



REGULAR MEETING MINUTES
TUESDAY, JANUARY 11, 2022 at 4:00 PM
THE COLONNADE
264 CATOOSA CIR., RINGGOLD, GA 30736

TIME AND PLACE OF THE MEETING

The regular meeting of the Catoosa County Development Authority/Development Authority of Catoosa County (EDA) was held on January 11, 2022 at 4:00 PM at The Colonnade located at 264 Catoosa Cir., Ringgold, GA 30736.

CALL TO ORDER

Chair Rick Partain established that a quorum was present and called the meeting to order at 4:03 PM.

- ❖ The following board members were present: Rick Partain, Mike Signiski, Ray Johnson, Charles Lancaster, Jim Cutler, Paul Lee
- ❖ The following board members were absent: Stephanie Dickert
- ❖ The following ex officio members were present: Vanita Hullander, Amy Jackson, Marissa Brower
- ❖ The following staff were present: Meghan Trusley, Chad Young, Dan Wright
- ❖ The following guests were present: Brandon King

AGENDA SETTING

PROPOSED APPROVAL OF AGENDA FOR REGULAR MEETING ON JANUARY 11, 2022

Charles Lancaster made a motion to approve the agenda of the Regular EDA Meeting held on January 11, 2022. Ray Johnson 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 THE CALLED EDA MEETING HELD ON DECEMBER 21, 2021

Jim Cutler made a motion to approve the minutes of the Called EDA Meeting held on December 21, 2021. Ray Johnson 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

PROPOSED APPROVAL OF CHANGE ORDER NO. 3

Chairman Rick Partain presented Change Order Request No. 3 for B&J Reed Construction to reconcile the final contract amount for work on the North Georgia Business Park. This change order included a



\$54,604 increase from the previously approved Change Order No. 1 and a \$203,750.71 decrease. Chair Partain noted that we are around \$150,000 under budget for the project as a whole.

Mike Signiski made a motion to approve Change Order No. 2 for B&J Reed to reconcile the final contract amount. Jim Cutler seconded the motion. Chairman 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 RETAINAGE PAY APPLICATION

Chairman Rick Partain presented the Retainage Pay Application from B&J Reed Construction, LLC for approval. He noted that the Engineer and RPR both agreed with the quantities. **Charles Lancaster made a motion to approve the payment of the Retainage Pay Application in the amount of \$148,057.83.** Mike Signiski 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.

REPORTS/DISCUSSIONS

CHAMBER OF COMMERCE

Catoosa County Chamber of Commerce President Amy Jackson informed the board on upcoming events including the Annual Chamber Brunch and a feature in the Georgia Trend Magazine in April. Jackson also brought copies of the January issue of GoodNews Christian Magazine that features her and Economic Development Director Keith Barclift. Jackson noted that Chamber Annual Award Nominations are due on January 14, 2022.

COLLEGE AND CAREER ACADEMY

From Here to Career Academy CEO Marissa Brower informed the board that construction has ramped up at the future home of the academy. She noted that the academy has an estimated opening date of August 2023.

FINANCE

None.

COORDINATOR'S REPORT

Economic Development Coordinator Meghan Trusley presented a written report to the board including website traffic analytics, her activities, and office closure information. She noted that she would be focusing on the Economic Development Authority LinkedIn presence throughout 2022 in an effort to increase site selector networking with the EDA.

DIRECTOR'S REPORT

Economic Development Director Keith Barclift was unable to attend the meeting, but included a copy of his report in the board packet that listed his activities and a brief update on the business park.



EXECUTIVE SESSION

Charles Lancaster made a motion to enter Executive Session for the purposes of Personnel discussions. Paul Lee 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. The board entered Executive Session at 4:12 PM.

Charles Lancaster made a motion to exit Executive Session. Paul Lee 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. The board exited Executive Session at 5:07 PM.

OPEN SESSION

None.

ADJOURN

Paul Lee made a motion to adjourn. 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. **The board adjourned at 5:07 PM.**

Officer Approval of Minutes

Name _____

Position _____