

DACC Executive Committee		
5/6/2020	12:00 PM	Virtual
Meeting called by	Chair: Kerry Bridges	
Type of meeting	Executive Committee Meeting	
Facilitator	Chair: Kerry Bridges	
Note taker	Anita Patel	
Adjourned	2:20:00 PM	
Attendees	Kerry Bridges, Christina Purkapile, Mark Wills, Rick Evans	
Staff/Guests	Robbie Bennett, Anita Patel, Chris Driver	
Meeting Agenda		
<1 minute	Kerry Bridges	
Discussion	Motion to approve Agenda for the 05/06/2020 Executive Committee Meeting, Mark Wills. 2nd, Rick Evans. Motion carries unanimously (4-0).	
Conclusions	None	
Action Items	Person Responsible	Deadline
None	N/A	N/A
Minutes of Previous Meeting		
<1 minute	Kerry Bridges	
Discussion	Motion to approve Minutes from 2/17/2020 Executive Committee Meeting, Mark Wills. 2nd, Rick Evans. Motion carries unanimously (4-0).	
Conclusions	None	
Action Items	Person Responsible	Deadline
None	N/A	N/A
DACC Financial Report		
3 Minute(s)	Robbie Bennett	
Discussion	From Statement of Net Assets – March 30, 2020, Total Liabilities & Net Assets of \$5,996,122.72. From Budget vs. Actual - March 30, 2020 - Revenue has 25% remaining; Expenses has 44% remaining as the business development budget has not been spent as expected - effects of pandemic and cancellations of scheduled events. Development expenditures detailed Master planning, engineering, development expenses.	
Conclusions	Financial Reports from March 2020 were approved. Motion: Mark Wills; Second: Christina Purkapile. Motion carries unanimously. (4-0)	
Action Items	Person Responsible	Deadline
None	N/A	N/A

Chairman's Report		
5 Minute(s)	Kerry Bridges	
Discussion	<p>Kerry Bridges thanked Robbie and staff for guiding everyone through the process of the Amazon project and telling the story of what is needed and what it takes to move a project across the finish line. Robbie Bennett stated that he appreciated all of the county support, DACC Board and staff support, and the importance to remember that there is a great deal of work still happening from roadwork to bridge design. He also stated how much everyone appreciated the efforts of Chris Driver who did so much to support bringing this project to fruition. Kerry stated that everyone worked through unprecedented times through this pandemic and was thankful. The remote-working is going well. The budget process for fiscal year 20/21 has started, he commended Robbie Bennett and their team on focusing on the goals in developing the budget.</p>	
Conclusions	None	
Action Items	Person(s) Responsible	Deadline
None	N/A	N/A
Economic Development Update		
31 Minute(s)	Robbie Bennett	
Discussion	<p>Robbie Bennett shared that even prior to the announcement on Amazon, there was a lot of project activity. Taylor submitted an RFI on Monday for another project. Five projects are looking at White Oak business Park currently. Thomas and Hutton has updated the master plan for White Oak. The long-term need to look at strategies for TAD and the opportunity zone for Martinez or another area of focus that is a priority.</p>	
	<p>In the last two years, The Development Authority has built an industrial park, landed two major projects, created 900 jobs, and 70% of Phase 1 is now full. Chris Driver shared that with the announcement of Amazon, there is an increased interest for the industrial side to grow.</p>	
	<p>Update on the entrance sign for the White Oak Business Park is that the footers are in and once the construction begins it should be just a matter of a week or so. The sign company has had delays due to weather as well as employee illness.</p>	
	<p>Robbie shared that he updated the Loop Net Profile based on pricing and layout of parcels at White Oak Business Park. The pricing has been based on the impact of now having roads built and having Amazon out there. For GRAD certification, prices are available for State inquiries.</p>	
Conclusions	None	
Action Items	Person Responsible	Deadline
None	N/A	N/A

Old Business		
9 minute(s)	None	
Discussion	Develop Columbia County Inc., the 501(c)3 set up by DACC, – Documents are finalized with Brian Corse and Hull Barrett. Next order of business will be to decide on the structure of the Board for this nonprofit and what kind of outside perspective will be necessary . Robbie shared that through the IEDC, we have access to Grant funding. Private funding will have to go through the 501(c)(3). But federal funding can go directly through the Development Authority. Develop Columbia County, Inc. will work with the CVB, Columbia County Chamber of Commerce, Board of Education, and the County’s Recovery Task Force efforts to assist the community.	
Conclusions	None	
Action Items	Person Responsible	Deadline
None	N/A	N/A
New Business		
28 minute(s)	Robbie Bennett	
	<p><u>White Oak Business Park</u> Kerry Bridges shared that the long-term management and marketing of the White Oak Business park will be a priority. How to brand this park, long-term infrastructure needs, priorities of activities, landscaping, solar panels, covenants, partnerships in being a "Green" park. To this end, it will be important to keep trees in undisturbed areas, lighting will be important, leveraging of water power and resources, reward tenants for their environmental stewardship, documenting programs and processes in the park and how to reward those tenants, creating a "lifestyle" campus for employees. Kerry suggested working with Amazon for other ideas.</p> <p>- Expenses on White Oak, based on what the Development Authority has earmarked and spent, and the outside sources of funding were discussed. Being able to understand what DACC will need when the next site/project comes will be lessons-learned from understanding this site/project.</p> <p><u>Budget FY 20/21</u> - Robbie Bennett and Kerry Bridges presented the FY 20/21 budget to Exec. Based on meetings with Columbia County leadership they recommend modifying the DACC budget request from \$627,000 to \$550,000. This represents a 13.4% increase in County appropriations. The goal is to cover the \$45,000 from the SRS CRO funding that has ended and allow for restructuring of the DACC staff. Restructuring of the Development Authority would include a part-time bookkeeper, independent audit, SME taking over the monthly report, and re-organization of duties for the staff. Additionally, in order to save on next year’s budget, the Executive Director plans to split required technology upgrades between FY 19/20 and FY 20/21.</p> <p>Discussions also included the potential DACC office relocation. Given the unexpectedly high buildout costs, the DACC will not be able to relocate. Even after adjusting design, the costs remain \$60,000 over budget. This is also compounded by the potential loss outside funding, the Development Authority will adjust future plans and not consider relocation at this time.</p> <p>- Kerry shared the following information: approximately \$100,000 from outside funding will not be received this year, the equivalent of 40% of the Development Authority budget was spent on White Oak with engineering, master planning etc. and the assumption is that this will be the typical pattern going forward.</p>	
Conclusions		
	Person Responsible	Deadline
None	N/A	N/A

Updates		
0 minutes	None	
Discussion	None	
Conclusions	None	
Action Items	Person Responsible	Deadline
None	N/A	N/A
Closed Session		
60 minutes	Kerry Bridges	
Discussion	<p>Motion to enter closed session: Christina Purkapile. Second: Rick Evans. Motion carries unanimously. (4-0)</p> <p>Motion to exit closed session: Christina Purkapile. Second: Mark wills. Motion carries unanimously. (4-0)</p> <p>One property and one personnel issue were discussed.</p> <p>No action was taken in closed session.</p>	
Conclusions	None	
Action Items	Person Responsible	Deadline
None	N/A	N/A
Public Comments		
2 minute(s)	Chris Driver	
Discussion	Chris Driver shared that there is a lot of excitement with the announcement of Amazon and the momentum that it has created for Columbia County.	
Conclusion	None	
Action Items	Person Responsible	Deadline
None	N/A	N/A
Calendar of Events		
2 minute(s)	Robbie Bennett	
Discussion	Robbie Bennett shared that the DACC meetings scheduled for this week. The May DACC Board meeting will be in person as of right now, but will look at legal requirements for meetings during these times. Work Schedule - building is open to employees only at this time. Staff will be brought in on a rotating basis.	
Conclusions		
Action Items	Person Responsible	Deadline
None	N/A	N/A
Adjournment		2:20 PM
Conclusions	Motion to adjourn: Christina Purkapile. Second: Rick Evans. Motion carries unanimously (4-0)	
Next meeting: July 8, 2020		DACC