

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
116 West Hicks Street – IDA Office
Lawrenceville, Virginia 23868
January 14, 2020
Meeting Time: 6:00 P.M.

IDA Board Meeting Minutes

The following Board Members were present:

Ms. Gloria Menyweather-Woods, Chair, Sturgeon District
Mr. Morris Taylor, Vice-Chair, Red Oak District
Mr. Ray Thomas, Secretary/Treasurer, At-Large
Mr. Will Ford, Member, Meherrin District
Dr. Charlette Woolridge, County Administrator,
Ex-Officio member
Mr. Buck Brockwell, Ex-Officio Member

Also present:

Mr. Michael Dotti, Business Liaison Director
Ms. Tessie Bacon, IDA Attorney
Dr. Alfonzo R. Seward, Board of Supervisors,
Sturgeon District
Mr. Carthan Currin, Economic Director, Brunswick County
Mr. C. J. Dean, Lawrenceville Town Manager
Mr. Phil Gilson, Lawrenceville Town Council member

The following were absent:

Mr. Bill Hudson, Member, Totaro District
Mr. William Brown, Member, At-Large
Ms. Arnika Green, Member, Powellton District
Mr. Andrew Dugger, Ex-Officio Member

I. Call to Order

The Chair called the meeting to order at 6:00 p.m.

II. Invocation and Pledge of Allegiance

The Chair asked everyone to join her in the Invocation and Pledge of Allegiance to the United States flag.

III. Approval of Agenda

The Chair asked that the following items be added to the Agenda: Under “Item VII. New Business” F. Business Liaison Director Title Change and G. IDA By-Laws.

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the Agenda with the additions as requested.

Upon vote of those present the motion was unanimously carried.

IV. Citizens Comments

No comments.

V. Approval of Minutes

*Regularly Scheduled Meeting – November 12, 2019
(No quorum for December 2019 meeting)*

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the minutes of the November 12, 2019 *Regularly Scheduled monthly meeting.*

Upon vote of those present the motion was unanimously carried.

VI. Consent Agenda

A. October 2019 Financial Report

B. November 2019 Financial Report

C. November 2019 Checkbook Register

D. December 2019 Checkbook Register

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the October 2019 and November 2019 Financial Reports and the November 2019 and December 2019 Checkbook Registers.

Upon vote of those present the motion was unanimously carried.

VII. New Business

Introduce Dr. Alfonzo Seward

The Chair welcomed Sturgeon District Supervisor Dr. Alfonzo Seward as the new liaison between the IDA and the Board of Supervisors. The Business Liaison Director said he would like to see Dr. Seward interact during meetings regarding IDA projects and activities. He said it was important to increase communications between the IDA Board and the Board of Supervisors. Dr. Seward thanked the Board for allowing him to be a part of the opportunity to be part of the team. He said he plans on being a great liaison and would prefer everyone calling him Fonz. He said he looks forward to working with everyone.

A. Revenue Sharing – Roanoke River Regional Business Park Challenge

The Business Director said a letter was received from the Mecklenburg County Industrial Authority indicating that the tenant in the Roanoke River Regional Business Park does not want to pay taxes. He said he wanted to keep Board members informed of the matter and no action was required.

B. Financial Disclosure Forms – Due February 3, 2020

The Business Liaison Director reminded Board members that Financial Disclosure forms are due no later than February 3, 2020.

C. Main Street (include sheet from Paige Pollard)

The Business Liaison Director requested that this item be tabled.

D. Historic

The Business Liaison Director distributed to Board members a report from Paige Pollard of the Commonwealth Preservation Group outlining the timetable regarding historic tax credits for downtown Lawrenceville. He said lengthy discussions are being held with the Town of Lawrenceville on tax credit projects. The Business Liaison Director said calls are being received from developers interested in downtown Lawrenceville since the announcement of the call center being planned in the former Bank of America building. He also said the zoning request for Pop's, the new sports bar planned for Lawrenceville, was approved and a Pop's sign has been placed in the window where the business will be located. He also said 70% of the restaurant equipment has been ordered and demolition in building is complete. He went on to say a number of projects are currently being worked on and cannot be discussed at the present time due to confidentiality.

E. Selling IDA owned property

Board member Mr. Ray Thomas requested that a Motion be made that would allow the Business Liaison Director the freedom to negotiate the sale of IDA property pending Board approval. The Vice-Chair Mr. Morris Taylor requested further discussions be held in Closed Session regarding the matter.

F. Business Liaison Director Title Change, IDA By-Laws, Bank Signature Card

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to change the Business Liaison Director title to Business Director.

Upon vote of those present the motion was unanimously carried.

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor that Business Liaison Director be changed to Business Director in the IDA By-Laws.

Upon vote of those present the motion was unanimously carried.

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford that the Vice-Chair be added to the bank signature card at First Citizens Bank.

Upon vote of those present the motion was unanimously carried.

VIII. Old Business

A. Budget

The Business Liaison Director said he would like to schedule a meeting with the Chair and Vice-Chair to review and make any necessary changes to the budget.

B. Accounting Review/Financial Update

The Business Liaison Director said he plans to schedule a meeting with the IDA accounting firm to restructure reporting to more accurately show purchased properties and properties that have been sold. He plans to create a P&L for each project to more effectively track finances for each project underway. He also said he plans to meet with the Commissioner of Revenue to review the values of IDA owned properties.

IX. Directors Report

The Business Liaison Director distributed copies of tentative plans for the former Elton Brown and Sally & Sonny's Florist buildings. He said the leaking roof at the former

Sledge & Barkley building had been tarped by a contractor and replacing the roof will be discussed at a later time. He also said he is having discussions with the Tobacco Commission to re-align the grant awarded by the Tobacco Commission for the Sledge & Barkley building. He went on to say that the ribbon cutting for Echo World Communications was a huge success earlier with the Governor of Virginia in attendance. Dr. Charlette Woolridge said she thought the Echo World Communication ribbon cutting was phenomenal. She asked for clarification from the Business Liaison Director on the opening of the call center. The Business Liaison Director said Echo World Communication plans to open February 1, 2020.

X. Board of Directors' Comments

Ex-Officio Mr. Buck Brockwell said the IDA is now listed on the Agenda for monthly Town of Lawrenceville meetings in case the IDA has an item to present.

Board Member Mr. Ray Thomas thanked everyone the cards, calls and visits during the recent loss of a family member.

The Chair said she was very impressed with the ribbon cutting held earlier for Echo World Communications. She said she looks forward to the IDA holding more ribbon cutting events in the future. She said Brunswick County is "Open for Business".

XI. Closed Session

MOTION TO CONVENE CLOSED MEETING

January 14, 2020

Mr. Ray Thomas moved, seconded by Mr. Morris Taylor that this Board convene in closed meeting to discuss the following:

As permitted by Virginia Code Section 2.2-3711 (a)(1), a personnel matter involving: Other specific personnel matter: contract renewal/extensions

As permitted by Virginia Code Section 2.2-3711(a)(3), Acquisition of real property for a public purpose and disposition of publicly held real property

As permitted by Virginia Code Section 2.2-3711(a)(5), the expansion of an existing business or industry.

CERTIFICATION AFTER CLOSED SESSION

Motion by Mr. Ray Thomas that the Board certify that to the best of each Board member's knowledge:

- (i) only public business matters lawfully exempted from the open session requirement by Virginia law were discussed in closed session to which this certification applies, and

- (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Board.

Motion seconded by Mr. Morris Taylor.

Roll Call Vote:

Voting Aye: Ms. Gloria Menyweather-Woods, Mr. Morris Taylor, Mr. Ray Thomas, Mr. Will Ford

Voting Nay: None

Absent During Vote: Mr. Bill Hudson, Mr. William Brown, Ms. Arnika Green

Absent During Meeting: Mr. Bill Hudson, Mr. William Brown, Ms. Arnika Green

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to allow the Business Director to negotiate contracts to sell IDA property pending IDA Board approval of such contracts.

Upon vote of those present the motion was unanimously carried.

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to allow the IDA Business Director to buy a vehicle for his use as IDA Business Director not to exceed \$35,000.

Upon vote of those present the motion was unanimously carried.

XII. Adjournment

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor, that the meeting be adjourned.

Upon vote of those present the motion was unanimously carried.

The January 14, 2020 Board of Directors meeting of the Brunswick County Industrial Development Authority was adjourned at 7:35 p.m.