



REGULAR MEETING MINUTES
TUESDAY, APRIL 13, 2021 at 4:00 PM
CATOOSA COUNTY ADMINISTRATION BUILDING
800 LAFAYETTE STREET, 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 April 13, 2021 at 4:00 PM at Catoosa County Administration Offices located at 800 Lafayette Street, Ringgold, Georgia.

CALL TO ORDER

Chair Rick Partain established that a quorum was present and called the meeting to order at 4:02 PM.

- ❖ The following board members were present: Rick Partain, Mike Signiski, Stephanie Dickert, Jim Cutler, Ray Johnson, Charles Lancaster
- ❖ The following board members were absent: Paul Lee
- ❖ The following ex officio members were present: Amy Jackson
- ❖ The following guests were present: Rachel Clark, Carol Roberts, Marissa Brower

AGENDA SETTING

PROPOSED APPROVAL OF AGENDA OF REGULAR EDA MEETING HELD ON APRIL 13, 2021

Charles Lancaster made a motion to approve the agenda as presented of the Regular EDA Meeting held on April 13, 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 REGULAR EDA MEETING HELD ON MARCH 9, 2021

Charles Lancaster made a motion to approve the minutes of the Regular EDA Meeting held on March 9, 2021. 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 APPROVAL OF PAY REQUEST 2 FOR B&J REED CONSTRUCTION, LLC

Economic Development Director Keith Barclift presented a pay request for the current mass grading contract for approval.



Stephanie Dickert made a motion to approve the proposal as presented. 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 ADMENDMENT TO BY-LAWS

Chad Young explained that the current by-laws gave the Board of Directors the ability to add Ex Officio officers to the Board. Furthermore, in an effort to increase communication and streamline project information as it relates to Workforce Development efforts, there has been interest in adding the College and Career Academy CEO position to the board in an Ex Officio Capacity.

Stephanie Dicker made a motion to add the College and Career Academy CEO, currently Marissa Brower, to the Board of Directors in an Ex Officio Capacity. 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.

REPORTS/DISCUSSIONS

FINANCE

County CFO Carol Roberts present the board with a written financial statement. Current fund balance remained largely unchanged at \$12,738.68. Available SPLOST funds for 2019 cycle were \$227,341.

CHAMBER

Catoosa County Chamber of Commerce Chamber President Amy Jackson updated the board on Chamber of Commerce activities including working with Keith Barclift on an upcoming Job Fair on April 27 and the upcoming Chamber Legislative Update on April 15.

DIRECTOR'S REPORT

Economic Development Director Keith Barclift gave the board a verbal update noting that project activity remained steady and conference activity was starting to pick back up.

EXECUTIVE SESSION

Charles Lancaster made a motion to enter Executive Session for the purposes of Real Estate and Legal discussions. 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. The board entered Executive Session at 4:15 PM

Stephanie Dickert 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 4:32PM



OPEN SESSION

CONSIDERATION OF RIGHT OF ENTRY AGREEMENT

Economic Development Director Keith Barclift presented a Right of Entry Agreement between Sage Ringgold, LLC and the Catoosa County Development Authority. This agreement would allow agents of the Development Authority to enter the premises of Sage Ringgold, LLC to perform actions related to surveying and design as it pertains to the Development Authority’s property.

Stephanie Dickert made a motion to approve the agreement as presented. 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.

CONSIDERATION OF REAL ESTATE PURCHASE AGREEMENT

Economic Development Director Keith Barclift presented a Real Estate Purchase Agreement between the Catoosa County Development Authority and Love’s Travel Stops & Country Stores, Inc. This purchase agreement would convey an approximate 200’ portion of the lower pad area and the stream/wetlands area to Love’s for various asking prices to be used for commercial traffic egress. In addition, Love’s would agree to improve the site access into the Business Park to County UDC Specifications. There is a 90-day due diligence period for this purchase agreement.

Stephanie Dickert made a motion to approve the agreement as presented. 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.

ADJOURN

Charles Lancaster 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 4:34 PM.

Officer Approval of Minutes

Name _____

Position _____