



**REGULAR MEETING MINUTES**  
**TUESDAY, FEBRUARY 9, 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 February 9, 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, Paul Lee, Jim Cutler, Ray Johnson, Charles Lancaster
- ❖ The following ex officio members were present: Amy Jackson, Vanita Hullander, Chuck Harris
- ❖ The following ex officio members were absent: Jeff Long, Steven Henry, Charlie Stevens
- ❖ The following guests were present: Dan Wright

**AGENDA SETTING**

**PROPOSED APPROVAL OF AGENDA OF CALLED EDA MEETING HELD ON FEBRUARY 9, 2021**

***Stephanie Dickert made a motion to approve the agenda as presented of the Regular EDA Meeting held on February 9, 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 JANUARY 12, 2020**

***Stephanie Dickert made a motion to approve the minutes of the Regular EDA Meeting held on January 12, 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.***

**ADMINISTRATIVE MATTERS**

Attorney Chad Young presented the Board of Directors with information regarding the structure of the Development Authority, training requirements of Board Members, ethical requirements and conflicts of interest transactions, and information on Confidentiality. Board Members were also presented with the related O.C.G.A statutes that govern each of these topics for Development Authorities in Georgia.

Young also presented the Board of Directors with information regarding expense compensation and informed the board that there would no longer be a set amount for compensation. Instead, Board Members must submit actual expenses to the Economic Development Director for reimbursement.



## **OLD BUSINESS**

None.

## **NEW BUSINESS**

### **HODGE CONSULTING STRATEGIC PLAN PROPOSAL OVERVIEW AND CONSIDERATION**

Economic Development Director Keith Barclift presented a proposal from Hodge Consulting to provide Organizational and Strategic Planning services to the Development Authority.

***Jim Cutler made a motion to approve the proposal as presented. Mike Signiski seconded the motion.***

- Stephanie Dickert inquired as to the timing of the process. Barclift stated that the first phase would be making Organizational recommendations to the Board of Directors and should conclude in a few months.
- Paul Lee inquired about the ability to use LeaderGov who is facilitating the County Government's Strategic Planning process. Barclift stated that it is preferential to use someone who has a focus on Economic Development Strategic Planning for the EDA's Plan as it is a highly specialized field.

***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**

Catoosa County CFO Carol Roberts presented a financial report for the EDA. The EDA Fund Balance remained largely unchanged at \$11,986.67.

### **CHAMBER**

Catoosa County Chamber of Commerce Chamber President Amy Jackson updated the board on Chamber of Commerce activities including a recent Chamber of Commerce Lunch where Superintendent Denia Reese presented information on ESPLOST, working with the COVID Vaccination POD to provide lunches through Chamber Member Donations, the upcoming Gala on February 27, and information on the second round of PPP.

### **DIRECTOR'S REPORT**

Economic Development Director Keith Barclift updated the board on current project activity. He noted there had been two project inquires last month representing 255 jobs and \$400 million of investment. Total active projects were nine with 2,166 jobs and \$603 million of investment.

## **EXECUTIVE SESSION**

None.

## **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 4:42 PM***