



**REGULAR MEETING MINUTES**  
**TUESDAY, JUNE 14, 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 June 14, 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 4:00 PM.

- ❖ The following board members were present: Rick Partain, Mike Signiski, Stephanie Dickert, Ray Johnson, Charles Lancaster, Jim Cutler, Paul Lee
- ❖ The following board members were absent: None
- ❖ The following ex officio members were present: Amy Jackson, Jeff Long, Chuck Harris, Vanita Hullander
- ❖ The following staff were present: Dan Wright, Rachel Clark, Chad Young, Meghan Trusley
- ❖ The following guests were present: Spencer Hogg

**AGENDA SETTING**

**PROPOSED APPROVAL OF AGENDA FOR REGULAR MEETING ON JUNE 14, 2022**

*Stephanie Dickert made a motion to approve the presented agenda of the Regular EDA Meeting held on June 14, 2022. 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 THE REGULAR EDA MEETING HELD ON APRIL 12, 2022**

*Jim Cutler made a motion to approve the minutes of the Regular EDA Meeting held on April 12, 2022. 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.*

**OLD BUSINESS**

None.



## **NEW BUSINESS**

### **PROPOSED APPROVAL OF INVOICES RELATED TO HOSPITAL PROPERTY**

CFO Rachel Clark presented two utility invoices from the month of April and two utility invoices from the month of May related to the operation of the hospital property located at 100 Gross Crescent Circle in Fort Oglethorpe for ratification. For April, we received one invoice from North Georgia EMC totaling \$47,040.76 and one invoice from Walton Gas totaling \$16,193.36. For May, we received one invoice from North Georgia EMC totaling \$50,271.03 and one invoice from Walton Gas totaling \$13,249.55.

***Stephanie Dickert made a motion to ratify the payment of the invoices. 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 BID FOR FREON FOR USE IN HUTCHESON BUILDING**

Meghan Trusley presented to the Board for approval responses to the bid for 500 pounds of Chiller Refrigerant that opened on June 3rd, 2022. The County received four (4) bids total. The lowest and most responsive bidder was iCON Air and Mechanical Services at \$21,970.00. This will be paid out of the Development fund.

***Mike Signiski made a motion to approve iCON Air and Mechanical Services' bid for freon for use in the Hutcheson building. 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 informed the board of a Memorandum of Understanding (MOU) between the Walker County Chamber of Commerce and the Catoosa County Chamber of Commerce for the Catoosa Chamber to provide services for Walker County while they continue their search for Chamber staff members. She also reported that the Career Fair that was held at the Colonnade on April 28th went well, with 35 participating businesses and visits from Catoosa County high school students.

### **FINANCE**

CFO Rachel Clark updated the Board's financial position with a report from both March and April. In March, the EDA Fund Balance was \$657,746.97 which included lease payments from both tenants located at 100 Gross Crescent Circle. The majority of this balance is due to the County to pay for Hospital building expenses. Available 2019 SPLOST funds were \$123,099. In April, the EDA Fund Balance was \$793,757.00. The majority of this balance is due to the County to pay for Hospital building expenses. Available 2019 SPLOST funds were \$123,099.



Two new Hutcheson Building Budget Reports, one from March and one from April, were also presented to the board which showed a favorable balance of \$5,695.32 in March and an unfavorable balance of \$22,848.06 in April. Rachel Clark also noted that Catoosa County has “settled up” with ENOTS, LLC and ENOTS owed the County a total of \$437.55.

**ECONOMIC DEVELOPMENT REPORT**

Meghan Trusley updated the board with a written report regarding current Economic Development Activity in the County. She noted that the Northwest Georgia Joint Development Authority would be taking over the marketing of the Catoosa County Business Park, described some of the activities since the last Economic Development Authority meeting, and gave a brief update on 100 Gross Crescent Circle.

**NORTHWEST GEORGIA JOINT DEVELOPMENT AUTHORITY REPORT**

Vice President of Economic Development and Government Relations with the Joint Development Authority Spencer Hogg gave a verbal report regarding the activities of the Northwest Georgia Joint Development Authority. There have been two prospects looking at the Catoosa County Business Park this month and the JDA has projects going on in almost every municipality in the four counties they serve.

**EXECUTIVE SESSION**

*Stephanie Dickert made a motion to enter Executive Session for the purposes of Real Estate discussions. 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 entered Executive Session at 4:27 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 4:42 PM.*

**OPEN SESSION**

None.

**ADJOURN**

*Stephanie Dickert 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 4:43 PM.***

**Officer Approval of Minutes**

Name \_\_\_\_\_

Position \_\_\_\_\_