

BRUNSWICK AND GLYNN COUNTY DEVELOPMENT AUTHORITY

**MINUTES – July 23, 2018 at 10:00 AM
Chamber Large Board Room**

BOARD MEMBERS PRESENT

PAULO ALBUQUERQUE
JACK KILGORE
JONES HOOKS
WAYNE JOHNSON
BILL AUSTIN

BOARD MEMBERS ABSENT

OTHERS PRESENT

MEL BAXTER, STAFF
JOAN HEARN, STAFF
SHERRI PRUITT, STAFF
REES SUMERFORD, COUNSEL
ROB BURR, GCAC
WOODY WOODSIDE, CHAMBER
ALAN OURS, COUNTY MANAGER
PETE SNELL, COASTAL PINE
MATHEW HILL, DOWNTOWN EDA
JENNIFER FORDHAM, GaDCA
MONICA SMITH, S.L.E.A.T.
PAM SHEIRLING, THE ISLANDER
TYLER JONES, BRUNSWICK NEWS

I. CALL TO ORDER

Chairman Paulo Albuquerque called the meeting to order at 10:00am.

II. INVOCATION, PLEDGE OF ALLEGIANCE & WELCOME GUESTS

Mel Baxter gave invocation and Chairman Paulo Albuquerque welcomed guests.

III. PUBLIC COMMENT

Chairman Paulo Albuquerque invited public comments from the guests

IV. ACCEPT AGENDA

A MOTION was made by Jack Kilgore, seconded by Bill Austin and passed unanimously to accept the agenda as presented: The MOTION carried unanimously: 5-0

V. APPROVAL OF MEETING MINUTES

A MOTION was made by Bill Austin and seconded by Wayne Johnson to approve the June 25, 2018 Meeting Minutes as presented. The MOTION carried unanimously: 5-0.

A MOTION was made by Jones Hooks and seconded by Jack Kilgore to approve the July 9, 2018 Called Meeting Minutes as presented. The MOTION carried unanimously: 5-0.

VI. GCAC

Rob Burr reported on various GCAC items.

VII. CHAIRMAN ITEMS

A. Appointment of New Board Officers

Board officers:

Chairman – Paulo Albuquerque to remain as Chairman

Vice Chairman – Jack Kilgore to remain as Vice Chairman

Secretary Treasurer – Wayne Johnson to remain as Secretary Treasurer

Assistant Secretary Treasurer – Bill Austin appointed Assistant Secretary Treasurer

A MOTION was made by Jones Hooks and seconded by Wayne Johnson to approve the Board Officers as presented. The MOTION carried unanimously: 5-0.

VIII. FINANCIALS - Joan Hearn

A. Approve Financials – June 2018

A MOTION was made by Wayne Johnson and seconded by Jack Kilgore to approve the June financials as presented. The MOTION carried unanimously: 5-0.

B. Budget Amendment

A MOTION was made by Bill Austin and seconded by Jones Hooks to approve the amendment to the budget as presented. The MOTION carried unanimously: 5-0.

IX. UPDATES

President's Information Items:

- Projects Report – Mel Baxter reviewed various projects with the Board.

X. IMPORTANT DATES

- Development Authority Board Meeting – 10:00am, Monday, August 27th
- Georgia Chamber Congressional Luncheon-August 14, Macon Marriott City Center, Tuesday at 11am
- Annual Chamber Golf Tournament – September 21st, Sanctuary Cove, Friday at 11am

- Georgia DOT – Reception/Dinner at Jekyll. More to come.
- Board of Education – Reception/Dinner at the Westin Hotel, Tuesday, Oct. 23, 2018
- Red Carpet Tour – April 4-6, 2018

XI. EXECUTIVE SESSION

A. Closed Session – Pending or Potential Litigation OCGA Section §50-14-2

A **MOTION** was made by Jack Kilgore and seconded by Wayne Johnson to enter into Closed Session to discuss Pending or Potential Litigation OCGA Section §50-14-2. The **MOTION** carried unanimously: 5-0.

A **MOTION** to was made by Wayne Johnson and seconded by Bill Austin to return to Open Session. The **MOTION** carried unanimously: 5-0.

Returned to Open Session

A **MOTION** was made by Bill Austin and seconded by Jack Kilgore to approve and authorize the execution of the following documents:

1. Joint First Amendment to the Agreements for Project Development and Capital Maintenance Services for FLETC Buildings 185, 186 and 187 with H&P Investment Partners, Inc.
2. Supplemental Lease Agreement No. 13 to Lease No. TFTC 02-13 (Dorm 187), with the United States Government.
3. Supplemental Lease Agreement No. 14 to Lease No. TFTC 02-01 (Dorm 186), with the United States Government.
4. Supplemental Lease Agreement No. 16 to Lease No. TFTC 01-25 (Dorm 185), with the United States Government.

The **MOTION** carried unanimously: 5-0.

A **MOTION** was made by Wayne Johnson and seconded by Jones Hooks to approve the change in the loan to Travis Ostrom to renovate the call center as presented to allow for a substitution of real property owned by Mr. Ostrom located near I-95 Exit 38 as collateral for said loan. The **MOTION** carried unanimously: 5-0.

XII. ADJOURN

A MOTION to adjourn was made by Wayne Johnson and seconded by Jones Hooks. The MOTION carried unanimously: 5-0. The meeting adjourned at 11:25am.

Chairman Paulo Albuquerque

Attest:

Sherri Pruitt
Office Coordinator/ Brunswick and Glynn County Development Authority