

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
116 W. Hicks Street – IDA Office
October 13, 2020
6:00 P.M.

IDA Board Meeting Minutes

The following Board Members were present:

Ms. Gloria Menyweather-Woods, Member, Chair, Sturgeon District
Mr. Morris Taylor, Member, Vice-Chair, Red Oak District
Mr. Ray Thomas, Member, Secretary/Treasurer, At-Large
Mr. George Smith, Member, Totaro District
Mr. Will Ford, Member, Meherrin District
Dr. Arthur Jarrett, Member, Jr. At-Large

Also present:

Mr. Michael Dotti, Business Director
Dr. Alfonzo R. Seward, Board of Supervisors, Sturgeon District
Ms. Alfreda Jarrett Reynolds, Economic Director, Brunswick County

The following were absent:

Ms. Arnika Green, Member, Powellton District
Mayor Curt Williams, Ex-Officio Member, Town of Alberta
Mr. Buck Brockwell, Ex-Officio Member, Town of Lawrenceville
Dr. Charlette Woolridge, County Administrator Ex-Officio Member
Ms. Rebecca Spengler, Vice-Mayor, Town of Alberta
Ms. Tessie Bacon, IDA Attorney

I. Call to Order

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

II. Invocation

The Business Director began the meeting with the Invocation and Pledge of Allegiance to the United States flag.

III. Approval of Agenda

The Chair requested the following items be added to the Agenda: Item “VIII. G. Lease of 127 Hicks Street, and H. Sale of 304 New Hicks Street.”

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

Upon vote of those present the motion was unanimously carried.

IV. Citizens Comments

Ms. Sylvia Allen said to the board that the Lawrenceville Christmas Parade will be scheduled for Friday December 4th at 7:30pm.

V. Approval of Minutes

Regularly Scheduled Meeting – September 8, 2020

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the minutes of the September 8, 2020 Regularly Scheduled Board meeting.

Upon vote of those present the motion was unanimously carried.

VI. Consent Agenda

A. First Citizens – Checking – 7/1/2020-8/31/2020

B. Benchmark Community Bank – Escrow Account – 7/1/2020-8/31/2020

C. Certificates of Deposit

D. Local Government Investment Pool (LGIP)

E. Financials – Period ending 8/31/2020

The Business Director gave a brief update about the IDA financials and said he would discuss further during the directors report.

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford to approve the Consent Agenda.

Upon vote of those present the motion was unanimously carried.

VII. New Business

A. Lease for 121 Hicks Street

The Business Director told the board that the building is under construction. Kadesya Rainey will have a 12 month lease and is planning on opening on December 1st, 2020.

Motion: Mr. Ray Thomas moved, seconded by Mr. George Smith to approve the 12 month lease of 121 Hicks Street.

Upon vote of those present the motion was unanimously carried.

B. IDA Purchase of 225 & 227 Main Street

The Business Director said that per the previous board's approval, he made an offer on 225 & 227 Main Street of \$60,000. He said the building needs a new roof but is overall a good building and is also speaking with two prospects that have interest in the building. There are numerous liens on the property (that the IDA will not be responsible for) and it might take up to a year to close.

Motion: Mr. Ray Thomas moved, seconded by Mr. George Smith to approve the purchase of 225 & 227 Main Street for \$60,000.

Upon vote of those present the motion was unanimously carried.

C. Sledge Next Steps

The Business Director said that the IDA is in the process of working on a very large grant to repair the windows, roof, and exterior. He also wants to work on setting up the outside area to be farmers market to generate income. Asbestos was found upstairs in the building. There is also another grant that is being worked on that will apply to the

pressure treated lumber on the deck where it will be replaced. The back building windows are now boarded and painted.

D. Move IDA Meeting to December 1st

The Business Director requested that the Board move the December 8th, 2020 meeting to December 1st, 2020

Motion: Mr. Ray Thomas moved, seconded by Mr. George Smith to move the December IDA Board Meeting to December 1st, 2020.

Upon vote of those present the motion was unanimously carried.

E. Corona Virus Training

The Business Director said that he is looking into an acrylic cage to put at the front desk. He said that the IDA office is taking proper precautions (cleaning, wearing masks, and working from home when possible).

F. Kass Equipment

The Business Director told the board that there are three pieces of equipment that the IDA purchased in the Kass building. Mr. Dotti said that he is going to write a letter to the Town and tell them that the IDA is going to remove those pieces of equipment.

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford to secure the IDA purchased equipment and move it from the Kass building.

Upon vote of those present the motion was unanimously carried.

VIII. Old Business

A. Gathering information to complete RFP for Engineer & Attorney

The Business Director said that he has been speaking with engineers and discussing other details to get RFP's sorted and will have more information at the December meeting.

B. Water Inspection Report

The Business Director told the board there is still a problem with the THC levels. The system has been flushed regularly and has not been a problem.

C. Echo World

The Business Director said that Echo World continues to move forward slowly. Echo World did sign the deferment.

D. Sledge & Barkley Asbestos

Previously covered under new business.

E. Essay Contest

The essay contest has been made public but we haven't gotten many responses.

F. Water Authority – Dr. Charlette Woolridge

The Business Director said that Dr. Woolridge asked for two of the IDA board members to serve on the Water Authority Board. Mr. Ray Thomas & Mr. Morris Taylor have been asked and agreed to serve on the board. There are too many unknown variables on this topic and will need an engineer to have further productive discussion.

G. Lease of 127 Hicks Street

The Business Director said that the owner of Pop's has requested for a 12 month lease of \$500 a month before the purchase of 127 Hicks Street. Mr. Chuck Lessin will also put up a \$5,000 deposit.

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford to enter a lease agreement with the option to purchase with Pop's.

Upon vote of those present the motion was unanimously carried.

H. Sale of 304 New Hicks Street

The Business Director said that the IDA has \$70,000 invested in the building. The IDA has received an offer for \$70,000 plus closing costs, 12 month owner finance with a 12 month balloon.

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford to sell the property at 304 New Hicks Street as per contract.

Upon vote of those present the motion was unanimously carried.

IX. Directors Report

Audit was conducted Oct 5th. Melissa does an incredible job keeping track of the process and compiling the materials. Auditors are always impressed with the Organization of the IDA and staff.

Pop's is doing a soft opening with take out only and limited hours. 6 weeks of 11-7 take out only. This allows them to train the staff and work out the kinks. The restaurant was very busy yesterday and today. IDA Ribbon cutting is anticipated to occur at the end of the 6 weeks period. Ms. Alfreda Reynolds called Mr. Dotti and said on Monday night there was not an open parking space because Pop's was so busy.

Flowers on Main is open and doing very well. They are looking to hire part time. Their only issue is learning how to handle a great volume of business. Ribbon cutting will be the first week of November. Shawn and Chase are so very thankful. They do not want to use the line of credit offered by the IDA.

James River Cardiology has expanded their business from 1 day to 4 full days and they have expanded their staff. We have addressed some minor septic issues. Overhead apartments have been delayed by the fact that the Contractor can only work overhead 1-2 days per week. JRC will be having a ribbon cutting sometime in November as well.

121 Hicks Street - The lease is signed projected open date is December 1, 2020 VonLetice' Hair & Beauty. The bathroom is almost completed and the floors will hopefully be finished on Friday.

307 N. Main Street - During Asbestos inspection Concrete Mix containing Asbestos was identified. The affected site is secure. We are seeking clean up funds through a grant to remediate. Stones broke exterior windows. The windows were secured and are much better looking. Inspection fees to S&B grant as matching funds. We also received \$15,500 in Grant reimbursement. We have very good news coming shortly on additional large grants coming for the building. Get picture of windows)

116 W Hicks Street - The awnings to be power washed in the next 2 weeks. We are getting estimates on replacing the carpets. We are also seeking bids to install acrylic shield around the administrative desk and front desk.

Meet with Congressional Candidate Bob Goode and showed him the current projects in town.

The Community Center roll out meeting postponed due to potential COVID concerns. In an abundance of caution we are going to wait to proceed. The Community Center does have a 501c3, a Tax ID, and a bank account.

The IDA Board is making smart purchases and increasing our assets and our revenue stream in order move to black. In the meantime we are significantly increasing the tax bases of the County and the Town of Lawrenceville. We are turning cash into physical assets. We are protecting and improving the physical assets of the Lawrenceville. We also have a team of consultants who are improving everyone's ability to receive grants. Our cash is reduced but our equity position is much better. As of today the IDA will earn \$40,000.00+ per year in rental income. Once the apartments are filled rental income will increase by an additional \$35,000. Keep in mind the IDA brings in approximately \$150,000 per year in water revenue.

When I took over the IDA it was unfunded and we had cash earning us less than .05% interest. We are investing that money at a return of .8 percent. We have also have in excess of \$1,200,000 dollars invested for emergencies. This leaves us approximately \$850,000 to invest and work with. We also have 85,000 in receivables. We have \$2,000,000 plus in available credit.

We have received 75,000 in grants with a much larger grant on the horizon. We are currently operating in the red from a cash flow perspective. The Financial State of the IDA is sound and improving

X. Committee Reports

- A. Personnel/Executive** – No Report
- B. Finance** – No Report
- C. Property/Land Management** – No Report
- D. Prospect** –No Report

XI. IDA Board of Directors Comments

Mr. Ray Thomas said he would like to thank Mr. Dotti for all of his hard work with the County. He also sparked the conversation about advertising and bringing new doctors and dentists to Brunswick County to replace the ones that have moved on.

XII. Closed Session

No Closed Session

XIII. Adjournment

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford, that the meeting be adjourned.

Upon vote of those present the motion was unanimously carried.

The October 13, 2020 Board of Directors meeting of the Brunswick County Industrial Development Authority was adjourned at 7:00p.m.