



# Development Authority of Dawson County



## Meeting Minutes Development Authority Regular Meeting May 23, 2017

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

**Attendees:** Sherry Weeks – Chair, Brian Sticker – Vice Chair, Mike Ball – Treasurer, Brian Trapnell, Tony Passarello, Calvin Byrd, Steve Melching, 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, Chris Hollifield – partner Rushton and Company.

- 1. Call to Order** – Call to Order at 9:21 AM by the Chair.
- 2. Announcements** – The Chair mentioned the number of grand openings being held in recent weeks.
- 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 Steve Melching – to accept the sign-in sheet as presented, acknowledge that there were 7 of 7 board members in attendance and the location was as stated on the official notice of the meeting. Second by Tony Passarello. No further discussion. Passed 7-0. Weeks, Sticker, Ball, Melching, Trapnell, Passarello and Byrd 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 Tony Passarello – to accept the May 23, 2017 agenda as presented. Second by Steve Melching. No further discussion. Passed 7-0. Weeks, Sticker, Ball, Melching, Trapnell, Passarello and Byrd in favor. None opposed.

- 5. Approval of the Minutes** – The Chair opened the floor for discussion of the regular meeting minutes of March 28, 2017 as previously provided to the Board electronically with hard copies available at the meeting.

Motion by Brian Sticker – to accept the minutes of the March 28, 2017 as presented. Second by Brian Trapnell.

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No further discussion. Passed 7-0. Weeks, Sticker, Ball, Melching, Trapnell, Passarello and Byrd in favor. None opposed.

**6. Financial Report** – The Chair opened the floor for discussion of the April 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 asked the Executive Director to provide informational detail for the board on the general structure of the Kroger Bond Issuance-2015. The Chairman requested that the overview be provided following from a motion on the financials.

Motion by Mike Ball - to accept the DADC April 30, 2017 Financial Reports as presented. Second by Calvin Byrd. The Executive Director gave a brief presentation on the structure of the Kroger Bond Issuance-2015 as requested. Discussion on the Board. The Executive Director responded to questions regarding the forward timing of the PILOT payments and how those were to be distributed. Discussion on the Board. The Executive Director responded to questions about the auditing of the compliance issues associated with the Economic Development Agreement Section of the issuance. Discussion on the Board. The Executive Director responded to questions about the property ownership. Discussion on the Board. The Executive Director responded to questions on the long-range requirements of Kroger Company regarding the contract. Discussion on the Board. The Executive Director responded to questions on the bank account and compliance. No further discussion. Passed 7-0. Weeks, Sticker, Ball, Trapnell, Passarello, Melching and Byrd in favor. None opposed.

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

## **7. Old Business -**

### A. 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. The Executive Director was directed to develop a draft scenario with Hendon Properties to poll their interest in expanding the BAH to include special features like food tastings, special promotional tables/booths to display the benefits that are realized from our local manufacturing and commercial sectors. No motions were made.

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

## **8. New Business –**

### A. 2016 Audit Report

The Chair introduced Chris Hollifield of Rushton and Company and invited him to provide the results of the 2016 DADC Audit. Hollifield stated that the results were a clean opinion of all the financial operations, documents and operations for the DADC during 2016.

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The clean opinion included all aspects of the Kroger Bond Issuance-2015. Discussion on the Board. Hollifield responded to questions from the Executive Director on the timing for the establishment of bank accounts to handle the PILOT payments from the Kroger Bond Issuance-2015. Discussion on the Board.

Motion by Mike Ball – to accept the 2016 Audit Report as presented. Second by Brian Trapnell. No further discussion. Passed 7-0. Weeks, Sticker, Ball, Trapnell, Passarello, Melching and Byrd in favor. None opposed.

### **B. 2017/2018 Strategic Plan**

The Chair recognized Tony Passarello and gave him the floor for a brief presentation on forward changes to the strategic plan. Discussion on the Board. Passarello responded to questions on the main bullet points of the presentation. Discussion on the Board. The Board directed the Executive Director to begin drafting a revised strategic plan looking toward the maintenance of the 60/40 sales tax while listing the top new goals/targets as the healthcare industry, manufacturing and technology based businesses, and to begin research on ways to advance agribusiness and agrotechnology into long range goals and targets for the Authority. No motions were made.

### **C. 2018 Budget**

The Chair opened the floor for a general discussion on the pending 2018 budget. Discussion on the board. The Executive Director responded to questions regarding the submittal of the budget to the county. Discussion on the Board. The Executive Director responded to questions on reducing the budget submittal. Discussion on the Board. The Chair responded to questions on long range funding. Discussion on the Board. The Treasurer responded to questions on self-funding options. Discussion on the Board. No motions were made.

### **D. Ground Breaking Ceremony Update**

The Chair recognized Steve Melching who provided a general update on the effort to host a ground breaking for Phase 2 of the Dawson Marketplace. Discussion on the Board. No motions were made.

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

## **10. Ex-Officio Reports**

- A. EWSA** – Brooke Anderson provided an update on Etowah Water & Sewer Authority activities. No motions were made.
- B. School Board** – Doris Cook provided 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** – District 2 Commissioner Chris Gaines provided a report 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 May Regular Meeting.

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

### **13. Adjourn**

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

Motion by Calvin Byrd – to adjourn the May 23, 2017 regular meeting. Second by Mike Ball. No further discussion. Passed 7-0. Weeks, Sticker, Ball, Trapnell, Passarello, Melching and Byrd in favor. None opposed.

Meeting was adjourned at 1:20 P.M.

**Attachments to these minutes on file:** Meeting attendance sign-in sheet, 2016 Audit Report and the Financial Reports from April 30, 2017.

Respectfully submitted by Charlie Auvermann and Mary Simmons