

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

January 26, 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 January 26, 2023.

The Directors present were:

Vance Driskill, Chairman	Jack Dean
Dennis Rosser, Vice Chairman	Thomas Vaughan
George Rosser	Don Wooldridge

The Directors Absent were:

Larry Dalton

Also present:

Nina Rezai, Director of Campbell County Economic Development
Frank Wright, Esq., Overbey, Hawkins, Wright, & Vance, PLLC
Russ Orrison, P.E., Perkins & Orrison, Inc.
Molly Eden, Economic Development Specialist, Campbell County Economic Development
Claude Dixon, Business Programs Coordinator, Campbell County Economic Development

Call to Order

// Chairman Driskill called the meeting to order at 7:06 p.m.

Review and Approval of Minutes

// All members acknowledged review of the minutes of December 1, 2022. Chairman Driskill indicated there were a couple of issues with the minutes as presented. Rick Read's name was misspelled as "Reed". The motion to adjourn had an error and members indicated concern with the accuracy of the section regarding moving funds from the current checking account. Ms. Rezai indicated that staff would review the recording of the meeting to ensure accuracy and Chairman Driskill elected not to call for a vote on approval of the December meeting minutes until the next scheduled meeting. The minutes were not approved.

Public Comment

// There were no public comments.

Matters from Economic Development Staff

// Ms. Rezai presented the financial balance sheet. New financial documents at next meeting will reflect the new lease rate. Transactions expected before next meeting include the 4th incentive for Tru by Hilton and Graham Packaging incentive.

// With the meeting minutes from the previous meeting not being approved, Ms. Rezai indicated no action on opening new bank accounts can be taken until after the next meeting. Chairman Driskill called for a motion to approve the financial report as presented. Mr. Don Wooldridge motioned to approve. Mr. Tommy Vaughn seconded. All members present were in favor, with none opposed, and the motion was approved.

Staff Changes

// Ms. Rezai informed the authority that Claude Dixon has joined the Economic Development Department as of December 1st as Business Programs Coordinator. Mr. Dixon's main focus will be grant research and facilitation for County departments as well as community-based organizations. Mr. Dixon mentioned projects he is currently pursuing, including some with community-based organizations and County Parks and Recreation Department.

// Ms. Rezai informed the Authority that Economic Development has hired an intern who will be working with Ms. Eden on social media strategies for the department. Ms. Rezai also informed the Authority that Amy Vallorani has resigned her position with the department as of January 13, 2023 and replacement candidates are being interviewed with the hope of having a new administrative assistant by the March IDA meeting date.

Other Topics

// With the discussion of staff changes, Chairman Driskill took this time to announce that Authority member Larry Dalton has resigned from the IDA effective immediately. Chairman Driskill mentioned the many years Mr. Dalton had served with the Authority. Chairman Driskill indicated they will be looking for a replacement candidate.

// Ms. Rezai reminded the members that the Financial Disclosure statements are due to the County Administration office by February 1st. Most members brought the papers with them to the meeting for staff to deliver to County Administration.

Project Updates

// Ms. Rezai discussed the Fastener Drive industrial building that was formerly the Capps Shoe facility. She mentioned the lack of available industrial buildings in the area. Megan Lucas from LRBA joined Ms. Rezai for a tour of the facility in January and Ms. Rezai reports that the building is in good condition, with several dock-height doors. The building will be added to the Site Selector tool on the Economic Development website and with VEDP.

// Ms. Rezai also mentioned that Truist Bank will be leaving its Rustburg branch location after March. No information is known whether it will be up for lease or sale.

// Ms. Rezai mentioned that the Spark Innovation Center will be holding a grand opening on February 10th at noon and invited members to attend as their schedules permit. It will be a great asset for the Town of Altavista.

// Finally, Ms. Rezai mentioned that the Economic Development department will be partnering with the Extension Office to host an agritourism workshop on February 23rd. The workshop is for people currently involved in agritourism and those just getting started. With a large portion of the County being zoned agricultural, the department is excited to promote agritourism as a potential source of income for farmers in the area. Registration is requested for this free workshop, which will be held in the Extension Office building.

Presentation on Seneca Park Site Plan

// Mr. Russ Orrison presented two site plan options for Lot L to maximize the space in that lot. His design includes a rectangular building of 26,250 sf with a dock door that could accommodate box trucks and 18 parking spaces. Due to the elevation of Lot L, there will be no communication between Lot L and

Lots J and K (15-20 ft difference in the height). Mr. Orrison mentioned the location of existing stormwater maintenance made the Lot L design easier.

// The second option allowed for tractor trailer access to the dock door along the back of the building, which required a change in the building's shape and reduced the square footage of the possible building to 22,750 sf. Modeling software was used to ensure there is room to maneuver tractor trailers. 18 parking spaces and at-grade doors would still also be available along the front of the building for box trucks.

// Mr. Orrison indicated the cost estimates for both plans were similar. He supplied a sitework cost estimate for the Authority members to review (Total estimated cost \$404,705.66 included Earthwork, Storm Sewer, Sanitary Sewer, Water Service, Erosion and Sediment Control, and Landscaping. No paving costs included)

// Mr. Orrison discussed demand for buildings that he is seeing in his company's service area. Mr. Orrison indicated different designs were possible, but these designs reflect maximizing the building size on the lot. Mr. Vaughn mentioned the importance of tractor trailer access. Variability in the pricing of asphalt is the reasoning behind not including paving in the estimate. Chairman Driskill called for questions and with no questions forthcoming, thanked Mr. Orrison for his presentation and attending the meeting. Mr. Orrison left the meeting at 7:36.

// Mr. Wooldridge asked about what is next for the IDA building. Ms. Rezai outlined a variety of potential Seneca Commerce Park project options, including expanding the IDA building, site development on Lots J and K, or getting Lot L's site prepared through possible grants. Some paths would be best discussed in conjunction with the Board of Supervisors. General discussion followed regarding next steps.

// There being no objections, the Authority agreed to direct Ms. Rezai to present an information memo to update the Board of Supervisors on the information presented in the past few meetings, including the current situation in Seneca Park, options the Authority is considering, and having the Board of Supervisors indicate now if there are likely to be any objections to these plans. Ms. Rezai will send a draft of the memo to the Authority members.

Adjourn

// Hearing no further questions, Chairman Driskill asked if there was a motion to adjourn. Mr. Tommy Vaughn motioned and Mr. Dennis Rosser seconded. With all in favor and none opposed, the meeting adjourned at 7:56 p.m.

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

January 26, 2023

Vance Driskill, Chairman

Dennis Rosser, Vice Chairman

