

**Habersham County Development Authority
Thursday, November 3, 2022 @ 3:30 pm
Executive Conference Room
130 Jacob's Way, Clarkesville, GA 30523**

Members Present: Bill Duff, Bryan Ferguson, Brent Edwards, Allen Whitener, Jeff Bruns, Kelly Woodall (via teleconference)

Members Not Present: Gail Thaxton

Others Present: County staff, Members of the Public and Media

Call to Order and Invocation

The meeting was called to order at 3:32 pm and invocation given by Bill Duff.

Approval of Agenda

A MOTION was made by Jeff Bruns, SECONDED by Bryan Ferguson, and voted unanimously to approve the order of business.

Approval of Minutes

A MOTION was made by Bryan Ferguson, SECONDED by Brent Edwards, and voted unanimously to approve the minutes of the October 6, 2022 regular meeting.

Monthly Activity Report

Tim Sims presented the Monthly Activity and Financial report. October YTD represents 33% of the Fiscal year. Current revenues are 6.2% and current expenditures are 4.9%. Total account balances equal \$650,170.

A MOTION was made by Brent Edwards, SECONDED by Jeff Bruns, and voted unanimously to approve the monthly financial report as presented.

Old Business

Airport Business Park Update – Charlie Fiveash gave the business park update. The first bill from HEMC for streetlights has been received and paid by the Development Authority. There will soon be costs associated with landscape maintenance in the business park as well. Tim Sims said the Finance department will pay the bills up front and can bill the business park tenants monthly or quarterly. Tim also said that some counties and cities set up “tax districts” and bill streetlight fees through the owner’s tax bill. That may be something to look at in the future but not right now. Brent Edwards asked Charlie who normally pays utilities and other common fees in business parks or industrial parks? Charlie said that usually there is a tenant/owners association formed that collects money from the tenants/owners and pays the common area bills. There can also be a management fee charged. Jeff Bruns shared his thought that once lot 10 is sold, the HCDA will be done with the Airport Business Park and shouldn’t be involved in paying or billing utilities. For now, the HCDA will need to pay the bills and invoice the tenants for their shares.

There is a 2nd prospect who is a current business in Habersham County looking to expand. They would need approximately 30k square feet, to be occupied by July 1, 2023. They could potentially go into Don

Higgins' building, or one of the buildings Wilson Hutcheson will construct. Charlie feels confident that once the lot sales are finalized, there will be enough money to grade and possibly subdivide Lot 10.

Baldwin Mayor Elam asked Charlie last week if the Development Authority was planning to annex the remainder of the Reed property. The cost is \$1000 per annexation, so it would be cost effective to do the entire property at once rather than one lot at a time. The HCDA has previously discussed developing the Reed Property under county regulations and annexing into Baldwin once completed if the tenant needs water and sewer.

Charlie has been reviewing the by-laws and covenants of the Airport Business Park. They need to be updated, and after that a business owner association can be formed.

Two bids were received for the landscape/maintenance in the business park entrances. The bids are not consistent with each other and offer different services, with a considerable price difference. Charlie will get with each bidder and get revised quotes with a better comparable breakdown of services.

Mike Beecham added that the business park plat has been recorded.

Other Property Updates – none

Partnership Habersham – none

Courthouse Redevelopment Update – The RFQ was released in October and the ads in the Northeast Georgia started on October 12. Charlie has listed the RFQ in Costar and Loopnet, which are multiple listing services for commercial developers. The RFQ is also listed on the Habersham County website and the State procurement website, per Tim Sims.

New Business

Discuss/Consider Landscape Maintenance Bids for Airport Business Park – A MOTION was made by Brent Edwards, seconded by Bryan Ferguson, and voted unanimously to table this item until the December meeting.

Discuss/Consider Annexation of Reed Property – A MOTION was made by Jeff Bruns, seconded by Brent Edwards, and voted unanimously to table this item indefinitely.

Other Reports

None

A MOTION was made by Jeff Bruns, seconded by Bryan Ferguson, and voted unanimously to enter Executive Session at 4:23 pm.

Executive Session

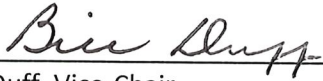
A MOTION was made by Brent Edwards, seconded by Jeff Bruns, and voted unanimously to exit Executive Session at 4:31 pm.

Next Meeting

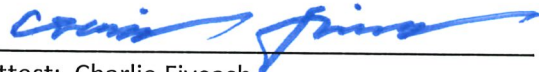
The next regular meeting is Thursday, December 1, 2022 @ 3:30 pm, Habersham County Administration Building.

Adjourn

A MOTION was made by Allen Whitener, seconded by Bryan Ferguson, and voted unanimously to adjourn the meeting at 4:33 pm.



Bill Duff, Vice-Chair



Attest: Charlie Fiveash