

HENRY COUNTY DEVELOPMENT AUTHORITY

MEETING MINUTES

April 3rd, 2024

I. CALL TO ORDER

A meeting of the Henry County Development Authority (HCDA) was held on April 3rd, 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 Siddiq Gibson. Also, in attendance were Stephen Morris and 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 requested the inclusion of an Executive session for personnel matters, and a request was made by staff for an update on Real Estate matters to be included on the agenda as well. Chairman Culpepper asked the Board if there were any additional amendments to the agenda as posted, or a motion to approve the amended agenda. Ms. Gibson made a motion to approve the agenda with the requested amendments, and Mr. Ausband 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 March 6th, 2024, and asked if there were any questions or comments from the Board, or a motion to approve the Meeting Minutes. Mr. Ausband noted that he abstained from voting on the motion to approve the Sponsorship for Southern Crescent Technical College, and staff agreed to amend the meeting minutes for March 6th, 2024, to notate that occurrence. Ms. Andrews also pointed out a small typo-error made on the second page, which staff agreed to correct. Ms. Andrews then made a motion to approve the amended Minutes from March 6th, 2024, and Mr. Crow seconded. The motion to approve the Meeting Minutes from March 6th, 2024, passed unanimously.

V. STANDING REPORTS

INVOICES/FINANCIALS/CORPUS

Mr. Fenn reviewed the HCDA Consolidated Budget Statement and correlating financial reports for the month ending March 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. Hearing none, Ms. Andrews then made a motion to approve the invoices, financials, and Corpus reports, and Mr. Crow 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 March of 2024, including the current YTD number of projects, YTD Capital Investments, and number of jobs created for the fiscal year. He also provided the Board with an update on State legislative changes regarding HB 1450.

ESTABLISHED INDUSTRY REPORT

Ms. Hill presented the established industry report for March; 6 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 March, which included the Established Industry Roundtable event, as well as Gordon State college's Economic Development Day event.

DISTRICT REPORTS

D1: No Report

D2: No Report

D3: No Report

D4: No Report

D5: No Report

County at Large: No Report

VI. EXECUTIVE SESSION

At 8:35 a.m., Chairman Culpepper accepted a motion made by Ms. Gibson to enter Executive Session for the purpose of Personnel Matters, and Mr. Ausband seconded. The motion to move the meeting into a closed session passed unanimously, and staff was excused from the room. At 9:09 a.m., Chairman Culpepper accepted a motion made by Ms. Gibson 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 that the Henry County Development Authority pay to its Executive Director and staff, a growth retention bonus totaling 2% of all new bond issuance fees collected by the Authority in the prior calendar year, and that the 2% of new bond issuance fees for this bonus be allocated as follows: 75% to the Executive Director, and 25% to be split among eligible staff in a manner to be determined by the Executive Director. Ms. Andrews seconded, and the motion passed unanimously.

VII. LEGAL MATTERS

- **Motion to Ratify Sewer Easement for Project Summit/Project Seneca**

Ms. Gibson made a motion, having first ascertained that there were no conflicts of interest, that the HCDA ratify the Chairman's execution of Easement Documents regarding Project Summit/Seneca, as drafted by the Project Counsel, and reviewed by our General Counsel, along with all of the supporting documents in connection therewith, all of which having been provided to the Board electronically prior to the days meeting, and as discussed in the days 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 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. Mr. Crow seconded, and the motion passed unanimously.

- **Motion to Adopt IGA between Henry County, GA and HCDA for Airport Adjacent Property #2**

Mr. Marshall made a motion, having first ascertained that there were no conflicts of interest, that the HCDA adopt the Intergovernmental Agreement regarding the second airport adjacent property, as drafted by our General Counsel, and reviewed by County Attorneys, along with all of the supporting documents in connection therewith, all of which having been provided to the Board electronically prior to the days meeting, and as discussed in the days 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 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. Mr. Ausband seconded, and the motion passed unanimously.

- **Legal Updates**

Mr. Meadows provided the Board with an update regarding Senate Bill-22.

VIII. ADJOURN

Chairman Culpepper accepted a motion made by Ms. Andrews, to adjourn the April 3rd, 2024, meeting of the Henry County Development Authority Board of Directors, and Mr. Crow seconded. At 9:23 a.m., the meeting was adjourned.

Kelsea Morton, Recording Secretary

Irv Culpepper, Chairman