

Development Authority of Butts County
Monthly Board Meeting
Minutes

The Development Authority of Butts County held its regularly scheduled meeting on Friday, February 11, 2022. The meeting was held in the conference room of the Historic Butts County Courthouse at 25 Second Street, Jackson, GA 30233.

Development Authority Members present and comprising a quorum were:

Members	PRESENT	ABSENT	Members	PRESENT	ABSENT
Zach Burden		X	Roger McDaniel	X	
Clint Crowe		X	Alicia Washington	X	
John Harkness	X		Arthur White		X
Fred Head	X				

Guests: Kevin Brown-Authority Counsel participated via conference call.

I. Welcome and Approval of the Agenda

Chairman Harkness called the meeting to order and confirmed that a quorum of the Board Members was in attendance. On a motion Mr. Head, seconded by Ms. Washington, the Agenda was unanimously approved.

II. Approval of the Minutes:

a) **January 14, 2022 Minutes:** On a motion by Mr. Head, seconded by Ms. Washington, the Board unanimously approved the Minutes of the January 14, 2022 meeting as submitted.

III. Board Items for Discussion and Action:

a) **Financial Reports – January 2022:** On a motion by Ms. Washington, seconded by Mr. Head, the Board voted unanimously to approve the January 2022 Financial Statements as presented.

IV. Old Business

b) **MasterBrand Cabinets update:** Executive Director White advised the Board that all documentation for the REBA Grant application had been submitted to the Georgia Department of Community Affairs (DCA) by our grant consultants, Allen-Smith Consulting. Mr. White noted that DCA had implemented a new online grant management program, and there was a backlog in processing grant applications and to anticipate delays in the grant award.

c) **Butts County-Spalding County Joint Development Authority Update:** Executive Director White reported that discussions were continuing between the Butts County Attorney and the Spalding County Attorney regarding the revised Intergovernmental Agreement (IGA) and the River Park development. White noted that development plans for a proposed building on River Park Site #7 (300,000 SF) had been submitted to both counties, so the issues surrounding permitting, inspections, permitting and development fees and sharing of property tax revenue needed to be resolved so that the project could continue. He also noted that he did not anticipate that there would be any bonds issued for the project by the Joint Authority.

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d) **Tax Saving Schedule Update:** Bob White refreshed the Board on recommended changes to the current Tax Savings Schedule that had been presented in December. The major changes consisted of adding additional investment increments, but that other minor changes including adding additional job creation increments were anticipated. However, it was agreed that there would not be any revisions to the Diversification of Business categories beyond updating some of the category titles or descriptions. On a motion by Mr. Head, seconded by Mr. McDaniel, the Board voted unanimously to authorize the executive director to share the revised document to the Board of Commissioners and the Board of Assessors for their review.

V. **New Business**

a) **FY 2023 Plan of Work Planning Session:** Mr. White reported that the planning session for the FY 2023 Plan of Work for the Authority would be held immediately following the March meeting. Mr. Jim Lovett, regional project manager for the Georgia Power Company Community and Economic Development would be facilitating the planning session. Mr. White distributed, as a reference, the summary report from the FY 2022 planning session that had been facilitated by Jenny Robbins with Georgia EMC's Community & Economic Development Department. Mr. White advised that he would be sending out additional reference material in advance of the planning session.

VII. **Staff Reports and Information:** Bob White and Melissa Griffin provided an update on staff activities since the past meeting. Mr. White noted that both he and Ms. Griffin would be participating virtually in the upcoming WorkSource Three Rivers Manufacturing Roundtable on February 15th, and both would be participating in a tour of the Henry Academy for Advanced Studies Mechatronics and Mechanical Engineering programs with representatives of the Butts County School System on February 16th.

VIII. **Executive Session for Legal Matters:** On a motion by Mr. McDaniel, seconded by Mr. Head, the Board voted unanimously to enter Executive Session to discuss Legal Matters. Following the discussion and upon a motion by Mr. McDaniel, seconded by Ms. Washington, the Board voted unanimously to exit Executive Session.

On a motion by Ms. Washington, seconded by Mr. Head, the Chairman was authorized to proceed on the matters as discussed in Executive Session. There was no action taken on the items discussed in Executive Session.

IX. **Adjournment:** On a motion by Mr. Head, seconded by Ms. Washington, the Board voted unanimously to adjourn the meeting.

The minutes were officially approved by the Board on March 11, 2022

Executive Director

Chairman