

Board Meeting Minutes

The January Mableton Development Authority meeting was held Monday, January 13, 2025, in the Large Meeting Room of the South Cobb Regional Library. A quorum of board members was present as follows:

Board Members Present:

Jason Gaines, Chairman
Joel Cope, Vice Chair
Dr. Crystal Wyche, Treasurer
Samuel Culbreath, Secretary
Edrick Harris, Board Member
Greg Fuller, Board Member

Administration:

Dana Johnson, Executive Director
Stephanie Cox, Asst. Secretary
Randy Hyde, Accountant

I. Welcome

- a. The meeting was called to order at 9:00 a.m.

II. Approval Items

- a. Minutes – Chairman Gaines called for a motion to approve the December 16 meeting minutes. A motion was duly made by Dy. Crystal Wyche and seconded by Mr. Greg Fuller to approve the minutes. The motion was unanimously approved (6-0).
- b. Treasurer's Report – Dr. Crystal Wyche shared a revision to the December checking account financial report –
 - i. A \$900 payment from AT&T was inadvertently placed in the expenses rather than income. The December financials were revised to reflect the following –
 1. Beginning Balance as of Nov. 1, 2024, was \$158,320.03
 2. Income in the amount of \$2,400
 3. Expenses in the amount of \$37,544.10
 4. Ending Balance as of December 10, 2024, was \$123,175.63
 - ii. Dr. Wyche also provided the Board with a report of the MDA's current financials. The report included the following figures –
 - iii. The beginning checking account balance was \$123,175.63 as of December 10, 2024. There were no income deposits. Executive Director Johnson shared that the Yancey Rent checks have been received and were in the process of being deposited.
 - iv. There were three checks written on the account totaling \$9,750.00
 1. 1/6/2025 Graffiti Removal (\$750)
 2. 12/18/2024 Cobb Chamber Table RSVP (\$3,000)
 3. 12/18/2024 Cobb Chamber Administration Fee (\$3,000)
 - v. The ending checking account balance as of December 31, 2024, was \$113,425.63.
 - vi. The Redevelopment Bond account had a beginning balance of \$751,817.65 as of December 1, 2024. Revenue from dividends/interest income totaled \$3.09 for December. The remaining balance was \$751,820.74 as of December 31, 2024.

- vii. Mr. Edrick Harris moved to approve the treasurer's report, seconded by Mr. Greg Fuller. The motion carried unanimously (6-0).
- c. Intergovernmental Agreement for Landscaping Services – Chairman Gaines shared that the Intergovernmental Agreement (IGA) with the Mableton Development Authority and Cobb County for the contracted landscaping maintenance agreement on I-20 is expired. Chairman Gaines shared a draft of a new proposed IGA with Cobb County to continue these services through May of 2025. Chairman Gaines asked for a motion to approve the draft IGA. Mr. Greg Fuller moved to approve the IGA draft, seconded by Mr. Joel Cope. The motion carried unanimously (6-0).
- d. Bylaws – Executive Director Johnson shared a copy indicating revisions to the MDA bylaws. The bylaws needed several amendments including an official name change to the "Mableton Development Authority" and additional changes to further align with the MDA with the state laws that were passed in 2024. After some discussion, Chairman Gaines asked for a motion to approve the updated bylaws as presented. Mr. Samuel Culbreath moved to approve the amended bylaws, seconded by Mr. Greg Fuller. The motion carried unanimously (6-0).
- e. Election of Officers – In accordance with the new bylaws, an election of officers for the MDA was needed. Chairman Gaines asked if the existing officers would like to remain in their current position. All officers agreed to continue in their positions. Chairman Gaines then asked if any other board member would like to make a challenge for a position as an officer. All other board members declined. Chairman Gaines made a motion to approve the following officers Mr. Joel Cope, Vice Chairman; Dr. Crystal Wyche, Treasurer; Mr. Samuel Culbreath, Secretary. Mr. Greg Fuller seconded the motion. The motion carried unanimously (6-0).
- f. Annual Meeting – Executive Director Johnson asked for the board to choose a date for the Annual Meeting in accordance with the newly adopted Bylaws. Mr. Johnson proposed September 2025 as the Annual Meeting to allow officers to be elected in preparation for the 2025 – 2026 fiscal year. After some discussion, the board asked for this item to be added to the February meeting agenda for additional consideration.

III. Public Comment

- a. During the Public Comment portion of the meeting, Ms. Lisa Crossman gave an update on the proposed Public Health Center in Mableton.

IV. Executive Director Updates

- a. The Executive Director, Mr. Dana Johnson, shared that the new Development Authority member training set for April 17th at the Cobb Chamber. Both Dr. Crystal Wyche and Mr. Greg Fuller plan to attend the required training.
- b. Ms. Stephanie Cox shared that the graffiti removal project proposed at the December meeting was completed.

c.

V. Federal & State Officials Report

- a. No Federal or State officials were in attendance.

VI. Local Officials Report

- a. Community Development Manager Juliana Njoku gave updates about the City's Comp plan and asked for assistance on future stakeholder meeting invitations.
- b. Ms. Njoku also asked that in light of the recent snowy weather, please check on the

most vulnerable members of the community to ensure they have the resources needed.

VII. Executive Session

- a. Chairman Gaines called for a motion to move the Authority into an Executive Session. Mr. Joel Cope made a motion, seconded by Mr. Greg Fuller. The motion carried unanimously (6-0). The Executive Session began at 9:57 a.m.

VIII. Adjournment

- a. The Executive Session concluded at 10:01 a.m.
- b. After Executive Session concluded, Ms. Njoku shared that the City of Mableton has made a second property purchase on Puckett Drive. In addition, Ms. Njoku shared that the new Mableton WorkSource Cobb Workforce Center grand opening will be held on Wednesday, February 12th from 10 a.m. to 1 p.m.
- c. Chairman Gaines adjourned the meeting at 10:09 a.m.