Waycross and Ware County Development Authority

Board of Directors Meeting Minutes

May 17, 2018 at 10:00 A.M.

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

**Members Absent:** Alex Cornelius, Pam Hart, Dr. Yolanda Rivers arrived at 10:51 A.M.

**Staff:**  Jana Dyke, Janet Wood

**Guests:**  Mainstreet Director Peggy Grady, DWDA Board Member Danny Yarbrough, Tourism Director Elizabeth Hill, Anna Tillman, Pete Snell, Eva Byrd, Larry Miles, Hillary Stringfellow

**I. Call to Order**

The Waycross and Ware County Development Authority Board of Directors met at City Hall in Waycross on May 17, 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**

Jimmy Brown gave the invocation.

**II. Approval of Agenda**

The May 17, 2018 agenda was approved after a motion from Daniel Morris; second by Jimmy Brown; unanimous vote 5-0.

**III. Approval of Minutes**

The minutes from the April 26, 2018 meeting were approved as presented following a motion from Jimmy Brown; second by Daniel Morris; unanimous vote 5-0.

**IV. Chairman’s Report**

Dr. Clark reported that the Georgia Department of Tourism has approached the Okefenokee Refuge about putting an alligator exhibit at the newly renovated major Welcome Center on Interstate 95.

**V. Executive Director’s Report**

Jana Dyke reported on the following:

* Bluffs of Satilla: Progress is being made with the development. They are receiving quotes from contractors and expect to select a general contractor soon.
* Project Bronco: A decision has not been made yet on their location choice.
* GATX: State press release regarding the investment was distributed from the Georgia Department of Economic Development. Once the release is made from their corporate office we will host a ground breaking for their facility.
* Carolina Skiff: Several attempts to contact them about a meeting have been made with no response.
* SDG: The facility remodel is in progress. A recent visit to the facility was made with Michelle Shaw. We are still working with them on the drainage issue.
* Fortune 500: The lease is expected to be executed in June for this development.
* Clayton Homes: Some repairs to the facility have begun. They are awaiting approval for the construction on the expansion.
* Voith: The facility will not be closing, rather they will have a reduction in employment by approximately 40% in September. The two lines that are being moved from Waycross are relocating to Malaysia. Representatives from the Georgia Department of Labor are assisting with these changes. We are working to arrange a job fair for any displaced employees.
* Met with Mr. Ben Lee of Coastal CPA’s. The 2017 audit is underway. The city and county have been presented their copies of the WWDA 2016 Audit at their recent work sessions.
* Attended the GEDA Spring Conference in Savannah.
* We have hired Jessie Williams to photograph the businesses in Industrial Park for the website. He is also creating a community flyer.
* Spoke at the Kiwanis Club.
* Working with Danny Yarbrough and the DWDA to host a seminar on June 27, 2018 at the community room for people who are interested in opening a small business.
* Attended Steering Committee for the Boys and Girls Club.

**VI. 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 and the balance of the 2014 SPLOST account had not been given by the county manager at the time of the meeting. The 2017 audit is underway.

1. **Pending Business**
* Downtown Waycross Development Authority report was given by DWDA board member Danny Yarbrough.
* Chamber of Commerce report was given by Eva Byrd.
* Mainstreet Director Peggy Grady gave the Mainstreet report.
* Tourism Director Elizabeth Hill gave the tourism report.
* Dean Pete Snell gave a report on Coastal Pines Technical School recent growth and the Strategic Workforce Awareness Development Program.
* Eva Byrd reported the summer internship program at Coastal Pines. She also commented that STEM is still looking for STEM employers.
* Guests Anna Tillman and Larry Miles from Arrowood Environmental Group talked about the recent Brownfields Grant awarded the City of Waycross. Their group would like to apply for the assessment and cleanup associated with the Brownfields Grant.
* Jana explained the issue with getting individual e-mail addresses for each Board Member and said that it is currently being worked on.

**VIII. New Business**

Dr. Clark spoke again about the Georgia Department of Tourism’s request for an alligator exhibit at the major, newly remodeled Welcome Center on Interstate 95. This exhibit will promote all three entrances of the Okefenokee Swamp. The exhibit design has been drawn, however there is a two year wait for the design approval. Dr. Clark would like to meet and partner with other entities to fund the exhibit so that it will be visible as soon as possible to the two to three million visitors at the welcome center yearly.

**IX. Executive Session**

Jimmy Brown made a motion to go into Executive Session at 11:12 A.M.; second by Daniel Morris; 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 11:32 A.M. following a motion from Daniel Morris to exit Executive Session; second by Mayor Knox; 6-0 unanimous vote.

**X. Adjournment**

Dr. Clark made the motion to adjourn; Daniel Morris second; 6-0 unanimous vote.

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

Submitted By: Janet Wood, Executive Assistant