

**MEETING OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE COUNTY OF
CAMPBELL, VIRGINIA**

May 11, 2023

The meeting of the Board of Directors of the Industrial Development Authority of Campbell County, Virginia, was held in the Citizen Services Building first-floor conference room, Rustburg, Virginia, on
May 11, 2023

The Directors present were:

Vance Driskill, Chairman (via zoom)
Dennis Rosser, Vice Chairman

George Rosser
Don Wooldridge

Also present:

Nina Rezai, Director of Campbell County Economic Development
Frank Wright, Esq., Overbey, Hawkins, Wright, & Vance, PLLC
Claude Dixon, Business Programs Coordinator, Campbell County Economic Development
Karen Wydner, Administrative Assistant, Campbell County Economic Development

Call to Order

// Vice Chairman Rosser called the meeting to order at 7:15 p.m.

Review and Approval of Minutes

// All members acknowledged the review of the minutes of March 23, 2023. Vice Chairman Rosser called for a motion to approve. Mr. Don Wooldridge motioned and Mr. George Rosser seconded. With all in favor and none opposed, the minutes were approved.

// All members acknowledged the review of the minutes of the Property Sub-Committee meeting on April 3, 2023. Vice Chairman Rosser called for a motion to approve. Mr. George Rosser motioned and Mr. Don Wooldridge seconded. With all in favor and none opposed, the minutes were approved.

Public Comment

// There were no public comments.

Matters from Economic Development Staff

Financial Report

// Ms. Rezai presented the year to date income statement as of April, deposits and withdrawals, and the known list of expenses to transition to the new tenant at 265 Ewing Drive. This presents an accurate look at what is in the First National account. We are awaiting signatures to finalize the transition of funds to the Select Bank accounts.

Project Updates

Start Small Campbell Grants

// Ms. Rezai stated the two Start Small Campbell grant checks went to recipients: Optimized Leadership Coaching and Consulting, LLC- Michelle Cabell of the Timberlake District and Speechless No More, LLC - Tina Allis of the Spring Hill District. Ms. Cabell has over 30 years of experience in corporate leadership and brings her passion to coaching women in the workforce. Ms. Allis has been a speech language pathologist in the area since 2005 and focuses on serving underserved populations (3-5 year olds and adults without insurance). These awardees were recognized at the Business Appreciation Event on May 5. Ms. Rezai continued to explain these businesses were among three applicants for the grant. The Economic Development team worked hard since the last grant cycle to improve the application process to have higher caliber applications. The quality of the applications was reflected this cycle. The department receives support from the Small Business Development Center in their oversight and helping the businesses with their business plans. The next cycle starts July 1.

Social Media Roll Out

// Ms. Rezai expressed last week was Small Business Week and this week was Economic Development; thus being an ideal time to roll out the departments presence on social media. She presented table cards around the meeting tables with all the links to Facebook, Instagram and LinkedIn and invited attendees to follow the department.

Farmer's Markets

// Ms. Rezai announced all the Farmer's Markets have opened for the season. Rustburg is open on Thursdays weekly in front of the Social Services building; Candler's Mountain Farmer's Market is on Sunnymeade Road at Huckleberry Knob Nursery on Saturdays, and Brookneal's is open once a month in the lot behind Drug Store Grill. It's exciting to grow from one to three markets this year serving different areas of the county. They have received support as a business operation from Economic Development and the Extension Office.

// Ms. Rezai asked for questions or comments regarding the list of project updates presented. Mr. George Rosser asked what was going on regarding the Brookneal Airport. Ms. Rezai stated they have a proposal from an outside vendor so they are hoping to have self-serve fuel operations by the summer. Mr. Rosser followed up with a question regarding planned hangars. Ms. Rezai responded the DOAV has approved the consultant revising the airport's master plan to add hangar space. They can receive 80% grant funding leading up to these projects leading up to construction. They have received their first approval. Now the airport will get the design prepared and receive reimbursement on the design being prepared. Once the design is approved by the state they can move forward with building. The reasoning for the master plan update is that it moves the proposed hangars to a section already paved and eliminates a significant amount of the site preparation costs. The airport didn't pursue building hangars previously because the site work and construction proved to be cost prohibitive. In six months from now, with the changes, they will look into building the hangars.

Grant Applications

// Mr. Claude Dixon presented the grant application in the process to the Tobacco Commission to fund a portion of the excavating and leveling of Lots J, K and a portion of L at Seneca Park. The grant would match 1:1 for site preparation. The application would be seeking \$600,000 portion of \$1.2 million dollar site preparation costs.

// The two applications currently in the submission phase and have approval resolutions by the Board of Supervisors were to VDOT for have the road to Long Island Park paved for \$250,000 with a

buffer 1:1 match of \$25,000 and on behalf of Community Engagement and Quality of Life Department, to have a mural painted on the side of the Brookneal Library 1:1 match at \$20,000.

Seneca Park Lease and Building Improvements

// Chairman Driskill advised that Southern Air would be completing electrical upgrades to the building at an estimate of \$50,000. These upgrades are going to be used by the new tenet and is an investment in the building for years to come.

// Ms. Rezai announced Ceramic Tubular Products (CTP) as the new tenet, to move in on June 1st. They presented the strongest letter of intent. The agreed upon terms are \$9 per square foot for two years with two additional 4 year optional extensions and escalators built into the extensions.

// Ms. Rezai continued to present a running account of the expenses for the transfer of tenets at 265 Ewing Drive. The IDA is responsible for the electric, sewer and fire monitoring system while the building is vacant. The lot needs to be mowed, landscaped and adjacent lot bush hogged prior to June 1st – once they move in those cost will be CTP's responsibility. Costs for minor wall repairs and fresh paint were also included.

// Since the last meeting the property committee convened to decide on the new lease, but a vote is needed to accept the CTP lease and authorize the building improvements.

// Chairman Driskill made a motion to accept the new lease agreement. Seconded by Mr. George Rosser. With all in favor and none opposed, the lease was accepted as written.

// Mr. Don Woodridge made the motion to approve the expenses presented for the building maintenance and upgrades. Mr. George Rosser seconded. With all in favor and none opposed, the expenses were approved.

Lots J, K & L

// Ms. Rezai offered an update on the engineering of lots J, K & L. Perkins & Orrison did get the results early to the preliminary evaluation committee regarding the IDA's plans. CCUSA did make a recommendation to plan for the highest volume of water coming into the site, so it could accommodate a food, beverage, or pharmaceutical company. If it was only planned for medium flow, it would exclude those types of businesses from interest in the property.

// Earlier in the week Ms. Rezai heard from Perkins & Orrison that they were finishing up surveying the site. They hope for mid-summer completion of the project. This the same project Economic Development is going to be submitting a site development grant application to the Tobacco Commission to cut down the out-of-pocket costs for the grading. Submission date would be June 6 and a decision is expected in October, funding being available for 2024. It fits the excavation timeline with or without grant funding, as it would be open for bids in the fall to begin work in 2024. Site development grants do not come with the same restrictions as building grants.

Joint Work Session with the Board of Supervisors

// Ms. Rezai asked for input for the IDA regarding any topics or points of discussion they would like to have at the work session June 20, 2023. It will be held in the Multi-Use Room on the lower level of Haberer Building, beginning at 6:00 p.m. She is to do a brief presentation of projects or initiatives, and

items the IDA has worked on. Included in the presentation will be the CLiMB Fund (revolving loan fund) and the upcoming Comprehensive Economic Development Strategy starting in the fall.

// Chairman Driskill would like a summary of 265 Ewing Drive current lease agreement and what this building has done over the last few years; in revenue generated, but value added to Seneca Park. A request to add tax revenue generated as well.

// Vice-Chairman Rosser asked if the Board of Supervisors is made aware of the projects Economic Development is working on as the project sheet lists numerous items. Ms. Rezai stated the Board does know about the grant applications, as they must be approved. Updates are also made available to them by the Airport Authority and the Annual Report at the end of June.

// Ms. Rezai asked if the IDA wanted to discuss with the Board what happens after the County funds the grading. It was decided that discussion could wait until a later date.

Matters from the Chairman

// Chairman Driskill thanked the committee for the well wishes and being allowed to join remotely as he is on the mend from a medical procedure.

Matters from the IDA Members

// No matters were brought.

Adjourn

// Hearing no other matters, Vice-Chairman Rosser called for a motion to adjourn. Mr. Don Wooldridge made the motion, seconded by Mr. George Rosser. With all in favor and none opposed, the meeting adjourned at 7:54 p.m.

**MEETING OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE COUNTY OF
CAMPBELL, VIRGINIA
May 11, 2023**

Vance Driskill, Chairman

Dennis Rosser, Vice Chairman