

AMHERST ECONOMIC DEVELOPMENT AUTHORITY

Monday, March 4, 2024

AGENDA

5:15 PM

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



TOWN OF AMHERST

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

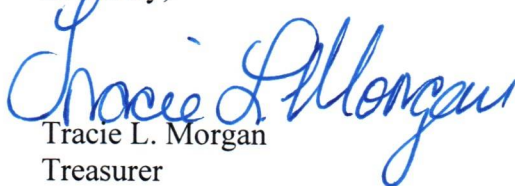
RE: Brockman Park Association-CY 2023 Expenses

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.

Sincerely,


Tracie L. Morgan
Treasurer

Enclosure

Brockman Park Owners Association

Maintenance Reimbursement for CY23

029-537-567-0-3

Date	Vendor	Description	Invoice Amount
1/15/2023	AMERICAN ELECTRIC POWER		\$ 15.83
2/15/2023	AMERICAN ELECTRIC POWER		\$ 14.76
3/15/2023	AMERICAN ELECTRIC POWER		\$ 26.53
4/15/2023	AMERICAN ELECTRIC POWER		\$ 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 POWER		\$ 27.67
10/14/2023	AMERICAN ELECTRIC POWER		\$ 28.32
11/11/2023	AMERICAN ELECTRIC POWER		\$ 29.68
12/9/2023	AMERICAN ELECTRIC POWER		\$ 33.38
Subtotal, Sign Electricity			\$ 302.23

Last year's grass cutting contract=	\$ 6,046.54
Increase by the Consumer Price Index (3.70%)	\$ 223.72

Subtotal, Grass Cutting	\$ 6,270.26
-------------------------	-------------

\$ -
\$ -

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

\$ 13.56	\$/light/month per bill
\$ 24.83	\$/light/month other charges
\$ 38.39	Actual per-month cost per BP light
8 # lights	
12 # months	
\$3,685.46	Cost to provide street lights at BP

Subtotal, Street Lights	\$ 3,685.46
-------------------------	-------------

Total	\$ 10,257.95
-------	--------------

#Lots	16
-------	----

Per Lot Assessment	\$ 641.12
--------------------	-----------

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



TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521

Phone (434)946-7885 Fax (434)946-2087

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.

Sincerely,


Tracie L. Morgan
Treasurer

Enclosure

Brockman Park Owners Association

Maintenance Reimbursement for CY23

029-537-567-0-3

Date	Vendor	Description	Invoice Amount
1/15/2023	AMERICAN ELECTRIC POWER		\$ 15.83
2/15/2023	AMERICAN ELECTRIC POWER		\$ 14.76
3/15/2023	AMERICAN ELECTRIC POWER		\$ 26.53
4/15/2023	AMERICAN ELECTRIC POWER		\$ 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 POWER		\$ 27.67
10/14/2023	AMERICAN ELECTRIC POWER		\$ 28.32
11/11/2023	AMERICAN ELECTRIC POWER		\$ 29.68
12/9/2023	AMERICAN ELECTRIC POWER		\$ 33.38
Subtotal, Sign Electricity			\$ 302.23

Last year's grass cutting contract=	\$ 6,046.54
Increase by the Consumer Price Index (3.70%)	\$ 223.72

Subtotal, Grass Cutting	\$ 6,270.26
-------------------------	-------------

\$ -
\$ -

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

\$ 13.56	\$/light/month per bill
\$ 24.83	\$/light/month other charges
\$ 38.39	Actual per-month cost per BP light
8 # lights	
12 # months	
\$3,685.46	Cost to provide street lights at BP

Subtotal, Street Lights	\$ 3,685.46
-------------------------	-------------

Total	\$ 10,257.95
-------	--------------

#Lots	16
-------	----

Per Lot Assessment	\$ 641.12
--------------------	-----------

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



TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521

Phone (434)946-7885 Fax (434)946-2087

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,


Tracie L. Morgan
Treasurer

Enclosure

Brockman Park Owners Association

Maintenance Reimbursement for CY23

029-537-567-0-3

Date	Vendor	Description	Invoice Amount
1/15/2023	AMERICAN ELECTRIC POWER		\$ 15.83
2/15/2023	AMERICAN ELECTRIC POWER		\$ 14.76
3/15/2023	AMERICAN ELECTRIC POWER		\$ 26.53
4/15/2023	AMERICAN ELECTRIC POWER		\$ 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 POWER		\$ 27.67
10/14/2023	AMERICAN ELECTRIC POWER		\$ 28.32
11/11/2023	AMERICAN ELECTRIC POWER		\$ 29.68
12/9/2023	AMERICAN ELECTRIC POWER		\$ 33.38
Subtotal, Sign Electricity			\$ 302.23

Last year's grass cutting contract=	\$ 6,046.54
Increase by the Consumer Price Index (3.70%)	\$ 223.72

Subtotal, Grass Cutting	\$ 6,270.26
-------------------------	-------------

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

\$ 13.56	\$/light/month per bill
\$ 24.83	\$/light/month other charges
\$ 38.39	Actual per-month cost per BP light
8 # lights	
12 # months	
\$3,685.46	Cost to provide street lights at BP

Subtotal, Street Lights	\$ 3,685.46
-------------------------	-------------

Total	\$ 10,257.95
#Lots	16
Per Lot Assessment	\$ 641.12

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



TOWN OF AMHERST

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

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.

Sincerely,

Tracie L. Morgan
Treasurer

Enclosure

Brockman Park Investment Recoupment Report

Prepared: 01/29/24

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		
<i>Note: Above is as per Commissioner of the Revenue Jane Irby on 1/29/24</i>			
Less - FY98 Assessment	(2,740.65)		
Total FY24 from County		64,812.76	(64,812.76)
Projected Balance, 6/30/2023		\$	2,037,317.34