

Habersham County Development Authority
Thursday, January 5, 2023 @ 3:30 pm
Executive Conference Room
130 Jacob's Way, Clarkesville, GA 30523

Members Present: Gail Thaxton, Bryan Ferguson, Bill Duff, Kelly Woodall, Allen Whitener, Jeff Bruns

Members Not Present: Brent Edwards

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

Call to Order and Invocation

The meeting was called to order at 3:30 pm and invocation given by Gail Thaxton.

Approval of Agenda

A MOTION was made by Kelly Woodall, SECONDED by Bill Duff, and voted unanimously to approve the order of business.

Approval of Minutes

A MOTION was made by Bryan Ferguson, SECONDED by Kelly Woodall, and voted unanimously to approve the minutes of the December 1, 2022 regular meeting.

Monthly Activity Report

Alicia Vaughn presented the Monthly Activity and Financial report. December YTD represents 50% of the Fiscal Year. Current revenues are 5.4% and expenditures are 7.2%. Total account balances equal \$664,137.

A MOTION was made by Bill Duff, SECONDED by Bryan Ferguson, and voted unanimously to approve the monthly financial report as presented.

Old Business

Partnership Habersham – Presentation of website changes by Brinson Hall, website designer. Ms. Hall presented the new Development Authority website located at habdev.org. Charlie has full access to update the website, as does Ms. Hall. The website includes a link to the available pads in the business park, and also includes drone footage of the business park. The site shares some links to the Partnership Habersham website (partnershiphabershamga.org). Any inquiries sent through the website will go to Charlie Fiveash's county e-mail address. The main county phone number and address will be listed as well. Dr. Thaxton asked Ms. Hall about adding links to frequently requested information such as building codes, permitting, etc. Dr. Thaxton also asked the Development Authority members for suggestions of any other information that should be included.

Consider/Approve Expenses Associated with Updating By-Laws and Park Covenants (tabled from December 1, 2022 meeting) – Charlie Fiveash has been working with attorney Jim Weidner to update the by-laws and business park covenants. The documents should be available within a couple of weeks. The expense for the work will be between \$3500 and \$4000. Dr. Thaxton asked if the authority would be able to look at and approve the documents before they are finalized. A MOTION was made by consensus to un-table the item. Jeff Bruns asked for clarification that the authority was asked to

approve expenses for a project that had already begun. A MOTION was made by Jeff Bruns, seconded by Bryan Ferguson, and voted unanimously to approve legal payment in relation to updating the by-laws and covenants, up to \$4,000. After the motion and vote, Kelly Woodall suggested that in the future, expenses for projects be voted on before a vendor is hired to do any work. Dr. Thaxton reiterated Mr. Woodall's statement.

Airport Business Park Update – Charlie Fiveash and Wade Rhodes gave the business park update. The contract for the developer on pads 5 and 7 was granted an extension for one week due to some legal work related to the due diligence phase. The developers won't be able to close the purchase until a land disturbance permit is issued by EMI. James Irvin has sent a final plan to City of Baldwin for review. Wade Rhodes said that Alice Venter from City of Baldwin mentioned that their by-laws may allow for a third party to issue the land disturbance permit. Wade also said the closing of the SteelCell pad should be this month. That will leave only pad 10. Wade suggested we get James Irvin to look at pad 10 and determine what needs to be done and if/how it could possibly be split up. Charlie shared that the Higgins spec building is waiting on some paving. The dock doors have been installed. True Tubing out of Commerce is still interested and is working with the developer on pad 5.

Courthouse Redevelopment Update – The RFQ for the courthouse has expired. There are several prospects who learned about the RFQ too late to submit a proposal. Alicia Vaughn explained the RFQ process as well as our options for moving forward. Since there was only one proposal received, it could be left sealed, and we could reject the bid and ask the prospect to resubmit the proposal to be graded with any proposals we get after extending the RFQ another 60 or 90 days. Or, the proposal could be opened and graded and the authority could decide whether to accept or reject the bid. Since the RFQ is expired, it cannot be renewed. It would need to be re-posted with new dates. After discussion and input from legal counsel, the authority decided to not open the bid. A MOTION was made by Jeff Bruns, seconded by Kelly Woodall, and voted unanimously to reject the proposal, which is to remain unopened. A MOTION was made by Jeff Bruns, seconded by Bryan Ferguson, and voted unanimously to reissue the RFQ for a term of 90 days.

Other Property Updates – Charlie discussed wanting to re-brand the Reed property as Phase II of Airport business park. We need to get additional bids for the paving and utility work on that property. Charlie also mentioned that Baldwin wants to annex the entire property into Baldwin. However, future owners of the parcels could still get water and sewer services through Baldwin without annexation. Mike Beecham stated that development costs would be lower if the property stayed in the county until development is complete. Jeff Bruns stated his opinion that the individual property owners should make the decision whether to annex or not.

New Business

none

Other Reports

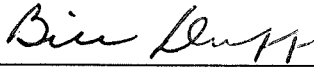
Charlie discussed the opening for a development authority board member to replace Brent Edwards, as well as openings on the EDC board. Patti McLarty shared some upcoming meeting dates for the Development Authority – HC3 meeting February 1, 2023, Economic Development Training February 8, 2023, and the joint Development Authority/EDC board retreat on March 22, 2023.

Next Meeting

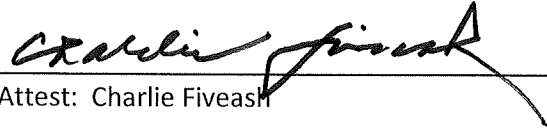
The next regular meeting is Thursday, February 2, 2023 @ 3:30 pm, Habersham County Administration Building.

Adjourn

A MOTION was made by Allen Whitener, seconded by Bill Duff, and voted unanimously to adjourn the meeting at 4:35 p.m.



Bill Duff, Vice Chair



Attest: Charlie Fiveash