

**DEVELOPMENT AUTHORITY OF THE CITY
OF JEFFERSONVILLE AND TWIGGS COUNTY
REGULAR MEETING
May 25, 2017**

6:30 P.M. Development Authority Office; invocation by Mrs. Nobles.

PRESENT: Mr. Douglas Chance, Chair; Mr. Donald Floyd, Vice-Chair; Mrs. Cindie Nobles, Secretary-Treasurer; Mr. Eddie Stephens, Mrs. Louise Wimberly, Mr. Derrick Height, Mrs. Edna Roberts, Board Members. Mrs. Judy Sherling, Executive Director, Mr. Kevin Brown, Attorney.

VISITORS: None

MINUTES: Mr. Stephens made a motion to approve the April 27, 2017 Meeting minutes as presented with a second by Mrs. Wimberly. Unanimous Vote. Motion Carried.

TREASURER'S REPORT: Mrs. Wimberly made a motion to approve the April 30, 2017 Treasurer's Report as presented. Mrs. Roberts seconded. Unanimous Vote. Motion Carried.

APPOINTMENTS: There were no appointments.

NEW BUSINESS:

Accounting service – Mrs. Nobles presented a request to the Board to consider the employment of an accounting service on a quarterly, semi-annual or annual basis to review the books and make any corrections or re-classifications prior to audit submission. She explained that the Authority's books are now getting more complicated and the SAGE system, while the best for government accounting, is very complicated. Attorney Brown recommended we hire someone familiar with governmental accounting. Mrs. Nobles made a motion to hire a CPA firm, seconded by Mr. Stephens. Unanimous Vote. Motion Carried. Mrs. Sherling will reach out to companies for quotes, particularly TJS Deemer Dana who does the county's bookkeeping, and have the information for the June meeting.

Budget – at the request of the County, Mrs. Sherling prepared an early draft budget to look at expense needs for 2018. Since there are many unknown circumstances at the moment, it will be July or August before the budget can be finalized. However, it was clear from the draft budget that the Authority will need to have the \$45,000 appropriation continue into next year. Mrs. Nobles made a motion to request the \$45,000 appropriation, seconded by Mr. Floyd. Unanimous Vote. Motion Carried. This request will be sent to the county.

Insurance – in a discussion about the 2017 premium renewal, the Board discussed the fact that the carrier, Auto-Owners, will not quote one agency against another and that they are the only company that will insure properties such as those owned by the Authority. The insurance premium is included in the budget and no additional motion is needed.

ONGOING BUSINESS:

Project Algonquin – the MOU for this project was finalized and signed by all parties.

CHCS Expansion – this involves real estate and will require a closed session discussion.

Equity Grant – Mrs. Sherling reported that invitations to bid will be sent out in early June, proposals will be received by mid-July and work should begin in mid-August. Also, Mrs. Sherling attended GEDA’s Spring workshop where she was able to express appreciation for the grant award personally to Commissioner Knowles.

Non-Disclosure Agreements – all Board members have now signed NDA’s and they are on file in the office.

City Funding – Mrs. Sherling presented a proposal to City Council to consider as a plan for contributing funds to the Authority. Council will discuss the plan at a future budget work session.

June Meeting – the June 22 meeting will be cancelled and a called meeting will be held on June 15 to hear the final 2016 Audit report and handle any other business required at the time. Mr. Height made a motion to approve, seconded by Mr. Stephens. Unanimous Vote. Motion Carried.

EXECUTIVE DIRECTOR’S REPORT

Hollingsworth sign – the location requested for the sign is on state highway property. Mrs. Sherling will ask the county for permission to move the sign to the county right-of-way on Academy Drive.

Retail – The Authority is now a member of ICSC, the retail marketing alliance.

CEDOP – the visit to Atlanta was a tremendous success. Plans are underway for an August meeting to the Georgia Ports.

GEDA – Mrs. Sherling attended the GEDA Spring Workshop and made several valuable contacts with developers and project managers.

GA Power – Mrs. Sherling, Mr. Chance and Mr. Floyd will meet with Jim Lovett in early June to discuss project recruitment and incentives.

EXECUTIVE SESSION – Mrs. Nobles made a motion to enter Executive Session for purposes of real estate discussion and legal advisement. Mr. Height seconded. Unanimous Vote. Motion Carried. The Authority entered Executive Session at 7:25 PM. During Executive Session, Mr. Stephens exited the meeting. The Authority returned to Open Session at 8:05 PM. Mr. Height made a motion to proceed as discussed in Executive Session. This was seconded by Mrs. Wimberly. Unanimous Vote of the six present. Motion Carried.

ADJOURN: Mr. Height made a motion to adjourn. Mrs. Nobles seconded. Unanimous Vote of the six present. Motion Carried. The meeting ended at 8:10 PM.

Mr. Douglas Chance, Chairman

Mrs. Cindie Nobles, Secretary-Treasurer