

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

**MINUTES OF SPECIAL CALLED MEETING**

**FRIDAY, DECEMBER 19, 2025**

The special called meeting of the Development Authority of Clayton County, Redevelopment Authority of Clayton County, and Urban Redevelopment Agency of Clayton County was held on Friday, December 19, 2025, at 9:00 a.m., at the Development Authority Office, 1588 Westwood Way, Morrow, GA 30260.

Members present at the meeting were Dr. Harrison Braddy, Chair; Dr. Tim Hynes, Vice-Chair; Terry Baskin, Secretary/Treasurer; Emma Godbee; Dr. Keith Horton (remote; arrived 9:49 a.m.); Ramona Bivins (remote; departed 10:08 a.m.); and Rosannette Kirby. Also present was Authority counsel, M. Michelle Youngblood; Dr. Shaun Johnson; Levar Norsworthy; and Somanetha Moulate. Also present were Geoff Fulton and Madeline Shaw, Fulton & Kozak, Authority auditors; and Dr. Keith Barksdale.

**Call to Order and Invocation**

Dr. Braddy called the meeting to order at 9:07 a.m. and called on Dr. Keith Barksdale for the invocation.

**Approval of Agenda**

Dr. Braddy presented the agenda for approval. Upon motion by Emma Godbee, seconded by Dr. Terry Baskin, it was unanimously:

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

After a general discussion, it was the consensus of the Authority to discuss item #4, FY2024 first, then take up the remainder of the items on the agenda.

**NEW BUSINESS**

**4. FY2024 Audit Report**

Geoff Fulton presented the FY2024 audit report. He noted that it was a clean opinion. The only significant change from FY2023 was the inclusion of the assets and liabilities associated with DACC Public Purpose Corporation II (DNR project). He also noted that the Authority's retention of Rushton CPA as the Authority's accountant had resulted in a smoother audit process, including no findings regarding annual fees. Based on the ongoing handling of the Authority's books by

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Rushton, he anticipates the FY2025 audit process to be even smoother. After a general discussion, upon motion by Dr. Tim Hynes, seconded by Dr. Terry Baskin, it was unanimously:

**RESOLVED:** To approve the FY2024 audit report as presented.

**OLD BUSINESS**

**1. DACC Public Purpose Corporation I Property Management Agreement**

Authority counsel presented the property management agreement with The Atlantic Companies for January 1 – December 31, 2026. She noted that the current manager is located in Atlanta. After a general discussion, upon motion by Dr. Tim Hynes, seconded by Dr. Terry Baskin, it was unanimously:

**RESOLVED:** To approve the property management agreement as presented.

Dr. Keith Horton arrived (remotely) at 9:49 a.m.

**2. Momentum 500: Grant Agreement with Goodwill of North Georgia**

Authority counsel presented the proposed Grant Agreement with Goodwill of North Georgia. She noted that Dr. Horton and Dr. Johnson had met with Goodwill and had approved the scope of services, as discussed at the special called meeting on November 20, 2025. In response to questions from Authority members, Goodwill provided the specific cost per student by subject matter, along with the duration of each training. After a general discussion, upon motion by Dr. Tim Hynes, seconded by Dr. Terry Baskin, it was unanimously:

**RESOLVED:** That the Grant Agreement with Goodwill of North Georgia be and hereby is approved, with the inclusion of the specific cost per student by subject matter, along with the duration of each training shown on Exhibit A.

Ramona Bivins departed at 10:08 a.m.

**3. State of the Authority Event**

Dr. Braddy discussed the upcoming State of the Authority event. The deadline to submit the final number of attendees will be the week everyone returns from the holidays. After a general discussion, it was the consensus of the Authority to move the event to later in the spring.

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**NEW BUSINESS (cont.)**

**5. Momentum 500: MOU with Board of Regents (CSU Continuing & Professional Education)**

Dr. Johnson reported that there were approximately 120 applications for the small business grants. The review committee, comprised of Dr. Johnson, Dr. Tim Hynes, Board member Emma Godbee, and Levar Norsworthy, are completing the review process and expect to announce the winners on December 22, 2025. She noted that there were several applications from businesses operating in Clayton County, but whose office was located outside Clayton County. She also noted that not every applicant had requested the maximum amount of \$20,000.00. There ensued a discussion about the possibility of another round of grants, perhaps microgrants, to qualified businesses not awarded this small business grant. After a general discussion, it was the consensus of the Authority to include automatically the applications of those businesses not selected for the current small business grant into the pool for consideration of the next round of grants in 2026.

One of the requirements for the small business grants is that all recipients must attend certain mandatory training prior to receiving the grant funds. The proposed memorandum of understanding is with the Board of Regents, on behalf of Clayton State University Continuing & Professional Education for the development and delivery of the required training. The required training is six (6) modules, partially in person and partially virtual, covering business operations and strategic planning, marketing, financial literacy, and long-term resiliency. The training will be provided to up to 30 businesses in January 2026. After a general discussion, upon motion by Dr. Tim Hynes, seconded by Rosannette Kirby, it was unanimously:

**RESOLVED:** To approve the memorandum of understanding with the Board of Regents, on behalf of Clayton State University Continuing & Professional Education for the development and delivery of the required training for up to 30 participants at a cost not to exceed \$20,000.

**6. Discussion of Tenant Requests for DNR Project (4244 International Parkway)**

Authority counsel reported that the tenant of the DNR project, the Georgia Department of Natural Resources, Environmental Protection Division, had sent a letter regarding maintenance concerns at the building. Specifically, they identified four (4) items they contend had been ongoing for months, with no resolution by the property manager:

1. Replace windows with a broken seal;
2. Repair the broken door frame of Suite 110;

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3. Repair broken outdoor lights; and
4. Replace worn carpet throughout the building.

Dr. Braddy noted that he had visited the property in 2024 to inspect three (3) windows the tenant asked to be replaced due to a “broken seal”. He noted that the windows were functional and not in need of replacement. Authority counsel reminded the Board that it had voted not to replace the windows at that time, due in part to the high cost of the custom windows. After a general discussion, upon motion by Dr. Tim Hynes, seconded by Rosannette Kirby, it was the consensus of the Board to instruct the property manager to address the door frame, outdoor lighting, and carpet requests immediately, and to authorize Authority counsel to communicate to the tenant regarding an on-site meeting in January with the Authority, property manager, and tenant, to inspect the windows and discuss the replacement request.

**OTHER BUSINESS**

**7. Executive Session**

Dr. Braddy reported that there was a need for an executive session to discuss potential litigation matters. Upon motion by Dr. Tim Hynes, seconded by Dr. Terry Baskin, it was unanimously:

**RESOLVED:** To adjourn into executive session for the purpose of discussing potential litigation matters.

Whereupon, the meeting adjourned into executive session at 11:06 a.m.

The open meeting reconvened at 11:38 a.m.

**8. Consideration of items, if any, discussed in Executive Session**

After a general discussion, upon motion by Dr. Terry Baskin, seconded by Dr. Tim Hynes, it was unanimously:

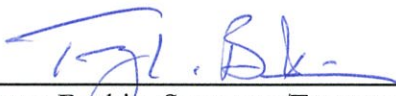
**RESOLVED:** To retain Cary Ichter of Ichter Davis to represent the Authority as conflict counsel on litigation matters.

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Dr. Braddy reported that the Board of Commissioners had ratified the appointments of Ramona Bivins and Rosannette Kirby. There being no further business to come before the Authority, upon motion by Dr. Tim Hynes, seconded by Dr. Terry Baskin, it was unanimously:

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

Whereupon, the meeting adjourned at 12:08 p.m.

  
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Terry Baskin, Secretary/Treasurer