

HENRY COUNTY DEVELOPMENT AUTHORITY

MEETING MINUTES

March 2nd, 2023

I. CALL TO ORDER

A meeting of the Henry County Development Authority (HCDA) was held on March 2nd, 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; 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 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; Ms. Gibson made a motion to approve the addition of an executive session to the agenda, and Ms. Andrews seconded; the motion to approve the agenda as amended passed unanimously.

IV. APPROVAL OF MINUTES

Chairman Culpepper asked if everyone had reviewed the Minutes from February 2nd, 2023, and asked if there were any questions or comments from the Board. Mr. Marshall made a motion to approve the Minutes from February 2nd, 2023, and Mr. Crow seconded. The motion passed unanimously.

V. STANDING REPORTS

INVOICES/FINANCIALS/CORPUS

Mr. Fenn reviewed the HCDA Consolidated Budget Statement ending February 28th, 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 received suggestions on proposed methods of reporting. Mr. Fenn and Chairman Culpepper agreed to review and revise, if necessary, at the close of the meeting. Mr. Marshall made a motion to hold on approving the invoices, financials, and Corpus reports, subject to any applicable revisions in formatting, and Ms. Andrews seconded, and 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.

STAFF REPORT

Mr. Fenn informed the Board of the upcoming FY24 Budget Hearing with the county, noting his intention to request the creation of a new position with the authority, dedicated to Workforce Development.

ESTABLISHED INDUSTRY REPORT

Ms. Hill presented the established industry report; 8 visits with local industry, as well as visits with various community partners; attending planning sessions aimed towards developing Workforce Planning initiatives within academic centers, as well as STEM advisory meetings. Finally, she informed the Board of the newest installments to be added to the "Made in Henry" series, Toppan and Lineage.

DISTRICT REPORTS

D1: No Report

D2: No Report

D3: No Report

D4: No Report

D5: No Report

County at Large: No Report

VI. OLD BUSINESS

- **2023 Plan of Work**

A motion was made by Mr. Ausband to approved the 2023 Plan of Work goals for the Authority, and Mr. Crow seconded. The motion to approve the 2023 Plan of Work passed unanimously.

VII. NEW BUSINESS

- **CORPUS Mid-Year Adjustments**

Mr. Fenn proposed an injection of \$23,000, divided amongst specific account line items, as listed in the report, while keeping the final budget number below the approved 20%. Ms. Gibson made a motion to approve the recommended mid-year budget adjustments, and Mr. Ausband seconded. The motion to approve the mid-year budget adjustments passed unanimously.

- **Allen-Smith Consulting Contract REBA Grant Administration- NewCold**

Ms. Andrews, having first ascertained that there were no conflicts of interest, made a motion that the HCDA move to grant Executive Director, Josh Fenn, the authority to negotiate and execute a contract with Allen-Smith Consulting for the processing of Project Barrow/Fraiser/Hoth's REBA Grant. In conjunction therewith, he will 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 revisions as are necessary. Ms. Gibson seconded, and the motion passed unanimously.

VIII. EXECUTIVE SESSION

Mr. Ausband made a motion to move into executive session for the purpose of Real Estate and personnel matters. Mr. Crow seconded, and the meeting entered executive session at 9:09 AM. Mr. Ausband made a motion to move the meeting to open session, and Ms. Andrews seconded. At 9:28 AM, executive session was adjourned.

IX. LEGAL MATTERS

- **Motion to adopt the REBA Grant documents for Project Barrow/Fraiser/Hoth (NewCold)**

Mr. Ausband made a motion that the HCDA adopt the Georgia REBA Grant Memorandum of Agreement and Performance and Accountability Agreement, as drafted by the Georgia Department of Community affairs, and reviewed by their General Counsel, along with all of the supporting documents in connection therewith, all of which having been provided to them electronically in advance of the days meeting, and as they have 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. Mr. Crow seconded, and the motion passed unanimously.

- **Legislative Updates**

Mr. Meadows provided legislative updates to the Board.

X. ADJOURN

Chairman Culpepper accepted a motion made by Mr. Ausband, to adjourn the March 2nd, 2023, meeting of the Henry County Development Authority Board of Directors, and Mr. Crow seconded. At 9:41AM, the meeting was adjourned.