



Development Authority of Dawson County



Meeting Minutes Development Authority Regular Meeting July 25, 2017

Location: Etowah Water & Sewer Authority Conference Room, Dawsonville, GA.

Attendees: Sherry Weeks – Chair, Mike Ball – Treasurer, Brian Trapnell, Tony Passarello, Charlie Auvermann - Executive Director, Mary Simmons – Director of Operations, Christie Haynes – ex-officio, Doris Cook - ex-officio, Brooke Anderson - ex-officio.

Guests: Chris Gaines – Dawson County Board of Commissioners, Randy Harris – IBADC Board of Directors, Reporters from the Dawson County News and Fetchnews.

1. Call to Order – Call to Order at 9:05 AM by the Chair.

2. Announcements – none

3. Approval of the Quorum & Attendance – The Chair requested a motion that the board members were in attendance, that a quorum was reached and the meeting was being held in the duly advertised location.

Motion by Mike Ball – to accept the sign-in sheet as presented, acknowledge that there were 4 of 7 board members in attendance and the location was as stated on the official notice of the meeting. Second by Brian Trapnell. No further discussion. Passed 4-0. Weeks, Ball, Trapnell, and Passarello in favor. None opposed.

4. Approval of the Agenda – The Chair requested a motion on the draft agenda as previously provided to the Board electronically with hard copies available at the meeting.

Motion by Mike Ball – to accept the July 25, 2017 agenda as presented. Second by Brian Trapnell. No further discussion. Passed 4-0. Weeks, Ball, Trapnell, and Passarello in favor. None opposed.

5. Approval of the Minutes – The Chair opened the floor for discussion of the regular meeting minutes of May 23, 2017 as previously provided to the Board electronically with hard copies available at the meeting.

Motion by Tony Passarello – to accept the minutes of the May 23, 2017 as presented. Second by Brian Trapnell. No further discussion. Passed 4-0. Weeks, Ball, Trapnell and Passarello in favor. None opposed.

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The Chair opened the floor for discussion of the joint meeting minutes of June 21, 2017 as previously provided to the Board electronically with hard copies available at the meeting.

Motion by Mike Ball – to accept the minutes of the June 21, 2017 as presented. Second by Brian Trapnell. No further discussion. Passed 4-0. Weeks, Ball, Trapnell and Passarello in favor. None opposed.

6. Financial Report – The Chair opened the floor for discussion of the June 30, 2017 financial reports as previously provided electronically to the members with hard copies available at the meeting. The Chair asked Mike Ball Treasurer to present any findings from his review of the financial documents. Mike Ball presented a general overview of the financial statements and stated he had no concerns about the financials as presented.

Motion by Tony Passarello - to accept the DADC June 30, 2017 Financial Reports as presented. Second by Mike Ball. No further discussion. Passed 4-0. Weeks, Ball, Trapnell and Passarello in favor. None opposed.

Copies of the financial reports are included as attachments to these minutes on file.

7. Old Business -

- A. **Strategic Plan Bullet Point Items**- The Chair asked Tony Passarello to provide a report on his efforts to develop the next strategic plan. Discussion on the Board. Passarello and the Chair responded to questions on the general plan, the intent of the new plan and the timing versus the budget situation. Discussion on the board. Directives from the Board to the members and the Executive Director a) ED to develop a response to the five points of concern from the joint meeting, b) develop bullet points for future engagement with the Long-Range Planning Committee, c) Mike Ball will communicate with Gary Pichon of that committee and Tony Passarello will liaison with the commissioners and the committee, d) the Chair will continue to work with Commission Chair Thurmond on refining and understanding the five points of concern and, e) everyone will work to leverage outside personal contacts in order to educate and communicate regarding future strategies. No motions were made.
- B. **2018 Budget** – The Chair opened a discussion on the status of the 2018 budget. Discussion on the board. The Executive Director responded to questions regarding the budget process and opinions on reducing the submitted budget by 50%. Discussion on the board. Board directive to the Executive Director to review possible line items for reduction of the draft budget and determine whether it would be possible to resubmit a revised budget for consideration. No motions were made.
- C. **Ground Breaking Update** – The Chair opened the floor for discussion of the effort to host a ground breaking for Phase II of the Marketplace Project. Discussion on the board. Directive to the Executive Director to engage the Chamber of Commerce for partnering on the development of the ceremony in conjunction with Hendon Properties, to develop plans that reduce the potential cost of the event and to eliminate the idea of including a Taste of Dawson into the event. No motions were made.

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- D. **October Business After Hours** - The Chair provided a brief update on the plan to sponsor a Chamber of Commerce Business After Hours (BAH) in October 2017. Discussion on the Board. The date was confirmed to be October 17 to avoid hosting the same week as the annual Moonshine Festival. Discussion on the Board. Directive to the Executive Director to inform the Chamber that the DADC would table its sponsorship of the October BHA indefinitely. No motions were made.

No further Old Business was brought before the Board during the July Regular Meeting.

8. New Business –

- A. **Action Items from the Joint Meeting** – The Chair opened further discussion of the action items and the five points of concern following from the joint meeting held June 21, 2017. Discussion on the board. Directives to the Executive Director in addition to those requested under Old Business Item A); determine the viability of changing and re-aligning the existing incentives policy with the By-Laws (As Approved) then make a recommendation on how the best address the incentive and commission voting portions of the five points, B) Draft a one-page incentives policy brief for easy review and distribution. No motions were made.
- B. **2017 Secretary Appointment** – The Chair announced that following the resignation of Steve Melching the position of 2017 secretary had to be refilled. Discussion on the board. The Chair asked whether Tony Passarello would be willing to accept the position. Passarello respectfully declined. Discussion on the board. The Executive Director noted that with the recusal of any individual for a vote that there would not be a quorum thus the matter could be discussed but not acted upon. The chair directed that the matter be tabled until the September regular meeting. No motions were made.
- C. **2017 Ex-Officio Confirmation** – The Chair opened the floor to discuss placing Commissioner Chris Gaines as formal ex-officio. The Executive Director reported that in the past the Commission Chair and Mayor were invited to attend and report as guests. Discussion on the board. Motion by Tony Passarello – to place Chris Gaines as ex-officio representing the County and the Board of Commissioners. Second by Mike Ball. No further discussion. Passed 4-0. Weeks, Ball, Trapnell and Passarello in favor. None opposed.

No further New Business was brought before the Board during the July Regular Meeting.

10. Ex-Officio Reports

- A. **EWSA** – Brooke Anderson was not available to provide an update on Etowah Water & Sewer Authority activities. No motions were made.
- B. **School Board** – Doris Cook was not available to provide an update on School System activities. No motions were made.
- C. **Chamber of Commerce** – Christie Haynes provided an update on Chamber activities. No motions were made.

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D. County Government – Chris Gaines provided an update on County activities. No motions were made.

11. Executive Director's Report

The Executive Director provided additional information from his submitted report. Discussion on the Board. No motions were made.

12. Closed Executive Session

No items for executive closed session were brought before the Board for the July Regular Meeting.

No further business was brought before the Board for the July Regular Meeting.

13. Adjourn

The Chair opened the floor to entertain a motion for adjournment.

Motion by Mike Ball – to adjourn the July 25, 2017 regular meeting. Second by Brian Trapnell. No further discussion. Passed 4-0. Weeks, Ball, Trapnell and Passarello in favor. None opposed.

Meeting was adjourned at 12:18 P.M.

Attachments to these minutes on file: Meeting attendance sign-in sheet and the Financial Reports from June 30, 2017.

Respectfully submitted by Charlie Auvermann and Mary Simmons