

Engage Warner Robins
Warner Robins, Georgia
February 25, 2026 @ 4:00 pm
Carolyn Robbins Conference Room

Meeting Minutes

Members Present: Chairman Potter, Craig Gordon, Chandani Patel, Mark Yarbrough, Christina O'Brien and Director Kate Hogan

Guest Present: Kim Mazo, Hyacinth Supapo, Tiffany Bowen and James Drinkard

Chairman Phillip Potter called the meeting to order at 4:03 pm.

Chairman Potter asked Director Kate Hogan to present the Mission of Engage Warner Robins.

“Engage Warner Robins supports the City of Warner Robins Community and Economic Development goals, by assisting with the development and redevelopment efforts focused primarily on, commercial and residential sectors. Engage Warner Robins strives to create a sense of place, promote job growth and improve the overall quality of life for Warner Robins citizens.”

Chairman Potter presented minutes for January 28, 2026. There was a motion to approve the minutes by Mark Yarbrough, second by Craig Gordon, and the motion passed unanimously.

Chairman Potter proceeded onto the next agenda item to discuss Engage Financials. Director Hogan provided a financial update for Engage, particularly for the benefit of the two new board members. She noted that when the budget was set, it was anticipated that expenditure would exceed revenues; however, Engage is currently tracking well, even with the unexpected sale of the remaining Habitat for Humanity lots (9). For the financial report ending December 31, 2025, revenues totaled \$105,677 and expenditure totaled \$107,926, resulting in a deficit of \$2,259. Total assets stand at \$2,564,126, including \$1,095,067 in real estate held for resale and \$587,342 in fixed assets (net of depreciation), with \$881,717 in cash available for operations. Overall, financial performance is strong, and the budget is expected to end balanced, with minimal remaining expenses for the year. Those expenses mostly consist of landscaping fees and Butler Snow legal fees. Chairman Potter asked for a motion to approve Engages financials. A motion was made by Christina O'Brien, second by Craig Gordon, and the motion passed unanimously.

Chairman Potter moved onto to the next item on the agenda to discuss Old Business. The first item for discussion was an update on City Properties (Master Development Agreement). Director Hogan provided an update on City properties under the Master Development Agreement. She reported that the City of Warner Robins owns over 300 properties, many of which present opportunities for Engage to return them to the tax roll and productive use. Two properties—320 Arnold Boulevard and 103 Stablegate Lane—were recently sold for residential development to Habitat for Humanity and a private resident. Under the Master Developer Agreement, the City will receive \$33,701 in profit (95%), while Engage will retain \$1,774 (5%) for transaction costs. Several additional properties are currently under review, including potential commercial listings at 105 Doyle Street, Linwood Drive, 402 Springwood Drive, and Plantation Road. Due to its history as a landfill, 402 Springwood Drive will be transitioned back to the City and will not be marketed for sale. Director Hogan also identified seven residential

properties—325 Curtis Street, 329 Curtis Street, 325 ½ Lydick Avenue, 414 North Fifth Street, 412 North Fifth Street, 402 North Fifth Street, and 409 Younge Avenue—for potential transfer. She recommended issuing a single RFP for one developer to purchase and develop all seven properties collectively rather than individually. Further discussion is anticipated in the next few meetings.

Chairman Potter moved onto the next item under Old Business which was an update on the Airman Boulevard Townhomes. Director Hogan provided an update on the development of eight new townhomes on Airman Boulevard constructed through CHIP grant funding. Director Hogan conducted a walkthrough of the completed units with the contractor and reported that the homes are in excellent condition. Although initial expectations were that the units would sell quickly, qualified buyers have been limited due to challenges meeting both mortgage requirements and low-to-moderate income eligibility guidelines. Two homebuyer seminars have been held, with a third Spanish-language seminar forthcoming. Director Hogan proposed an RFP be released to solicit proposals from residential real estate professionals to assist with marketing and sales. Responses expected for board review in March. Under CHIP requirements, the units must be sold within 12 months of ownership; otherwise, the City would be required to lease the properties.

Chairman Potter moved onto the last item of Old Business. Director Hogan informed the board that Engage’s Commercial Real Estate Listing Contract with Fickling & Company (Kate Carmen) will expire on February 28, 2026. No action is required at this time as the agreement will naturally expire. Director Hogan will return to the board with quotes for consideration regarding potential relisting. She has also consulted with Mayor Patrick and City Administrator James Drinkard about repositioning the properties and exploring interest from Atlanta-based brokers, in addition to seeking feedback from local brokers to determine the most effective marketing strategy. Chairman Potter reiterated wanting to work with someone local to our community.

Chairman Potter moved to New Business, beginning with the formation of a Budget Committee for the upcoming fiscal year. Director Hogan requested three board volunteers, noting the meeting would be brief (approximately one hour) and held in March to allow time for submission of financial reports to the Finance Department. Board members Mark Yarbrough, Christina O’Brien, and Chandani Patel volunteered to serve on the committee. Director Hogan will coordinate a meeting time in March and prepare a budget presentation for review at the April board meeting.

Director Hogan proceeded to the next item under New Business, to discuss the training from last month’s meeting. Director Hogan discussed follow-up from last month’s training regarding bond and incentive policies. She explained that her office frequently receives requests from developers seeking property tax waivers or incentives in exchange for potential investment in the City. In many cases, incentives are either unnecessary or more appropriately administered through Houston County Development Authority or the Joint Development Authority (JDA). Director Hogan expressed the need for a more formalized and structured incentive policy to be jointly adopted by the Development Authority and the City Council. She proposed implementing an official application process to better evaluate requests, establish clear thresholds, align incentives with targeted industry clusters, and provide greater predictability and transparency. City Administrator James Drinkard noted that in Georgia, revenue bond transactions can also generate revenue for development authorities, which may be of benefit. The board expressed interest in developing a more structured framework, and Director Hogan will bring examples from other cities for continued discussion and potential action at future meetings.

Chairman Potter moved onto the last item of New Business, discussing the Tabor Drive Plantings. Director Hogan introduced Tiffany Bowen, Keep Warner Robins Beautiful, to present a proposed solution for illegal dumping at Engage-owned property located at 209 Tabor Drive. Ms. Bowen explained that the property falls within a designated disadvantaged area identified through the Trees Across Georgia (TAG) screening tool, making it eligible for TAG grant funding. She proposed planting 4-inch caliber Magnolia, Nuttall Oak, and Bald Cypress trees along the front and rear of the property to create a natural barrier, deter illegal dumping, restore the area to a more natural habitat, and reduce long-term mowing needs. City Administrator James Drinkard noted that addressing this issue has been a consistent request from Council and expressed support for tree planting as a more attractive and permanent solution compared to installing a chain-link fence. Ms. Bowen confirmed that the project would be fully grant-funded, with board approval required since the property is owned by Engage. Chairman Potter asked for a motion to approve the tree plantings at Tabor Drive. A motion was made by Christina O'Brien, second by Craig Gordon, and the motion passed unanimously.

Chairman Potter moved onto Good of the Order. Mr. Drinkard stated that updates will be provided at the next meeting regarding the Downtown Commercial Circle projects, including information on the upcoming RFP for design standards and related initiatives.

Chairman Potter asked for a motion to move into Executive Session at 5:09 pm. A motion was made by Christina O'Brien, second by Mark Yarbrough and the motion passed unanimously.

Chairman Potter asked for a motion to move out of Executive Session at 5:25. A motion was made by Christina O'Brien, second by Craig Gordon and the motion passed unanimously.

Minutes were prepared by Director Kate Hogan

Secretary, Craig Gordon

Chairman, Phillip Potter