Waycross and Ware County Development Authority

Board of Directors Meeting Minutes

September 18, 2018 at 3:01 P.M.

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

**Members Absent:** Dr. Yolanda Rivers

**Staff:**  Jana Dyke, Janet Wood

**Guests:**  DWDA Executive Director Edward Cady, Mainstreet Director Peggy Grady, Tourism Director Elizabeth Hill, Coastal Pines Representative Eva Byrd, Ware County Board of Commissioners Burton Carter, Guest Speaker Darrell Moore of VSU, Hillary Stringfellow

**I. Call to Order**

The Waycross and Ware County Development Authority Board of Directors met at City Hall in Waycross on September 18, 2018. Dr. William Clark called the meeting to order at 3:01 P.M. A quorum was present and the meeting was held after proper notice was given to the public.

**II. Invocation**

Commission Chairman Jimmy Brown gave the invocation.

**III. Approval of Agenda**

The September 18, 2018 agenda was approved after a motion from James Willis; second by John Knox; unanimous vote 5-0.

**IV. Approval of Minutes**

The minutes from the August 20, 2018 meeting were approved as presented following a motion from James Willis; second by John Knox; unanimous vote 5-0.

**V. Chairman’s Report**

Dr. Clark introduced guest speaker Darrell Moore. He gave Mr. Moore’s history, including that in Waycross. He noted that Mr. Moore is now at Valdosta State University overseeing the South Georgia Regional Impact at Valdosta State University and Azalea Consulting Services. Mr. Moore provided the board members with information on the services available through VSU. Mr. Moore additionally offered support in programs through VSU and explained the many different types of assistance VSU could potentially offer Waycross and Ware County.

**VI. Executive Director’s Report**

Jana Dyke provided an update of recent activities. The Nextsite meeting was well attended, as well as the GARJA meeting held at WWDA headquarters. We recently hosted Congressman Buddy Carter at headquarters where we addressed our wetland issues, he working to assist with these issues. Jana has recently toured several local schools. She noted the CTAE program is looking for volunteers and encouraged interested board members to get involved. We are accepting quotes for videography for our website which will provide a community snapshot. Jana has been working with Hillary Stringfellow on tax notices. She reported on Project Lydia and also that Project 500 is moving along well. Jana is working on the OneGeorgia Grant and will be attending the upcoming SEDC Annual Conference, Meet the Consultants Seminar and the Rural Prosperity Summit.

**VII. 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, 2008 balance of $908,031.68 and the 2014 balance of $496,350.09. He went over the July 2018 and August 2018 Financial Statements. He stated that the liability for OADA has been removed from WWDA finances. Daniel made a motion to accept the financial report; Jimmy Brown second; unanimous vote 5-0.

**VIII. Pending Business**

* Downtown Waycross Development Authority report was given by DWDA Executive Director Ed Cady.
* Chamber of Commerce- no report.
* Mainstreet Director Peggy Grady gave the Mainstreet report.
* Tourism Director Elizabeth Hill gave the tourism report.
* Coastal Pines Technical College update was given by Eva Byrd.

**IX. New Business**

 Jana stated the OneGeorgia Grant has received bids from two engineering companies for the new project. The results of an email vote conducted among the Board of Directors was for StillWater Engineering. A vote was passed 5-0 in open session to ratify the vote by email.

Hillary Stringfellow presented a resolution required by One Georgia Grant Authority stating WWDA has made application and resolved to hire Still Water Engineering. A motion was made to approve the resolution and to allow Chairman Dr. Clark and Executive Director Jana Dyke to sign the resolution by James Willis; second by Jimmy Brown; unanimous vote 5-0.

 Dr. Clark discussed the need to fill two Board Member positions.

 Dr. Clark stated that the November meeting date will need to be changed. Jana will send out dates via e-mail that everyone can agree on and the date will be announced.

**X. Executive Session**

Daniel Morris made a motion to go into Executive Session at 4:08 P.M.; second by Jimmy Brown; unanimous decision 5-0; for:

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

The open meeting resumed at 4:30 following a motion from Daniel Morris to exit Executive Session; second by Jimmy Brown; 5-0 unanimous vote.

**XI. Adjournment**

Mayor Knox made the motion to adjourn; Daniel Morris second; 5-0 unanimous vote.

The meeting was adjourned at 4:37 P.M.

Submitted By: Janet Wood, Executive Assistant