

Habersham County Development Authority
Thursday, February 2, 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 Bryan Ferguson, and voted unanimously to amend the agenda to include "Billing of Utilities in Airport Business Park" under New Business. The amended agenda was approved by consensus.

Election of Officers

A MOTION was made by Bryan Ferguson, seconded by Bill Duff, and voted unanimously to re-appoint Dr. Gail Thaxton as Chair.

A MOTION was made by Kelly Woodall, seconded by Bryan Ferguson, and voted unanimously to re-appoint Bill Duff as Vice Chair.

A MOTION was made by Bill Duff, seconded by Jeff Bruns, and voted unanimously to appoint Bryan Ferguson as Secretary.

Approval of Minutes

A MOTION was made by Bryan Ferguson, SECONDED by Bill Duff, and voted unanimously to approve the minutes of the January 5, 2023 regular meeting.

Monthly Activity Report

Tim Sims presented the Monthly Activity and Financial report. January YTD represents 58.3% of the Fiscal Year. Current revenues are 5.5% and expenditures are 8%. Total account balances equal \$1,190,637. The balance includes funds received from the sale of pads 5 and 7 earlier in the week.

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

Old Business

Airport Business Park Update –Charlie Fiveash gave the update. The sale of pads 5 and 7 closed this week at a price of \$45,000 per acre. The closing of the Steelcell pad will be in the next week or so, with construction expected to begin within 90 days on a 75k square foot building. There has been some activity on the Higgins building, putting some dock loading equipment on the dock doors. There has been no concrete poured in the dock area or in the parking lot. Charlie suggested sending a letter to Mr.

Higgins next month if there is still no progress on the concrete. There is one remaining site left in Phase 1 of the Airport business park which is pad 10. Since it is the final available lot, and since there are funds available from the recent sale of pads 5 and 7, now would be the right time to rough grade and possibly split the parcel and prepare it for sale. Airport business park phase 2 (Reed property) will be the next project. Bids are needed for the cul-de-sac road and decisions need to be made regarding the size of the lots for phase 2. There could be two entrances to the park – at the front is Duncan Bridge Road and at the back is Pyratich Drive. Mike Beecham said that James Irvin has completed the preliminary engineering plan for pad 10. Charlie also added that the real estate contract with Wade Rhodes for pad 10 is about to expire.

A MOTION was made by Kelly Woodall, seconded by Bill Duff, and voted unanimously to instruct James Irvin to move forward with engineering plans for Airport business park pad 10 and to also instruct James Irvin to move forward with engineering plans on Airport business park phase 2 and to prepare plans for potential sites and pricing.

A MOTION was made by Bryan Ferguson, seconded by Jeff Bruns, and voted unanimously to renew Wade Rhodes' contract to market pad 10. A MOTION was made by Bill Duff, seconded by Bryan Ferguson, and voted unanimously to amend the prior motion as follows: to authorize Charlie Fiveash to sign documents related to the renewal of Wade Rhodes' contract for pad 10.

Courthouse Redevelopment Update – The RFQ for the old courthouse redevelopment was re-issued on February 2 for 90 days. The bid opening will be on May 3. Charlie hopes we will get more responses to this second issuance of the RFQ. BOC Chairman Ty Akins addressed the Development Authority and thanked them for stepping up and being willing to take part in the Courthouse project, even though it is controversial. He feels like putting the project in the hands of the Development Authority was the right decision.

Other Property Updates – Attorney Jim Weidner will give Charlie an update on the by-laws and business park covenants by the end of next week. Charlie suggested the Development Authority set up a subcommittee to do a full review of the new documents before presenting to the entire board for approval.

New Business

Consider/Approve signing authority for Development Authority expenditures and contract renewals – There are no set guidelines for signing authority for invoices and contract renewals. Alicia Vaughn suggested that the Development Authority adopt the county's purchasing policy. She also said that usually only board officers can sign actual contracts. Until that can be done, there need to be some guidelines set. Janney suggested that such authority be given for specific items when motions are made in the future.

Billing of Utilities in Airport Business Park - Charlie stated that the Airport business park should now stand as its own operating entity. It is time for the park tenants to establish a property owners association in order to pay the common area fees such as lighting and landscaping. The Development Authority is currently paying all the expenses. Janney Sanders said that the current covenants provide for an association to be established so we don't need to wait to approach the tenants. A decision was made by consensus that the property owners will not be charged for expenses already incurred, but they will be billed for the streetlights beginning with the March bill from HEMC, as well as any future

beautification or landscaping costs. Janney and Charlie will work together to compose and send letters to the property owners.

Other Reports

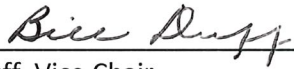
Brent Edwards submitted his letter of resignation from the Development Authority, effective February 3, 2023. Patti McLarty explained that there will be a 30-day period to advertise the opening in the local paper, then applications will be considered by the Board of Commissioners, and appointment should be made at the March 20, 2023 BOC meeting.

Next Meeting

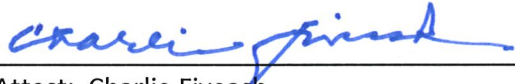
The next regular meeting is Thursday, March 2, 2023 @ 3:30 pm, Habersham County Administration Building.

Adjourn

A MOTION was made by Kelly Woodall, seconded by Bill Duff, and voted unanimously to adjourn the meeting at 4:25 p.m.



Bill Duff, Vice Chair



Attest: Charlie Fiveash