



REGULAR MEETING MINUTES
TUESDAY, NOVEMBER 19, 2020 at 4:00PM
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 November 19, 2020 at 4:00 PM 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, Lisa Headrick, Stephanie Dickert, Charles Lancaster
- ❖ The following board members were absent: Tammy Cole, Ray Johnson
- ❖ The following ex officio members were present: Amy Jackson
- ❖ The following ex officio members were absent: Jim Cutler
- ❖ The following guests were present: Harry Hawking, Tyler Gross, Eric Jackson

AGENDA SETTING

PROPOSED APPROVAL OF AGENDA OF REGULAR EDA MEETING HELD ON NOVEMBER 19, 2020

Stephanie Dickert made a motion to approve the amended agenda of the regular EDA meeting held on November 19, 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 OCTOBER 13, 2020

Charles Lancaster made a motion to approve the minutes of the regular EDA meeting held on October 13, 2020 with the only change being a typo. 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.

OLD BUSINESS

None.

NEW BUSINESS

PROPOSED AWARD OF MASS GRADING CONTRACT PENDING FUNDING

Economic Development Director presented the bid tabulation included bids from nine total companies with a high bid of \$3,502,219 and a low bid of \$1,629,725. In addition, a letter from Barge Design



recommending the bid for the mass grading contract on the publicly owned North Georgia Business Park be awarded to B and J Reed with a low bid of \$1,629,725.00 was presented.

Mike Signiski made a motion to award the mass grading contract to B and J Reed pending funding from the 2019 SPLOST Allocation from the Board of Commissioners. Stephanie Dickert seconded the motion.

The available SPLOST allocation was discussed. Barclift noted that the contract amount of around \$1.6 million was under the remaining available SPLOST allocation for economic development activities. In addition, the \$200,000 owner-controlled contingency meant that there was potential cost savings to further reduce the total contract amount.

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 MASS S&ME PROPOSAL NO. 322000541 for MASS GRADING CMT

Economic Development Director Keith Barclift presented a proposal from S&ME for Construction Materials Testing in the estimated amount of \$84,797.00. This contract covers eight months of construction with four compaction tests conducted. Any failed compaction test would have to be retested at the grading contractor's expense.

Stephanie Dickert made a motion to approve proposal as presented pending funding from the 2019 SPLOST Allocation from the Board of Commissioners. 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.

PROPOSED APPROVAL OF INCENTIVE POLICIES AND PROCEDURES

Economic Development Director Keith Barclift presented the board with a written set of polices and procedures to govern tax incentives for future projects.

Stephanie Dickert made a motion to approve the Policies and Procedures as presented. Lisa Headrick 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.

REPAYMENT OF TVA INVESTPREP FUNDS to 2019 SPLOST ACCOUNT

Economic Development Director Keith Barclift presented an item from CFO Carol Roberts. Carol requested that the TVA InvestPrep funds received by the EDA be repaid back to the 2019 SPLOST Account for accounting purposes. The total receipts of InvestPrep funds equaled \$65,102.50.

Charles Lancaster made a motion to approve the transfer of \$65,102.50 to repay SPLOST funds for the TVA InvestPrep Scope of Work. 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

FINANCIAL REPORT

Economic Development Director Keith Barclift presented the board with a written financial report from



County CFO Carol Roberts noting that the financial position was largely with a fund balance of \$11,218.47 after the transfer of InvestPrep funds was complete.

CHAMBER OF COMMERCE REPORT

Chamber President & CEO Amy Jackson reported the logo work was largely complete and that the new Chamber website will be launched soon.

ECONOMIC DEVELOPMENT DIRECTORS REPORT

Economic Development Director Keith Barclift provided the board with a written report of activity for the previous month. Three-month project summary included eight inquires representing 871 known jobs and \$138.5 million of investment with twelve active projects representing 1,316 known jobs and \$151 million dollars of investments.

EXECUTIVE SESSION

REAL ESTATE, LEGAL

Charles Lancaster made a motion to enter Executive Session. Stephanie Dickert 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 4:40 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 5:03 PM.

OPEN SESSION

BOARD POST RENEWAL

Chair Rick Partain reminded everyone that there were five posts set to expire for the board. If these members wished to be considered for reappointment, they should email County Clerk Melissa Hannah to let her know.

ADJOURN

Stephanie Dickert made a motion to adjourn. Lisa Headrick 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.