

Development Authority of Butts County  
Monthly Board Meeting  
Minutes

The Development Authority of Butts County held its regularly scheduled meeting on Friday, December 9, 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:** Ms. Rae Johnston-Haisten & Johnston, PC; Ms. Betty Eskew, Ms. Karen Dietrick, Mr. Danny Smith and Mr. Neal Ward-Brushy Creek Homeowners Association; Ms. Lisa Durden-Butts County Chamber of Commerce; and, Authority Legal Counsel, Kevin Brown

**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) **November 11, 2022 Minutes:** On a motion by Mr. Head, seconded by Mr. McDaniel, the Board unanimously approved the Minutes of the November 11, 2022 meeting as submitted.

**III. Board Items for Discussion and Action:**

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

**IV. Old Business**

a) **FY 2022 Audit Presentation:** Ms. Rae Johnston with Haisten & Johnston, PC, was on hand to present the FY2022 Audit results for both the Butts County Industrial Development Authority (IDA) and the Development Authority of Butts County; however, since the IDA will not have another quarterly meeting until January and to preclude the need for Ms. Johnston to appear a second time, the IDA Audit results were presented for information only, and will not be formally accepted until the next IDA meeting in January 2023.

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Ms. Johnston reported that the Authority's assets exceed its liabilities by \$3,926,509 (net position) for fiscal year 2022 as compared to \$3,962,627 last fiscal year end. Of this amount, \$186,894 (unassigned net position) may be used to meet the government's ongoing obligations to citizens and creditors. The Authority's net position decreased by \$36,118 from the previous fiscal year. Of this amount, \$21,613 was due to a prior period adjustment made to correct the Authority's net investment in fixed assets.

On a motion by Mr. McDaniel, seconded by Mr. Head, the Board voted unanimously to accept the FY2022 Audited Financial Statement for the Development Authority of Butts County.

- b) **Towaliga County Line Baptist Church Property Exchange Update.** Executive Director White and Authority Counsel Kevin Brown advised that the property exchange with the Towaliga County Line Baptist Church – as previously reported – had been completed and were awaiting the final Title documentation.
- c) **Closing on sale of 4.77 + acres IDA-owned Parcel:** Agenda item was incorrectly added to the Development Authority of Butts County meeting agenda and will be formally addressed at the next meeting of the Industrial Development Authority.
- d) **Intergovernmental Planning Retreat Update:** Chamber of Commerce Executive Director, Ms. Lisa Durden, provided an update on the proposed Intergovernmental Retreat. The meeting is scheduled for February 9-10, 2023 at the Lake Blackshear Resort in Cordele, Georgia. The proposed budget for the event – which includes lodging, meals and refreshments and resort charges for 40 participants - is estimated to total \$12,080, and that the Chamber Board had authorized the Chamber to contribute \$6,000 toward underwriting the Retreat cost, and she asked the Development Authority to consider contributing toward the remaining event costs. On a motion by Mr. Head, seconded by Mr. McDaniel, the Board voted unanimously to authorize the Chair to explore splitting equally the funding shortfall with the Butts County Board of Commissioners and the City of Jackson with a Development Authority commitment of up to \$2,000.

**V. New Business**

- a) **Request from Brushy Creek Homeowners Association:** At an earlier Development Authority meeting, Brushy Creek Homeowners Association (Monroe County) President, Ms. Betty Askew, had been party to discussions about the future plans for the 15 acres + that the Authority owned in Monroe County. Subsequently, Ms. Askew contacted Executive Director Bob White to request an opportunity to be on the agenda of the Authority meeting to discuss the matter further. Ms. Askew was accompanied by several other members of the HOA, and they expressed the desire to explore ways that the HOA might be able to benefit from acquiring the property. Chairman Harkness stated that the Authority would consider any formal request or proposal to acquire the property, and Ms. Askew responded that she would discuss the matter with her HOA members at an upcoming meeting and would advise accordingly.

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- VI. **Staff Reports and Information:** Authority staff provided an update on staff activities since the past meeting.
- VII. **Executive Session:** On a motion by Ms. Washington, seconded by Mr. McDaniel, the Board voted unanimously to enter Executive Session with Legal Counsel for discussion of Legal and Real Estate matters. Following discussion and ending the Executive Session and upon a motion by Ms. Washington, seconded by Mr. Head, the Board voted unanimously to authorize the Chair to proceed with the matters as discussed in Executive Session.
- VIII. **Adjournment:** On a motion by Ms. Washington, seconded by Mr. Crowe, the Board voted unanimously to adjourn the meeting.

**The minutes were officially approved by the Board on January 13, 2023**

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Executive Director

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Chairman