

<p>Development Authority of Butts County Monthly Board Meeting Minutes</p>

The Development Authority of Butts County held its monthly meeting on Friday, May 10, 2024 at the Historic Butts County Courthouse, 25 Third Street, Jackson, GA.

Development Authority Members present and comprising a quorum were:

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

Staff Present: Executive Director Bob White. There were also several attendees from the High Falls Lake residential communities.

I. Welcome and Approval of the Agenda

Chairman Harkness called the meeting to order and confirmed that a quorum was present. On a motion by Mr. Head, seconded by Mr. Arthur White, the Board voted unanimously to approve the agenda.

II. Approval of the Minutes

a) April 12, 2024 – Monthly Meeting

On a motion by Mr. White, seconded by Mr. Head, the Board unanimously approved the Minutes of the April 12, 2024, monthly meeting.

III. Board Items for Discussion and Action

- a) Financial Reports April 2024
 - Checking IDA
 - Checking DABC
 - MasterCard Credit Card
 - Joint Development Authority of Butts & Spalding

On a motion by Mr. Head, seconded by Mr. Arthur White, the Board voted unanimously to accept the Financial Reports as presented.

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IV. Old Business

- a) **Bibb Station Road Property Survey Results:** Executive Director Bob White shared copies of the completed surveys on the Bibb Station Road property owned by the Authority. Earlier tax records had the parcel containing 7.3 acres of land; however, the boundary survey revealed that the total parcel consisted of only 5.232 acres. The survey also showed a tract with 1.446 acres fronting on Bibb Station Road which is used by the Butts County Board of Commissioners under an existing Intergovernmental Lease Agreement. Authority member, Roger McDaniel, at the request of the board had negotiated with Mr. Chris Jones who owned adjacent property and who had expressed interest in purchasing 5.8 acres of the property for a purchase price of \$15,000. However, with the survey showing that the acreage was smaller than anticipated, Mr. McDaniel – who was unable to attend the meeting but had provided an email shared with the Board – suggested reducing the sales price to \$10,000 for the remaining 3.786 acres, with an additional \$2,000 of the survey, for a total price of \$12,200. On a motion by Ms. Washington, seconded by Mr. Head, the Board voted unanimously to approve the recommendation and take the necessary action to sell the property in question to Mr. Chris Jones.
- b) **FY2024 Financial Audit Representation:** Acting on previous direction from the Board, Executive Director Bob White had solicited proposals for the FY2024 Financial Audits for both the Development Authority and the Industrial Development Authority (IDA) from two auditing firms: Mauldin & Jenkins Certified Public Accountants, and McNair, McLemore, Middlebrooks & Co. Certified Public Accountants, and he shared copies of the two proposals with the Board members present. Mauldin & Jenkins had submitted a proposal for the single year audits for both the Development Authority and the Industrial Development Authority at a total cost of \$15,000. McNair, McLemore, Middlebrooks & Co. (MMM) submitted a proposed one-year cost of \$9,500 for the Development Authority audit, and \$7,500 for the IDA audit for a total of \$17,000; however, MMM's proposal also included a 3-year contract option at a reduced cost of \$8,500 each year for the Development Authority audit, and \$5,500 each year for the IDA audit for a total of \$14,000 per year.

Since only one firm had submitted a multi-year option and the fact that several Authority members were unable to attend the May meeting, the Board decided to defer action on the audit proposals until the June meeting, and instructed Bob White to determine whether Mauldin & Jenkins would consider revising their proposal to offer a multi-year contract action.

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V. New Business

- a) **Development Authority Website Update**– Executive Director White advised that the current Authority website was now approximately seven years old, and he recommended that the Authority staff work with our current website designers, 365 Degree Total Marketing, to update and improve the website with additional features and capabilities. Mr. Heath Slapikas with 365 Degree Total Marketing made a presentation on their recommendations for improvements to the website. The Board agreed that staff should work with 365 Degree Total Marketing to fine tune what revisions should be made to the current website, and to make those recommendations at an upcoming meeting.
- b) **Butts County Chamber 2024 Golf Classic:** Executive Director Bob White reported that the Butts County Chamber of Commerce 2024 Golf Classic will be held on Wednesday, May 15th. In keeping with the Authority’s previous support of the Chamber and their events, Mr. White suggested that the Development Authority purchase a Silver Sponsorship for \$250 in lieu of other participation in the event. On a motion by Ms. Washington, seconded by Mr. Arthur White, the Board voted unanimously to purchase a Silver Sponsorship for the 2024 Butts County Chamber Golf Classic.

VI. **Staff Reports and Information** – Executive Director Bob White provided a brief update on project activity since the last meeting.

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

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

The Minutes will be officially approved by the Board on: June 14, 2024

Executive Director

Chairman