

Habersham County Development Authority
Thursday, July 16, 2026 @ 3:30 p.m.
Executive Conference Room
130 Jacob's Way Clarkesville, GA 30523

The Habersham County Development Authority held a regular meeting on Thursday, July 16, 2026, at 3:30 p.m. in the Executive Conference Room of the Habersham County Administration building located at 130 Jacob's Way, Clarkesville, GA, 30523.

Members Present: Jim Butterworth, Mike Franklin, Jeff Bruns, Bryan Ferguson, David Lovvorn

Members Not Present: Allen Whitener, Sidney Roland

Others Present: Patti McLarty, Matt Skilling, Alex Robinson

Call to Order

The meeting was called to order at 3:30 p.m. by Jim Butterworth.

Invocation and Pledge of Allegiance

Jim Butterworth gave the invocation and led the Pledge of Allegiance.

Approval of Agenda

A MOTION was made by Bryan Ferguson, seconded by Jeff Bruns, and voted 5-0 to approve the agenda as presented.

Approval of Minutes

A MOTION was made by Jeff Bruns, seconded by David Lovvorn, and approved 5-0 to approve the minutes of the June 11, 2026 regular meeting.

Old Business

1. Executive Director Update – Alex Robinson explained that this month's report is shorter than usual due to it being summertime, which typically slows down workforce development initiatives in the schools and makes visiting local industries more difficult. **Pad 7** – Permits were officially submitted on May 29th. Heavy dirt-moving is taking place on the site. Jim and Alex met with City of Baldwin to discuss permitting delays and issues, and Alex said it was a productive meeting. **Pad 5** – The letter to Scott Hutchinson was sent out last month. Alex told the board members they may be receiving a phone call from Mr. Hutchinson, as he was not happy with the letter. **Workforce Development** – A subcommittee has been formed for the Chick-Fil-A Leadership Academy for the upcoming school year. A pool of 18 to 23 student leaders, who all currently hold positions in school organizations such as Student Council, etc. have agreed to participate. The Habersham Works committee hosted a workshop to explore various funding options, and Alex also held a positive meeting with Dr. Shirley, who is the Interim President of NGTC. **Phase 2** - DCCM is working on a comprehensive constraints map for Phase 2 to ensure maximum land-use efficiency. Topography reports have been received so far. **Airport Business Park Signage** – Alex is looking for a

modern, logo-free wayfinding design that can cleanly display all the business names in the park. She will secure estimates from two different companies. Alex suggested using this upgrade as an incentive for the tenants to form a formal property association.

Strategic Plan – A draft is being reviewed by Partnership Habersham and once their edits are complete, Alex will distribute the plan to the Development Authority and the Partnership Habersham Executive Committee. Alex plans to collect the feedback by August so the board can vote for formal adoption in September. Partnership Habersham will present the final strategy at their October meeting. **Miscellaneous** – Alex is planning a Habersham Manufacturing Alliance event for 2027 which will provide peer-to-peer learning opportunities for local manufacturers. The alliance uses a strict vetting process to make sure competitors are not placed in the same group. Alex also attended the Contractors, Closers, and Connectors event, which drew over 400 developers. Alex pitched our local current and upcoming projects. Alex has received multiple calls since the event. Alex also met with the state project manager to discuss broader economic trends and insights. She also coordinated a collaborative meeting between Cornelia and Clarkesville to discuss infrastructure projects.

2. Project Timeline Spreadsheet Review – Jim Butterworth shared that the project timeline sheet had fallen off the radar recently, but he wants to begin tracking our project timelines again. He asked Patti McLarty to email routine updates in between meetings to ensure that important projects stay visible.

New Business

- Review/Adopt Revised By-Laws – The bylaws were sent to a local attorney several years ago by Charlie Fiveash for revision, but the revisions were never reviewed or adopted by the board. Matt Skilling has completed the revisions for the board's review. Jim noted that this document legally roots the authority back to its original enabling legislation by the state. Patti McLarty asked for clarification of "failure to regularly attend board meetings." Bryan Ferguson said that the enabling legislation clarifies that issue. Rather than waiting to approve the by-laws next month, Bryan suggested the board vote to approve the by-laws today with an amendment referencing the original enabling legislation. A MOTION was made by Jeff Bruns, seconded by Bryan Ferguson, and voted 5-0 to approve the revised by-laws with a specific amendment that Matt will make changes to clarify the absence policy and reference the original enabling legislation of the Development Authority.

Public Comment

None

Other Reports

None

A MOTION was made by Jeff Bruns, seconded by Bryan Ferguson, and voted 5-0 to enter into Executive Session at 3:50 p.m.

Executive Session – Property Acquisition & Disposal, pursuant to O.C.G.A §50-14-3 (b)(1); Pending Litigation, pursuant to O.C.G.A. § 50-14-2(1)

A MOTION was made by Jeff Bruns, seconded by Mike Franklin, and voted 5-0 to exit Executive Session at 4:37 p.m.

Next Meeting

The next regular meeting is Thursday, August 13, 2026, at 3:30 p.m. in the Executive Conference Room of the Habersham County Administration building.

Adjourn

A MOTION was made by Mike Franklin, seconded by David Lovvorn, and voted 5-0 to adjourn the meeting at 4:38 p.m.



~~Bryan Ferguson, Vice Chair~~

Sidney Roland, Sec



Attest: ~~Sidney Roland, Secretary~~

Alex Robinson, Exec. Director

