



DEVELOPMENT AUTHORITY
OF DAWSON COUNTY

Development Authority of Dawson County
Meeting Minutes
February 4, 2020

Location: Dawson County Chamber Board Room, Dawsonville, GA.

Attendees: Brian Trapnell , Chair; Tony Passarello, Vice-Chair; Mike Ball (arrived at 9:55am/"2020 Budget"), Treasurer; Tara Hardwick, Secretary; Jere Allen; Calvin Byrd; Gary Coates; and Ex-Officios Brooke Anderson, Chris Gaines, Damon Gibbs (arrived 10:45am), & Christie Moore. Betsy McGriff attending as Director of Economic Development.

Absent: none.

Guest: none.

1. Call to Order. Called to Order at 9:01 a.m. by Brian Trapnell, Chair.

2. Announcements.

- A. Newly appointed board member Jere Allen was introduced.
- B. Headshots will be available by appointment at the Chamber this week.
- C. Chamber Gala discussion was tabled.
- D. Kroger Update: awaiting annual reporting on benchmark goals. Christie Moore added explanations about property taxes/inventory taxes. Kroger pays DADC directly and then we disburse the funds.
- E. Sign-in sheet was distributed.

3. Approval of the advertised Location, Quorum & Attendance. The Chair distributed a sign-in sheet and requested a motion that the meeting was being held in the duly advertised location, a quorum was reached, and board members signed and were in attendance. Confirmation was made that the meeting was submitted to Dawson News & posted. The Chair requested a motion for approval of the advertised location, quorum & attendance. Motion to approve advertised location, quorum and attendance was made by Tony Passarello. Seconded by Calvin Byrd. Passed 6-0. Allen, Byrd, Coates, Hardwick, Passarello, and Trapnell in favor. None opposed.

4. Approval of the Agenda. The Chair requested a motion on the draft agenda (previously provided to the Board electronically and with hard copies available at the meeting). Motion to approve the agenda was made by Gary Coates. Motion was seconded by Calvin Byrd. Passed 6-0. Allen, Byrd, Coates, Hardwick, Passarello, and Trapnell in favor. None opposed.

5. Approval of the Minutes. The Chair opened the floor for discussion of the regular meeting minutes of the October 22, 2019 meeting, as previously provided to the Board electronically with hard copies available at the meeting. Motion by Tony Passarello to accept the October 22, 2019 minutes as written. Gary Coates seconded the motion. Passed 6-0. Allen, Byrd, Coates, Hardwick, Passarello, and Trapnell in favor. None opposed.

6. Approval of the Financials. Christie Moore, in Mike Ball's absence, presented a general overview of the financial statements. Motion by Calvin Byrd to accept the DADC February 4, 2020 Financial Reports as presented. Seconded by Tony Passarello. Passed 5-1. Allen, Byrd, Hardwick, Passarello, and Trapnell in favor. Coates opposed.

7. Old Business.

A. Appalachian Regional Commission Grant Update. Betsy McGriff gave an update of the status of the grant (see attached page 3 of the Quarterly Report). No motions made.

8. New Business.

A. Signing of Oath of Office & Conflict of Interest Policy. Documents completed by all board members.

B. Officer Elections. Brian Trapnell was thanked for his service as Chairman & a token of appreciation was presented by Christie Moore.

Motion by Gary Coates to nominate Tony Passarello as Chairman for 2020 year. Motion seconded by Calvin Byrd. Passed 6-0. Allen, Byrd, Coates, Hardwick, Passarello & Trapnell in favor. None opposed.

Motion by Gary Coates to nominate Calvin Byrd as Vice Chairman for 2020 year. Motion seconded by Tony Passarello. Passed 6-0. Allen, Byrd, Coates, Hardwick, Passarello & Trapnell in favor. None opposed.

Motion by Calvin Byrd to nominate Tara Hardwick as Secretary for the 2020 year. Motion seconded by Tony Passarello. Passed 6-0. Allen, Byrd, Coates, Hardwick, Passarello & Trapnell in favor. None opposed.

Motion by Tara Hardwick to nominate Jere Allen as Treasurer for the 2020 year. Motion seconded by Tony Passarello. Passed 6-0. Allen, Byrd, Coates, Hardwick, Passarello & Trapnell in favor. None opposed.

C. 2020 Budget. Motion was made by Calvin Byrd to accept the proposed 2020 budget (attached). Motion seconded by Mike Ball. Passes 7-0. Allen, Ball, Byrd, Coates, Hardwick, Passarello & Trapnell in favor. None opposed.

Staggering of Terms of Office. All current board members with the exception of one (Allen) will end their term of service on December 31, 2020. In the interest of continuity, seamless transition and budgets, Calvin made a motion that current Chairman Passarello and past Chairman Trapnell will present a proposal of staggering the process to the Board of Commissioners. Motion seconded by Mike Ball. Motion passed 7-0. Allen, Ball, Byrd, Coates, Hardwick, Passarello & Trapnell in favor. None opposed.

D. Financial Policy Review. See attached "Financial Policy for Development Authority of Dawson County Chairman" Motion made by Calvin Byrd to add "any expense under 5135" made and withdrawn. Motion made by Jere Allen to add after "A spending limit up to \$5000" ... "*per occurrence outside of normal operating expenses.*" Motion seconded by Hardwick. Passed 7-0. Allen, Ball, Byrd, Coates, Hardwick, Passarello & Trapnell in favor. None opposed.

10. Economic Development Report. Betsy McGriff gave a projects update, as well as an update on existing business engagement efforts, including networking and prospect development, workforce development, LOST & SPLOST updates and housing data (see attached report). No motions were made.

11. Ex-Officio Reports.

A. EWSA – Brooke Anderson. No updates. No motions were made.

B. School Board – Damon Gibbs reported that ESPLOST collections for one month around Christmas hit the \$1,000,000 mark. No motions were made.

C. Chamber of Commerce – see Economic Development Report. No motions were made.

D. County Government – Chris Gaines gave a TSPLOST update/overview. No motions were made.

12. Adjournment. The Chair opened the floor to entertain a motion to adjourn the February 4, 2020 regular meeting. Tara Hardwick made a motion to adjourn the February 4, 2020 regular meeting. Calvin Byrd seconded the motion. Passed 7-0. Allen, Ball, Byrd, Coates, Hardwick, Passarello, and Trapnell in favor. None opposed. Meeting was adjourned at 11:47 A.M.

Attachments to these minutes on file: Agenda, Meeting attendance sign-in sheet, Financial Reports, Draft Financial Policy, Proposed 2020 Budget, Economic Development Report.

Respectfully submitted,

Tara Hardwick, Secretary