

HENRY COUNTY DEVELOPMENT AUTHORITY

MEETING MINUTES

July 10th, 2024

I. CALL TO ORDER

A meeting of the Henry County Development Authority (HCDA) was held on July 10th, 2024, in the conference room located in their offices, at 125 Westridge Industrial Blvd, Suite 101, McDonough, GA, 30253. Board members present were Irvin Culpepper, Charles Marshall, David Crow, Cynthia Andrews, Eddie Ausband, and Siddiqa Gibson. Also, in attendance were Rod Meadows, Meadows, Macie & Morris, Legal Counsel; Sara Lithgow, Meadows, Macie & Morris, Paralegal; Josh Fenn, Executive Director; Sharon K. Hill, Manager of Established Industry; Susan Wise; Kelsea Morton, Executive Assistant; and Ayden White, HCDA Summer Intern. 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 legal and real estate matters, and asked the Board if there were any additional amendments to the agenda as posted, or a motion to approve the amended agenda. Ms. Andrews 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. MEETING MINUTES

Chairman Culpepper confirmed that each Board member reviewed the Minutes from June 5th, 2024, as well as the Called Meeting Minutes from June 26th, 2024, and asked if there were any questions or comments from the Board, or a motion to approve the Meeting Minutes. Hearing none, Mr. Ausband then made a motion to approve the Minutes from June 5th, 2024, and Ms. Gibson seconded; the motion passed unanimously. Mr. Crow then made a motion to approve the Called Meeting Minutes from June 26th, 2024, and Ms. Andrews seconded; the motion passed unanimously.

V. STANDING REPORTS

INVOICES/FINANCIALS/CORPUS

Mr. Fenn reviewed the HCDA Consolidated Budget Statement and correlating financial reports for the month ending June 30th, 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. Treasurer Cynthia Andrews commended the staff for the additional detail in the expense reports. The Chair asked if there were any additional questions or comments. Hearing none, Mr. Ausband then 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, which included metrics of the digital marketing platforms during the period.

STAFF REPORT

Mr. Fenn presented the monthly staff report for June 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 June; 9 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 June, including the ATD Ribbon Cutting Ceremony.

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

- **Working Group Updates**

Mr. Fenn, Ms. Andrews, and Mr. Crow provided the Board with a status update regarding the policy task force, which included notes from Counsel and the working committee on suggested updates and/or additions to current policy. The Working Group will continue to refine its recommendations, taking into consideration the comments from Authority members. The Group anticipates providing the full Board additional information prior to the August meeting.

VII. NEW BUSINESS

- **SCB-TV “Made in Henry” Contract Renewal**

Ms. Andrews made a motion to approve the contract renewal between HCDA and SCB-TV for the 4th season of the “Made in Henry” series, and further moved that the Authority approve and authorize the Executive Director to pay for the service in full at the discounted rate of \$9,900.00, subject to the comments of Counsel regarding deadlines for completion. Ms. Gibson seconded, and the motion passed unanimously.

VIII. EXECUTIVE SESSION

At 8:45 a.m., Chairman Culpepper accepted a motion made by Mr. Crow to enter Executive Session for the purpose of legal and real estate matters, and Mr. Ausband seconded. The motion to move the meeting into executive session passed unanimously. At 9:28 a.m., Chairman Culpepper accepted a motion made by Ms. Andrews to exit the executive session, and Mr. Crow seconded. The motion to exit the Executive Session passed unanimously, and the meeting was moved back into open session.

IX. LEGAL MATTERS

- **Motion to Adopt Inducement Resolution & Letter of Intent for Project Cool Breeze**

Ms. Gibson made a motion, having first ascertained that there were no conflicts of interest, that the HCDA adopt the Inducement Resolution and Letter of Intent for Project Cool Breeze, as drafted by Bond Counsel and reviewed by our General Counsel, along with all of the supporting documents in connection therewith, all of which having been provided electronically in advance of the day's meeting, and as discussed in the day's 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. The motion was seconded by Mr. Crow and passed unanimously.

X. ADJOURN

Chairman Culpepper accepted a motion made by Mr. Crow, to adjourn the July 10th, 2024, meeting of the Henry County Development Authority Board of Directors, and Mr. Ausband seconded. At 9:33 a.m., the meeting was adjourned.

Kelsea Morton, Recording Secretary

Irv Culpepper, Chairman