

Development Authority of the City of Hapeville (Statutory Authority)

3468 N Fulton Avenue
Hapeville, GA 30354

January 9, 2020 6:30 PM

Agenda

1. Call to Order
2. Roll Call
Katrina Bradbury
Matt Morrison
James Newton
Alan Hallman
J. Allen Poole
John Stalvey
Tania Wismer
Susan Bailey
Cecilia Reme'
3. Approval of Minutes - September 5, 2019
4. Old Business
5. New Business
 - 5.I. Consideration and action on the Development Authority of the City of Hapeville 2020 Meeting Schedule
Background:

Documents:
 1. 2020 Development Authority of the City of Hapeville
 - 5.II. Consideration and Action on Resolution Determining the 2020 Development Authority of the City of Hapeville Annual Meeting Date and Time
 - 5.III Consideration and Action to Amend Section 8.1 of Article VIII Meetings of the Development Authority of the City of Hapeville Bylaws to Allow for the Cancellation of Meetings Due to the Lack of Agenda Items

Documents:
 1. DACOH Revised Bylaws - signed copy
6. Public Comments
7. Executive Session
When Executive Session is Required one will be called for the following issues: 1) Litigation O.C.G.A. §50-14-2; 2) Real Estate O.C.G.A. §50-14-3(b)(1); or 3) Personnel O.C.G.A. §50-14-3(b)(2).

8. Adjourn

2020 Meeting Schedule

Development Authority of the City of Hapeville

(Statutory Authority)

The Development Authority of the City of Hapeville meets the first Thursday after the first Tuesday of every month at 6:30 p.m. unless otherwise posted. All meetings are held at City Hall located at 3468 North Fulton Ave.

Meeting Dates	
January	Thursday, January 9, 2020
February	Thursday, February 6, 2020
March	Thursday, March 5, 2020
April	Thursday, April 9, 2020
May	Thursday, May 7, 2020
June	Thursday, June 4, 2020
July	Thursday, July 9, 2020
August	Thursday, August 6, 2020
September	Thursday, September 3, 2020
October	Thursday, October 8, 2020
November	Thursday, November 5, 2020
December	Thursday, December 10, 2020

**AMENDED BYLAWS
OF THE
DEVELOPMENT AUTHORITY OF THE CITY OF HAPEVILLE**

PREAMBLE

The Bylaws of the Development Authority of the City of Hapeville, duly adopted at a meeting held on October 4, 2018 at which a quorum of the Board of Directors was present, are hereby amended by deleting them in their entirety and replacing them with the following Amended Bylaws of the Development Authority of the City of Hapeville.

ARTICLE I. NAME

The name of this authority shall be the "Development Authority of the City of Hapeville."

ARTICLE II. PURPOSE

The Development Authority of the City of Hapeville (the "Authority") is a public body corporate and politic established pursuant to the authority of the Official Code of Georgia, Annotated, §36-62-1, *et seq.*, as amended, and by resolution of the Mayor and Council of the City of Hapeville, duly adopted on April 6, 1982. The purpose of the Authority shall be to develop and promote, for the public good and general welfare, trade, commerce, industry and employment opportunities within the City of Hapeville.

ARTICLE III. PRINCIPAL OFFICE

The principal office of the Authority shall be located at Hapeville City Hall, 3468 N. Fulton Avenue, Hapeville, Fulton County, GA 30354. The Authority may have such other offices as may, from time to time, be designated by its Board of Directors.

ARTICLE IV. BOARD OF DIRECTORS

Section 4.1. The Authority shall be governed by a board of nine directors, one of whom shall be a member of the governing body of the City of Hapeville, with the remaining directors to be appointed by resolution of the governing body of the City of Hapeville (the "Board of Directors" or the "Board"). All members of the Board of Directors shall have the right to vote.

Section 4.2. The director who is also a member of the governing body of the City of Hapeville shall serve during the term of office for which he or she was elected. Commencing with

engage one or more staff members of the City to perform all or a portion of the duties of the Secretary, Treasurer or Secretary-Treasurer.

Section 5.3. The Chairperson shall preside at all meetings of the Board of Directors, and shall have a vote on all matters. The Chairperson and the Treasurer, or such other officer as shall be designated by the Chairperson, shall each sign all notes, checks, drafts and other orders for disbursement of funds of the Authority. The Chairperson shall communicate to the Authority such matters and make such suggestions as may in his or her opinion tend to promote the purpose and increase the usefulness of the Authority and shall perform such other duties as are necessarily instant to the office or as he or she may be directed to perform by resolution of the Board of Directors not inconsistent with these Bylaws.

Section 5.4. The Vice Chairperson shall have and exercise all the powers, authority and duties of the Chairperson during his or her absence or inability to act.

Section 5.5. The Treasurer shall maintain an account of all monies received and expended for the use of the Authority, and shall:

- (a) have custody of all funds, securities, valuable documents and other assets of the Authority;
- (b) countersign, along with the Chairperson, all notes, checks, drafts and other orders for disbursement of funds of the Authority;
- (c) provide and maintain full and complete records of all assets and liabilities of the Authority;
- (d) prepare, or cause to be prepared, and submit to the Board of Directors, upon request, a financial statement showing the condition of the Authority as of the end of the immediately preceding month;
- (e) prepare, or cause to be prepared, and forward to the Board of Directors such financial and other reports as the Authority may require; and
- (f) perform such other duties as customarily appertain to the office of treasurer or as he or she may be directed to perform by resolution of the Board of Directors not inconsistent with these Bylaws.

Section 5.6. It shall be the duty of the Secretary to:

- (a) affix the official seal of the Authority to any lawfully executed documents requiring the same and to attest to the signature of the Chairperson and/or the Vice Chairperson who are authorized to execute documents of the Authority;
- (b) give notice of and attend all meetings of the Board of Directors and to make provision for the keeping of a record of all proceedings;

ARTICLE VIII. MEETINGS

Section 8.1. There shall be a monthly meeting of the Board of Directors, unless otherwise suspended by action of the Board. The annual meeting of the Board shall be held at such time and place as shall be determined by the Board by resolution.

Section 8.2. A quorum shall consist of five (5) members. No vote on any matter may be taken without the presence of a quorum. A vote of majority of the members present at a meeting shall be required on any motion before action on the motion is permitted.

Section 8.3. Special meetings of the Board of Directors may be called by the Chairperson or by any three (3) members of the Board of Directors. Notice of any special meeting shall be given in accordance with the Georgia Open Meetings Act, O.C.G.A. § 50-14-1, *et seq.*

Section 8.4. The order of business at all meetings shall be:

- (a) ascertainment that a quorum is present;
- (b) reading and approval of the Minutes of the last meeting;
- (c) report of Directors;
- (d) report of the Treasurer or the Manager;
- (e) unfinished business;
- (f) new business;
- (g) comments from the public; and
- (h) adjournment.

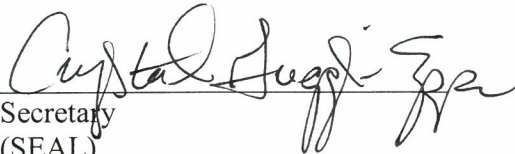
The order of business may be altered or suspended at any meeting by a majority vote of the membership of the Board of Directors in attendance at the meeting. The Board of Directors shall hear remarks from the public at regularly scheduled or specially called meetings; provided, however, that the Chairperson may limit receipt of such remarks to matters pending before the Board of Directors at the meeting at which such remarks are offered. The Board of Directors may limit remarks from the public to a total fifteen (15) minutes per meeting, with no individual being allowed to offer remarks for longer than three (3) minutes. The Chairperson may rule an individual to be out of order for the use of personal, abusive, or rude language.

Section 8.5. All meetings of the Authority shall be open to any group, organization, committee, or individual for the presentation and/or discussion of any and all matters within the purview and jurisdiction of the Authority. Individuals requesting to add items on the agenda must notify the Chairperson at least 72 hours prior to the meeting; however, the Chairperson may waive this deadline at any time. Any group, organization, committee or individual who wishes to give a presentation should advise the Chairperson their desire to present no later than four business days prior to the meeting at which they desire to make the presentation. All presentation materials must

CERTIFICATE

The undersigned hereby certifies that he/she is the duly elected and acting Secretary of the Development Authority of the City of Hapeville and the foregoing is a true and correct copy of the Amended Bylaws of the Development Authority of the City of Hapeville duly adopted by resolution of the Board of Directors dated _____, 2018, and further certifies that such Amended Bylaws have not been further amended or rescinded and remain in full force and effect.

Development Authority of the City of
Hapeville

By: 
Secretary
(SEAL)