



**REGULAR MEETING MINUTES**

**MONDAY, AUGUST 20, 2020 at 4:00PM**

**THE CONFERENCE ROOM, THE COLONNADE**

**264 CATOOSA CIR., RINGGOLD, GEORGIA**

**TIME AND PLACE OF THE MEETING**

The regular meeting of the Catoosa County Development Authority/ Development Authority of Catoosa County (EDA) was held on August 11, 2020 at 4:00 PM in Conference Room at The Colonnade located at 264 Catoosa Cir., Ringgold, Georgia.

**CALL TO ORDER**

Chair Rick Partain established that a quorum was present and called the meeting to order at 4:05 PM.

- ❖ The following board members were present: Rick Partain, Mike Signiski, Tammy Cole, Lisa Headrick, Ray Johnson, Stephanie Dickert, Charles Lancaster
- ❖ The following board members were absent: None.
- ❖ The following ex officio members were present: Amy Jackson
- ❖ The following ex officio members were absent: Steven Henry, Chuck Harris, Jeff Long, Charlie Stephens, Jim Cutler

**AGENDA SETTING**

**PROPOSED APPROVAL OF AGENDA OF REGULAR EDA MEETING HELD ON AUGUST 11, 2020**

Attorney Chad Young requested to add an executive session to the agenda for the purposes of real estate discussions.

***Mike Signiski made a motion to approve the amended agenda of the regular EDA meeting held on August 11, 2020. Charles Lancaster seconded the motion. Chair Partain called for all those in favor of approving the motion to indicate so by saying aye. There was no opposition and the motion was approved by unanimous consent.***

**MINUTES**

**PROPOSED APPROVAL OF MINUTES OF REGULAR EDA MEETING HELD ON JULY 20, 2020**

***Lisa Headrick made a motion to approve the minutes of the regular EDA meeting held on July 20, 2020 with the only change being a typo. Tammy Cole seconded the motion. Chair Partain called for all those in favor of approving the motion to indicate so by saying aye. There was no opposition and the motion was approved by unanimous consent.***

**OLD BUSINESS**

None.

## **NEW BUSINESS**

None.

## **REPORTS/DISCUSSIONS**

### **FINANCIAL REPORT**

County CFO Carol Roberts presented the board with a written financial report noting that the financial position was largely unchanged. She noted SPLOST collections were at 98%.

### **CHAMBER OF COMMERCE REPORT**

Chamber President & CEO Amy Jackson reported that the rebranding campaign was wrapping up and would be presented at a Chamber Networking at Lunch event in late September.

### **ECONOMIC DEVELOPMENT DIRECTORS REPORT**

Economic Development Director Keith Barclift provided the board with a written report of activity for the previous month. Two-month project summary included ten inquires representing 1,010 known jobs and \$55.48 million of investment with ten active projects representing 1,095 known jobs and \$53 million dollars of investments.

## **EXECUTIVE SESSION**

### **REAL ESTATE**

*Stephanie Dickert made a motion to enter Executive Session. Mike Signiski seconded the motion. Chair Partain called for all those in favor of approving the motion to indicate so saying aye. There was no opposition and the motion approved by unanimous consent. The board entered Executive Session at 4:10 PM to discuss real estate.*

*Stephanie Dickert made a motion exit Executive Session. Charles Lancaster seconded the motion. Chair Partain called for all those in favor of approving the motion to indicate so saying aye. There was no opposition and the motion approved by unanimous consent. The board exited Executive Session at 4:50 PM.*

## **OPEN SESSION**

### **PROPOSED APPROVAL OF OPTION FOR DUE DILIGENCE**

Attorney Chad Young presented the board with an Option for Due Diligence contract.

**Charles Lancaster made a motion to approve the Option for Due Diligence contract with the following exceptions to the contract:**

- Exclusive option for two years with no “first right of refusal”
- Annual renewal fee of \$3,500
- Remove “right to market” by current broker
- Pending the approval of a due diligence proposal
- Contingent upon the owner’s acceptance of these terms

**Stephanie Dickert seconded the motion. Chair Partain called for all those in favor of approving the motion to indicate so by saying aye. There was no opposition and the motion was approved by unanimous consent.**

**PROPOSED APPROVAL OF S&ME Proposal No. 41-200027R2**

Economic Development Director presented three quotes for the due diligence required under the conditional Option for Due Diligence contract. The scope of work included a Phase I ESA, Jurisdictional Waters Assessment and Determination, and Preliminary Geotechnical Assessment of the site. S&ME was the lowest with \$15,700.

***Tammy Cole made a motion to approve S&ME Proposal No 41-200027R2 pending Board of Commissioners approval for funding and an executed Option contract. Charles Lancaster seconded the motion.***

Mike Signiski inquired about the ownership of the reports. It was noted that the property owner had the right to request the reports under the option contract if he so desired.

***Chair Partain called for all those in favor of approving the motion to indicate so by saying aye. There was no opposition and the motion was approved by unanimous consent.***

**ADJOURN**

***Stephanie Dickert made a motion to adjourn the meeting. Lisa Headrick seconded the motion. Chair Partain called for all those in favor of approving the motion to indicate so saying aye. There was no opposition and the motion approved by unanimous consent. The meeting adjourned at 4:56 PM.***