Waycross and Ware County Development Authority

Board of Directors Meeting Minutes

April 26, 2018 at 10:02 A.M.

**Members Present**: Jimmy Brown, Dr. William Clark, Pam Hart, John Knox, Daniel Morris, Dr. Yolanda Rivers, James Willis

**Members Absent:** Alex Cornelius

**Staff:**  Jana Dyke

**Guests:**  Mainstreet Director Peggy Grady, DWDA Board Member Danny Yarbrough, DWDA Board Chairman Kathryn Taylor, Markeah Green, Hillary Stringfellow

1. **Call to Order**

The Waycross and Ware County Development Authority Board of Directors met at City Hall in Waycross on April 26, 2018. Dr. William Clark called the meeting to order at 10:02 A.M. A quorum was present, and the meeting was held after proper notice was given to the public.

1. **Invocation**

Mayor John Knox gave the invocation.

1. **Approval of Agenda**

The April 26, 2018 agenda was approved after a motion from Daniel Morris; second by Jimmy Brown; unanimous vote 7-0.

1. **Approval of Minutes**

The minutes from the March 15, 2018 meeting were approved as presented following a motion from Pam Hart; second by Daniel Morris; unanimous vote 7-0.

1. **Chairman’s Report**

Dr. Clark reported on the Georgia Chamber of Commerce Statewide Tour held in Waycross.

1. **Executive Director’s Report**

Jana Dyke reported on the following:

* IDA Roundtable with regional Development Authority Executive Directors.
* BYRT CPA has been provided with WWDA information and are in the process of setting us up in their system. We should expect reports beginning in May. They have taken over payroll and are cleaning up some issues from last year.
* The WWDA website is up and running. We are continuing to edit and add to the site. We have secured a photographer to obtain the needed photos for the site.
* Attended the BOE meeting this month.
* Sponsored the Georgia Chamber of Commerce Statewide Tour meeting at the Depot.
* The County approved MOU for Janet Wood’s vision and dental insurance.
* The County and City have executed the needed deed to the WWDA for the rail that runs alongside GATX.
* We are working on a community snapshot flyer to have handy. This will be distributed to various offices locally as well as available on the website and printed for distribution.
* Spoke with MRCX about deeds and tax assessor transferring of information.
* Attended Logistics Summit in Atlanta.
* Attended Georgia Manufacturing Appreciation Luncheon with CTC in Atlanta.
* Letter of support for SGSC grant application.
* Letter of support for OHC grant application.
* Finalized scope of work for SHEDC. They will be creating a BREP program, marketing, and evaluating our site developments. They will also work in partnership with Georgia Power to complete the SAM to assist us in identifying potential sites.
* Attended “Meet the Consultants” in Dallas, Texas.
* The recent Job Fair had 58 emplyers and over 200 attendees.
* Upcoming High School Job Fair.
* Lee Hardware Trade Show.
* Prospect Incentive Package is being worked on for Board Member approval.

Jana provided a project report on the following:

**Project Bronco**: A letter was sent to the Department of Economic Development stating we were approximately 90-120 days away before we could offer incentives. The state was responsive to our honesty and looks forward to receiving information as we are more prepared. We have not received follow-up from Project Bronco since sending the letter.

**GATX:**  Toured the site with several groups from Corporate. They have submitted a Press Release to the state for release. We should expect the press release in the next few weeks.

 **Fortune 500:** The developers visited Ware County. There could be movement on their site approximately mid-year.

 **Bluffs of Satilla:** An architect has been hired to respond to a few issues on the site. We have received calls from them and expect to see progress in the near future. They have promised a groundbreaking when they plan to begin steady work at the site.

**Carolina Skiff:** A Carolina Skiff Executive recently contactedWWDA because they have identified their abatements will soon be ending. WWDA has requested information about their “Phase II” development. We have not received a reponse.

**SDG:** The County has identified a potential problem at their site. We have confirmed that water is not a problem. SDG is making progress with their building.

1. **Finance Report**

Daniel Morris led the review of the financials and went over the balances in each WWDA account. He gave the SPLOST report. The balance of the 2008 SPLOST account is $908,000 and the balance of the 2014 SPLOST account is $889,675. The 2016 Audit for OADA and WWDA was approved after a motion from Daniel Morris; second by Pam Hart; unanimous vote 7-0. The 2017 audit is underway.

1. **Pending Business**
* Downtown Waycross Development Authority report was given by DWDA board
* Chamber of Commerce-No report.
* Mainstreet Director Peggy Grady gave the Mainstreet report.
* Tourism-No report.
* Hillary Stringfellow stated the MOU from County and City has been received that will provide for employees insurance.
* Hillary stated the County and the City had executed the warranty deed transferring 6 acres to the WWDA.
1. **New Business**
* Dr. Clark announced tht he had met with Jeff Haines and discussed economic development in the Atlanta area. He asaked Mr. Haines to be a guest at the June meeting.
* Hillary Stringfellow stated the MOU from County and City has been received that will provide for WWDA Executive Assistant insurance.
1. **Executive Session**

Daniel Morris made a motion to go into Executive Session at 10:44 A.M.; second by Dr. Yolanda Rivers; unanimous decision 7-0; for:

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

The open meeting resumed at 11:35 A.M. following a motion from Daniel Morris to exit Executive Session; second by Pam Hart; 7-0 unanimous vote.

1. **Adjournment**

The meeting was adjourned at 11:36 A.M.

Submitted By: Janet Wood, Executive Assistant