



**REGULAR MEETING MINUTES**

**August 14, 2018 4:00PM**

**PUBLIC MEETING ROOM - 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 was held on Tuesday, August 14, 2018 at 4:00 pm in the Public Meeting Room of the Catoosa County Administration Building, 800 Lafayette Street, Ringgold, Georgia.

**CALL TO ORDER**

Chairman Rick Partain called the meeting to order at 4:09pm and established that a quorum was present. The following members were present: Tammy Cole, Stephanie Dickert, Rick Partain, Randall Peters, and Mike Signiski. *Rodney Crowe, Jim Emberson, Lisa Headrick, and Scott Smith were absent.*

**AGENDA SETTING**

**Additions:** None

**Modifications:** None

**Remove:** None

**MINUTES**

**PROPOSED APPROVAL OF MINUTES OF REGULAR EDA MEETING HELD ON JUNE 12, 2018**

*Stephanie Dickert made a motion to approve the minutes of the regular EDA meeting held on June 12, 2018. Randall Peters second 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.*

**NEW BUSINESS**

**PROPOSED APPROVAL OF DEED TRANSFERRING CITY HALL PROPERTY TO CITY OF FORT OGLETHORPE**

Attorney Chad Young explained that in 1998, the EDA issued a bond for the City of Fort Oglethorpe to buy their City Hall property. The City has since repaid that bond through SPLOST funds and we have received confirmation that the bond has been paid and retired, however the deed was never transferred back into the name of the City of Fort Oglethorpe. *Stephanie Dickert made a motion to approve the Deed transferring City Hall property to City of Fort Oglethorpe. Mike Signiski second 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 EASEMENT ENCROACHMENT AGREEMENT WITH RINGGOLD MEDICAL ONE, LLC**

Attorney Chad Young reminded the Board that they approved a deed to transfer additional property to Ringgold Medical One, LLC for Project Jump. He explained that there is an area of curb for the Center for Sports Medicine parking that encroaches on part of the land that the EDA still owns. The easement agreement would allow both the curb and the road that connects Battlefield Parkway to the Center for Sports Medicine to remain in place and assured the Board that the agreement would not affect the future development of the property.

*Randall Peters made a motion to approve the Easement Encroachment Agreement with Ringgold Medical One, LLC. Stephanie Dickert second 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 CHANGE ORDER WITH BROWN BROS, INC.**

Attorney Chad Young explained the proposed Change Order that would include a \$8,325 increase in the contract with Brown Bros, Inc. for Project Jump. He clarified that the increase in costs was due to Brown Bros, Inc. having to remobilize for striping work after being delayed by contractors for Project Jump. Attorney Young also explained that Larry Armour put in curbing for the Project at his own cost, which the EDA had originally included in their original site investment amount. This allows for a \$8,325 increase in the contract with Brown Bros, Inc. without an increase in the overall planned expenditures for Project Jump. Attorney Young explained that the EDA should be able to close out the final pay application by the end of the County's fiscal year.

*Tammy Cole made a motion to approve the Change Order with Brown Bros, Inc. Mike Signiski second 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.*

#### **REPORTS/ DISCUSSION**

##### **UPDATE ON PROJECT HILLTOP II**

Attorney Chad Young gave an update on Project Hilltop II. He reminded the Board that the EDA had expended roughly \$1,500,000 on site development incentives. The project has until May of 2022 to repay the EDA through property and sales taxes. As of July 2017, the developer had roughly \$224,000 owed on his obligations. Based on the City of Fort Oglethorpe's occupational tax application, the project has satisfied its property and sales tax requirements this year. Since the obligations have been satisfied, the letter of credit securing those obligations has been released. These commitments were met roughly four years ahead of the contract schedule.

##### **ECONOMIC DEVELOPMENT COORDINATOR REPORT**

Economic Development Coordinator Taylor Kielty discussed industry visits she conducted with Eagle Mechanical and Shaw's RP Plant. Eagle Mechanical is relocating to Rossville from Chattanooga. They are scheduled to be fully operational by January 1, 2019. Eagle Mechanical plans on bringing \$3,000,000 of investment and 40 new jobs. Stephanie Scarce, Regional Project Manager with the Georgia Department of Economic Development, talked to the business owners about the On the Job Training initiative and available Tax Credits through the State, both of which the company intends on taking advantage of. Shaw plans on expanding their RP facility and bringing in 35-50 new jobs. Shaw plans on hiring almost exclusively internal applicants but has some concerns about training measures. Taylor set up a meeting with Patty Hart with Georgia Northwestern Technical College and the Human Resources Director with Shaw RP. Taylor told the Board that the Northwest Georgia Joint Development Authority is paying for her to attend the Georgia Economic Developer's conference in Savannah. They also paid for her GEDA dues, which comes to \$400 annually. Taylor also informed the Board that the Product Development Resource Team with the Georgia Department of Economic Development will return to give a detailed report to the community on September 11, 2018. GIS Webtech, the software purchased by the EDA to showcase their available sites, will be ready to be launched by the end of the year. She also submitted all available sites to Georgia Power to be listed on their Select Georgia website. Taylor also gave an update on the Board of Education's grant for the College and Career academy that she has been providing assistance with, as well as the joint project with the cities of Fort Oglethorpe and Ringgold to develop an Economic Development Strategic Plan. Keith Barclift with the Northwest Georgia Joint Development Authority is looking into opportunities to do a regional Strategic Plan with the four county region.

**ADJOURN**

*Stephanie Dickert made a motion to adjourn the meeting. Mike Signiski second the motion. Chairman Partain called for all those in favor of approving the motion to indicate so saying aye. There was no opposition and the motion was approved by unanimous consent. The meeting adjourned at 4:33 p.m.*