



**Gainesville Nonprofit Development Foundation Meeting
Agenda
Wednesday, May 20, 2026, 3:30 PM
Administration Building, Station Room (1st Floor)
300 Henry Ward Way, Gainesville, GA 30501
President or Vice President Presides**

CALL TO ORDER

CITIZENS COMMENTS

MINUTES

- A. Minutes of February 18, 2026

SPECIAL ORDERS

OLD BUSINESS

NEW BUSINESS

MISCELLANEOUS

- A. CDBG PY26 Annual Action Plan - Focus Group (Mosaic Community Planning, LLC)
- B. Grant and Project Updates
- C. Next Meeting: Wednesday, August 19, 2026 at 3:30 PM

ADJOURNMENT



CITY OF GAINESVILLE

Gainesville Nonprofit Development Foundation Agenda Request

Item Created: May 6, 2026
Date Submitted: May 19, 2026
Final Approval Date: May 20, 2026
Presenter: Jessica Tullar, Neighborhood Development Manager
Item of Business: Minutes of February 18, 2026
Meeting Date: May 20, 2026

Purpose of Request:

The purpose of this request is to allow the Gainesville Nonprofit Development Foundation board member to approve the minutes from the referenced meeting.

Facts & Issues / History & Background:

The draft minutes were reviewed by the Office & Records Coordinator and the Housing & Special Projects Manager.

Department Recommendation:

Approval of the minutes as presented.

Department Director:

If funding is involved, are funds approved within the current budget? No

Amount Requested:

Sources of Funds:

Finance Comments:

Administrative Comments:

Attachments:

1. DRAFT Minutes

GAINESVILLE NONPROFIT DEVELOPMENT FOUNDATION

DRAFT MINUTES OF MEETING

FEBRUARY 18, 2026

Directors present: President Audrey Simmons, Vice President Maria Calkins, Secretary Carlyle Cox, Director Joy Griffin (via conference call), Director Ruth Bruner and Director Theresa Anderson Puryear

Directors absent: Director Pamela Hayes and Council Member Barbara Brooks

Staff present: Jessica Tullar (Housing & Special Projects Manager) and Gwen Fleming (Office and Records Coordinator)

Others present: Chris Hollifield, CPA (Rushton, LLC)

CALL TO ORDER

The meeting was held in the Station Room on the 1st floor of the City Administration Building. The meeting was called to order by President Audrey Simmons at 3:31 P.M.

CITIZENS ISSUES: None

MINUTES OF NOVEMBER 19, 2025

Motion to approve Minutes as presented.

Motion made by Director Bruner
Motion seconded by Secretary Cox
Vote – 6 favor, 1 absent (Hayes)

SPECIAL ORDERS: Annual Meeting & Officer Elections

A. President: Nomination of Audrey Simmons (2-year term); no other nominations offered

Motion to nominate and approve the nomination as presented.

Motion made by Secretary Cox
Motion seconded by Director Griffin
Vote – 6 favor, 1 absent (Hayes)

B. Vice President: Nomination of Maria Calkins (2-year term); no other nominations offered

Motion to nominate and approve the nomination as presented.

Motion made by Director Bruner
Motion seconded by Vice President Calkins
Vote – 6 favor, 1 absent (Hayes)

C. Secretary: Nomination of Carlyle Cox (2-year term); no other nominations offered

Motion to nominate and approve the nomination as presented.

Motion made by Vice President Calkins
Motion seconded by Director Griffin
Vote – 6 favor, 1 absent (Hayes)

OLD BUSINESS: None

NEW BUSINESS:

- A. FY 2025 Audit: Review & Accept (Rushton, LLC):** CPA Chris Hollifield with Rushton & Company presented the FY 2025 financial report, explaining that the financial report was unmodified (or clean/clear) with no findings and shared that they are making progress with the tax return which will be ready soon. Mr. Hollifield reviewed the assets and liabilities, explaining the balance was up a little between FY24 and FY25. He then spoke about the contract receivables, which includes the note for \$350,000 for the Walton Harbor Phase 1 and that the real estate held for sale included the purchase of property on High Street. The liabilities of accounts payable included payment to vendors at the end of the year and the due to other agency was the agreement amount for DCA loan program. He reviewed the statement of activities stating that it was similar to the previous year with a slight increase in assets. Mr. Hollifield reviewed the cash flow statement advising of a decrease in the cash position due to purchasing property and then reviewed the statement of expenses. He then reviewed the investments, explaining the different levels, notes receivable along with the liquidity and available resources. He asked if there were any questions, and the Board members expressed their appreciation for the report. The audit report was accepted as presented by the Board.

Motion to approve as presented.

Motion made by Vice President Calkins
Motion seconded by Secretary Cox
Vote – 6 favor, 1 absent (Hayes)

B. By-Laws Amendment: Terms of Office

Mrs. Tullar recommended amending the By-laws in order to change the term of appointment as a Director from two to three years. She advised if the board agreed then it would then go to Mayor and Council for final action.

Motion to approve as presented.

Motion made by Director Griffin
Motion seconded by Director Puryear
Vote – 6 favor, 1 absent (Hayes)

C. Developer Agreement: Summit Street-West and Gainesville Mill Area

Mrs. Tullar explained the resolution was to authorize the Nonprofit to enter into a master developer agreement with the City of Gainesville to accept funds and to develop affordable housing units. She advised the city has a Housing Attainability Program funded locally that is intended to be used to create workforce housing at affordable rates. She stated the developer agreement would include house construction on the Nonprofit's Summit Street - West project

and in the Gainesville Mill Area as part of the city's grant-funded stormwater infrastructure improvements project intended to assist in the development of workforce housing.

Motion to approve as presented.

Motion made by Secretary Cox
Motion seconded by Director Puryear
Vote – 6 favor, 1 absent (Hayes)

OTHER:

A. Grant and Project Updates: Mrs. Tullar had a power-point presentation with photos to the progress at the Summit Street – East cottages project. She advised that the site work is about 80-percent complete and that the remaining items will be completion after substantial completion of the house construction. Canada Builders advised house construction is going better than expected with rough inspection to be completed this week. She reminded the board that the floor plan is the same as the one-story homes on Davis Street. Mrs. Tullar advised a draw had been submitted against the grant. A discussion regarding the timeline for completion of construction and the application window opening followed.

B. Next Meeting: Wednesday, May 20, 2026, at 3:30 P.M.

ADJOURNMENT

Motion to adjourn the meeting at 4:13 P.M.

Motion made by Director Bruner
Motion seconded by Secretary Cox
Vote – 6 favor, 1 absent (Hayes)

Respectfully submitted,

Audrey Simmons, President

Gwen Fleming, Recording Secretary /
Office & Records Coordinator



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Facts & Issues / History & Background:

Department Recommendation:

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