

**HENRY COUNTY DEVELOPMENT AUTHORITY
MEETING MINUTES
January 13, 2025**

I. CALL TO ORDER

The regularly scheduled meeting of the Henry County Development Authority (HCDA) was held in the conference room at 125 Westridge Industrial Blvd., McDonough, GA 30253.

Board members present: Charles Marshall, David Crow, Pierre Clements, Eddie Ausband, Cynthia Andrews and George Patterson (virtual)

Staff present: Sharon Hill, Executive Director; Susan Wise, Manager of Business Development; Angela Hall, Manager, Business Retention & Expansion, Abigail Watkins, Communications Specialist and Cherie Simon, Executive Assistant

Others present: Rod Meadows, Legal Counsel, Meadows, Macie & Morris, P.C. and Sara Lithgow, Para-legal, Meadows, Macie & Morris, P.C., Stephen Morris, Legal Counsel, Meadows, Macie & Morris, P.C.

II. ROLL CALL / QUORUM / NOTICE OF MEETING

Chair Pierre Clements called the meeting to order at 8:05 a.m.

Chair Clements confirmed a quorum was present and verified that meeting notices were properly posted.

III. APPROVAL OF AGENDA

Mr. Ausband moved to approve the agenda. The motion was seconded by Mr. Crow and passed unanimously.

IV. APPROVAL OF MEETING MINUTES

December 3, 2025:

Mr. Crow moved to approve the minutes. The motion was seconded by Ms. Andrews and passed unanimously.

V. BOARD OF DIRECTOR'S REPORT:

Pierre Clements, Chair

The Chair recognized and congratulated the ladies of Delta Sigma Theta Sorority in observance of Founders Day and extended special congratulations to the Executive Director, who is a member of the organization.

Election of Officers for 2026

Chair Clements stated the first order of business was the election of officers and noted a desire to continue the current officer structure for the 2026 term. The Chair requested procedural guidance from the Executive Director and confirmed that a formal vote was required to retain the existing officers. Mr. Rod Meadows, Legal Counsel for the Authority, affirmed that a vote was procedurally necessary. The Chair then called for a motion.

Mr. George Patterson made a motion to re-elect the existing state of officer's of the Henry County Development Authority for the 2026 term. The motion was seconded by Ms. Cynthia Andrews, and passed unanimously.

Chair Clements congratulated everyone and expressed his appreciation for everyone's hard work, healthy leadership, and expressed his excitement in looking forward to the next year.

VI. TREASURER'S REPORT

County / Corpus / Financials – Cynthia Andrews

Ms. Andrews presented the budget and financial reports for both County and Corpus accounts (as of December 31, 2025 and November 30, 2025) - respectively

County budget for December 31, 2025: (based on county's July 1-June 30 fiscal year)
Monthly: \$52,725.15; YTD: \$415,512.64 (49.8% utilization)

CORPUS budget:

Monthly: \$9,896.65; YTD: \$79,649.05 (16.03% utilization)

CORPUS Financials as of November 30, 2025 \$3,123,445.38

Current assets: \$3,145,779.38 (Monthly income: \$22,334.00 liabilities: \$-7,521.26
Total Assets: \$3,180,025.29)

Mr. Marshall moved to approve the monthly financial reports. Mr. Crow seconded. The motion passed unanimously.

VII. EXECUTIVE DIRECTOR'S REPORT

Ms. Hill reported that she had completed her first year of service with the Authority and is pleased to report that the organization has stabilized and is now moving forward with a renewed sense of purpose and direction.

Over the past year, several key accomplishments were highlighted beyond those discussed in the previous month's meeting. These include rebuilding relationships that had previously been strained; addressing and resolving critical issues brought to the Authority's attention;

and establishing essential policies and procedures where none previously existed. Ms. Hill also noted that critical positions necessary to fulfilling the Authority's mission have been filled and that the Authority's finances are in good order, as confirmed by the Treasurer's report.

Additionally, the Authority has welcomed new industries to the county and supported the expansion of existing businesses. Efforts to communicate the Authority's mission and benefits to the community—through town halls and community meetings—have resulted in positive feedback and improved public perception of the Development Authority.

Ms. Hill further reported that the Authority has launched a new logo, increased brand awareness through social media engagement, and is preparing to unveil a new website. While the website launch has been slightly delayed, the delay is intentional and driven by the Authority's desire to refine the look, feel, and content. Staff, particularly Abigail, has been working diligently with the vendor, and the project is progressing well. Upon completion of the website, staff will begin implementation of a Customer Relationship Management (CRM) system to enhance operational efficiency.

Looking ahead to 2026, Ms. Hill outlined plans to begin organizing a strategic planning session, tentatively targeted for March. Board members were asked to review their calendars and consider availability, preferred duration, and whether the session should be held locally or at an off-site location.

One potential option discussed is a strategic planning retreat in Savannah, given its significance as a major economic development hub. Ms. Hill noted that she has spoken with leadership at the Port of Savannah and emphasized the value of touring the port to better understand logistics and economic development drivers. Another possible site visit includes the Hyundai manufacturing facility in Ellabell, which was described as a state-of-the-art operation utilizing advanced technology and international workforce expertise. The possibility of engaging representatives from Savannah's economic development organizations or Chamber of Commerce as guest speakers was also mentioned.

Ms. Hill concluded by noting that additional details and recommendations will be brought forward as planning progresses.

VIII. STAFF REPORTS

Business Development: Susan Wise

Ms. Wise provided an update on active projects and available assets.

Business Retention & Expansion: Angela Hall

Ms. Hall echoed Ms. Hill's observation of the shift from a workforce development focus to a work-readiness model, which was emphasized in December. She highlighted efforts to better understand the economic drivers shaping workforce readiness and reported attending the Georgia Economic Outlook Conference, where connections were established with the University of Georgia to explore a potential UGA Career Caravan. This initiative would bring students from Athens to tour Henry County industries and promote the county as a place to live and work.

The continued focus is on strengthening workforce partnerships and convening key stakeholders to align education, industry, and workforce partners around a collaborative, countywide strategy.

Community engagement efforts included coordinating urgent food donations through partnerships with Atlas Roofing and Georgia-Pacific, resulting in meaningful contributions to Community Resources. Workforce pipeline development also advanced through engagement with UGA's Terry College of Business and coordination meetings with Creekside Christian Academy, Southern Crescent Technical College, Piedmont Henry Hospital, and the Henry County Water Authority. Ongoing collaboration with Henry County Schools and CTAE programs will support future program rollout.

Industry feedback reflects business stabilization, with continued monitoring of potential tariff impacts. In response, efforts will prioritize employee upskilling, workforce training, soft skills, and leadership development to support both existing industries and future growth.

A workforce survey has been developed and will be distributed to industry partners to gather data on workforce needs and training priorities, further positioning Henry County as workforce-ready.

Marketing: Abigail Watkins

Ms. Watkins provided an update on marketing and communications efforts. She noted that while some items had already been referenced by the Executive Director, the Authority is currently in the final review phase of the new website. If all proceeds as planned, the website is expected to launch next week. Ms. Watkins remarked that the project has been lengthy, but the final outcome has been very positive.

She explained that the social media statistics included in the report reflect data through December 18, based on the holiday reporting cycle, and that increased numbers are anticipated in the following month's report. Current totals show approximately 10.5 thousand followers across platforms, with continued efforts underway to grow Instagram engagement. In December, the Authority's Facebook page received approximately 3.4 thousand views, driven largely by holiday social events and related content.

Regarding email communications, Ms. Watkins reported that 430 messages were distributed via Constant Contact. Open rates are gradually increasing, and staff is working to maintain consistent distribution to ensure the community receives timely information and to support ongoing community engagement efforts.

Ms. Watkins also reported that the business analytics crosswalk is complete. In addition, individualized crosswalks have been developed for each staff member, which may be utilized during staff meetings and incorporated into the strategic planning process.

IX. COMMISSION DISTRICT REPORTS

District 1 No report

District 2 - Mr. Chair Clements made a few highlights from District two:

Commissioner Robinson was voted *Commissioner of the Year* by the GAPCO Association for Metro Atlanta. She also received the *Excellence in Education Advocacy Award* from the Psi Alpha Omega Chapter of Alpha Kappa Alpha Sorority, Incorporated. In addition, she was recognized as one of the *Top 50 Southern Crescent Women of Influence* for the month of December.

Chair Clements extended congratulations to Commissioner Robinson on an outstanding 2025. She had a great year and wanted everyone to recognize her accomplishments.

District 3 - Mr. Ausband acknowledged that the City of McDonough inducted its new mayor – Mayor Kam Varner. He is encouraged by the positive relationship between her and Chair Harrell—it's always a good thing when everyone is working well together.

Mr. Ausband recognized that Commissioner Dee Anglyn III is now the Vice Chair of the Henry County Board of Commissioners. He said he received a text from Commissioner Anglyn regarding the initial meeting on the data centers and that the meeting went better than expected.

District 4 No report

District 5 - Ms. Andrews reported that Commissioner Kevin Lewis is holding another town hall with the Blacksville community. It will be on January 26 at 6:30 p.m. at the Henry County Administration Building. The discussion will include senior housing development, data centers, and related topics. Ms. Andrews reported that she will be in attendance representing the Development Authority. Attendance is expected to be limited, but she wanted to make everyone aware of the upcoming town hall.

County At-Large: Mr. Marshall reported that since our last meeting, there have been several history-making events that he would like to note for the record.

First, Chair Harrell's father—whom many of us knew—passed away and was memorialized on Sunday, December 20. Mr. Marshall and Ms. Andrews attended his funeral. He was a civil rights activist who worked closely with Dr. Martin Luther King Jr. during the 1960s and also served as a pastor at Bethel Church Ministries in Monroe. His legacy, much like Chair Harrell's family background, reflects deep ties to the civil rights movement, based on the involvement of her parents and community leaders during that era, as previously mentioned by Mr. Ausband.

Additionally, Stockbridge swore in its new mayor, Jaden Williams, who at 22 years old is the youngest male mayor in the state. He is the grandson of former Commissioner Vivian Thomas. There is also a younger mayor elsewhere in the state, a 21-year-old female, newly elected mayor in the City of Arabi, marking a significant moment for youth leadership in Georgia.

We also recently lost Stockbridge Councilman Alphonso Thomas. His body laid in state during a ceremonial event at Stockbridge City Hall on January 2. Historically, he was the first Black city councilmember. He was succeeded by Councilman Antwan Cloud. Additionally, Anthony Ford previously served as the first Black mayor of the City of Stockbridge.

Mr. Marshall wanted to share these updates, particularly as we approach Black History Month.

X. EXECUTIVE SESSION

Mr. Ausband made a Motion to enter Executive Session at 9:01 a.m. which was seconded by Ms. Andrews and unanimously approved.

Ms. Andrews made a Motion to exit Executive Session at 9:47 a.m. which was seconded by Mr. Crow and unanimously approved.

The Chair executed an affidavit confirming that the only matters discussed in the Executive Session were appropriate for such a session.

XI. LEGAL MATTERS

**MOTION TO ENTER INTO OPTION FOR RIGHT-OF-WAY WITH GEORGIA
DEPARTMENT OF TRANSPORTATION (GDOT) FOR TA LOCUST GROVE PROJECT**

Ms. Andrews made the following motion: Mr. Chairman, having first ascertained that there are no conflicts of interest, I Move that the HCDA enter into a standard Georgia Department of Transportation (GDOT) Option for Right of Way in lieu of contesting a potential Condemnation Action for property currently held by the Henry County Development Authority pursuant to a Bond-for-Title transaction for Project TA Locust Grove (Bowery Farming). This document has been reviewed, negotiated and approved by the Counsel for TA Locust Grove.

In light of the foregoing, I further Move that the Officers of the Authority be granted the right and responsibility to execute such documents as are necessary or convenient in connection with this transaction, along with the discretion to make such minor amendments and corrections to any of the documents as might be suggested by Counsel in conjunction with the subject transaction.

The Motion was seconded by Mr. Ausband. The Motion passed unanimously.

MOTION TO ENTER INTO OPTION FOR RIGHT-OF-WAY WITH GEORGIA DEPARTMENT OF TRANSPORTATION (GDOT) FOR KEN'S FOODS PROJECT

Mr. Crow made the following motion: Mr. Chairman, having first ascertained that there are no conflicts of interest, I Move that the HCDA enter into a standard Georgia Department of Transportation (GDOT) Option for Right of Way in lieu of contesting a potential Condemnation Action for property currently held by the Henry County Development Authority pursuant to a Bond-for-Title transaction for Project Ken's Foods. This document has been reviewed, negotiated and approved by the Counsel for Ken's Foods.

In light of the foregoing, I further Move that the Officers of the Authority be granted the right and responsibility to execute such documents as are necessary or convenient in connection with this transaction, along with the discretion to make such minor amendments and corrections to any of the documents as might be suggested by Counsel in conjunction with the subject transaction.

The Motion was seconded by Mr. Ausband. The Motion passed unanimously.

MOTION TO ADOPT MEMORANDUM OF AGREEMENT FOR PROJECT SENECA - THE CUBES AT LOCUST GROVE

Mr. Ausband made the following motion: Mr. Chairman, having first ascertained that there are no conflicts of interest, I Move that the HCDA adopt the Memorandum of Agreement regarding Project Seneca, as drafted by Bond Counsel and reviewed by our General

Counsel, along with all of the supporting documents in connection therewith, all of which have been provided to us electronically in advance of today's meeting, and as we have discussed in this meeting.

In light of the foregoing, I further Move that the Officers of the Authority be granted the right and responsibility to execute such documents as are necessary or convenient in connection with this transaction, along with the discretion to make such minor amendments and corrections to any of the documents as might be suggested by Counsel in conjunction with the subject transaction.

The Motion was seconded by Ms. Andrews. The Motion passed unanimously.

MOTION TO PROVIDE RETENTION AND GROWTH BONUSES

Mr. Marshall made the following motion: Mr. Chairman, having first ascertained that there are no conflicts of interest, I Move that in order to recognize, retain and incentivize the Executive Director and staff and to remain competitive with other successful Development Authorities in the State; that the Henry County Development Authority award: 1.5% of all new bond issuance fees collected by the Authority in the prior calendar year as a Retention and Growth Bonus to the Executive Director. 2% of all new bond issuance fees collected by the Authority in the prior calendar year as a bonus pool to Staff, excluding the Executive Director, which shall be allocated among the Staff by the Executive Director in consultation with the Board Chair. All compensation herein is listed in gross amounts and shall be subject to tax withholding. To be eligible, the Executive Director and Staff Members must remain employed through the last pay period of the first calendar quarter of this year. In keeping with its policies, the Authority shall not pay any such bonus with funds received with Henry County but shall instead pay said bonus compensation to the Employee from its own corpus funds.

The Motion was seconded by Ms. Andrews. The Motion passed unanimously.

MOTION TO SEEK SALARY INCREASE FOR EXECUTIVE DIRECTOR IN 2026 BUDGET PROPOSAL

Mr. Crow made the following motion: Mr. Chairman, having first ascertained that there are no conflicts of interest, I Move that the HCDA include a request for an increase in the base salary paid to the Authority's Executive Director by Henry County in the Authority's budget proposal for the upcoming Fiscal Year. This request recognizes that the Executive Director position is not eligible for automatic cost of living or longevity increases in salary from the County as the position is not part of the Classification and Compensation Program. The

amount of the request also recognizes that the position did not receive an increase in last year's budget cycle.

The Motion was seconded by Mr. Marshall. The Motion passed unanimously.

MOTION TO PROVIDE STRETCH GOAL AND COST OF LIVING BONUS

Ms. Andrews made the following motion: Mr. Chairman, having first ascertained that there are no conflicts of interest, I Move that in order to recognize, retain and incentivize the Executive Director and to remain competitive with other successful Development Authorities in the State; that the Henry County Development Authority award the Executive Director: The "Stretch Goal" Bonus specified in her annual work plan for meeting goals set for her by the Board in 2025. And an additional prorated "true up" bonus to compensate the Executive Director for not being included in the standard longevity and cost of living adjustments offered to County Employees for 2025-2026. All compensation herein is listed in gross amounts and shall be subject to tax withholding. In keeping with its policies, the Authority shall not pay any such bonus with funds received from Henry County but shall instead pay said bonus compensation to the Employee from its own corpus funds.

The Motion was seconded by Mr. Ausband. The Motion passed unanimously.

XII. OLD BUSINESS

There was no old business to address

XIII. NEW BUSINESS

XIV. ADJOURNMENT

Mr. Ausband moved to adjourn. Mr. Crow seconded. The motion passed unanimously. The meeting adjourned at 10:04 a.m. The next meeting is scheduled for Wednesday, February 4th, 2026.

