**REGULAR MEETING MINUTES**

**WWDA Board of Directors**

**July 9, 2025**

**9:00 A.M.**

**2855 Forest Drive**

**Waycross, Ga 31503**

**Board Members Present: Board Members Absent:**

James Willis Rusty Hall

Candice Moody-Rice

Dan Good

Brian Jackson

Stephen Burse

**Board Members Present via Teleconference: Staff Members Present:**

Michael Angelo-James Jason Rubenbauer

Daniel Morris

* **Call to Order**

Chairman James Willis called the June 9th, 2025, meeting to order at 9:03 A.M.

* **Invocation/Pledge of Allegiance**

Jason Rubenbauer provided the invocation and led the board in the pledge of allegiance.

* **Approval of Agenda**

Candice Moody-Rice motioned to approve the agenda as presented. Stephen Burse seconded the motion. All present members voted aye and the motion passed unanimously.

* **Approval of Minutes**
  + Regular Meeting June 4, 2025

Dan Good motioned to approve the June 4th meeting minutes. Brian Jackson seconded the motion. All present members voted aye and the motion passed unanimously.

* **Approval of Financial Reports**
  + May 31, 2025

Jason Rubenbauer presented the May 31st financial reports, highlighting that revenues and expenses are predominately in line where they should be with the primary exception of the County approving to increase the Ware County Appropriations by $25,000 per year. Mr. Rubenbauer highlighted the larger than anticipated advertising expenses and office expenses. Advertising is up due to the bids that have been advertised for land clearing. Office supplies have increased because of additional meetings with prospects. Candice Moody-Rice motioned to approve the financial report as presented. Stephen Burse seconded the motion. All present members voted aye and the motion passed unanimously.

* **Community Reports**
  + Waycross-Ware County Chamber of Commerce

Jason Rubenbauer informed the board the Chamber President was attending the Georgia Chamber of Commerce Executives Conference this week, but he has been continuing to work closely with the Chamber.

* + Downtown Waycross Development Authority
  + Waycross Convention & Visitors Bureau
  + Coastal Pines Technical College

Dr. Pete Snell was in attendance but had nothing to report.

* + South Ga. State College

Jason Rubenbauer informed the board that Taylor Hereford apologized that he could not attend the meeting due to a last-minute scheduling conflict. Taylor did share with Mr. Rubenbauer that enrollment at the college was up 4.46% while the Waycross campus itself was currently up 9.72%

* + Ware County Board of Education
* **Old Business**
  + Update on Gus Karle Parkway Business Park Land Clearing Project

Jason Rubenbauer shared photos of the progress of the Gus Karle Parkway land clearing project. He stated that he had a conversation with the contractor regarding the removal of the trees near Glenmore Avenue but learned there is a large fiber optic line. The contractor will hand cut the trees and brush but will not be able to remove the stumps near the fiber lines.

* **New Business**
  + Presentation, discussion, and request for action pertaining to the completed 2024 audit conducted by Mauldin & Jenkins.

Jason Rubenbauer presented a copy of the final audit and stated that a representative from Mauldin & Jenkins is scheduled for next month to provide a detailed report, but the audit had zero findings for the second year in a row. Chairman Willis called for a motion to accept the audit as presented. Dan Good made a motion to accept the audit as presented. Candice Moody-Rice seconded the motion. All present members voted aye and the motion passed unanimously.

* + Presentation, discussion, and request for action pertaining to the application to the attendance at the 90th Annual Chamber Banquet

Jason Rubenbauer presented information on the 90th Annual Chamber Banquet which will be held August 21st at the C.C. McCray City Auditorium. Mr. Rubenbauer strongly encouraged the participation of the board. The consensus of the board was that we would fill at least one table and if a second was necessary, we would make sure that we invited business and industry to fill vacant seats.

* + Presentation, discussion, and request for action on a quotation from Advanced IT Support for managed IT Services.

Jason Rubenbauer presented an estimate for managed IT services. He mentioned the importance of ensuring the WWDA network and all information was being protected due to the nature of the business we conduct. He also mentioned the computers in the office were at least 5-7 years old and would need to be addressed very soon. Chairman Willis recommended that Mr. Rubenbauer address the computer issues first and come to the next meeting with a quote to replace the office computers. Stephen Burse also recommended Mr. Rubenbauer investigate software solutions at the same time to be able to compare that pricing and see how it aligns with the estimate received.

* **Attorney’s Items**
  + Drew Wright—Gilbert, Harrell, Sumerford & Martin, P.C.

Attorney Drew Wright updated the board on a Bond Resolution that was ready to be signed for Project Refresh. He further stated the board would need to take formal action on the Resolution prior to signing. Brian Jackson made a motion to adopt the Bond Resolution as presented. Stephen Burse seconded the motion. All members present voted aye and the Bond Resolution was unanimously adopted.

* **President’s Report—Jason Rubenbauer**

Jason Rubenbauer presented the highlights of his previous months’ work and pointed out an increase in the prospects reaching out to our office.

* **Chairman’s Report—James Willis**

There was no report made available by Chaiman James Willis.

* **Executive Session**
* For discussion of land/lease and acquisition matters pursuant to O.C.G.A. 50-14-3(b)(1)(B)

With no more business to discuss in regular session, Dan Good motioned to enter executive session at 9:23 A.M. Daniel Morris seconded the motion. All present members voted aye and the motion passed unanimously.

Following discussion in executive session, Dan Good motioned to enter regular session once again at 10.54 A.M. Candice Moody-Rice seconded the motion. All present members voted aye and the motion passed unanimously.

* **Adjournment**

With no more business to discuss, Dan Good motioned to adjourn. Chairman Willis adjourned the meeting at 10:55 A.M.