

**DEVELOPMENT AUTHORITY OF CLAYTON COUNTY,  
REDEVELOPMENT AUTHORITY OF CLAYTON COUNTY,  
AND  
URBAN REDEVELOPMENT AGENCY OF CLAYTON COUNTY**

**MINUTES OF REGULAR SESSION MEETING**

**TUESDAY, DECEMBER 12, 2023**

The regular session meeting of the Development Authority of Clayton County, Redevelopment Authority of Clayton County, and Urban Redevelopment Agency of Clayton County was held on Tuesday, December 12, 2023, at 6:00 p.m., at the Lake City Community Center, 5471 Jonesboro Road, Lake City, Georgia.

Members present at the meeting were Dr. Harrison Braddy, Chair; Randy Burton, Vice-Chair; Terry Baskin, Secretary/Treasurer; Emma Godbee; Dr. Tim Hynes; Don Craddock; Rich Mahon; and Rodney McDaniel. Also present was Larry Vincent, Executive Director; Authority counsel, M. Michelle Youngblood; and Tiffany Duckworth, Office Manager.

**Call to Order and Invocation**

Chair Braddy called the meeting to order at 6:06 p.m. and called on Terry Baskin for the invocation.

**Approval of Agenda**

Chair Braddy presented the agenda and inquired as to whether there were any additions, changes, or deletions. Director Vincent asked to delete item 6, the administrative report, which had been provided at the December 11 retreat, as well as item 13, Clayton County Housing Authority, as the Director had a conflict arise and is unable to be present. Authority counsel asked to delete item 2, as there was no executive session on November 14, 2023. After a general discussion, upon motion by Tim Hynes, seconded by Randy Burton, it was unanimously:

**RESOLVED:** That the agenda be approved as amended.

**1. Approval of Minutes of November 14, 2023 Regular Session Meeting**

The minutes of the November 14, 2023, regular session meeting were presented. After a general discussion, upon motion by Tim Hynes, seconded by Terry Baskin, it was unanimously:

**RESOLVED:** That the minutes be approved as presented.

**DEVELOPMENT AUTHORITY OF CLAYTON COUNTY,  
REDEVELOPMENT AUTHORITY OF CLAYTON COUNTY,  
AND  
URBAN REDEVELOPMENT AGENCY OF CLAYTON COUNTY**

**2. Approval of Minutes of November 28, 2023 Special Called Meeting**

The minutes of the November 28, 2023, special called meeting were presented. After a general discussion, upon motion by Rodney McDaniel, seconded by Terry Baskin, it was unanimously:

**RESOLVED:** That the minutes be approved as presented.

**3. Approval of Minutes of November 28, 2023 Executive Session Meeting**

The minutes of the November 28, 2023, executive session meeting were presented. After a general discussion, upon motion by Emma Godbee, seconded by Randy Burton, it was unanimously:

**RESOLVED:** That the minutes be approved as presented.

**4. Approval of Treasurer's Report**

Treasurer Terry Baskin reviewed the financial statements. After a general discussion, upon motion by Tim Hynes, seconded by Randy Burton, it was unanimously:

**RESOLVED:** That the Treasurer's Report be approved as presented.

Treasurer Baskin also reviewed the proposed budget for 2024, as discussed at the retreat on December 11, 2023. Tim Hynes made a motion to accept the proposed budget. After discussion, Dr. Hynes moved to amend the proposed budget to increase the line item for insurance expense to \$27,000, seconded by Randy Burton. After a general discussion, it was unanimously:

**RESOLVED:** To amend the proposed budget to increase the line item for insurance expense to \$27,000.00.

After further discussion, Rodney McDaniel moved to change the name of the line item for revenue for "First Year Annual Fees" to "Issuance Fees", seconded by Randy Burton. After a general discussion, it was unanimously:

**RESOLVED:** To amend the proposed budget to change the name of the line item for revenue from "First Year Annual Fees" to "Issuance Fees".

After further discussion, Rodney McDaniel moved to increase the line items for Marketing expenses and Professional Services to \$50,000 each, seconded by Tim Hynes. After a general discussion, it was unanimously:

**DEVELOPMENT AUTHORITY OF CLAYTON COUNTY,  
REDEVELOPMENT AUTHORITY OF CLAYTON COUNTY,  
AND  
URBAN REDEVELOPMENT AGENCY OF CLAYTON COUNTY**

**RESOLVED:** To increase the line items for Marketing expenses and Professional services in the proposed budget to \$50,000.00 each.

There being no further discussion, Dr. Braddy called for a second to Dr. Hynes' motion to accept the 2024 proposed budget, now as amended, seconded by Randy Burton. After a general discussion, it was unanimously:

**RESOLVED:** To approve the proposed budget as amended.

**OLD BUSINESS**

**5. Audit Update**

Director Vincent reported that Fulton & Kozak had issued the audit report for FY2022. Geoff Fulton was scheduled to attend the meeting to discuss the report, but had a conflict arise. After a general discussion, upon motion by Terry Baskin, seconded by Randy Burton, it was unanimously:

**RESOLVED:** To table the discussion until the next meeting so Mr. Fulton can attend and discuss the report.

**6. Toto Update**

Authority counsel reported that the Board of Assessors will consider approval of the tax agreement for the Toto bond issue at its meeting on December 13, 2023. If approved, the bond resolution will be presented to the Authority for approval in January or February 2024.

**7. IGA Update**

Authority counsel reported that there was no further update since the retreat on December 11, 2023.

Dr. Braddy asked for a motion to amend the agenda to consider a proposal from Marc Norsworthy & Co. for branding and marketing services. Upon motion by Rodney McDaniel, seconded by Terry Baskin, it was unanimously:

**RESOLVED:** To amend the agenda to add an item for consideration of a proposal from Marc Norsworthy & Co. for branding and marketing services.

**DEVELOPMENT AUTHORITY OF CLAYTON COUNTY,  
REDEVELOPMENT AUTHORITY OF CLAYTON COUNTY,  
AND  
URBAN REDEVELOPMENT AGENCY OF CLAYTON COUNTY**

**8. Marc Norsworthy & Co.**

Chair Braddy reported that the officers had met with Le'Var Norsworthy after the November meeting to discuss the branding and marketing services Marc Norsworthy & Co. could provide to the Authority. He reported that everyone was very impressed with the presentation and recommended retaining Norsworthy & Co. at a cost not to exceed \$50,000.00. After a general discussion, upon motion by Rodney McDaniel, seconded by Tim Hynes, it was unanimously:

**RESOLVED:** To retain Marc Norsworthy & Co. to provide branding and marketing services to the Authority at a cost not to exceed \$50,000.00.

**NEW BUSINESS**

**9. Amendment to Bylaws**

Authority counsel reported that there were no amendments to consider; this item was on the agenda in the event any proposed amendments came up during discussion at the retreat.

**OTHER BUSINESS**


**10. Executive Session**

Dr. Braddy noted that there would be no executive session.

There being no further business to come before the Authority, upon motion by Terry Baskin, seconded by Rodney McDaniel, it was unanimously:

**RESOLVED:** That the meeting be adjourned.

Whereupon, the meeting adjourned at 7:44 p.m.

  
Terry Baskin, Secretary/Treasurer

OR

  
Mark Christmas, Assistant Secretary/Treasurer