AMHERST ECONOMIC DEVELOPMENT AUTHORITY

Monday, March 4, 2024

AGENDA

<u>5:15 PM</u>

1.	Call to Order & Determination of Quorum - Town Hall at 174 S. Main Street	
2.	Election of Chair	Sara McGuffin
3.	Election of Vice-Chair	Chairman
4.	Approval of the minutes from the October 4, 2023, meeting	Chairman
5.	Review and approval of annual recoupment and maintenance bills	Chairman
6.	Other Business	
7.	Adjournment	

Town of Amherst Economic Development Authority

Chairperson Sharon Turner called a meeting of the Town of Amherst Economic Development Authority, formerly Industrial Development Authority, to order on October 2, 2023, at 5:15 p.m. in the Council Chambers of the Town Hall at 174 S. Main Street.

It was noted that a quorum was present as follows:

P	Sharon Turner	A	Steven Jefferson
P	C. Manly Rucker	P	Richard Wydner
P	Clifford Hart	P	Douglas Thompson
P	Mark Milhous		

Town Manager Sara E. McGuffin, in her capacity as secretary, and Clerk of Council Vicki K. Hunt were also present.

Mr. Rucker made a motion which was seconded by Mr. Wydner to approve the minutes of the March 6, 2023, meeting. There being no discussion, the motion carried 6-0 as follows:

Sharon Turner	Aye	Steven Jefferson	Absent
C. Manly Rucker	Aye	Douglas Thompson	Aye
Clifford Hart	Aye	Richard Wydner	Aye
Mark Milhous	Aye		

Town Manager McGuffin gave a report on a business that may be interested in ten to twenty acres in Brockman Park.

There being no further business, the meeting adjourned at 5:29 p.m. on motion of Mr. Rucker, seconded by Mr. Hart.

The motion carried 6-0 as follows:

Sharon Turner	Aye	Steven Jefferson	Absent
C. Manly Rucker	Aye	Douglas Thompson	Aye
Clifford Hart	Aye	Richard Wydner	Aye
Mark Milhous	Aye		

		Sharon W. Turner, Chairperson
ATTEST:		
	Secretary	-



P.O. Box 280 174 S. Main Street Amherst, VA 24521 Phone (434)946-7885 Fax (434)946-2087

February 22, 2024

Amherst SNF Operations, LLC 173 Brockman Park Amherst, VA. 24521

RE: Brockman Park Association-CY 2023 Expenses

Pursuant to the terms of the Brockman Park Association agreement, the Authority has prepared the enclosed calculation of expenses for maintaining the common areas at the L. Barnes Brockman, Sr. Business and Industrial Park incurred during 2023.

Please review this report for appropriateness and forward the calculated \$641.12 reimbursement to the Town of Amherst at your earliest convenience.

Thank you in advance for your attention to this.

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Sincerely,

Tracie L. Morgan

Treasurer

Brockman Park Owners Association

Maintenance Reimbursement for CY23

029-537-567		Description	lnv	oice Am	ount		
Date	Vendor	Description	IIIV	oice Aiii	ount		
1/15/2023	AMERICAN ELECTRIC	POWER	\$	15.83			
2/15/2023	AMERICAN ELECTRIC		\$	14.76			
3/15/2023	AMERICAN ELECTRIC		\$	26.53			
4/15/2023	AMERICAN ELECTRIC		\$ \$ \$ \$ \$ \$ \$ \$ \$	27.24			
5/13/2023	AMERICAN ELECTRIC	POWER	\$	25.26			
6/15/2023	AMERICAN ELECTRIC	POWER	\$	25.57			
7/14/2023	AMERICAN ELECTRIC	POWER	\$	23.73			
8/13/2023	AMERICAN ELECTRIC	POWER	\$	24.26			
9/14/2023	AMERICAN ELECTRIC		\$	27.67			
	AMERICAN ELECTRIC		\$	28.32			
	AMERICAN ELECTRIC		\$	29.68			
12/9/2023	AMERICAN ELECTRIC		\$	33.38		_	
		Subtotal, Sign Electricity				\$	302.23
	Loot voorle groop sytting	a antro at-	•	046 54			
	Last year's grass cutting		D (5,046.54 223.72			
	Increase by the Consum	er Price index (3.70%)	Φ	223.12			
		Subtotal, Grass Cutting				\$	6,270.26
			\$	-			
				-	_		
		Subtotal, Other Property Maintenanc	е			\$	-
	\$ 13.56 \$/light/mont	h per bill					
	\$ 24.83 \$/light/mont						
		nonth cost per BP light					
	8 # lights						
	12 # months						
	\$3,685.46 Cost to prov	vide street lights at BP					
		Subtotal, Street Lights					3,685.46
					Total	\$1	0,257.95
					#Lots		16

Prepared	2/1/2024
Printed:	2/22/2024

Per Lot Assessment \$ 641.12



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February 22, 2024

Steven D. Clancy Steven D. Clancy, LLC 20 Speen St Suite 403 Framingham, MA 01701

RE: Brockman Park Association-CY 2023 Expenses

Pursuant to the terms of the Brockman Park Association agreement, the Authority has prepared the enclosed calculation of expenses for maintaining the common areas at the L. Barnes Brockman, Sr. Business and Industrial Park incurred during 2023.

Please review this report for appropriateness and forward the calculated \$641.12 reimbursement to the Town of Amherst at your earliest convenience. This amount is related to your property at 131 E Commerce St, Amherst, VA. 24521

Thank you in advance for your attention to this.

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Sincerely,

Tracie L. Morgan

Treasurer

Brockman Park Owners Association

Maintenance Reimbursement for CY23 029-537-567-0-3

Date	Vendor	Description	Inv	oice Am	ount		
1/15/2023	AMERICAN ELECTRIC POWE	R	\$	15.83			
2/15/2023	AMERICAN ELECTRIC POWE	R	\$	14.76			
3/15/2023	AMERICAN ELECTRIC POWE	R	* * * * * * * * * *	26.53			
4/15/2023	AMERICAN ELECTRIC POWE		\$	27.24			
5/13/2023	AMERICAN ELECTRIC POWE		\$	25.26			
6/15/2023	AMERICAN ELECTRIC POWE		\$	25.57			
7/14/2023	AMERICAN ELECTRIC POWE		\$	23.73			
8/13/2023	AMERICAN ELECTRIC POWE		\$	24.26			
9/14/2023	AMERICAN ELECTRIC POWE	R	\$	27.67			
	AMERICAN ELECTRIC POWE		\$	28.32			
11/11/2023	AMERICAN ELECTRIC POWE	R	\$	29.68			
12/9/2023	AMERICAN ELECTRIC POWE		\$	33.38			
		Subtotal, Sign Electricity				\$	302.23
	Last year's grass cutting contract			3,046.54			
	Increase by the Consumer Price	e Index (3.70%)	\$	223.72			
		Subtatal Crass Cutting				•	C 070 0C
		Subtotal, Grass Cutting				\$	6,270.26
			•				
			\$	-			
		Subtotal, Other Property Maintenanc			_	\$	
		Subtotal, Other Property Maintenance	е			Ф	-
	\$ 13.56 \$/light/month per b	III					
	\$ 24.83 \$/light/month other						
	\$ 38.39 Actual per-month of						
	8 # lights	ost per bringht					
	12 # months						
	\$3,685.46 Cost to provide stre	eet lights at BP					
	\$ 5,500.40 Cost to provide stre	Subtotal, Street Lights				\$	3,685.46
		Tantoni, Thore Eigillo			Total		10,257.95
					#Lots	Ψ	16,237.95
		ı	Dar I	ot Asses		\$	641.12
			CI L	-or Asses	SILICITE	Ψ	041.12

Prepared	2/1/2024
Printed:	2/22/2024



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February 22, 2024

Horizon Behavioral Health 2241 Langhorne Rd Lynchburg, VA. 24501

RE: Brockman Park Association-CY 2023 Expenses

Pursuant to the terms of the Brockman Park Association agreement, the Authority has prepared the enclosed calculation of expenses for maintaining the common areas at the L. Barnes Brockman, Sr. Business and Industrial Park incurred during 2023.

Please review this report for appropriateness and forward the calculated \$641.12 reimbursement to the Town of Amherst at your earliest convenience.

Thank you in advance for your attention to this.

Sincerely,

Macee & Mongan Tracie L. Morgan

Treasurer

Brockman Park Owners Association

Maintenance Reimbursement for CY23 029-537-567-0-3

Date	Vendor	Description	Inv	oice Am	ount		
		-	•	45.00			
1/15/2023	AMERICAN ELECTRIC POWE		\$	15.83 14.76			
2/15/2023	AMERICAN ELECTRIC POWE		* * * * * * * * * * *	26.53			
3/15/2023 4/15/2023	AMERICAN ELECTRIC POWE AMERICAN ELECTRIC POWE		9	27.24			
5/13/2023	AMERICAN ELECTRIC POWE		4	25.26			
6/15/2023	AMERICAN ELECTRIC POWE		4	25.57			
7/14/2023	AMERICAN ELECTRIC POWE		4	23.73			
8/13/2023	AMERICAN ELECTRIC POWE		\$	24.26			
9/14/2023	AMERICAN ELECTRIC POWE		4	27.67			
10/14/2023	AMERICAN ELECTRIC POWE		\$	28.32			
11/11/2023	AMERICAN ELECTRIC POWE		\$	29.68			
12/9/2023	AMERICAN ELECTRIC POWE		\$	33.38			
12/9/2023	AMERICAN ELECTRIC FOWE	Subtotal, Sign Electricity	Ψ	00.00		\$	302.23
		oubtotal, olgii Elootiioliy				•	002.20
	Last year's grass cutting contra-	ct=	\$ 6	3,046.54			
	Increase by the Consumer Price		\$	223.72			
	,	(=====)					
		Subtotal, Grass Cutting				\$	6,270.26
			\$	-			
				-	_		
		Subtotal,Other Property Maintenance	e			\$	•
	## 42.50 ####################################	:11					
	\$ 13.56 \$/light/month per b						
	\$ 24.83 \$/light/month other						
	\$ 38.39 Actual per-month of	cost per BP light					
	8 # lights						
	12 # months \$3,685.46 Cost to provide stre	eet lights at RD					
	\$3,000.40 Cost to provide str	Subtotal, Street Lights				\$	3,685.46
		oubtotal, other Lights			Total		10,257.95
					#Lots	φ	16
			Per I	_ot Asses		\$	641.12
				_01/10001	Cilionit	Ψ	J-111.2

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February 23, 2024

Jeremy Bryant Amherst County P.O. Box 390 Amherst, VA. 24521

RE: Brockman Park Recoupment Fund

Pursuant to the October 2, 2001 agreement, the Authority has prepared the enclosed report.

Please review this report for accuracy and appropriateness and forward the calculated \$64,812.76 recoupment as soon as they are paid to the County.

Thank you in advance for your attention to this.

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Sincerely,

Tracie L. Morgan

Treasurer

Brockman Park Investment Recoupment Report

Projected Balance, 6/30/2023

Prepared: 01/29/24

\$

2,037,317.34

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, 6/30/2023		\$	2,102,130.10
FY 23 Activity:			
County: Lot 10: Steven D. Clancy, LLC (BlackBox)) Real Estate Taxes	12,694.10		
Lot 10: MTS/Black Box Personal Property Taxes	1,148.86		
Lot 10: MTS/Black Box Business Equipment Taxes	7,405.43		
Lot 9b,c: HBH Amherst, LLC (Horizon) Real Estate Taxes	8,566.24		
Lot ???: AmherstSNF Operations/Fairmont Real Estate Taxes	37,721.18		
Lot ???: AmherstSNF Operations/Fairmont Business Equipment	17.60		
Note: Above is as per Commissioner of the Revenue Jane Irby on 1/29/24			
Less - FY98 Assessment	(2,740.65)		
Total FY24 from County		64,812.76	(64,812.76)