Waycross and Ware County Development Authority

Board of Directors Meeting Minutes

June 21, 2018 at 10:00 A.M.

**Members Present**: Jimmy Brown, Dr. William Clark, Pam Hart, John Knox, James Willis, Daniel Morris arrived at 10:22

**Members Absent:** Alex Cornelius, Dr. Yolanda Rivers out on maternity leave

**Staff:**  Jana Dyke, Janet Wood

**Guests:**  DWDA Property Manager Paula Sapp, Greg Haynes with CBRE, Jon Whipple, Robin Brookins, Larry Gattis, Hillary Stringfellow, Mainstreet Director Peggy Grady, Tourism Director Elizabeth Hill

**I. Call to Order**

The Waycross and Ware County Development Authority Board of Directors met at City Hall in Waycross on June 21, 2018. Dr. William Clark called the meeting to order at 10:00 A.M. A quorum was present, and the meeting was held after proper notice was given to the public. **Invocation**

Mayor John Knox gave the invocation.

**II. Approval of Agenda**

The June 21, 2018 agenda was approved after a motion from Jimmy Brown; second by Pam Hart; unanimous vote 5-0.

**III. Approval of Minutes**

The minutes from the May 17, 2018 meeting were approved as presented following a motion from James Willis; second by Jimmy Brown; unanimous vote 5-0.

**IV. Chairman’s Report**

Dr. Clark reported on the GATX Groundbreaking and introduced Greg Haynes with CBRE Industrial Brokerage. Mr. Haynes gave a presentation on Spec Buildings.

**V. Executive Director’s Report**

Jana Dyke reported on the following:

* Recent GATX Groundbreaking.
* Leadership Waycross toured Industrial Park for Business and Industry Day. Jana Dyke and Laura Lee Tyson were the day chairs. WWDA hosted lunch at headquarters.
* Prospect for new business.
* Project 500.
* Summer intern STEM student Maria Manabat is working on Community Snapshot and brochure.
* Small Business Workshop hosted by WWDA and DWDA had 36 in attendance.
* Creation of website with small business information.
* Upcoming Industrial Park Manager Meet and Greet.
* Looking for available land to purchase.
* Project Lydia.
* E-mail conversion for board members is underway. WWDA e-mail conversion from business to government is complete.

**VI. Finance Report**

Daniel Morris led the review of the financials and went over the balances in each WWDA account. He gave the SPLOST balance report. The 2017 audit is underway. WWDA received the last payment from Sherrod Vans.

1. **Pending Business**
* Downtown Waycross Development Authority report was given by DWDA property manager Paula Sapp
* Chamber of Commerce report was given by Larry Gattis.
* Mainstreet Director Peggy Grady gave the Mainstreet report.
* Tourism Director Elizabeth Hill gave the tourism report.
* Dr. Clark reported on the Welcome Center Alligator Exhibit.

**VIII. New Business**

* Attorney Item-Suncorp.

Motion to consent to re-assign lease to new owner of Suncorp and giving WWDA Chairman Clark approval to sign the document was made by James Willis; second by Daniel Morris. Unanimous vote 6-0.

* Mayor Knox reported that Waycross water has been cleared by the GA State Public Health Department.
* Attendance of board members to the Legislative Luncheon was discussed.
* Okefenokee Occasion date has been changed to January 16, 2019. Attendance to it, Eggs & Issues and the Grand Gavel Reception were discussed.
* Next Site will be on July agenda.
* Vickers Road Volunteer Fire Department is open.

**IX. Executive Session**

Daniel Morris made a motion to go into Executive Session at 11:46 A.M.; second by Pam Harts; unanimous decision 6-0; for:

1. For discussion of land lease and acquisition pursuant to 50-14-3(b)(1)(B)

The open meeting resumed at 12:08 P.M. following a motion from Jimmy Brown to exit Executive Session; second by Daniel Morris; 6-0 unanimous vote.

**X. Adjournment**

Daniel Morris made the motion to adjourn; Mayor Knox second; 6-0 unanimous vote.

The meeting was adjourned at 12:16 P.M.

Submitted By: Janet Wood, Executive Assistant