

**HENRY COUNTY DEVELOPMENT AUTHORITY**

**MEETING MINUTES**

**February 7th, 2024**

**I. CALL TO ORDER**

A meeting of the Henry County Development Authority (HCDA) was held on February 7th, 2024, at 125 Westridge Industrial Blvd., McDonough, Georgia in the Board conference room. Board members present were Irvin Culpepper, Charles Marshall, David Crow, Cynthia Andrews, Eddie Ausband, and Siddiqa Gibson. Also, in attendance were Stephen Morris, Meadows, Macie & Morris, Legal Counsel; Josh Fenn, Executive Director; Sharon K. Hill, Manager of Established Industry; Susan Wise, Manager of Business Development, and Kelsea Morton, Executive Assistant. At 8:00 a.m., Chairman Culpepper called the meeting to order.

**II. CALL ROLL/QUORUM/NOTICE OF MEETING**

Chairman Culpepper asked for a roll call, which indicated the presence of a quorum, and verified that meeting notices were properly posted.

**III. APPROVAL OF AGENDA**

Chairman Culpepper requested the inclusion of an Executive session for personnel matters, and for this item to be moved to item IV on the agenda. He then asked the Board if there were any additional amendments to the agenda as posted, or a motion to approve the amended agenda. Mr. Ausband made a motion to approve the agenda with the requested amendment, and Mr. Crow seconded; the motion to approve the agenda as amended passed unanimously.

**IV. EXECUTIVE SESSION**

At 8:02a.m., Chairman Culpepper accepted a motion made by Mr. Ausband to enter Executive Session for the purpose of Personnel Matters, and Ms. Andrews seconded. The motion to move the meeting into a closed session passed unanimously, and staff was excused from the room. At 8:52a.m., Chairman Culpepper accepted a motion made by Mr. Ausband to move the meeting to an open session, and Ms. Andrews seconded. The motion to exit Executive Session passed unanimously, and staff rejoined the meeting.

Upon re-entering the open session, a motion was made by Mr. Ausband to approve the discussed Resolution of the Henry County Development Authority, and Mr. Crow seconded. The motion to approve the Resolution passed, with one opposition coming from Mr. Marshall.

## **V. MEETING MINUTES**

Chairman Culpepper asked the board if they reviewed the Minutes from January 12th, 2024, and asked if there were any questions or comments from the Board, or a motion to approve the Meeting Minutes. Mr. Ausband made a motion to approve the Minutes from January 12th, 2024, and Mr. Crow seconded. The motion to approve the amended Meeting Minutes from January 12th, 2024, passed unanimously.

## **VI. STANDING REPORTS**

### **INVOICES/FINANCIALS/CORPUS**

Mr. Fenn reviewed the HCDA Consolidated Budget Statement and correlating financial reports for the month ending January 31st, 2024, and noted the monthly and year-to-date balances for the HCDA County & Corpus budgets. Mr. Fenn offered to answer any questions from the Board regarding the financial reports. A question was raised by Mr. Marshall concerning the method of reporting reimbursement income for the Retail Strategies agreement, and staff agreed to make notations on this line item going forward. Ms. Andrews made a motion to approve the invoices, financials, and Corpus reports, and Ms. Gibson seconded. The motion passed unanimously.

### **MARKETING REPORT**

Mr. Fenn presented the Marketing Report, which included metrics of the digital marketing platforms during the period.

### **STAFF REPORT**

Mr. Fenn presented the monthly staff report for January of 2024, including the current YTD number of projects, YTD Capital Investments, and number of jobs created for the fiscal year.

### **ESTABLISHED INDUSTRY REPORT**

Ms. Hill presented the established industry report for January; 10 visits to local industries, as well as visits with various community partners. She provided the Board with an update on the Established Industry and Workforce Development events and interactions attended during the month of January.

### **DISTRICT REPORTS**

D1: No Report

D2: No Report

D3: No Report

D4: No Report

D5: No Report

County at Large: No Report

## **VII. LEGAL MATTERS**

- Update Regarding Mighty Hero Homes**

Mr. Morris provided the Board with a status update on Mighty Hero Homes. No action from the Board was requested.

## **VIII. ADJOURN**

Chairman Culpepper accepted a motion made by Mr. Crow, to adjourn the February 7th, 2024, meeting of the Henry County Development Authority Board of Directors, and Mr. Ausband seconded. At 9:12 a.m., the meeting was adjourned.

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Kelsea Morton, Recording Secretary

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Irv Culpepper, Chairman