



DEVELOPMENT AUTHORITY
OF DAWSON COUNTY

**Development Authority of Dawson County
Special Called Meeting Minutes
January 3, 2024**

Location: The meeting will be conducted at the Dawson County Chamber of Commerce building, located at 44 Commerce Drive, Dawsonville, GA, and simultaneously, a remote meeting via video conference.

Attendees: Brian Trapnell, Chair; Jere Allen, Vice-Chair; Tony Passarello, Treasurer; Lynn Jackson; and Secretary, Dr. Carroll Turner.

Absent: Dennis Fedoruk and Gary Vaughters.

Ex-Officio: Dawson County Chamber of Commerce President & CEO Mandy Power and Brooke Anderson.

Guests: Director of Economic Development, Kevin Herrit, Jason Smith with ETC, and Julie Hansen with the Dawson News.

Call to Order. Called to Order at 6:03 pm by Brian Trapnell, Chair.

- 1. Announcements.** None
- 2. Approval of the advertised Location, Quorum & Attendance.** The Chair requested a motion that the meeting be held in the duly advertised location, a quorum was reached, and board members were in attendance in person or via telephone/video. Confirmation was made that the meeting was submitted to Dawson News & posted. Lynn Jackson made the motion to approve the advertised location, quorum, and attendance, Seconded by Dr. Carroll Turner and passed 4-0. Trapnell, Allen, Passarello, and Turner were in favor. No discussion. None opposed.
- 3. Approval of the Agenda.** The Chair requested a motion on the draft agenda (previously provided to the Board electronically). Motion to approve the agenda by Jere Allen. Seconded by Carroll Turner. Passed 4-0. Trapnell, Allen, Passarello, and Turner were in favor. No discussion. None opposed.
- 4. Approval of the Minutes.** The Chair opened the floor to discuss the special called meeting

minutes of the December 6, 2023, meeting, as previously provided to the Board electronically. The Chair requested a motion to approve the Minutes as presented. Tony Passarello motioned to accept the December 6, 2023, minutes as written. Jere Allen seconded the motion. Passed 4-0. Trapnell, Allen, Passarello, and Turner were in favor. No discussion. None opposed.

Financial Report. Tony Passarello gave an overview of finances (see attached Balance Sheet & Statements of Revenues and Expenses). Motion made by Jere Allen to accept the December 2023 Financial Report as presented. Motion seconded by Dr. Carroll Turner. Passed 4-0. Trapnell, Allen, Passarello, and Turner were in favor. No discussion. None opposed.

5. New Business.

A. Election of Officers: Current Chairman Brian Trapnell asked if there was a motion to elect a chairman for 2024. Dr. Carroll Turner motioned for Jere Allen to fill the position. Tony Passarello seconded the motion. Jere Allen indicated that he would be willing to serve as chairman. The board passed the motion 4-0. Trapnell, Allen, Passarello, and Turner were in favor. Jere Allen assumed the chairman role and took over the meeting. Carroll Turner made a motion to reappoint Tony Passarello as the Treasurer. The motion was seconded by Jere Allen and passed with a 4-0. Jere Allen made a motion to appoint Carroll Turner as the secretary. Tony Passarello seconded the motion, and the motion passed 4-0. Trapnell, Allen, Passarello, and Turner were in favor. Jere Allen motioned to table the Vice-Chair position until the next meeting. The motion was seconded by Tony Passarello and passed 4-0. Trapnell, Allen, Passarello, and Turner favored the motion with no opposition.

B. DADC Contract Services with Chamber: President and CEO Mandy Power introduced the new DADC Contract for Services with the Dawson County Chamber of Commerce. She passed out a copy of the document to the board for review and indicated an increase in the funding due to additional costs not currently funded by the contract. Brian Trapnell asked if the board could review the document and take action later. Ms. Power indicated that that would be agreeable and asked the board to direct any questions to her as they looked over the document.

6. Old Business.

A. ETC Project Update: Jason Smith updated the Board with information about the Fiber Grant with ETC. Jason indicated that ETC had completed 232 orders and will be getting ready for the audit this year. He requested that ETC update the Board once a year after the audit update in the project is not closed out. The Board agreed.

B. Budget 2024: Chamber President and CEO Mandy Power presented the updated budget for 2024 and asked that, after review and questions, the board act on the budget. Brian Trapnell made a motion to approve, and Carroll Turner seconded it. Trapnell, Allen, Passarello, Jackson, and Turner were in favor, and the motion passed 5-0.

C. Grant Workshop with Retail Strategies: Director Herrit summarized the training obtained in the workshop and updated the board that he would email retail companies to gauge their interest if they were identified in the gap analysis.

D. BTD Letter of Intent: Director Herrit updated the Board on the BTD Letter of Intent and

passed along BTD's request to lower the percentage of new hires to be residents of Dawson County to 25%. The percentage more closely aligns with their current ratio of employees at their Dawson County plant, with 25% of employees living in Dawson County. Brian Trapnell motioned to approve the change. Carroll Turner seconded the motion and referenced the current percent makeup of the employees and understanding for wanting to mirror the 25%. Trapnell, Allen, Passarello, Jackson, and Turner were in favor, and the motion passed 5-0.

E. Meeting Schedule for 2024: Director Herrit presented the updated meeting schedule for 2024 and requested that the board approve the meeting schedule. Tony Passarello motioned to approve the meeting schedule, and Carroll Turner seconded the motion. Trapnell, Allen, Passarello, Jackson, and Turner were in favor, and the motion passed 5-0.

- 7. Economic Development Report.** Director Herrit mentioned that things were quiet on the development front, and the only update he had to report was the alteration building permit for Barnes & Noble in the Kroger shopping center. No motions were made.
- 8. Ex-Officio Reports.** President and CEO Ms. Power updated the board on events and initiatives that the Dawson County Chamber of Commerce scheduled over the next few months. No action was taken, and no motions were made.
- 9. Executive Session.** No executive session was required.
- 10. Adjournment.** The motion to adjourn was presented by Bryan Trapnell and seconded by Tony Passarello. All attendees were in favor, and the meeting was adjourned at 7:13 p.m.

Respectfully submitted,

Dr. Carroll Turner, Secretary - Development Authority of Dawson County