



REGULAR MEETING MINUTES
TUESDAY, MARCH 8, 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 March 8, 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 4:08 PM.

- ❖ The following board members were present: Rick Partain, Mike Signiski, Ray Johnson, Jim Cutler, Paul Lee
- ❖ The following board members were absent: Stephanie Dickert, Charles Lancaster
- ❖ The following ex officio members were present: Vanita Hullander, Amy Jackson, Marissa Brower
- ❖ The following staff were present: Keith Barclift, Chad Young, Dan Wright, Rachel Clark
- ❖ The following guests were present: None.

AGENDA SETTING

PROPOSED APPROVAL OF AGENDA FOR REGULAR MEETING ON MARCH 8, 2022

Mike Signiski made a motion to approve the presented agenda of the Regular EDA Meeting held on March 8, 2022. 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.

MINUTES

PROPOSED APPROVAL OF MINUTES OF THE CALLED EDA MEETING HELD ON FEBRUARY 8, 2022

Jim Cutler made a motion to approve the minutes of the Called EDA Meeting held on February 8, 2022. 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.

OLD BUSINESS

BUSINESS PARK COVENANTS

Economic Development Director Keith Barclift had sent sample covenants to the Board following the February meeting to gauge interest on a committee. Chair Partain asked if anyone had reviewed the sample covenants. No one had. No action was taken.



NEW BUSINESS

PROPOSED APPROVAL OF INVOICES RELATED TO HOSPITAL PROPERTY

CFO Rachel Clark presented one invoice totaling \$40,069.04 from North Georgia EMC related to the operation of the hospital property located at 100 Gross Crescent Circle in Fort Oglethorpe for ratification. **Ray Johnson made a motion to ratify the payment of the invoice.** *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 ELEVATOR MAINTENANCE CONTRACT WITH OTIS

CFO Rachel Clark presented an elevator maintenance contract for approval by the board for the elevators on the premises of the hospital property located at 100 Gross Crescent Circle. **Ray Johnson made a motion to approve the elevator maintenance contract with Otis.** *Paul Lee 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 FIRE ALARM INSPECTIONS CONTRACT WITH INTERNATIONAL EQUIPMENT COMPANY, INC.

CFO Rachel Clark presented a contract for fire alarms inspections with International Equipment Company, Inc. for approval. **Mike Signiski made a motion to approve the contract with International Equipment Company, Inc. for fire alarm inspections.** *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.*

REPORTS/DISCUSSIONS

CHAMBER OF COMMERCE

Catoosa County Chamber of Commerce President Amy Jackson informed the board that she had been working with Keith on a job fair slated for April 28 in addition to the Run, White, and Blue 5k on July 2. Also, the Celebrate Catoosa Gala and Casino night will be held this Saturday, March 12 at The Colonnade.

COLLEGE AND CAREER ACADEMY

From Here to Career Academy CEO Marissa Brower reported that Catoosa County's Charter System contract was going to be for K-12. Additionally, construction was well underway for the new campus.

FINANCE

CFO Rachel Clark updated the board's financial position. The EDA Fund Balance was \$348,696.82 which included lease payments of \$283,590.12. After backing these payments out for repayment to the County for expenses incurred, the available balance is \$65,106.70. Available 2019 SPLOST funds were \$126,501.

A new Hutcheson Building Budget Report was also presented to the board which showed a loss of \$4,740.05 in January after amortizing various first of the year expenditures over twelve months. Noted that figures did not include "settle up" invoices from Enots and that labor costs will increase due to policy changes.



DIRECTOR’S REPORT

Economic Development Director Keith Barclift informed the board that he had submitted his letter of resignation to the County effective March 18. He was working on a list of projects and ongoing activities to submit to Dan before he left.

EXECUTIVE SESSION

Ray Johnson made a motion to enter Executive Session for the purposes of Real Estate. 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. The board entered Executive Session at 4:26 PM.

Jim Cutler made a motion to exit Executive Session. Paul Lee 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 4:30 PM.

OPEN SESSION

None.

ADJOURN

*Rick Partain made a motion to adjourn. 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. **The board adjourned at 4:31 PM.***

Officer Approval of Minutes

Name _____

Position _____