# City of Stockbridge
# Citywide Development Authority

## STOCKBRIDGE

## Development Authority

Ariel Shaw, Chair

Terri Gleaton, Vice Chair

LaKeisha Gantt, Secretary

Gadson Woodall, Treasurer

Monica Jones, Board Member

Kim Mays, Board Member

Ivy D. Sears, Board Member

Scott Hughes, Board Member

Jacqueline Humphries, Board Member

City Manager, Vacant

Gerald Sanders, Economic Development Director

Cassandra Lester, Recorder

**CITY HALL**
**LEVI MEETING ROOM**
**4640 N. HENRY BLVD.**
**STOCKBRIDGE, GA 30281**
**Website: www.selectstockbridge.com**
**Phone: 770-389-7900**
**Fax: 770-389-7912**

# Citywide Development Authority Meeting Agenda April 14, 2025 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 (9) nine-member authority consisting of (8) 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

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# AGENDA
# CITYWIDE DEVELOPMENT AUTHORITY MEETING
# CITY OF STOCKBRIDGE

**MONDAY, APRIL 14, 2025 6:00 PM**

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**I. Call to Order**

1. Roll Call
2. Approve Agenda
3. Approval of Minutes

   Review and Approval of March 11, 2025 Minutes

**II. Old Business**

4. Board Elections

   Election of Board Chair
   Election of Board Vice-Chair
   Election of Treasurer
   Election of Board Secretary

5. Amendment to Resolution for 20% Balance Due to the City of Stockbridge

**III. New Business**

6. Chair Updates

   Marketing Updates & Approvals
   Sub-Committees for Marketing & Strategic Positioning
   CDA Brokers Open/Reception

7. Economic Development - Gerald Sanders
8. Finance & Treasurer Updates - Gadson Woodall
9. Broker Updates - Tommy Collins - T. Dallas Smith Co.

**IV. Executive Session (if needed)**

**V. Adjourn**

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Citywide Development Authority

Citywide Development Authority
Meeting Minutes
Tuesday, March 11, 2025
Stockbridge City Hall Levi Meeting Room 6:00 P.M.

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|---|---|
| Ariel Shaw, Chair<br>Present | LaKeisha Gantt, Secretary/Councilmember<br>Not Present |
| Terri Gleaton, Vice Chair<br>Not Present | Gadson Woodall, Treasurer<br>Present (Joined at 6:13 p.m.) |
| Kim Mays, Board Member<br>Not Present | Ivy D. Sears, Board Member<br>Present |
| Monica Jones, Board Member<br>Present | Scott Hughes – Board Member<br>Present |
| Vacant – Board Member | Elle Whigham, Board Attorney<br>Present |

Also Present: Vanessa Holiday, City Clerk (Recorder)_
Christine Chavis, Economic Development Coordinator
Attorney Winston Denmark

New Board Member Scott Hughes was introduced.

The Meeting was called to order by Chair Shaw at 6:08 p.m.; seconded by Board Member Jones. The motion passed unanimously 4-0.

Roll Call by Board Member Jones; all members were present except Board Members Gleaton, Mays and Woodall, and Councilmember Gantt who is attending the NLC Conference in Washington, DC.

Motion to approve the Agenda was made by Board Member Jones; seconded by Board Member Sears. The motion passed unanimously 4-0.

Board Member Woodall joined the meeting at 6:13 p.m.

OLD BUSINESS

January Minutes - Motion to approve the January 14, 2025 Meeting Minutes with a request to amend page 4 removing the 60% percentage split cited by Mr. Milazi was made by Chair Shaw; seconded by Board Member Jones. The motion passed unanimously 5-0.

FY2025 Budget - Chair Shaw reviewed the proposed FY2025 Operating Budget noting the need to increase professional fees and travel expenses relating to board members attending upcoming conferences, partnership with the city's Economic Development Department for the Business Conference taking place on March 27, 2025; increasing advertising and marketing; and noted the Board has spent little funds year to date.

Motion to approve the FY2025 Budget in the amount of $115,182 was made by Chair Shaw; seconded by Board Member Woodall. The motion passed unanimously 5-0.

NEW BUSINESS

Chair Updates - Chair Shaw referenced the 2025 Calendar of Events and training opportunities; and referenced the Brokers Open, Henry County State of the County, and Mayor Ford's State of the City address on Aprill 22nd; noting events would be at the Board's discretion to attend; and also referenced the Four Pillar event sponsored by Council for Quality Growth later in October.

Board Member Hughes stated the importance of being at the table at the Four Pillar event.

Attorney Whigham noted she is attempting to get the Board Retreat counted as Continuing Education Credit, and noted training for board members is mandated beginning each July 1.

Developer Applications - Chair Shaw reviewed the Economic Development documents created by Legal, which included the Application for Inducement Resolution, Application for Bond Inducement Letter and the Economic Development Incentives Program Application, noting the forms are not on the website, and the webpage developer has stated the forms can be hidden on the page to allow access by the Team, to include the Attorney, Financial Advisor, and authorized members.

Attorney Whigham noted a rule of thumb is, if the project exceed $100k, bond is required.

Board Member Hughes asked who will vet the potential developer.
Chair Shaw referenced the Team and requested that Legal always be included when speaking with developers, and to include the Board Chair.

Contract & Resolution (Bonding Attorney) – Attorney Whigham presented the Resolution to approve an Engagement Letter from Butler Snow LLP for the Patrick Henry Parkway Mixed Use Conceptual Master Plan Project, noting the firm did not submit the full agreement so as not to charge the Board until the project was further down the road. Attorney Whigham also noted Bond Attorney Douglas Selby did not submit an Engagement Letter.

Ms. Holiday noted Butler Snow LLP is the attorney for the Downtown Development Authority, and Douglas Selby is the Bond Counsel for the City of Stockbridge and processed the bonding for the city's Amphitheater.

Board Member Hughes asked if there is a Code of Conduct in place to avoid Conflict of Interest. Ms. Holiday stated Board Members are city officials and would send the Code.

Following discussion, the consensus of the Board was to Table the Resolution.

Motion to Table the Bond Attorney Engagement Letter was made by Chair Shaw; seconded by Board Member Jones. The motion passed unanimously 5-0.

Economic Development Updates
Ms. Chavis noted there is a pending cost estimate for the Patrick Henry Transportation Plan.

Treasurer Updates

Board Member Woodall noted the city received an invoice from the City for 40% of the North Park Trail real estate transaction of $679,866 and paid $271,946.40 to the City of Stockbridge, and the account balance as of 2/28/2025 is $468,178.30; and noted the Board received $45,000.00 from the City of Stockbridge.

Motion to approve the invoice in the amount of $271,946.40 (40%) to the City of Stockbridge for the North Park Trail real estate transaction was made by Chair Shaw; seconded by Board Member Woodall. The motion passed unanimously 5-0. The consensus of the Board was to reschedule the April 8, 2025 Board meeting to April 14, 2025 at 6:00 p.m. in-person in the Levi Meeting Room at City Hall. Attorney Whigham noted she would be available via Zoom.

Executive Session

Motion to convene Executive Session for Real Estate was made by Chair Shaw; seconded by Board Member Jones. The motion passed unanimously 5-0.

Motion to adjourn Executive Session and reconvene the meeting and to sign an Executive Session Affidavit with no action was made by Chair Shaw; seconded by Board Member Sears. The motion passed unanimously 5-0.

Motion to Table the Board Elections to the next meeting was made by Chair Shaw; seconded by Board Member Sears. The motion passed unanimously 5-0.

Attorney Whigham stated she would prepare a Notice of Board Elections to be distributed to all members by the Chair.

Motion to adjourn the meeting at 7:36 p.m. was made by Chair Shaw; seconded by Board Member Sears. The motion passed unanimously 5-0.

Minutes recorded by: Vanessa Holiday, City Clerk