



## City of Stockbridge Citywide Development Authority

### **STOCKBRIDGE**

#### **Development Authority**

**Ariel Shaw, Chair**

**Samantha Samuels, Vice Chair**

**Vacant, Secretary**

**Gadson Woodall, Treasurer**

**Mark Glenn, Board Member**

**Vacant, Board Member**

**Kim Allonce**

**Economic Development Director**

**Vacant**

**Recorder**

**STOCKBRIDGE CITY HALL**

**4640 NORTH HENRY BLVD.**

**STOCKBRIDGE, GA 30281**

**Website: [www.stockbridgega.org](http://www.stockbridgega.org)**

**Phone: 770-389-7900**

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## **Citywide Development Authority Meeting Agenda December 12, 2023 6:00 PM**



Citywide Development Authority (DA) The work of development authorities is crucial for the ability for local government to create a legacy of sustained prosperity and requires strong leadership from board members, staff, and elected officials. The Citywide Development Authority is a (7) seven-member authority consisting of (6) residents of the City and/or business owners and operators preferably with subject-matter expertise such as attorneys, realtors, developers, and zoning experts and (1) member of the Governing Body. The directors shall be taxpayers residing in the county or municipal corporation for which the authority is created, and their successors shall be appointed as provided by the resolution provided for in Code Section 36-62-4



## **AGENDA**

### **CITYWIDE DEVELOPMENT AUTHORITY MEETING**

### **CITY OF STOCKBRIDGE**

**TUESDAY, DECEMBER 12, 2023 6:00 PM**

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- I. Welcome & Call to Order - Board Chair**
  - II. Roll Call - Chair**
  - III. Approval of Agenda**
  - IV. Old Business**
    - 1. Review and Approval of November 14, 2023 Minutes
  - V. New Business**
    - 2. Appointment of Secretary
  - VI. Executive Session (if needed)**
    - 3. Discussion of Real Estate Matters
  - VII. Adjourn**



Citywide Development Authority  
Meeting Minutes  
Tuesday, November 14, 2023  
Stockbridge City Hall (Levi Meeting Room) 6:00 P.M.

|                                        |                                          |
|----------------------------------------|------------------------------------------|
| Ariel Shaw, Chair<br>Present           | Mark Glenn, Board Member<br>Present      |
| Samantha Samuels, Vice-Chair<br>Absent | Gadson Woodall, Treasurer<br>Present     |
| Dr. Cathy Hill, Secretary<br>Present   | Vacant – Board Member                    |
| Vacant – Council Member                | LaTonya Wiley, Board Attorney<br>Present |

Also Present: Recorder and City Clerk, Vanessa Holiday

The Meeting was called to order by Chair Shaw at 6:37 p.m.

Roll Call by Secretary Hill; all members were present except Board Member Samuels.

Motion to approve the Agenda made by Board Member Hill; seconded by Board Member Glenn. The motion passed unanimously 4-0.

Following review of the Minutes Board Member Woodall motioned to approve the October 11, 2023 Minutes with amendment to page 3; seconded by Glenn. The motion passed unanimously 4-0.

Chair Shaw noted the previous meeting ended without discussion of Agenda items due to time constraints and wants to begin the meeting by addressing those items.

Chair Shaw noted the IGA – Intergovernmental Agreement was presented to the City Council at the October 30<sup>th</sup> meeting where the request for changes to the agreement was made.

Attorney Wiley noted the amended agreement was presented at the November 13, 2023 meeting with the hopes of the Board becoming self-sufficient, sooner than

later; noted the language in the agreement remains may and not shall; noted Article II regarding the FY2024 budget states the City of Stockbridge may fund \$75,000 and not shall; Section 3.1 referenced office space at city hall as approved by the City Manager or the City Council; Section 2.3 with regard to the 60/40 project split has been completely extracted, noting the Development Authority will receive a fee on a case by case basis; Article IV Section 4.3 give the City of Stockbridge the right to request full conveyance, noting the last sentence was added by the City's Attorney; and noted Section 4.2 correction (case by vase negotiated process).

Attorney Wiley recommended the Board authorize the Chair and the Secretary sign the agreement with Scribner's error corrections made to some of the content.

Board Member Hill noted concern with Section 5.2 (3) asking if this is standard language. Attorney Wiley confirmed, yes, this is standard language.

Motion to approve the IGA as approved by the City Council at the November 13, 2023 meeting with Scribner's Error corrections made by Board Member Woodall; seconded by Board Member Glenn passed unanimously 4-0.

The consensus of the Board was to seek a quote for Director's Insurance for members of the Board.

Chair Shaw noted the Brokers event was well-received with serious interest; reviewed the website information for [SelectStockbridge.com](https://SelectStockbridge.com) and reviewed analytics, incentives and noted the property search page links to the Henry County Qpublic site, and referenced 20 pages that are unpublished and should be completed by the end of the year and brought back for feedback; noted H.J. Russell visited the site and was impressed; and noted a copy of the revised by-laws would be distributed to the Board for review.

Chair Shaw noted she had worked with Attorney Wiley regarding an incentives package, and ways to streamline the process for potential developers and business owners; noted the process needs to be streamlined, and distributed the Incentives Proposed by the City of Stockbridge Development Authority, the Economic Development Application, the Application for Bond Inducement Letter, and the Application for Inducement Resolution documents for the Board to review; noted the incentives proposed by the City were not on the webpage and would like the



Economic Incentive Application form to be fillable document, stressing the importance of automating the process wherever possible.

Chair Shaw reviewed the proposed FY2024 Budget of \$75,300.00, noted she would like to hire a Director to be more hands on and noted the request for a consultant to help close deals; noted Mr. Ed Wall has offered his services; and noted the City's Economic Development Department will partner on the website, noting the cost is \$3,000, and Board will receive a reimbursement for the step-n-repeat.

Treasurer Woodall gave an overall of the Board's current financials, noting YTD expenses of \$27,430.86 and the checking account balance of \$17,569.14. Motion to approve the proposed FY2024 Budget made by Board Member Hill; seconded by Board Member Glenn. The motion passed unanimously 4-0.

Motion to convene Executive Session for Property Acquisition and Real Estate made by Board Member Glenn; seconded by Board Member Hill. The motion passed unanimously 4-0.

Motion to adjourn Executive Session, sign an Affidavit without action, and reconvene the meeting made by Board Member Hill; seconded by Board Member Glenn passed unanimously 4-0.

Motion to adjourn at 9:00 p.m. made by Chair Shaw; seconded by Board Member Glenn. The motion passed unanimously 4-0.

Minutes recorded by: Vanessa Holiday, City Clerk



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