

**HENRY COUNTY DEVELOPMENT AUTHORITY**  
**MEETING MINUTES**

**April 6th, 2023**

**I. CALL TO ORDER**

A meeting of the Henry County Development Authority (HCDA) was held on April 6th, 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 Siddiqa 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; and additional request was made by Mr. Meadows to strike the approval of the MOA for Project Summit from the agenda due to a request for extension until May, and to instead include for consideration of approval, an easement from Henry County Water Authority for Project Mack/Jodeco-Med One. 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. Presentation on McDonough Comprehensive Plan Update**

Chair Culpepper recognized McDonough Mayor Vincent and her guests, welcoming them to the meeting, and thanking the mayor for her cooperation and coordination with the HCDA as part of the Mayors and Chairs group. Mayor Sandra Vincent and representatives of the firm contracted to complete the City's Comprehensive plan presented to the board their progress in creating an Independent Comprehensive Plan (ICP) for McDonough, noting the key elements of the ICP and the projected timeline for completion.

**V. MEETING MINUTES**

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

## **VI. STANDING REPORTS**

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

Mr. Fenn reviewed the revised HCDA Consolidated Budget Statement and correlating financial reports for the month ending February 28th, 2023, as requested at the meeting held March 2<sup>nd</sup>, 2023. Additionally, he reviewed the Statement and financial reports for the month ending March 31<sup>st</sup>, 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 receive suggestions on proposed methods of reporting. Mr. Ausband 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.

### **STAFF REPORT**

Mr. Fenn presented the staff report, noting his plans to request the creation of a managerial position for Workforce Development within HCDA, with contracting possible.

### **ESTABLISHED INDUSTRY REPORT**

Ms. Hill presented the established industry report for March; 8 visits with local industry, as well as visits with various community partners; attending planning sessions aimed towards developing Workforce Development initiatives within academic centers, as well as Atlanta Regional Commission (ARC).

### **DISTRICT REPORTS**

D1: No Report

D2: No Report

D3: No Report

D4: No Report

D5: No Report

County at Large: No Report

## **VII. 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 9:20 AM. Mr. Ausband made a motion to move the meeting to open session, and Ms. Andrews seconded. At 9:30 AM, the executive session was adjourned.

## **VIII. LEGAL MATTERS**

- Motion to adopt Landlord Agreement and Estoppel Certificate documents for DeWafelBakkers Project**

Mr. Marshall made a motion, having first ascertained that there were no conflicts of interest, that the HCDA adopt the Landlord Agreement and Estoppel Certificate documents regarding Project DeWafelbakkers, 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. Mr. Ausband seconded, and the motion passed unanimously.

- Motion to allow Executive director of HCDA to execute Sewerage Easement Documents from HCWA for Project Mack/Jodeco Med One**

Ms. Andrews made a motion, having first ascertained that there were no conflicts of interest, that the HCDA authorize Executive Director, Josh Fenn, to execute the Sewerage Easement regarding Project Mack/Jodeco Med One, as drafted by Water Authority 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 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 transaction, along with the discretion to make such minor amendments and corrections to any documents as might be suggested by Counsel in conjunction with the subject transaction. Mr. Ausband seconded, and the motion passed, with Secretary David Crow abstaining from the vote.

- **Motion to adopt Construction Loan Joinder documents for Project Hoth/NewCold**

Mr. Ausband made a motion, having first ascertained that there were no conflicts of interest, that the HCDA adopt the Construction Loan Joinder documents for Project Hoth/NewCold, 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 day's 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. Mr. Crow seconded, and the motion passed unanimously.

#### **X. ADJOURN**

Chairman Culpepper accepted a motion made by Mr. Crow, to adjourn the April 6th, 2023, meeting of the Henry County Development Authority Board of Directors, and Ms. Andrews seconded. At 9:42AM, the meeting was adjourned.