



RESCHEDULED REGULAR MEETING MINUTES
WEDNESDAY, DECEMBER 15, 2021 at 4:00 PM
THE COLONNADE
264 CATOOSA CIR., RINGGOLD, GA 30736

TIME AND PLACE OF THE MEETING

The rescheduled regular meeting of the Catoosa County Development Authority/Development Authority of Catoosa County (EDA) was held on December 15, 2021 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 4:00 PM.

- ❖ The following board members were present: Rick Partain, Mike Signiski, Stephanie Dickert, Ray Johnson, Charles Lancaster, Jim Cutler, Paul Lee
- ❖ The following ex officio members were present: Steven Henry, Vanita Hullander, Charlie Stephens, Amy Jackson, Marissa Brower
- ❖ The following staff were present: Keith Barclift, Meghan Trusley, Dan Wright, Chris Harris, Rachel Clark
- ❖ The following guests were present: Andrew McGill

AGENDA SETTING

PROPOSED APPROVAL OF AGENDA OF RESCHEDULED REGULAR EDA MEETING HELD ON DECEMBER 15, 2021

“Authorization for Board Chair and Staff to Take Action as Recommended by Legal Counsel on Quitclaim Deed for Property Located at 428 Rollins Industrial Blvd” and “Proposed Approval of MOU with CHI Memorial for Replacement Hospital Construction” were added to Open Session as requested by Economic Development Director Keith Barclift.

Stephanie Dickert made a motion to approve the amended agenda of the Rescheduled Regular EDA Meeting held on December 15, 2021. Jim Cutler 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 OCTOBER 27, 2021

Charles Lancaster made a motion to approve the minutes of the Called EDA Meeting held on October 27, 2021. 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.



OLD BUSINESS

BILLBOARD LEASE

Economic Development Director Keith Barclift updated the board on lease negotiations for the billboard located on the North Georgia Business Park in Ringgold. No action was taken on this agenda item.

NEW BUSINESS

MASS GRADING PROJECT CHANGE ORDER NO. 1

Keith Barclift presented Change Order Request No. 1 for B&J Reed Construction for their work on the North Georgia Business Park. This change order, if approved, would change the contract time, increasing the dates of substantial completion and final payment by 16 days because of extensive weather delays experienced during the length of the contract. He included a rain summary that details site and weather conditions.

Stephanie Dickert made a motion to approve Change Order No. 1 for B&J Reed, increasing the length of the North Georgia Business Park contract by 16 days. 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.

MASS GRADING PROJECT CHANGE ORDER NO. 2

Keith Barclift presented Change Order Request No. 2 for B&J Reed Construction for work on the North Georgia Business Park in the amount of \$54,604.00. This change order, if approved, would provide an aggregate base for the access roadway on the site. Catoosa County CFO noted that even with this change, we are still trending under budget.

Stephanie Dickert made a motion to approve Change Order No. 2 for B&J Reed in the amount of \$54,604.00. Mike Signiski 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.

MASS GRADING PROJECT PAY REQUEST NO. 9

Economic Development Director Keith Barclift presented Pay Request 9 from B&J Reed Construction, LLC for approval. He noted that the Engineer and RPR both agreed with the quantities. ***Ray Johnson made a motion to approve the payment of Pay Request 9 in the amount of \$236,579.08. 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.***

REPORTS/DISCUSSIONS

CHAMBER OF COMMERCE

Catoosa County Chamber of Commerce President Amy Jackson updated the board on the success of the Showcase Catoosa Business Expo the previous week, with 75 vendor booths and 500 attendees. Jackson also informed the board that the January cover of GoodNews Christian Magazine would feature she and Economic Development Director Keith Barclift. Barclift and Jackson are currently working on an Entrepreneurship Bootcamp for the Spring.

COLLEGE AND CAREER ACADEMY



From Here to Career Academy CEO Marissa Brower informed the board that construction has begun at the future home of the academy. Brower also spoke about the new focus of Catoosa County Public Schools on K-12 career education, especially with middle school students.

FINANCE

County CFO Rachel Clark presented the board with a written financial statement. Current fund balance remained largely unchanged at \$11,249.92. Available SPLOST funds for the 2019 cycle were \$272,857.

DIRECTOR'S REPORT

Economic Development Director Keith Barclift began his report by introducing the "Economic Development Coordinator's Report," which will be added to the agenda of future meetings. Economic Development Coordinator Meghan Trusley gave a verbal report of her activity, including Legal Training and website upkeep. Director Barclift continued his report by updating the board with a verbal report on project activity for the year of 2021. He noted that the total project count was 35 with 4,456 jobs and \$2.726 billion of investment. He noted his attendance at SEDC's Meet the Consultants in November. Director Barclift also gave an update regarding the significant completion of the North Georgia Business Park.

EXECUTIVE SESSION

Stephanie Dickert made a motion to enter Executive Session for the purposes of Legal and Real Estate discussions. Jim Cutler 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 4:20 PM.

Jim Cutler made a motion to exit Executive Session. 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 exited Executive Session at 5:28 PM.

OPEN SESSION

AUTHORIZATION FOR BOARD CHAIR AND STAFF TO TAKE ACTION AS RECOMMENDED BY LEGAL COUNSEL ON QUITCLAIM DEED FOR PROPERTY LOCATED AT 428 ROLLINS INDUSTRIAL BLVD

Charles Lancaster made a motion to authorize the board chair and staff to take action as recommended by legal counsel on quitclaim deed for 428 Rollins Industrial Blvd. 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 MOU WITH CHI MEMORIAL FOR REPLACEMENT HOSPITAL CONSTRUCTION

Attorney Chris Harris presented a Memorandum of Understanding between Catoosa County, the Catoosa County Development Authority, and CHI Memorial.



Jim Cutler made a motion to approve the MOU with CHI Memorial for replacement hospital construction. 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.

ADJOURN

Jim Cutler made a motion to adjourn. 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. **The board adjourned at 5:31 PM.**

Officer Approval of Minutes

Name _____

Position _____