

**Town of Amherst
Industrial Development Authority**

A regular meeting of the Town of Amherst Industrial Development Authority was called to order by Chairman Jacob Bailey on February 3, 2020, at 5:15 PM in the Council Chambers of the Town Hall at 174 S. Main Street. It was noted that a quorum was present as follows:

P	Richard Wydner	P	Sharon W. Turner
P	Jacob Bailey	A	Kim Stein
A	Gary Jennings	P	Clifford Hart
P	C. Manly Rucker, III		

Town Manager Sara E. Carter, in her capacity as Secretary to the Authority, and Clerk of Council Vicki Hunt, were present.

Mr. Rucker made a motion which was seconded by Ms. Turner to approve the minutes of the January 6, 2020, meeting. There being no discussion, the motion carried 5-0-2 with Mrs. Turner and Messrs. Bailey, Wydner, Rucker, and Hart voting “Aye”. Messrs. Jennings and Stein were absent.

Report on Brockman Park Recoupment Program

The Secretary presented a status report on the Brockman Park Recoupment program per the October 2, 2001, agreement whereby the County would direct monies to the Town to defray Brockman Park development costs.

After discussion, Mr. Rucker made a motion that was seconded by Mr. Wydner to direct the Secretary to transmit the 2019 Brockman Park Recoupment report to Amherst County. The motion carried 5-0-2 as follows:

Jacob Bailey	Yes		Sharon W. Turner	Yes
Richard Wydner	Yes		Kim Stein	Absent
Gary Jennings	Absent		Clifford Hart	Yes
C. Manly Rucker, III	Yes			

A copy of the report is attached and made a part of these minutes.

Report on Brockman Park Property Maintenance and Billing

The Secretary presented a report on the costs of maintaining the common areas at Brockman Park that are to be shared among all tenants per the “homeowners association” section of the Brockman Park deed restrictions.

After discussion, Mr. Rucker made a motion that was seconded by Mrs. Turner to authorize the Secretary to bill Centra Health, Steven D. Clancy, LLC and HBH Amherst, LLC for calendar year 2019 expenses. The motion carried 5-0-2 as follows:

Jacob Bailey	Yes	Sharon W. Turner	Yes
Richard Wydner	Yes	Kim Stein	Absent
Gary Jennings	Absent	Clifford Hart	Yes
C. Manly Rucker, III	Yes		

A copy of the report is attached and made a part of these minutes.

Potential Projects

Secretary Carter gave a report on consideration of the Authority for best use of IDA funds and reinvestment of proceeds to be used on Industrial Development Park and other Town improvement projects, including cost estimates.

After discussion, Ms. Turner made a motion that was seconded by Mr. Wydner that the Authority recommends to Town Council reinvestment and use of IDA funds for the following items, as recommended by staff:

- 1) Adoption of an IDA Fund Balance Policy in the amount of \$200,000;
- 2) Updating Brockman Park marketing materials including hiring summer intern in an approximate amount of \$10,000; and,
- 3) Apply for Revolving Loan Fund that will secure USDA grant money for matching funds, developing a revolving loan fund for small businesses in the Town.

The motion carried 5-0-2 as follows:

Jacob Bailey	Yes	Sharon W. Turner	Yes
Richard Wydner	Yes	Kim Stein	Absent
Gary Jennings	Absent	Clifford Hart	Yes
C. Manly Rucker, III	Yes		

Secretary Carter was instructed to work with Draper Aden Associates to determine next steps and costs for grading the front of Brockman Park. Further discussion is deferred on the matter.

There being no further business, the meeting adjourned at 6:26 PM.

Jacob Bailey, Chairman

ATTEST: _____
Secretary

Brockman Park Investment Recoupment Report

Prepared: 01/23/20

Prior to the transfer of any amount by the Town, the IDA shall prepare an annual activity report on the Fund in January of each year for the prior calendar year and submit it to the Town along with estimates for the then-current year. A copy of this report and any accompanying documentation shall be concurrently submitted to the County.

Balance, 6/30/2019		\$	2,210,510.77
FY 20 Activity:			
County: Lot 10: Steven D. Clancy, LLC (BlackBox) Real Estate Taxes	12,694.10		
Lot 10: MTS/Black Box Personal Property Taxes	1,053.99		
Lot 10: MTS/Black Box Business Equipment Taxes	7,405.43		
Lot 9b,c: HBH Amherst, LLC (Horizon) Real Estate Taxes	7,851.31		
 <i>Note: Above is as per Commissioner of the Revenue Jane Irby on 1/23/20</i>			
Less - FY98 Assessment	<u>(2,740.65)</u>		
Total FY20 from County		26,264.18	(26,264.18)
Projected Balance, 6/30/2020		\$	2,184,246.59

Brockman Park Owners Association

Maintenance Reimbursement for C918

Date	Vendor	Description	Invoice Amount
01/24/2019	AMERICAN ELECTRIC POWER		\$ 22.88
02/20/2019	AMERICAN ELECTRIC POWER		\$ 22.03
03/26/2019	AMERICAN ELECTRIC POWER		\$ 16.13
04/23/2019	AMERICAN ELECTRIC POWER		\$ 13.10
05/21/2019	AMERICAN ELECTRIC POWER		\$ 13.10
06/25/2019	AMERICAN ELECTRIC POWER		\$ 13.10
07/23/2019	AMERICAN ELECTRIC POWER		\$ 12.82
08/20/2019	AMERICAN ELECTRIC POWER		\$ 12.74
09/24/2019	AMERICAN ELECTRIC POWER		\$ 13.10
10/22/2019	AMERICAN ELECTRIC POWER		\$ 12.88
11/19/2019	AMERICAN ELECTRIC POWER		\$ 12.76
12/20/2019	AMERICAN ELECTRIC POWER		\$ 13.43
Subtotal, Sign Electricity			\$ 178.07

Last year's grass cutting contract=	\$ 5,044.01
Increase by the Consumer Price Index (2.12%)	\$ 106.93

Subtotal, Grass Cutting **\$ 5,150.94**

\$ -
\$ -

Subtotal, Other Property Maintenance **\$ -**

\$ 13.56	\$/light/month per bill
\$ 4.63	\$/light/month other charges
\$ 18.19	Actual per-month cost per BP light
	8 # lights
	12 # months
\$ 1,746.50	Cost to provide street lights at BP

Subtotal, Street Lights **\$ 1,746.50**

Total **\$ 7,075.51**

#Lots **16**

Per Lot Assessment **\$ 442.22**



Prepared 01/23/2020
Printed: 01/23/2020