

Development Authority of Butts County
Monthly Board Meeting
Minutes

The Development Authority of Butts County held its regularly scheduled meeting on Friday, November 11, 2022. The meeting was held in the conference room of the Historic Butts County Courthouse at 25 Third 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: Mr. Joe Reed-Brushy Creek Homeowners Association. Authority Legal Counsel, Kevin Brown, participated via conference call.

Staff Present: Executive Director Bob White; Existing Industry/Workforce Development Coordinator, Melissa Griffin.

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 Mr. McDaniel, the Agenda was unanimously approved.

II. Approval of the Minutes:

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

III. Board Items for Discussion and Action:

a) **Financial Reports – October 2022:** On a motion by Mr. Arthur White, seconded by Mr. Burden, the Board voted unanimously to approve the October 2022 Financial Statements as presented.

IV. Old Business

a) **FY 2022 Audit Update:** Executive Director Bob White reported that the FY 2022 Audit was still underway, and that the Audit should be completed by the December meeting.

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- b) **Conveyance of 4.795 acres of Riverview Park Buffer land to Towaliga County Line Baptist Church in exchange for 1.09 acre Short Road entrance parcel, nominal consideration and closing costs.** Executive Director White and Authority Counsel Kevin Brown updated the Board on the final documentation regarding the referenced, and they recommended that the Board proceed with the finalization of the land swap with the Towaliga County Line Baptist Church. On a motion by Mr. Arthur White, seconded by Mr. Roger McDaniel, the Board unanimously authorized the chairman and secretary to execute all documentation regarding the land swap on behalf of the Authority.
- c) **Intergovernmental Planning Retreat Update:** Executive Director Bob White updated the Board on an Intergovernmental retreat planning session that was held on October 20th with County Manager, Brad Johnson, Chamber Executive Director, Lisa Durden, and Georgia Power Company Area Manager, Sister Ward, who participated via conference call. In the meeting, Ms. Durden reported that she had contacted the Lake Blackshear Resort & Golf Conference Center about the availability of the conference center to host the planning retreat, and the cost for lodging, catering and meeting-related expenses for an anticipated 40 participants. Due to their limited availability of open dates to accommodate such a large number of participants, the dates of February 9-10 were deemed to be the best option, with an anticipated total cost of \$12,080. There was discussion about examining whether venue options might be available, and a second planning meeting was scheduled for November 16th.

V. **New Business**

- a) **Request from Brushy Creek Homeowners Association:** Executive Director White shared an e-mail communication from Ms. Betty Eskew, President of the Brushy Creek Estates Homeowners Association (HOA) in Monroe County, inviting the Authority board members to meet with their HOA to discuss development of the Authority-owned Riverview land that bordered High Falls Lake. Although he was not a member of the HOA board at this time, Brushy Creek Estates resident, Mr. Joe Reed, was present and participated in the discussion. After consideration of the request, and on a motion by Mr. McDaniel, seconded by Mr. Head, the Board unanimously declined to convene a separate meeting with the out-of-county homeowners association, but since all meetings of the development authority are public meetings, the Authority would entertain a request from the group to be added to an upcoming Authority meeting agenda. Executive Director White was asked to convey that information to Ms. Eskew.
- b) **Development Authority Property Liability Insurance Policy Renewal:** Executive Director White presented a liability insurance policy renewal proposal from American Reliable Insurance Company through Millenium of Griffin Insurance at a cost of \$638.00. On a motion by Mr. Head, seconded by Mr. Crowe, the Board voted unanimously to approve the renewal as presented.

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c) **Southern Crescent Technical College Teacher Externship Program:** Executive Director White and Existing Industry and Workforce Development Coordinator, Melissa Griffin, presented information on a planned teacher externship program that was to be created by Southern Crescent Technical College (SCTC) with CTAE instructors from school systems within the SCTC's eight county service area, and that the chambers of commerce and development authorities in those counties – which includes Butts County – are being asked to consider making a three-year commitment of \$2,000 per year to offset expenses of the program. There was no action taken at this time by the Board.

VI. **Staff Reports and Information:** Authority staff provided an update on staff activities since the past meeting.

VII. **Executive Session:** There were no items for discussion in Executive Session.

VIII. **Adjournment:** On a motion by Mr. Head, seconded by Mr. Arthur White, the Board voted unanimously to adjourn the meeting.

The minutes were officially approved by the Board on December 9, 2022

Executive Director

Chairman