

# Board Meeting Packet

April 4, 2023



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**DEVELOPMENT AUTHORITY**  
OF DAWSON COUNTY

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## **2023 Board of Directors**

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**Brian Trapnell, Chair**

**Jere Allen, Vice Chair**

**Lynn Jackson**

**Dennis Fedoruk**

**Tony Passarello**

**Dr. Carroll Turner**

**Grey Vaughters**

44 Commerce Drive | [developdawson.org](http://developdawson.org) | 706-265-6278



**DEVELOPMENT AUTHORITY**  
OF DAWSON COUNTY

**Development Authority of Dawson County  
Regular Meeting  
6:00 PM**

**April 04, 2023**

**Location:**

**Chick-Fil-A**

**Corporate Offices**

**4250 Dawson Forest Rd. East  
Dawsonville, GA 30534**

**Call to Order Announcements**

**Brian Trapnell**

**Approval of the Quorum & Attendance**

**Brian Trapnell**

**Approval of Agenda**

**Brian Trapnell**

**Approval of the Minutes**

**Mandy Power**

- March Regular Meeting

**Financial Report**

**Tony Passarello**

**New Business**

- Set bond coupon rate for Peaks of Dawsonville 2023 issuance

**Brian Trapnell**

**Old Business**

- None

**Chamber Economic Development Update**

**Mandy Power**

**Ex-Officio Reports**

**Mandy Power**

**Executive Session (If needed)**

**Mandy Power**

**Adjourn**



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**DEVELOPMENT AUTHORITY**  
OF DAWSON COUNTY

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**Development Authority of Dawson County**  
**Regular Meeting Minutes**  
**March 7, 2023**

**Location:** Meeting conducted at Holiday Inn Express & Suites Conference room in Dawsonville, GA & simultaneously remote meeting via video conference.

**Attendees:** Jere Allen, Vice-Chair, Brian Trapnell, Chair, Tony Passarello, Treasurer, Dr. Carroll Turner, Lynn Jackson, Gary Vaughters and Ex-Officio(s): Dawson County Chamber of Commerce President & CEO Mandy Power.

**Absent:** Dennis Fedoruk, Secretary; Ex-Officious: Nicole Lecave, Dawson County Commissioner Chris Gaines, and Brooke Anderson.

**Guests:** Gary Coates, and Director of Economic Development Kevin Herrit.

- 1. Call to Order.** Called to Order at 6:21 pm by Brian Trapnell, Chair.
- 2. Announcements.** Brian Trapnell welcomed and introduced two new members of the Development Authority.
- 3. Approval of the advertised Location, Quorum & Attendance.** The Chair requested a motion that the meeting was being 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. The motion to approve the advertised location, quorum, and attendance was made by Jere Allen and Seconded by Dr. Turner. Passed 6-0. Allen, Passarello, Trapnell, Gary, Lynn & Turner are in favor. None opposed.
- 4. 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 Dr. Turner. Seconded by Lynn Jackson. Passed 6-0. Allen, Passarello, Trapnell, Jackson, Vaughters & Turner are in favor. None opposed.

- 5. Approval of the Minutes.** The Chair opened the floor to discuss the regular meeting minutes of the December 20, 2022, meeting, as previously provided to the Board electronically motion by Mr. Allen to accept January 7, 2023, minutes as written. Mr. Passarello seconded the motion. Passed 6-0. Allen, Trapnell, Passarello, Jackson, Vaughters, & Turner are in favor. None opposed.
- 6. Financial Report.** President & CEO Powers gave an overview of finances (see attached Balance Sheet & Statements of Revenues and Expenses). Motion made by Mr. Passarello to accept the February 2023 Financial Report as presented. Motion seconded by Mr. Allen. Passed 6-0. Allen, Trapnell, Passarello, Jackson, Vaughters, & Dr. Turner are in favor. None opposed.
- 7. New Business.**
- A. Kroger Request For 30-Day Extension To File The Bond For Title Compliance Reporting** –Staff explained that Kroger has asked for a 30-Day extension on The Bond For Title Compliance Reporting due to the change in HR software that has limited their ability to access the employment numbers at the time of reporting. The Board discussed that this should be reported at the quarterly presentation to the BOC. Mr. Passarello motioned to approve the 30-day extension for Kroger reporting, and Ms. Jackson seconded the motion. Passed 6-0 Trapnell, Turner, Passarello, Jackson, Vaughters, and Allen.
- B. New Land Use Code Updates.** Dawson County BOC has tabled its resolution to update the Land Use Code until their first meeting in April. Staff commented that they had reviewed the new updates and worked with BOC staff to identify potential sticking points for development within the commercial zoning districts.
- C. Intermodal Business Study.** Director Herrit recommended reaching out to a regional engineering firm that could give a presentation to understand what an Intermodal study could accomplish for the Board. The board asked him to gather information on this and report back.
- D. CD Rates.** Motion made to have Chair work with staff to find a CD rate that mirrors the one selected by the IBADC with the reserve funds by Mr. Allen and seconded by Ms. Jackson. Board discussed what funds would be committed to the CD and how much time it would be secured. After discussion, the motion was approved 6-0 in favor of the motion.
- 9. Old Business.**
- A. ETC Grant Update.** Ms. Power reminded the Board that this information was presented in the financial update. No Motions were made.
- B. AMP Update.** Director Herrit informed the board that AMP has decided not to proceed with the study. No Motions were made.
- C. Peaks Update.** The Bond may be presented at the next meeting to set the rate. No motion was made.
- 10. Economic Development Report.** President and CEO Ms. Power & Director Herrit

presented an Economic Development update (see attached report). No motions were made.

**11. Ex-Officio Reports.**

**A. School Board** – Nicole Lecave was absent. No report was submitted. No motions were made.

**B. EWSA** – Brooke Anderson was absent. No report. No motions were made.

**C. County Government** – Chris Gaines was absent. No report was submitted. No motions were made.

**D. Chamber of Commerce** – Mandy Power reminded everyone to attend the upcoming Chamber events. No motions were made.

**12. Executive Session.** Mr. Allen made a motion to move into executive session for property purposes. The motion was passed unanimously.

**13. Adjournment.** The Chair opened the floor to entertain a motion to adjourn March 7, 2023, meeting. Dr. Turner made a motion to adjourn the meeting. Ms. Jackson seconded the motion. Passed 6-0. Trapnell, Passarello, Allen, Jackson, Vaughters, & Dr. Turner in favor. None opposed. The meeting was adjourned at 8:09 P.M.

Attachments to these minutes on file: Board Meeting Packet, Sign-in sheet, Agenda, Minutes from January 17, 2023, Regular Meeting, February 2023 Budget Balance Sheet & Statements of Revenue and Expenses, Economic Development Update.

Respectfully submitted,

Kevin L. Herrit, AICP, EDFP Director of Economic Development



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**DEVELOPMENT AUTHORITY**  
OF DAWSON COUNTY

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**Development Authority of Dawson County**  
**Executive Session Minutes**  
**March 7, 2023**

**Location:** Meeting conducted at Holiday Inn Express 16 Bethel Drive, Dawsonville, GA & simultaneously remote meeting via video conference.

**Attendees:** Brian Trapnell, Chair; Jere Allen, Vice Chair; Dennis Fedoruk, Secretary, Tony Passarello, Treasurer; Dr. Carroll Turner, Lynn Jackson, Gery Vaughters, and Ex-Officio: Mandy Power. Kevin Herrit attending as Director of Economic Development.

**Absent:** Dennis Fedoruk, Secretary.

**Guests:** None.

- 1. Motion to enter Executive Session.** A motion was made for Executive Session to discuss Property by Jere Allen (affidavit signed). Motion seconded by Dr. Turner. Motion passed 6-0. Allen, Jackson, Vaughters, Passarello, Trapnell & Turner in favor. None opposed.
- 2. Purpose of Executive Session:** Conversation on the next steps to look at the property known as Project Homebase. No motions were made.
- 3. Motion to end Executive Session.** Dr. Turner made a motion to end Executive Session. Lynn Jackson seconded the motion. Motion passed 6-0. Allen, Jackson, Vaughters, Passarello, Trapnell & Turner in favor. None opposed.

Respectfully submitted,

Kevin L. Herrit AICP, EDFP, Director of Economic Development

## Development Authority of Dawson County Revenues and Expenses January through March 2023

	Jan - Mar 23	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>305-INCOME</b>			
1343-Kroger Capital Lease PILOT	0.00	103,375.00	-103,375.00
1355-County Subsidy	75,000.00	300,000.00	-225,000.00
<b>Total 305-INCOME</b>	75,000.00	403,375.00	-328,375.00
<b>310-GRANT INCOME</b>			
1352-Broadband Grant	399,608.74	500,000.00	-100,391.26
<b>Total 310-GRANT INCOME</b>	399,608.74	500,000.00	-100,391.26
<b>340-INTEREST INCOME</b>			
1340 - Interest UCB 7308	43.74	173.00	-129.26
<b>Total 340-INTEREST INCOME</b>	43.74	173.00	-129.26
<b>350-BOND REVENUE</b>			
305.2-Bond Fees-Kroger	0.00	1,500.00	-1,500.00
<b>Total 350-BOND REVENUE</b>	0.00	1,500.00	-1,500.00
<b>Total Income</b>	474,652.48	905,048.00	-430,395.52
<b>Expense</b>			
<b>5100-ACCOUNTING AND AUDITING</b>			
1507-Audit Services	0.00	1,500.00	-1,500.00
<b>Total 5100-ACCOUNTING AND AUDITING</b>	0.00	1,500.00	-1,500.00
<b>5115-CONFERENCES/SEMINARS</b>			
1535 - Business Meeting/Luncheon	300.91	900.00	-599.09
<b>Total 5115-CONFERENCES/SEMINARS</b>	300.91	900.00	-599.09
<b>5125-OFFICE EXPENSE</b>			
1101-General Supplies	0.00	500.00	-500.00
<b>Total 5125-OFFICE EXPENSE</b>	0.00	500.00	-500.00
<b>5130-OPERATING EXPENSES</b>			
1901-Directors & Officers Insur	0.00	2,830.00	-2,830.00
<b>Total 5130-OPERATING EXPENSES</b>	0.00	2,830.00	-2,830.00
<b>5135-PROJECTS</b>			
1424 PILOT - Kroger	0.00	103,375.00	-103,375.00
1430-Business Retention	700.00	5,000.00	-4,300.00
1440-Operating Reserves	0.00	50,000.00	-50,000.00
1452-Broadband Grant	399,608.74	500,000.00	-100,391.26
1460.1 Grant Matching Fund	0.00	2,500.00	-2,500.00
1470-Project Fund	2,812.50	40,000.00	-37,187.50
1491 - Business Recruitment	0.00	3,000.00	-3,000.00
<b>Total 5135-PROJECTS</b>	403,121.24	703,875.00	-300,753.76
<b>5160-TRAINING</b>			
1605-Training/Conferences	0.00	5,248.00	-5,248.00
<b>Total 5160-TRAINING</b>	0.00	5,248.00	-5,248.00
<b>5165-Travel/Entertainment</b>			
1535-Meals	0.00	1,200.00	-1,200.00
1536-Board Retreat	0.00	2,000.00	-2,000.00
1537-Hotels	0.00	1,000.00	-1,000.00
<b>Total 5165-Travel/Entertainment</b>	0.00	4,200.00	-4,200.00

**Development Authority of Dawson County  
Revenues and Expenses  
January through March 2023**

	<u>Jan - Mar 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>5200-Consulting &amp; Legal Fees</b>			
1502-Legal Fees	0.00	25,000.00	-25,000.00
<b>Total 5200-Consulting &amp; Legal Fees</b>	0.00	25,000.00	-25,000.00
<b>5210-Contract Services</b>			
11210-Website	20.17	5,800.00	-5,779.83
1505-Contract Services DCCC	38,649.00	154,596.00	-115,947.00
<b>Total 5210-Contract Services</b>	38,669.17	160,396.00	-121,726.83
<b>6100 - Dues and Subscriptions</b>			
6101 - Dues	0.00	599.00	-599.00
<b>Total 6100 - Dues and Subscriptions</b>	0.00	599.00	-599.00
<b>Total Expense</b>	442,091.32	905,048.00	-462,956.68
<b>Net Ordinary Income</b>	32,561.16	0.00	32,561.16
<b>Net Income</b>	<b>32,561.16</b>	<b>0.00</b>	<b>32,561.16</b>



**Development Authority of Dawson County**  
**Revenues and Expenses**  
**January through March 2023**

03/31/23

Accrual Basis

	<u>% of Budget</u>	
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>305-INCOME</b>		
1343-Kroger Capital Lease PILOT	0.0%	
1355-County Subsidy	25.0%	
<b>Total 305-INCOME</b>		18.6%
<b>310-GRANT INCOME</b>		
1352-Broadband Grant	79.9%	
<b>Total 310-GRANT INCOME</b>		79.9%
<b>340-INTEREST INCOME</b>		
1340 - Interest UCB 7308	25.3%	
<b>Total 340-INTEREST INCOME</b>		25.3%
<b>350-BOND REVENUE</b>		
305.2-Bond Fees-Kroger	0.0%	
<b>Total 350-BOND REVENUE</b>		0.0%
<b>Total Income</b>		52.4%
<b>Expense</b>		
<b>5100-ACCOUNTING AND AUDITING</b>		
1507-Audit Services	0.0%	
<b>Total 5100-ACCOUNTING AND AUDITING</b>		0.0%
<b>5115-CONFERENCES/SEMINARS</b>		
1535 - Business Meeting/Luncheon	33.4%	
<b>Total 5115-CONFERENCES/SEMINARS</b>		33.4%
<b>5125-OFFICE EXPENSE</b>		
1101-General Supplies	0.0%	
<b>Total 5125-OFFICE EXPENSE</b>		0.0%
<b>5130-OPERATING EXPENSES</b>		
1901-Directors & Officers Insur	0.0%	
<b>Total 5130-OPERATING EXPENSES</b>		0.0%
<b>5135-PROJECTS</b>		
1424 PILOT - Kroger	0.0%	
1430-Business Retention	14.0%	
1440-Operating Reserves	0.0%	
1452-Broadband Grant	79.9%	
1460.1 Grant Matching Fund	0.0%	
1470-Project Fund	7.0%	
1491 - Business Recruitment	0.0%	
<b>Total 5135-PROJECTS</b>		57.3%
<b>5160-TRAINING</b>		
1605-Training/Conferences	0.0%	
<b>Total 5160-TRAINING</b>		0.0%
<b>5165-Travel/Entertainment</b>		
1535-Meals	0.0%	
1536-Board Retreat	0.0%	
1537-Hotels	0.0%	
<b>Total 5165-Travel/Entertainment</b>		0.0%

**Development Authority of Dawson County**  
**Revenues and Expenses**  
**January through March 2023**

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	<u>% of Budget</u>
<b>5200-Consulting &amp; Legal Fees</b>	
1502-Legal Fees	0.0%
<b>Total 5200-Consulting &amp; Legal Fees</b>	0.0%
<b>5210-Contract Services</b>	
11210-Website	0.3%
1505-Contract Services DCCC	25.0%
<b>Total 5210-Contract Services</b>	24.1%
<b>6100 - Dues and Subscriptions</b>	
6101 - Dues	0.0%
<b>Total 6100 - Dues and Subscriptions</b>	0.0%
<b>Total Expense</b>	48.8%
<b>Net Ordinary Income</b>	100.0%
<b>Net Income</b>	<u><u>100.0%</u></u>

**Development Authority of Dawson County**  
**Balance Sheet**  
 As of March 31, 2023

	Mar 31, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
1100-CASH	
105 - 105-DADC Operating 7308	249,687.68
Total 1100-CASH	249,687.68
Total Checking/Savings	249,687.68
Total Current Assets	249,687.68
<b>Fixed Assets</b>	
1152 - Furniture and Equipment	10,561.83
1154 - Accumulated Depreciation	-7,535.50
Total Fixed Assets	3,026.33
<b>Other Assets</b>	
1500 - PREPAID EXPENSES	
1510 - Prepaid Expenses	2,830.00
Total 1500 - PREPAID EXPENSES	2,830.00
Total Other Assets	2,830.00
<b>TOTAL ASSETS</b>	<b>255,544.01</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
130 Accounts Payable	15,715.67
Total Accounts Payable	15,715.67
<b>Credit Cards</b>	
201-Everywhere Card-1842	166.74
Total Credit Cards	166.74
Total Current Liabilities	15,882.41
Total Liabilities	15,882.41
<b>Equity</b>	
13900 - Retained Earnings	208,826.49
13901-Invested Capital Assets	3,027.00
Opening Balance Equity	-4,753.05
Net Income	32,561.16
Total Equity	239,661.60
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>255,544.01</b>