

Hapeville Development Authority  
3468 North Fulton Ave.  
Hapeville, GA 30354  
October 4, 2018 6:30PM

MINUTES

1. Call to Order: The meeting was called to order at 6:30PM at 3468 N. Fulton Avenue, Hapeville, GA 30354.

2. Roll Call:

Katrina Bradbury  
Matt Morrison  
Alan Hallman - Absent  
Richard Murray  
J. Allen Poole  
Tania Wismer – arrived at 6:40PM  
James Newton – Absent  
John Stalvey - Absent  
Susan Bailey

3. Approval of Minutes

**MOTION: Susan Bailey made a motion to approve the minutes, Vice Chairman Morrison seconded. Motion carried 5-0.**

4. Financial Report – Chairman Bradbury went over the financial report stating that the same bills were paid. Revenues consists of mortgage and cell tower leases (will write back out to the city). Vice Chairman Morrison asked about receiving a streamlined report. Chairman Bradbury said she would talk to Stephanie Gibson in the Finance Department about preparing a streamline report.

5. Old Business

5.I Discussion of RFP for Landscape Contract

Chairman Bradbury said this item was placed back on the agenda because of the Letter of Intent for the sale of Willingham property, which is the largest portion of the landscaping contract. It is almost unfair to have someone bid on the landscaping contract and then say, by the way, we only have three lots left. Richard Murray said it is the cold part of the season and by time you put it out for bid, it'll be a month and a half before we can talk to someone about the bid, then we'll have to vote. Consensus of the authority is to hold off to see what happens and will continue contract at same price in the meantime.

5.II Discussion and Action on Bylaws

Chairman Bradbury asked if everyone had a chance to read over the corrections received from the attorney's office.

Ms. Bailey went over the following items: she would prefer to leave it where anyone that is interested in being on the authority, apply and then Mayor and Council select and vote. Chairman Bradbury agreed and said there is nothing wrong with the way it is working.

In Section 4.3, Ms. Bailey said that she does not have a problem with allowing business owners to be a part of the authority as long as they are a resident and apply. Chairman Bradbury said there is the Main Street Board that does allow business owners. Chairman Bradbury said it was just a suggestion from the attorney.

Section 8.5, Ms. Bailey said if someone has a presentation, should notify the chair person and provide presentation materials in four business days prior to meeting. She also suggested that it be sent to the secretary too. Ms. Wismer said can add "in receipt of notification" which will cover everything.

Section 8.4, Mr. Murray asked about the limitation of the remarks section and will that be provided on the agenda? Chairman Bradbury said yes, it could. Ms. Bailey said she doesn't like limiting the public comments to a total of 15 minutes. Chairman Bradbury said that it says at the board's discretion. Ms. Bailey asked what if we leave the total amount of time off and leave three minutes on there? The consensus of the authority is to leave at three minutes but take off the total amount of 15 minutes.

Chairman Bradbury talked about the treasurer section of the bylaws. There is a list of things that the treasurer does. In the past there was the secretary/treasurer, the City Clerk was in this role. After Jennifer Elkins left, the authority talked about separating the two positions. It is the consensus of the authority to have a secretary/treasurer and the City Clerk serve in this role. The authority has not voted yet on the City Clerk to be in this role. Chairman Bradbury said at the next meeting to have on the agenda to vote on secretary/treasurer position.

**MOTION: Susan Bailey made a motion to approve the bylaws, J. Allen Poole seconded. Motion carried 6-0.**

#### 5.III Discussion of Name Change

Ms. Wismer shared name ideas with the authority stating that her feelings would not be hurt. Chairman Bradbury said the name would need to be changed on the bylaws as well. Ms. Bailey said that it does need to be some kind of change made. Mr. Poole said that we probably need to leave alone the constitutional authority's name which is the Hapeville Development Authority. It was the consensus of the authority to change the Development Authority of the City of Hapeville's name.

#### 6. New Business - none

#### 7. Economic Development Update

David Burt said the Letter of Intent was signed and met Tuesday with the developer, Dr. Patterson, and the Fire Marshal to look at the site plan. Dr. Patterson verbally thought it sound fine. He stated he thinks we will have the contract signed this week and we're on task for them to close in January. Mr. Morrison asked about the square footage of the homes. Mr. Burt said that he'll ask the developer. Also, he said the only concern is figuring out the storm drainage and that he has talked to Lee Sudduth about it.

8. Public Comment – none

9. Executive Session

**MOTION: Allen Poole made a motion to go into recess at 6:58PM, Richard Murray seconded. Motion carried 6-0. Richard Murray made a motion to go into executive session, Tania Wismer seconded. Motion carried 6-0.**

No action taken

**MOTION: Allen Poole made a motion to go into open session, Vice Chairman Matt Morrison seconded. Motion carried 6-0.**

10. Adjourn

**MOTION: Tania Wismer made a motion to adjourn at 7:29PM, Allen Poole seconded. Motion carried 6-0.**

Respectfully submitted,

---

Katrina Bradbury, Chairman

---

Crystal Griggs-Epps, City Clerk