

Minutes  
MEETING OF SENOIA DEVELOPMENT AUTHORITY  
505 HOWARD ROAD  
March 27, 2023  
6:00 p.m.

Senoia Development Authority present: Carlotta Ungaro, Kevin Marais, Jordan Krabel, Tyler Tondee, Jennifer Meares. City Council Present: none

**Call to Order**

Carlotta called the meeting to order at 6:00 p.m.

**Minutes**

Kevin motioned to approve the previous minutes, and Tyler seconded; the motion carried unanimously.

**Treasurer Report**

Jennifer reported that there was \$5,201.36 in the Synovus account. Jennifer reported one debit to Carlotta Ungaro for \$631.61 under Community Relations for gifts for visiting Winpak executives. Tyler made a motion to approve the treasurer's report. Seconded by Kevin, the motion carried unanimously. Jennifer updated the board about asking Jeff Fisher if the SDA has a line item in the City's budget. Jeff emailed a response stating there is no line item for SDA. Carlotta suggested we request the City to include funding in the 2024 budget.

**Old Business**

- Intergovernmental agreement with the City of Senoia  
Carlotta reported that the IGA between the City and the DA for the sale to WinPak is complete.
- Sale of Howard Rd. Property  
Carlotta reported on behalf of Skip that the contract details between Winpak and the Development Authority are still being finalized.

**New Business**

- By-Laws

Carlotta presented the proposed changes to the by-laws, and the Board discussed them. Board members had numerous questions about D&O insurance and the audit. Jennifer and Carlotta will ask the City if the SDA is covered in the City's insurance and audit. There were no other questions about the recommended changes. Once the insurance and audit questions are addressed, the board will vote on approving the by-laws.

- Strategic Plan – Goal 1: Developing Product

Carlotta asked the board their thoughts on the next steps to understand sites available for development in Senoia. The group decided to invite Jeff Fisher to the April meeting and ask him to present the current property zonings and potential tracts available. Carlotta will reach out to Jeff.

**Adjournment**

Being no further business, Jennifer made a motion to adjourn the meeting. Seconded by Kevin, the meeting adjourned at 6:46 p.m.

**Respectfully,  
Jennifer Meares Secretary/Treasurer**