

# **HENRY COUNTY DEVELOPMENT AUTHORITY**

## **MEETING MINUTES**

**May 4th, 2023**

### **I. CALL TO ORDER**

A meeting of the Henry County Development Authority (HCDA) was held on May 4th, 2023, at 125 Westridge Industrial Blvd., McDonough, Georgia in the Board conference room. Board members present were Irvin Culpepper, David Crow, Eddie Ausband, Charles Marshall, Cynthia Andrews and Siddiq Gibson. Also, in attendance were Rod Meadows, Meadows, Macie & Morris, Legal Counsel; Josh Fenn, Executive Director; Sharon K. Hill, Manager of Established Industry, and Kelsea Morton, Executive Assistant. At 8:02 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 asked if there were any changes or additions to the agenda as presented. A request was made by staff to include an executive session for Real Estate and personnel matters; an additional request was made by Mr. Meadows for the inclusion of a legal item for the board's consideration, regarding a REBA Grant amendment to the MOU and PAA for Project Hoth/NewCold. Mr. Ausband made a motion to approve the requested amendments to the agenda, and Mr. Crow seconded; the motion to approve the agenda as amended passed unanimously.

### **IV. MEETING MINUTES**

Chairman Culpepper asked the board if they reviewed the Minutes from April 6th, 2023, and asked if there were any questions or comments from the Board, or a motion to approve the Meeting Minutes. Ms. Andrews made a motion to approve the Minutes from April 6th, 2023, and Mr. Ausband seconded. Additionally, Chairman Culpepper asked the Board if they reviewed the Called Meeting Minutes from April 25<sup>th</sup>, 2023, and again asked if there were any questions or comments; a motion to approve the called meeting minutes from April 25<sup>th</sup>, 2023, was made by Mr. Marshall, and seconded by Mr. Ausband. The motions passed unanimously.

## **V. STANDING REPORTS**

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

Mr. Fenn reviewed the revised HCDA Consolidated Budget Statement and correlating financial reports for the month ending April 30th, 2023, 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, and informed the Board that a Proposed Budget Report for FY24 is being prepared for their review and approval before the close of the current Fiscal Year. Mr. Crow made a motion to approve the invoices, financials, and Corpus reports, and Ms. Andrews seconded. The motion passed unanimously.

### **MARKETING REPORT**

Mr. Fenn presented the Marketing Report, including the current YTD number of projects, YTD Capital Investments, and number of jobs created for the fiscal year. He also informed the Board of an upcoming facility tour for a local industry (Medline) and extended an invitation to any Board member who would like to attend.

### **STAFF REPORT**

Mr. Fenn presented the monthly staff report for April.

### **ESTABLISHED INDUSTRY REPORT**

Ms. Hill presented the established industry report for April; 11 visits with local industry, as well as visits with various community partners; attending planning sessions aimed towards developing Workforce Development initiatives within academic centers and included an update on the newest "Made in Henry" installment being filmed.

### **DISTRICT REPORTS**

D1: No Report

D2: No Report

D3: No Report

D4: No Report

D5: No Report

County at Large: No Report

## **VI. NEW BUSINESS**

- **Retail Attraction Proposal**

Mr. Fenn presented to the Board a proposed contract with Retail Strategies; an agreement in which they would provide services in retail recruitment for the county. As such, Mr. Fenn noted that, subject to their commitment to do so, the cost associated with the contracted service would be split between the Development Authority, the County, and related municipalities. After considerable discussion about the need to set forth measurable objectives and provide for regular reports to the Authority, Mr. Crow made a motion to approve the proposed Retail Recruitment agreement, subject to the contingencies regarding the shared cost amongst the County and local municipalities, and Mr. Ausband seconded the motion. The motion passed unanimously.

## **VII. EXECUTIVE SESSION**

Chairman Culpepper accepted a motion made by Mr. Ausband to move into executive session for the purpose of Real Estate and personnel matters. Ms. Andrews seconded; the meeting entered executive session at 9:03 AM. At 9:10 AM, Chairman Culpepper accepted a motion made by Mr. Marshall to move the meeting to open session, and Mr. Crow seconded. At 9:11 AM, the executive session was adjourned.

## **VIII. LEGAL MATTERS**

- **Motion to Ratify the Termination of Bond Related Documents for Satisfied Equipment Bond of the Burris Project (Project Pier)**

Mr. Ausband made a motion, having first ascertained that there were no conflicts of interest, that the HCDA ratify the Termination of Bond documents for the Burris equipment Bond, as drafted by Company Counsel and reviewed by Bond Counsel and General Counsel, along with all of the supporting documents in connection therewith, all of which having been provided to the board electronically in advance of the days meeting, and as they had discussed in the meeting. He further moved that the Officers of the Authority be granted the right and responsibility to execute such documents as are necessary or convenient in connection with the bond for title, 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. Ms. Gibson seconded, and the motion passed unanimously.

- **Motion to Ratify the Termination of Bond Related Documents for Satisfied Real Estate Bond of the Burris Project (Project Pier)**

Ms. Andrews made a motion, having first ascertained that there were no conflicts of interest, that the HCDA ratify the Termination of Bond documents for the Burris Real Estate Bond, as drafted by Company Counsel and reviewed by Bond Counsel and General Counsel, along with all

of the supporting documents in connection therewith, all of which having been provided to the board electronically in advance of the days meeting, and as they had discussed in the meeting. She further moved that the Officers of the Authority be granted the right and responsibility to execute such documents as are necessary or convenient in connection with the bond for title, 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. Mr. Crow seconded, and the motion passed unanimously.

- **Motion to Adopt the GA REBA Grant Amendment to the MOU and PAA for Project Hoth/NewCold**

Ms. Gibson made a motion that the HCDA adopt the Georgia REBA Grant Amendments to the Memorandum of agreement and Performance and Accountability Agreement for Project Hoth/NewCold, as drafted by the Georgia Department of Community Affairs, and reviewed by General Counsel, along with all of the supporting documents in connection therewith, all of which having been provided to the board electronically in advance of the days meeting, and as they had discussed in the meeting. She further moved that the Officers of the Authority be granted the right and responsibility to execute such documents as are necessary or convenient in connection with the bond for title, 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. Ms. Andrews seconded, and the motion passed unanimously.

## **X. ADJOURN**

Chairman Culpepper accepted a motion made by Mr. Ausband, to adjourn the May 4th, 2023, meeting of the Henry County Development Authority Board of Directors, and Ms. Andrews seconded. At 9:17AM, the meeting was adjourned.