

HENRY COUNTY DEVELOPMENT AUTHORITY

MEETING MINUTES

OCTOBER 6, 2011

I. ATTENDANCE – CALL TO ORDER

A meeting of the Henry County Development Authority was held on October 6, 2011 at the Development Authority Offices located at 140 Henry Parkway, McDonough, Georgia. Board members present were Vickie Loper, Ken Huff, Scott McCarter, and William Herndon. Also in attendance were Authority Counsel Rod Meadows, Meadows and Macie, Bob White, Executive Director, Leah Brown, Manager, Business Retention and Expansion and Terry Collins, Recording Secretary.

At 8:40 a.m., Chairman Loper called the meeting to order and Rev. Herndon gave the invocation.

II. APPROVAL OF MINUTES

Chairman Loper asked if there were any questions or comments on the Minutes from September 1, 2011. Hearing none, she then asked for a motion to approve the Minutes as presented. Mr. Herndon made a motion to approve and Mr. McCarter seconded. The motion passed unanimously.

Chairman Loper asked if there were any questions or comments on the Minutes from the Special Called Meeting on September 26, 2011. Hearing none, she then asked for a motion to approve the Minutes as presented. Mr. Herndon made a motion to approve and Mr. McCarter seconded. The motion passed unanimously.

III. APPROVAL OF INVOICES

After a brief discussion, Chairman Loper asked for a motion to approve the invoices. Mr. McCarter made a motion to approve and Vice-Chairman Huff seconded. The motion passed unanimously.

IV. FINANCIAL REPORTS

Mr. McCarter made the suggestion to have the financial reports show a breakdown of how much of the Authority funds is actually Development Corpus and how much is EMC funds. He also suggested that this breakdown be shown specifically on the Accounts List report. Mr. Herndon also suggested that he would like to review the Authority's County budget and possibly have it included in the financial reports. After some discussion, Mr. McCarter made a motion to approve the financial reports as presented. Vice-Chairman Huff seconded and the motion passed unanimously.

V. NEW BUSINESS

Mr. White noted that Market Street Services has been selected to assist the Authority by preparing a Targeted Industry Study. He then shared with Board members and staff copies of the contract agreement presented by Market Street Services required to move forward. Mr. White also explained the payment schedule for the consulting fees for the project. Mr. White proposed having an input session with Market Street Services and it was agreed to meet on Monday November 28, 2011 at 9:00 am. Mr. White also suggested that he, Vice-Chairman Huff and Mr. Smith participate soon in a conference call with Market Street Services before the input session to answer any questions.

Upon Board members reviewing the contract, Mr. Meadows made suggestions to add verbiage "*provisions of which are incorporated herein*" to Article I Scope of Services and "*Upon delivery, all products and reports generated pursuant to this contract shall become the property of HCDA*" to Article IX Copyright. Mr. Herndon suggested changing Article V Compensation and Payment to remove the word "*expected.*" Board members agreed to change the verbiage "*to shall not exceed without prior approval.*"

Chairman Loper asked if there was a motion to now approve the contract with the three changes as indicated. Vice-Chairman Huff made a motion to approve the contract as amended and Mr. McCarter seconded. The motion passed unanimously. Changes will be made to the contract for Chairman Loper's signature at her soonest availability.

VI. OLD BUSINESS

Mr. White commented that he had recently met with Chairman Loper and Chairman Mathis to update Chairman Mathis on Authority activities, and that the meeting was positive and productive. He explained that Chairman Mathis is hoping to conduct a feasibility study in regards to a Performing Arts Center for Henry County. Chairman Loper shared with Board members and staff her passion for the Arts, and that she had been appointed by Chairman Mathis to serve on the Arts Leaders of Metro Atlanta (ALMA) Board to represent the Authority. Chairman Loper expressed how important the Arts are to Economic Development and to the quality of life in our community. She then proposed for Board discussion and consideration a \$25,000 contribution to the feasibility study for a Performing Arts Center. She indicated that the EMC's and Georgia Power would also be making a contribution to the feasibility study which could cost approximately \$40,000 to conduct. Board members all agreed on the importance of supporting the Arts. However, Mr. McCarter raised a concern regarding the large contribution and commented that the Board should wait to see how much funding will actually be needed and how much will be contributed by other organizations. Vice-Chairman Huff agreed with Mr. McCarter's concerns and raised another issue of the need for following through in 2012 with a Lead Generation Study after the Targeted Industry Study is complete. He felt that if the Authority donates such a large amount to the Performing Arts feasibility study, then there would be much less with which


to conduct a Lead Generation Study. Chairman Loper agreed and will report back to Chairman Mathis that although the Authority is committed to supporting the feasibility study, funds are obligated to the Targeted Industry Study at this time.

VII. STAFF REPORTS


Mr. White welcomed back Ms. Brown who recently returned from an extended leave. He presented Board members with copies of September 2011 Staff Reports a copy of which is attached to these minutes. Mr. White noted that Ms. Brown will be attending the GMEN Entrepreneurial Summit in Atlanta on October 20 and 21, 2011. He also noted the JDAMA Meeting to be held at Dekalb Technical College on October 11, 2011 and the Henry Council for Quality Growth meeting on October 12, 2011. Mr. White commented that he had recently attended two meetings to discuss potential programs for Southern Crescent Technical College, and that he has been asked by John Uessler, Career, Technical & Agriculture Education Coordinator for Henry County Schools, to serve on the Board to advise curriculum for Henry County College & Career Academy. Mr. White polled Board members for interest in visiting The Burson Center – one of the best examples of “bricks and mortar” incubators in Georgia– that is located in Carroll County. Board members agreed to discuss this at a later date. Mr. White also presented copies of the 1-page advertorial entitled “Growth Taking Off in Henry County” that will be showcased in Business Georgia magazine which should be available very soon.

VIII. ADJOURN

With no further matters to discuss and no Executive Session necessary, Mr. Herndon made a motion to adjourn and Mr. McCarter seconded. The meeting adjourned at 9:45 am.



Terry Collins, Recording Secretary



Vickie J. Loper, Chairman

Staff Reports
Henry County Development Authority
September 2011 Report

BUSINESS ATTRACTION

Exigence Project Update: Bob White is on the agenda of the October 10th Board of Assessors Meeting to discuss project construction timelines and structure of the Memorandum of Agreement.

Business Georgia Advertisement: As reported at the September meeting, HCDA will advertise in the 2011-2012 *Business Georgia* magazine. Published annually by *Georgia Trend* magazine, *Business Georgia* will be sent to corporate subscribers of *Site Selection* magazine, and will be distributed through the Georgia Department of Economic Development and other economic development outlets and in Atlanta Airport hotels. The ½ page spread ad will be funded from the County budget funds, and will also feature a one-page advertorial on Henry County. A proof of the advertorial content is attached.

New Project Activity

Project Identifier	Type Business	Status	Site Visit
Sandbox	Distribution	Active	September
TF Aero	Mfg. (Aerospace)	Active	2 nd Visit October
9 to 5	Service	Active	To Be Scheduled
Jeep	Distribution	Active	Site Decision Pending

Related Meetings

- Metro Atlanta Chamber of Commerce Advanced Manufacturing/Logistics focus group participant
- Henry Chamber of Commerce Business Boosters Luncheon: Guest Speaker-Scott Condra, Jacoby Development discussing Aerotropolis Development
- GEDA iPad for Economic Development seminar planning meeting
- Attended selected sessions at Georgia Airports Association Annual Conference

BUSINESS RETENTION & EXPANSION/ENTREPRENEUR DEVELOPMENT

SBDC Maximum Money Seminar Series: Bob White attended the kickoff session of the five-week entrepreneur series presented by the Clayton State University Small Business Development Center and co-hosted with the Henry Chamber, and Leah Brown has attended one additional session, as well.

PUBLIC POLICY

- Bob White participated in a meeting with representatives from Southern Crescent Technical College (SCTC) and Henry County Schools to discuss potential programs of study at the Henry County Center.

- Bob White has participated in several planning sessions for an Atlanta Regional Commission Regional Economic Development Strategy, and he attended a meeting to discuss potential consultants to assist in the development of the Regional Strategy and to help develop an RFP for the consultant study.
- Bob White met with John Uessler, Career, Technical & Agriculture Education Coordinator for Henry County Schools, to discuss planning for Henry County College & Career Academy.

ORGANIZATIONAL STRUCTURE AND ADVANCEMENT

- Executive Director Bob White chaired the GEDA Annual Conference and Meeting in Savannah.