

**DEVELOPMENT AUTHORITY OF THE CITY
OF JEFFERSONVILLE AND TWIGGS COUNTY
REGULAR MEETING**

May 23, 2019

6:30 P.M. Development Authority Office

PRESENT: Mr. Douglas Chance, Chair; Mr. Donald Floyd, Vice-Chair; Mrs. Cindie Nobles, Secretary-Treasurer; Mrs. Louise Wimberly, Ms. Jessica Walden, Board Members. Mrs. Judy Sherling, Executive Director, Mr. Kevin Brown, Attorney. Absent: Mr. Eddie Stephens, Mr. Michael Sinclair, Board Member.

INVOCATION: Mr. Donald Floyd

VISITORS: Patrick Floyd, Greg Boike, Meredith Lipson, Elmo Richardson

ANNOUNCEMENTS: Guests were introduced and welcomed to the meeting.

MINUTES: Mrs. Wimberly made a motion to approve the Minutes of the April 25, 2019 Meeting as presented with a second by Mr. Floyd. Unanimous Vote of the five members present. Motion Carried.

TREASURER'S REPORT: Mr. Floyd made a motion to approve the April 30, 2019 Treasurer's Report as presented. Ms. Walden seconded. Unanimous Vote of the five members present. Motion Carried.

APPOINTMENTS: Mrs. Lipson presented the 2018 audit. Mr. Boike presented the final close-out documents for the EQUITY grant. Mr. Richardson presented his final invoice for work done toward GRAD certification.

NEW BUSINESS:

- **2018 Audit** – Mrs. Meredith Lipson with Mauldin & Jenkins presented the findings of the 2018 audit, giving a clean, unmodified report. She reviewed general accounting principles used in the audit process and presented the information for acceptance by the Authority board. Mrs. Nobles made a motion to accept the audit, seconded by Mrs. Wimberly. Unanimous Vote of the five members present. Motion Carried.
- **Academy** – Attorney Brown presented an upcoming change of ownership of the bonds for Academy Sports + Outdoors. KKR is selling its interest in the property jointly owned by ASO, KKR and the Authority in June. Further details will be discussed. No action is needed at this time and will be discussed further at the June 28 meeting.

ONGOING BUSINESS:

- **EQUITY grant update** – Mr. Greg Boike presented the closing documents for the EQUITY grant. These were signed by Chairman Chance and returned to Middle GA Regional Commission for submission to DCA. We will need to transfer the remaining \$210 to the general fund to close the EQUITY account at Bank of Dudley. A motion was made by Mr. Floyd to de-obligate the remaining \$2,040.31, seconded by Mrs. Wimberly. Unanimous Vote of the five members present. Motion Carried.
- **GRAD certification** – Mr. Boike and Mr. Elmo Richardson discussed the GRAD certification process and a final invoice for the topo map was presented in the amount of \$1,394.04. The following actions were considered:
 - Mr. Floyd made a motion to pay the final invoice from RGA, seconded by Mrs. Wimberly. Unanimous Vote of the five members present. Motion Carried.
 - Mrs. Sherling presented a proposal from Tom Driver with GEC to re-certify the Phase I Environmental study on the entire 500-acre tract for a cost of \$850, with additional work to re-certify the geotechnical study at no additional charge. Mrs. Nobles made a motion to accept the proposal from GEC for \$850. Ms. Walden seconded. Unanimous Vote of the five members present. Motion Carried.
 - Mr. Richardson will prepare a professional letter certifying that there are no wetlands within the 53.7 acres of the GRAD site.
 - Mrs. Sherling will contact the company who did the Archeological Phase I and ask them to submit a proposal to re-certify the Phase I and II on the 53-acre portion.
- **Cleaning Service** – Mrs. Sherling reported that L&D will now do one inside cleaning per month for \$50 as earlier approved and will do one or two (as needed) outside cleanings for \$50 each. As outside cleanings are not always needed in winter months, this should average out to be the original \$1200 per year approved in the earlier vote.
- **Office space** – Mrs. Charise Cartwright has proposed paying \$100 per month to use the available office space inside the Authority office. She will use this as a virtual office for WIFI, signage and occasional office time. Since this is the same amount approved at the April meeting, no further action was required. Mrs. Cartwright will be establishing her Twiggs office in July after her lease in Macon expires at the end of June.

- **Electrical** – the final work on the sign is almost complete. The cost of the bollards, as previously approved, was \$219.94. The cost to have six holes put into the pavement will be \$375, done by Randy Spires of Electric Works. Mrs. Nobles made a motion to approve the additional expense for the bollard installation, seconded by Mr. Floyd. Unanimous Vote of the five members present. Motion Carried. Mr. Spires will also do four light conversions inside the office for a cost o \$240, as approved at a prior meeting.

EXECUTIVE DIRECTOR’S REPORT:

Mrs. Sherling gave the following updates –

Regional Leadership – Mrs. Sherling reported that she attended the May session in Fort Valley and that the contacts made in this class have been very beneficial to the Authority. The program ends July 18.

New business – a new car lot is now open in downtown Jeffersonville. Height’s Used Cars is located on US80. Additionally, two buildings have been purchased and are available for lease by new businesses. Mrs. Sherling also is working a new prospect brought by a GA Dept of Economic Development (GDEcD) staffer.

LoopNet – Mrs. Sherling reported that we are getting numerous views on the LoopNet site and that Realtor Scott Wilson has listed a piece of property at the intersection of I-16 and Hwy 358 for sale. She will reach out to him to co-list the property on our page as well as his page in LoopNet.

Inland Port – Mrs. Sherling reported that the Twiggs sites proposed for the inland port did not make the final list. Additionally, she reported that the final project will be owned and operated by that county’s Authority at a cost of approximately \$6.5M. This would have been beyond the capabilities of this Authority but Twiggs County will still benefit by having such facility in a neighboring county.

Dominion – the annual payment is due by July 1 and has been invoiced. No payment has been made to date.

CGJDA – Commissioner Ford nominated Mrs. Faye Bridges to serve on the CGJDA. That action was approved by the Commissioners at the May 21st meeting.

Vacation reminder – Mrs. Sherling notified the board that she will be participating in several upcoming training sessions in June and July. She will participate in a county-wide tabletop exercise at the Health Department on Friday, May 31. The Workforce conference will be held in Gainesville June 12-14. July 4 will be a holiday. She will be in a Public Information Officer class in Forsyth on July 8-9, at no cost to the Authority. July 10-17 will be her vacation. July 18 will be the final Regional Leadership class. Mrs. Sherling will leave notices on the door and on voice mail and will monitor email when not in the office. She will also make sure the July utilities are paid prior to her time out of the office.

EXECUTIVE SESSION – A motion was made by Ms. Walden to enter into Executive Session for discussion of real estate and other legal advice, seconded by Mrs. Wimberly. Unanimous Vote of the five members present. Motion Carried. The Authority closed the meeting at 7:56 PM and returned to Open Session at 8:22 pm. Mrs. Walden made a motion to proceed on real estate matters as discussed in Executive Session, seconded by Mrs. Wimberly. Unanimous Vote of the five members present. Motion Carried.

ADJOURN: Mr. Floyd made a motion to adjourn, seconded by Mrs. Nobles. Unanimous Vote of the five members present. Motion Carried. The meeting ended at 8:23 PM.

Mr. Douglas Chance, Chairman

Mrs. Cindie Nobles, Secretary-Treasurer