



**McPherson Implementing Local Redevelopment Authority**

**Finance Committee Meeting**

May 19, 2016

A meeting of the Finance Committee of the McPherson Implementing Local Redevelopment Authority (Fort Mac LRA) was held on Thursday, May 19, 2016 at 1794 Walker Avenue, SW, Atlanta, GA 30310.

**Committee Members:**

Aaron Watson, Chairman  
Sondra Rhoades- Johnson  
Richard Holmes  
Chandra Houston

**Other Board Members:**

Fletcher B. Thornton  
Brian McGowan

**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  
Quazilaon Lewis, Fort Mac LRA Fellow  
Sayali Wagh, Fort Mac LRA Fellow  
Anindya Kishore Debnath, Fort Mac LRA Fellow  
Peter Andrews, Attorney, Greenberg Traurig  
Jocelyn Bivens, Councilmember Joyce Sheperd's Office  
Michael Monteleone, OASIS

**Guests:**

None

**Announcements and Welcome:**

Chairman Aaron Watson welcomed everyone to the meeting.

**Approval of Agenda:**

Mr. Watson recommended the approval of the agenda. Ms. Sondra Rhoades-Johnson made a motion to approve the agenda and it was seconded by Mr. Richard Holmes. Approval was unanimous.

**Approval of Minutes:**

Mr. Watson recommended the approval of the April 21, 2016 minutes. Mr. Holmes made a motion to approve 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, gave an update on the year to date budget through April 2016 and included in the committee's packet for their perusal was a printout of the fiscal year 2016 and budget year to date revised. The revision was related to the shift in \$12,500 from Marketing & Advertising to the Planning line item to compensate for the Physical Needs Assessment expense that was contracted for the FORSCOM building only. A resolution for this change was prepared and submitted for approval. Additionally Mr. Hooker mentioned that the 2017 financial budget will be ready for review and approval by the June 16, 2016 Finance Committee meeting. Mr. Hooker & Mr. Robert Mosby gave an update on the status of the OEA audit response, and the applications for the FY16 amendment and supplemental agreement and FY17 funding request, noting that we are still awaiting a decision on these items.

**Item: No: 6: Procurement Update:**

Mr. Hooker informed the committee that they staff are currently conducting a procurement for audit services for FY2016 and 2017 requesting prices for one year and three year service options. Mr. Hooker noted that multiple bids have been received thus far from different firms and the selection committee is prepared to move forward once the go ahead is given. A procurement for leasing and management services for certain residential properties requires pre-approval before being posted in June 2016 in order to be included in the 2017 budget. The procurement for a Physical Needs Assessment (PNA) for the FORSCOM building has been completed, and the contract is ready for signature being authorization.

**Item: No. 7: Resolution- Authorizing PNA Services Agreement:**

Mr. Hooker noted that the firm Colliers International has advised that a Physical Needs Assessment of the FORSCOM Building is critical for successful marketing of the property. Mr. Hooker stated that several companies responded to the RFQ and after the finalist companies were interviewed HJ Russell and Company was selected for this assignment. Mr. Hooker requested authorization of an agreement between the Authority and HJ Russell and Company to proceed with the Physical Needs Assessment of the FORSCOM Building.

**Approval of Item No. 7: Resolution-Authorizing PNA Services Agreement:**

Ms. Rhoades- Johnson made a motion to approve the Resolution Authorizing PNA Services Agreement to engage HJ Russell to conduct PNA Services and it was seconded by Mr. Holmes. Approval was unanimous.

**Item No. 8: Resolution-Authorizing Budget Amendment:**

Mr. Watson recommended the reallocating of \$12,500 from Marketing to Planning for the Physical Needs Assessment.

**Approval of Item No. 8: Resolution-Authorizing Budget Amendment:**

Mr. Holmes made a motion to approve the Resolution authorizing Budget Amendment of \$12,500 from Marketing to Planning for PNA (Physical Needs Assessment) and it was seconded by Ms. Rhoades-Johnson. Approval was unanimous.

**Item No. 9: OEA Grants Discussion:**

Mr. Hooker said staff has requested additional funds for environmental, advertising & marketing and physical needs assessment from OEA (Office of Economic Advancement) in FY16, noting that if granted these funds could be expended through September 30, 2016. Mr. Hooker cautioned that OEA will not consider this request until the 2012 & 2013 audit findings have been resolved.

A copy of the 2015-2016 OEA Grant Detailed Budget and the Amended and Supplemental 2015-2016 OEA Grant Detailed Budget was included in the Board packet.

**Item No. 10: Other Grants Discussion:**

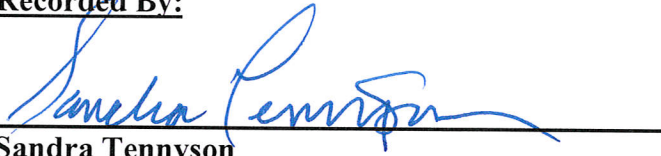
Mr. Pete Hayley stated that staff is researching grant opportunities that will provide funding to help with the physical development and community development of the neighborhood. Mr. Hayley stated that staff met with the Regional Director of the Economic Development Administration (EDA) from the U.S. Department of Commerce. Mr. Hayley noted that staff intends to apply for an EDA grant to support developing a Community Workforce Development Center and indicated that the grant funding could range between \$2 million and \$3 million.

Mr. Hayley also stated that he was anticipating a Notice of Funding Availability from the Department of Health and Human Services which generally has funding for development and community development activities noting that Fort Mac would look at tying this in with the LCI Plan.

**Adjournment:**

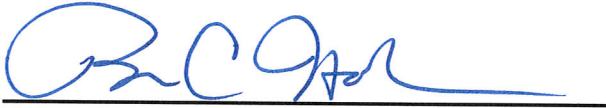
Mr. Holmes made a motion to adjourn; it was seconded by Ms. Rhoades-Johnson. Approval was unanimous. The meeting was adjourned at approximately 2:00 P.M

**Recorded By:**



**Sandra Tennyson  
Executive Assistant**

**Approved By:**



**Brian C. Hooker  
Executive Director**