Stockbridge
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CITY OF STOCKBRIDGE
DEVELOPMENT AUTHORITY
REGULAR MEETING
SUMMARY MINUTES
Tuesday, February 7, 2023 6:00 P.M.

Mark Glenn, Board Member
Cathy Hill, Board Member
Kalpesh Patidar, Board Member
Vacant – Board Member
Samantha Samuels, Board Member
Ariel Shaw, Board Member
Gadson Woodall, Board Member

Chair Shaw called the meeting to order at 6:01 p.m.

All board members were present except Board Member Patidar.

Attorney Winston Denmark was present along with City Clerk, Vanessa Holiday to record the Meeting Minutes.

Board member Hill motioned to amend the Agenda to add the discussion of the By-laws approval process; seconded by Board member Samuels. The motion passed unanimously.

<u>Old Business</u>
<u>Review of the January 10, 2023, Meeting Minutes</u>
Board member Hill read the January 10, 2023, Meeting Minutes aloud noting language and amendments to be made.

Motion to Table the approval of the January 10, 2023, Meeting Minutes made by Board member Hill noting amendments to be made; seconded by Board member Glenn. The motion passed unanimously.

There was a request from the City Clerk to change the procedure regarding the Minutes and have the Clerk's Office submit the Meeting Minutes for review and present to the Board for approval at the meeting. Attorney Denmark agreed to the recommended process. The Board agreed to the process as well.

Incentive Subcommittee Presentation
It was noted that committee members Shaw, Hill and Allonce met to discuss business incentives for new and established businesses, and/or business fee waivers; discussed revolving loans, workforce development, public and private partnerships and streamlining the processes for businesses to work with the city and alleviate bottlenecks; it was noted there are some tax credits already in place from the state/federal levels and the board wants to look into grants for small business owners and other tools in the tool box over time; and encourages more filming as this spurs economic development.

Attorney Denmark referenced the importance of entering into an IGA (Intergovernmental Agreement) with the City to define the roles and responsibilities each one has, and the expectations thereof; noted the Development Authority is a separate entity, relationships need to be structured. And that it is dangerous to operate without an IGA.

Mr. Allonce noted the Development Authority Board is a new board and relationships need to be defined and the board and the City should work with a common goal, and determining how to do that this is key and critical for both the Development Authority and the City.

DCA (Department of Community Affairs) Registration Update
Attorney Denmark noted the Board has been officially registered effective January 2023.

Chair Shaw noted documentation has been submitted to the Secretary of State; and noted she met with the City's Treasurer, John Wiggins regarding funding.

South Metro Conference (2023)
Chair Shaw made a request to purchase (3) seats for members Shaw, Hill and Glenn to attend the 2023 South Metro Conference at $70.00 each.

Motion to approve the purchase of (3) South Metro Conference events tickets made by Board member Hill; seconded by Board member Glenn. The motion passed unanimously.

Discussion of By-Laws Approval Process
Chair Shaw noted the By-Laws as currently drafted have been reviewed by the Attorney and need more substance.
Attorney Denmark noted he would share his template and recommendations with the Board for review.

New Business

Strategy Subcommittee Request

Mr. Allonce noted the vision for the Board is to be in alignment with the city, noting the board serves at the pleasure of the City.

Board members Hill, Shaw and Samuels and Economic Development Director, Kim Allonce noted they will serve on the Strategy Subcommittee.

Economic Development Update – Development Authority Director

Mr. Allonce noted the city would be releasing a RFP for a consultant for an Economic Development Plan as a guide for economic development, and take to the City Council for approval; noted he met with the CVB (Convention and Visitor's Bureau) Executive Director, Laura Luker to discuss promotion of the City; and is planning to meet with Southern Crescent Technical College to discuss Workforce Development.

Attorney Denmark asked what is the city's plan to fund the Economic Development Plan and spur development, and attract people to the city; and asked if the Economic Development Plan will focus SPLOST Projects, Tourism, or partnerships with the private sector?

Mr. Allonce responded all the above, noting the goal is to incentivize business development and to redevelopment the downtown area. The City Clerk referenced the Market Study on the city's website.

Executive Session

Board member Hill motioned to convene Executive Session for Real Estate discussion; seconded by Board member Glenn. The motion passed unanimously.

Board member Hill motioned to adjourn Executive Session; seconded by Board member Samuels. The motion passed unanimously.

Board member Hill motioned to reconvene the meeting; seconded by Board member Glenn. The motion passed unanimously.

Board member Hill motioned to adjourn the meeting at 7:25 p.m.; seconded by Board member Glenn. The motion passed unanimously.

Minutes prepared by: Vanessa Holiday, City Clerk