

**JENKINS COUNTY DEVELOPMENT AUTHORITY  
MEETING OF THE CONSTITUTIONAL AUTHORITY**

**HELD AT CITY HALL**

**June 30, 2025**

**Board Members Present:**

Pam Brown  
King Rocker  
Mary Young

Tammy Cranshaw  
Hiller Spann

Sandy Miller  
Horace Weathersby

**Staff Present:** Mandy Underwood, Executive Director

The meeting was called to order by Chairman King Rocker.

Chairman Rocker opened the meeting with prayer.

Chairman Rocker asked for a motion to approve the minutes. Horace Weathersby motioned to accept the minutes of the monthly meeting on May 27, 2025, as presented. Pam Brown seconded the motion, and the motion carried.

The financial report was presented and reviewed, including a Balance Sheet and Profit and Loss statement for the current period. Hiller Spann made a motion to accept the financial statements as presented. Horace Weathersby seconded the motion, and the motion carried.

**Executive Director Report**

**Ametri Update** – Ms. Underwood provided an update on Ametri, stating that representatives from the company will be in Millen from July 27th through August 1st to meet with officials from the Georgia Ports Authority. Ametri has decided to use the Georgia Ports as a temporary distribution facility while preparations are made to begin operations at their Millen location. This arrangement is expected to last between six to twelve months.

**Clean Extra Lot** – Regarding the extra lot located between Café on Cotton and the Popcorn Shop, Ms. Underwood clarified that, although many residents believe it to be city property, it is actually owned by the Development Authority. Felicia Parker, the owner of the adjacent building, requested the removal of overgrown magnolia trees affecting her roofline. Ms. Underwood obtained two bids for the work. Brinson Tree and Stump offered a bid of \$1,000 to trim four magnolia trees and a separate bid of \$2,500 to remove them entirely. Edwin Cates submitted a bid of \$1,500 to trim the trees, remove vines, cut back all bushes, and remove dead shrubbery. Ms. Underwood expressed a preference to retain the trees, as they provide a visual barrier and contribute to the beautification of Cotton Avenue. Mr. Miller suggested asking the City of Millen to do the work, but Ms. Underwood explained that while the city will continue mowing the lot, they lack the necessary equipment to trim the trees. Mr. Miller then suggested renting the required equipment for the city workers to use, but Chairman Rocker noted that this is not currently feasible given the city's workload during the summer. Hiller Spann made a motion to accept Edwin Cates' \$1,500 bid, which was seconded by Horace Weathersby. The motion carried.

**2025/2026 Budget** - The proposed budget for fiscal year 2025–2026 was reviewed. Ms. Underwood went through the document line by line, pausing to address questions from the board. Mr. Spann inquired about an increase in interest expense despite a decrease in principle on the Queensborough Bank loan. Ms. Underwood acknowledged this was an oversight and stated it would be corrected. The board agreed to vote on the budget at the next meeting.

**Hunting Lease** – Ms. Underwood also discussed the renewal of the hunting lease for 160 acres located on Old Perkins Road. Bee Tree Hunting Club had previously leased the land for \$13 per acre. Hiller Spann made a motion to renew the lease at a rate of \$15 per acre, which was seconded by Horace Weathersby. The motion carried.

**United Veterans of Millen** - A proposal was presented to Ms. Underwood by Stephen Thompson for the United Veterans of Millen, seeking to develop veteran housing in Millen through a partnership with the Jenkins County Development Authority and the City of Millen. Ms. Underwood explained that USDA funding for veteran housing is not currently available through this administration, but she was advised to revisit the matter in October. She had not yet contacted the VA. Mr. Spann recommended she reach out to Senator Max Burns for VA contacts. Mr. Miller added that the VA offers a variety of housing assistance programs, including options for both rental and home ownership. The board discussed the potential need for transportation support given the distance to the nearest VA center. Ms. Underwood agreed to conduct further research and report back at the next meeting.

At the end of the meeting, Mr. Miller asked why he was not included on the agenda, as his items had been tabled at the previous meeting. Ms. Underwood explained that she had not received any proposed agenda items from him. Mr. Miller requested that the following be included on the next meeting's agenda: (1) distribution of the Development Authority's constitutional amendment to all board members via email for discussion, and (2) development of a policy and procedure manual covering expense reporting and the process for adding items to the agenda. Ms. Underwood stated that the manual is currently being drafted and that she would ensure it is emailed to the board prior to the next meeting.

Meeting adjourned.

Respectfully Submitted,  
Mandy Underwood, Executive Director