



City of East Point  
Monthly Meeting Summary  
Business and Industrial Development Authority  
Thursday, September 2, 2021  
Zoom Webinar  
East Point, GA 30344  
6:30 pm

**I. Call to Order**

Brittany Byrom, Chairperson, established a Call to Order of the East Point Business and Industrial Development Authority (BIDA) meeting at 6:30 pm.

**Board Members Present:**, Brittany Byrom (Chair), Joseph Johnson (Vice Chair), Jackie-Slaughter-Gibbons, Margaret McClure, Gloria Speed and Norman Urquhart

**Others Present:**

Maceo Rogers (Director of Economic Development), Regina Carter (Secretary/Treasurer), and Kirby Glaze (Legal Counsel)

**II. Adoption of Agenda**

Mr. Norman Urquhart motioned to approve the adoption of the agenda as printed. Ms. Gloria Speed seconded the motion. **Approved unanimously, the motion carried.**

**III. Approval of the Meeting Summary from the following meeting:**

*August 5, 2021 summary*

Ms. Margaret McClure motioned to amend the August 5, 2021 to add the board meeting discussion between Ms. McClure and attorney Glaze in reference to the lack of Arden Garen's Liability Insurance naming the lessor (BIDA) as an additional beneficiary required by the bond agreement. Additionally, Ms. McClure requested the minutes clearly state the board would like Arden's Garden to know they are in default and we are going to proceed accordingly and they will be required to reimburse BIDA any fees we have had to pay as a result of such. Mr. Joseph Johnson motioned to approve the amended August 5, 2021 minutes and it was seconded by Mr. Norman Urquhart. **Approved unanimously, the motion carried.**

**IV. Chairperson's Report**

None

**V. Secretary/Treasurer's Report**

The bank reconciliation of August 2021 was entered into the record citing the ending balance and the amount of the one check that cleared the bank.

## **VI. Legal Report**

Kirby Glaze updated the Board that Ardens Garden issued a nd mailed a check to BIDA , around August 30-31, for the outstanding bond fee payment. He also noted that there may be a couple of hundred dollars payment difference between Ardens Garden and the BIDA amortization schedules ; he is awaiting clarification from Iberia Bank of the accurate amount.

Mr. Glaze continued that he has notified Ardens Garden regarding the insurance issue and all important items to be rectified; he noted that he and Ms. Carter have been zealously working with Ardens' Finance Controller over the last couple of weeks. They have provided BIDA a Certificate of Insurance; however, the initial Certificate did not include the Authority as the additional insured; therefore, a correction has been requested as well as the needed endorsement. The same applies for the casualty insurance and any workers compensation insurance that they will need to carry. They are working through all items to bring them into compliance; hopefully all Certificates should be received by next week. Mr. Glaze also noted that they can provide Ardens Gardens' Controller all items they are required to give BIDA under the leasehold agreement each year so that this does not happen in the future.

Ms. Margaret McClure questioned the time needed to change the Certificate, stating this normally could be accomplished with a telephone call to the insurance company. Mr. Glaze explained that BIDA originally received it within a week; however, their insurance company added new language to the Certificate that BIDA would not have any claim against the insurance unless BIDA was included in the endorsement on the policy, making BIDA an insured. Mr. Glaze state he did not know how long it would take to receive the corrected endorsement and new certificate, but he was assured they are diligently working to cooperate to bring everything into compliance.

In response to Joseph Johnson's question of when would the Board get a copy of the policy. Mr. Glaze responded that we would not get a copy of the policy but instead we would get a Certificate of Insurance aith the endorsement.

Mr. Glaze advised that everyone should have received the annual request from the Fulton County Board of Education that is required each year listing any transactions the Authority has been involved in that would potentially reduce the ad valorem taxes the school would collect. He further noted that we update this letter annually and for this yea, we only need to add Home Depot's personalty bond; Board package includes Mr. Glaze's response to the Fulton County Board of Education.

Mr. Glaze continued his report advising that EF Block Georgia has requested a certified copy of the Induement Resolution; however, we did not hear back from them on our request for specific additional information. Finally, they sent us an email from their company President that they wished to withdraw their application for Bond Inducement. Therefore, their project is currently null and void.

Mr. Glaze also provised information requested by Ms. McClure concerning the necessity of the Board Secretaty to sign the monthly Board meeting minutes. He advised that since the Authority adopted the Robert's Rule of Order, there is a provision that requires the Secretary to sign each monthly meeting minutesfollowing Board Approval.

**VII. Old Business**

Ms. McClure asked when would we have the complete CHASE Bank Account signers? Chair Brittany Byrom responded that CHASE had her complete paperwork the previous week and the new East Point Finance Director has just started; therefore, CHASE should complete her paperwork soon.

**VIII. New Business**

Mr. Maceo Rogers moved the meeting forward to inform all attendees that the next to be discussed would require only the Authority Board Members and Staff to be present in the Executive Session.

**a. Executive Session**

Mr. Joseph Johnson made a motion to begin the Executive Session and the motion was seconded by Ms. Gloria Speed. **Approved unanimously, the motion carried.**

**IX. Adjournment**

Having no further business, the meeting properly adjourned at 7:45pm following a unanimous adoption of a motion made by Mr. Joseph Johnson and seconded by Ms. Gloria Speed. **Approved unanimously, the motion carried.**

This summary was approved by the Board Members in attendance on October 7, 2021:



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Regina T. Scott-Carter  
Secretary/Treasurer  
October 7, 2021