the Downtown Development Authority's organizational structure. A motion was made and the By-Laws were adopted unanimously.

Action Item: Election of Chairman

Mr. Jack Halpern’s nomination as Board Chairman was offered. It was accepted by Mr. Halpern. The motion was seconded and adopted unanimously. At this point, Mr. Gillen, who had presided up until this point, handed the gavel over to Chairman Halpern.

Action Item: Election of Vice Chairman

The nomination of Ms. Chris Avers was offered as the Board’s Vice Chairman. The nomination was accepted by Ms. Avers. The motion was seconded and adopted unanimously by the Board.

Action Item: Election of Secretary

Originally cited on the agenda as Secretary-Treasurer, Mr. Rae advised that the offices be separated to reflect the By-Laws. The motion was made and seconded to separate the roles of Secretary and Treasurer. The measure was adopted unanimously.

The nomination of Mr. Kevin McCarron was offered and accepted. The motion was made, seconded and adopted unanimously. A discussion ensued regarding the role of Assistant Secretary. It was determined that a staff member could serve in this capacity. A motion was made nominating Mr. Howe as Assistant Secretary. The measure was seconded and adopted unanimously.

Action Item: Treasurer

The nomination of Mr. Jonathan Wallace was offered. Wallace accepted. The motion was made, seconded and adopted unanimously by the Board.

Action Item: Establish Temporary Seal

Mr. Howe presented this item. He explained that the Board would need to adopt a temporary seal until a permanent seal was adopted. It was determined that the temporary seal would simply state “Doraville Downtown Development Authority,” which would subsequently be ordered. A motion adopting the temporary seal was made, seconded and adopted unanimously by the Board.

Discussion Item: Bond Process Overview

Mr. McRae gave a brief overview of the bond issuing process. He stated that the bond inducement resolution item was the first of two official actions required by the Board in the issuing process. The second and final action – the bond issuance resolution – would be required several weeks later.

Discussion Item: FCP Comments

At this time, Mr. Matt Thompson, the co-founder/ owner of Floyd County Productions (FCP) and Executive Producer of the animated sitcom *Archer*, a show that currently airs on Fox’s FX Network, gave an overview of his company, *Archer* and his interest in the former UAW property. He stated that his company currently employed 94. With four more shows in pilot production, Mr. Thompson stated that FCP expected to expand employment to 200. Chairman Halpern requested that the company’s financials be presented to the Board by the next meeting. Mr. Thompson agreed.

Action Item: Inducement Resolution

Mr. McRae presented the item to the Board. Mr. McRae stated that the measure was the first official act, signaling the Board's intent to issue bonds, which, in this case, would be Industrial Development Revenue Bonds. The motion was made to adopt the resolution, seconded and approved unanimously by the Board.

Action Item: Memorandum of Understanding

Mr. McRae presented the item to the Board, describing the details of the MOU between the DDA and Floyd County Productions. Bonds in the amount of \$2 million would be issued under the agreement the lion's share of which would be repaid by FCP. Bond proceeds would be exchanged for the property's title. FCP would lease the property from the DDA for a period of 10 years. The tax savings incurred over the 10-year span would go towards servicing the bond debt. A motion was made and seconded to adopt the MOU. The measure was unanimously adopted by the Board.

Item: Old Business

There was no "Old Business" to discuss.

Item: Comments

Chairman Halpern asked for comments. It was determined that a Special Called Meeting of the Board of Directors would need to be held in two to three weeks. The Chairman asked staff to follow up with Board members with potential dates. Chairman Halpern also requested that staff provide educational materials regarding the City's Ethics Ordinance and the state's Open Meetings/ Records Act.

Item: Adjournment

A motion to adjourn was offered and seconded. The measure was approved unanimously. The meeting adjourned at 7:45 p.m.