



**Columbia Area
Development Partnership**
Richland County's Economic Engine

**Columbia Area Development Partnership (CADP)
Board Meeting Minutes
January 26, 2026 | 11:30 A.M.
Parker Poe Conference Room
1221 Main St., 1100, Columbia SC29201
Jessica Mackey, Co-Chair Damon Jeter, Co-Chair**

Board Members Present: Damon Jeter, Co-Chair; Jessica Mackey, Co-Chair; Kim Smith; Stephen Cutler; Robert Dozier; Rick Shippey; Tracy Dunn; Heather Mitchell, Paul Livingston (*All via Zoom*)

CADP Staff Present: Jeff Ruble, Kate Bugby, Terry Wise

Guest Present: Ray Jones; Beth Webb

- I. **CALL TO ORDER:** Co-Chair Mackey called the meeting to order at 11:34
- II. **ADOPTION OF AGENDA:** Co -Chair Jeter made a motion to adopt the agenda with an amendment, to add CEO contract and CADP staff as item D. The motion was seconded by Tracy Dunn and adopted unanimously, without debate.
- III. **APPROVAL OF 11-24-25 MEETING MINUTES:** Robert Dozier made a motion to approve the minutes as presented. The motion was seconded by Tracy Dunn and approved unanimously, without debate.
- IV. **REPORTS:**
 - A. **Financial Report**

Kate Bugby gave detailed report of finances. Giving details for the FY-2026 Budget vs. Actuals showing various categories of expenditures for clarity, noting that she would likely need to amend the current budget.
 - ITEMS FOR EXECUTIVE SESSION:**
 - B. **New Projects-(4)**
 - C. **Existing Projects**
 - D. **CEO Contract and CADP Staff**
New Business
 - B. **Proposed Sale of Property**

Co-Chair Jeter made a motion to go into Executive Session at 11:41, Rick Shippey seconded, and approval was unanimous without debate.

Co-Chair Jeter made a motion to come out of Executive Session at 12:37, Stephen Cutler seconded, and approval was unanimous without debate.

(No Action taken In Executive Session)

B. New Projects:

Project #1: Co-Chair Jeter made a motion to accept the recommendation of staff reflecting a MCIP and SSRC at 50%; seconded by Tracy Dunn. Co-Chair Mackey recused herself, Paul Livingston abstained; the motion passed.

Project #2: Heather Mitchell made a motion to accept the recommendation of staff reflecting a MCIP and SSRC at 40%; seconded by Co-Chair Jeter. Paul Livingston abstained; the motion passed.

Project #3: Heather Mitchell made a motion to accept the recommendation of staff reflecting a MCIP and SSRC at 40%; seconded by Robert Dozier. Paul Livingston abstained; the motion passed.

Project #4: Stephen Cutler made a motion to accept the recommendation of staff reflecting a MCIP and SSRC at 40%; seconded by Co-Chair Jeter. Co-Chair Mackey recused herself, Paul Livingston abstained; the motion passed.

C. Existing Projects

Jeff Ruble gave an update on the status of the existing projects.

V. UNFINISHED BUSINESS:

Confirming the 2026 Board Meeting Dates as presented. Co-Chair Jeter made a motion to accept the dates presented, Heather Mitchell seconded, motion passed.

VI. NEW BUSINESS:

A. Selection of Auditor

As part of CADP's governance and fiduciary responsibilities, staff issued a Request for Proposals (RFP) to secure an independent financial auditor for the upcoming audit cycle. This engagement is a core internal control supporting financial transparency, regulatory compliance, and Board oversight as CADP continues operations as a newly independent public-private partnership.

Robert Dozier made a motion to accept the recommendation of staff to engage Greene Finney Cauley, LLP as CADP's independent auditor for the FY25–FY27 audit cycle, and authorization for staff to finalize the engagement and proceed with audit planning. The motion was seconded by Heather Mitchell, and approved unanimously without debate.

C. CADP Strategic Plan

Jeff Ruble submitted a presentation on the CADP's Strategic Plan, and how we move into our next chapter with intention. Referencing the strategy that brought us here. From the strategic plan from TIP Strategies in 2020 recommending a public-private EDO, to the recommendation being fully implemented in 2025/2026. Focusing on next steps, Robert Dozier made a motion to accept the staff recommendation to launch the strategic planning process. Seconded by Heather Mitchell, and approved unanimously without debate.

**Co-Chair Jeter extended a "Friendly Reminder" to the board about the upcoming CADP Social on Thursday, January 29th at Halls Chophouse from 5:00 pm to 6:30 pm.*

VII. Adjourn: Co-Chair Mackey called for a motion to adjourn, so moved by Heather Mitchell, seconded by Paul Livingston, approved unanimously without debate. Meeting adjourned at 1:02 pm.