

BRUNSWICK AND GLYNN COUNTY DEVELOPMENT AUTHORITY

**MINUTES – September 24, 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

RYAN MOORE, STAFF
JOAN HEARN, STAFF
SHERRI PRUITT, STAFF
REES SUMERFORD, COUNSEL
PASTOR MARK BAKER, GREATER WORKS MINISTRY
ROB BURR, GCAC
TERRA WINSLETT, GCAC
WOODY WOODSIDE, CHAMBER
BILL BRUNSON, COUNTY COMMISSIONER
ALLEN BOOKER, COUNTY COMMISSIONER
JULIE MARTIN, CITY COMMISSIONER
BECKY ELLIOTT, GULFSTREAM
DAN McCRAE,
CEDRIC KING, PINOVA
JIMMY JUNKIN, JWSC
ALYCE THORNHILL, GDEcD
JAN MELCHER, QUICKSTART
MONICA SMITH, S.L.E.A.T.
PAM SHEIRLING, THE ISLANDER
BRUNSWICK NEWS STAFF

I. CALL TO ORDER

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

II. INVOCATION

Pastor Mark Baker gave invocation.

III. PLEDGE OF ALLEGIANCE & WELCOME GUESTS

Chairman Paulo Albuquerque welcomed guests.

IV. PUBLIC COMMENT

Chairman Paulo Albuquerque invited public comments from the guests.

V. ACCEPT AGENDA

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

VI. APPROVAL OF MEETING MINUTES

A MOTION was made by Jack Kilgore and seconded by Jones Hooks to approve the August 27, 2018 Meeting Minutes as presented. The MOTION carried unanimously: 5-0.

VII. CHAIRMAN ITEMS

- **Phil Overton**

Woody Woodside gave a few words on behalf of Phil Overton's passing and his time spent as the Authority's Executive Director and involvement with the community.

- **Joint Comment on Terry Creek Remediation**

Jack Kilgore reported that the Authority participated with the Chamber and the Convention and visitor's Bureau in a unified comment to the court of our concern regarding the Terry Creek Remediation. The Authority recommends there be no cost to the citizens of Glynn County and that the cost should be absorbed by Hercules. The Authority's comments are available to public upon request.

VIII. FINANCIALS - Joan Hearn

A. Approve Financials – August 2018

Joan Hearn reported that the audit has been finished and reviewed by Ben Lee and Associates. Ben Lee will present the audit at the October board meeting. The staff will be reviewing the budget with more to come.

A MOTION was made by Jones Hooks and seconded by Jack Kilgore to approve the August financials as presented. The MOTION carried unanimously: 5-0.

IX. UPDATES

President's Information Items:

- **Projects Report**

Ryan Moore reported 14 projects for 2018; 11 were attraction projects and 3 were Revolving Loan Fund projects. There are 3 projects to date for 2019.

- **Policies Discussion**

Ryan Moore reported that the Authority's policies need updating and recommends the following teams to review and make any recommendations needed:

- **By-Laws** will be reviewed by Paulo Albuquerque and Jack Kilgore.
- **Financials** will be reviewed by Paulo Albuquerque and Jack Kilgore.
- **Personnel** will be reviewed by Paulo Albuquerque and Bill Austin.

The teams will get back to the Board for recommendations in the next 60 days or so. More to come.

- **Board Meeting Date Discussion**

Ryan Moore recommends that the Board review the Monday meeting date and push it a few days to give the GCAC more time to get their Agenda to the staff. Sherri Pruitt will poll the Board for possible dates. More to come.

- **Aviation Program**

Ryan Moore reported on the introductory Aviation Certificate Program that will be housed at the technical college. Plans are to begin next school year in the fall with room for 15+ students. An Industrial Certificate Program will be available as well at that time. More to come.

- **Airport Operating Agreement**

Ryan Moore reported that the Airport Operating Agreement needs updating. Jones Hooks and Wayne Johnson will lead the effort in accordance with County Rules. More to come.

- **Action Items Outcomes**

- **Quaker City Plating (QCP)** – Ryan Moore and Bill Austin met with Mike Smith of QCP and Mike expressed their need of workforce. Ryan Moore and Bill Austin set Mike Smith up with the technical college who was able to help with some of their workforce needs. Ryan Moore will continue to be a part of the discussions.

- **New Action Items**

- **Budget** – The staff will review the budget and make amendment's if necessary.

X. GCAC

Gulfstream Original Sublease Facility Improvements–Brunswick Golden Isles Airport

Becky Elliott gave a presentation and Terra reviewed the sublease with the Board.

A MOTION was made by Jack Kilgore and seconded by Bill Austin to approve the Seventh Amendment to the Original Gulfstream Sublease upon legal review. The MOTION carried unanimously: 5-0.

XI. IMPORTANT DATES

- Development Authority Board Meeting – October 22nd, Large Board Room, Monday at 10am

XII. EXECUTIVE SESSION

A. Closed Session - Real Estate OCGA Section §50-14-3(b)(1)(B)

B. Closed Session – Discussion of Personnel OCGA Section §50-14-2(b)(2)

A MOTION was made by Wayne Johnson and seconded by Bill Austin to enter into Closed Session to discuss Real Estate OCGA Section §50-14-3(b)(1)(B) and Personnel OCGA Section §50-14-2(b)(2). The MOTION carried unanimously: 5-0.

A **MOTION** to was made by Jack Kilgore and seconded by Jones Hooks to return to Open Session. The **MOTION** carried unanimously: 5-0.

Returned to Open Session

XIII. ADJOURN

A **MOTION** to adjourn was made by Wayne Johnson and seconded by Bill Austin. The **MOTION** carried unanimously: 5-0. The meeting adjourned at 11:50am.

Attest:

Chairman Paulo Albuquerque

Sherrri Pruitt
Office Coordinator/ Brunswick and Glynn County Development Authority