



McPherson Implementing Local Redevelopment Authority

Finance Committee Meeting

April 21, 2016

A meeting of the Finance Committee of the McPherson Implementing Local Redevelopment Authority (Fort Mac LRA) was held on Thursday, April 21, 2016 at 1794 Walker Avenue SW, Atlanta, GA 30310.

Committee Members:

Aaron Watson, Chairman
Sondra Rhoades- Johnson

Other Board Members:

Felker Ward
Marvin Arrington
Park Cannon
Meredith Lilly
Nan Orrock
Joyce Sheperd
Thomas Weyandt

Staff, Legal Counsel and Others:

Brian Hooker, Fort Mac LRA
Sandra Tennyson, Fort Mac LRA
Denise Perkins-Griffith, Fort Mac LRA
Arthur Mallard, Fort Mac LRA
Pete Hayley, Fort Mac LRA
Robert Mosby, Fort Mac LRA
Jeffrey Hicks, Fort Mac LRA
Tamara Felton-Howard, Fort Mac LRA Fellow

Guests:

Ulysses Grady, Pentagon 540
Sandra Jennings, Pentagon 540

Announcements and Welcome:

Chairman Watson welcomed everyone to the meeting.

Approval of Agenda:

The Chairman made a motion to approve the agenda and it was seconded by Ms. Sondra Rhoades-Johnson. Approval was unanimous.

Approval of Minutes:

The Chairman made a motion to approve the March 15, 2016 Minutes and it was seconded by Ms. Rhoades-Johnson. Approval was unanimous.

Public Comment:

No one signed in for public comment.

Item: 5: Financial Update:

Mr. Brian Hooker, Executive Director of Fort Mac LRA gave a brief update stating that we were closing the gap on the revenue shortfall that was shared with the board at the last meeting, due to recent successes such as sales of propane tanks and halon, and license fees from recent on location filming.

The Chairman asked for an explanation of the CAM charges for existing property occupants. Mr. Hooker asked Mr. Robert Mosby, Senior Accounting Manager for Fort Mac LRA, to elaborate. Mr. Mosby, stated that he along with Mr. Arthur Mallard were in the process of restructuring how to invoice pre-existing property occupants for their fair share of caretaker costs, and once this is in place the gap will decrease. The CAM calculation will include caretaker functions such as security, landscaping, operations and maintenance based on some equitable calculation of the area occupied by the tenant.

A printout of the fiscal year 2016 budget-to-actual report was included in each board member's packet for their perusal.

The Chairman made a motion to accept the Financial Update and it was seconded by Ms. Rhoades-Johnson. Approval was unanimous.

Item: No: 6: Grant Discussion:

Mr. Hooker informed the Board that we received a request from OEA on March 22, 2016 asking for clarification/documentation on 2012 and 2013 external audit findings that our required local match from non-Grantor sources was not achieved.

Enclosed in the Board's packet was a copy of the letter highlighting three areas of concern for the FY 2012 and FY 2013 and stating that until their due diligence in the

matter has been concluded, no further funds would be disbursed under any grant awards, and further that no decision will be made on extending grant funding for another year.

Also in the board packet was a draft response letter from Fort Mac LRA addressing the three areas of concerns. The response addressed the local match non-compliance and reflected that Fort Mac LRA did in fact expend funds for non-approved eligible expenses that may qualify as local match.

Mr. Hooker asked that the board review the letter and if they had no objection this letter would be signed and forwarded on Friday, April 22, 2016.

Ms. Rhoades-Johnson asked what the expected turnaround was once the letter was received in the OEA's office. Mr. Hooker replied he expected it to be within 30 days upon their receiving Fort Mac's letter.

Item: No. 7: Procurement Update:

Mr. Hooker stated that at the last Executive Committee meeting the board did approve to move forward with the selected insurance brokerage firm and he asked for Ms. Denise Perkins-Griffith to come to the table to give an update to the board. Ms. Perkins-Griffith stated that the selected firm is out in the market place shopping comparison pricing with what we currently have and what the new pricing will be and that she's anticipating a follow up from them in 3 to 4 weeks. The search includes all areas of insurance with the exception of environmental and workers compensation.

Mr. Hooker informed the board that Collier's International the selected firm that is marketing FORSCOM has stated that this building needs to have a physical needs assessment in place. Mr. Hooker also stated that there was a RFP out for Interior Design and Marketing and that firms were selected for each but we will not proceed because funds that were considered for the interior and marketing will now be redirected to the previously un-budgeted FORSCOM physical needs assessment.

The Chairman raised the question as to Colliers marketing efforts perhaps changing the vision for the overall project as adopted by the board. Mr. Hooker reassured him that Colliers is very well aware of the board's vision and mission and they are also familiar with the LCI study and their efforts are in line with these items. The question was also raised about assessing the infrastructure needs and Mr. Hooker replied limited information about the buildings were provided by the Army but further study is required.

Item No. 8: Sayers Street / VA Road Contractor:

Mr. Hooker, informed the board there were three (3) documents included in the packet, a Resolution, RFP, and Proposal. Mr. Hooker asked for Mr. Pete Hayley to give a brief update on the extension of Sayers Street also known as the VA Road project

Mr. Hayley informed the committee that a RFP for a design and build team was posted in January and was due in February and stated that several bids were submitted and that four (4) members from Fort Mac LRA staff sat on the selection committee as well as two (2) City of Atlanta employees from the Department Public Works with extensive experience in Civil Engineering to ensure that we were selecting a company that met all of the criteria needed to fulfill the obligations within the RFP. Mr. Hayley informed the board that Pentagon 540 was the selected contractor for constructing the Sayers Street project.

Mr. Hayley stated that the road being built is to give Fort Mac LRA & VA employees access to their property without having to cross TPS property.

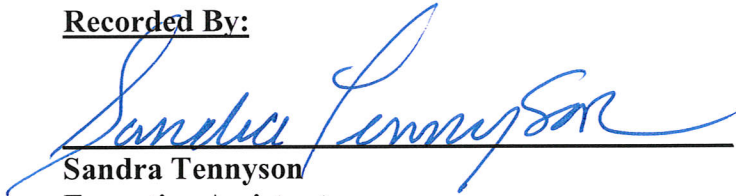
Mr. Hayley also introduced Ms. Sandra Jennings, Project Manager and Mr. Ulysses Grady, Vice President of Pentagon 540 and they gave a brief history of their company and experience and stated they were much honored to have been chosen for this project.

Included in the board's packet was a detailed description of some of their projects as well as an outline of their design scope and method that would be implemented with the construction of the Sayers Street project.

Adjournment:


Chairman made a motion to adjourn; it was seconded by Ms. Rhoades-Johnson. Approval was unanimous. The meeting was adjourned at approximately 2:22 P.M

Recorded By:



Sandra Tennyson
Executive Assistant

Approved By:



Brian C. Hooker
Executive Director