

**AMHERST INDUSTRIAL DEVELOPMENT AUTHORITY**

Monday, July 1, 2019

**AGENDA**

5:15 PM

1. Call to Order & Determination of Quorum - Town Hall at 174 S. Main Street
2. Approval of Minutes, *February 4, 2019 Meeting*-----Chairman Addison
3. Other Business
4. Closed Session- Pursuant to§2.2-3711A.5 of the Code of Virginia, relating to a prospective business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the community.
5. Adjournment

**Town of Amherst  
Industrial Development Authority**

A regular meeting of the Town of Amherst Industrial Development Authority was called to order by Chairman Lewis Addison on February 4, 2019, 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 | Lewis Addison        | P | Sharon W. Turner |
| P | Jacob Bailey         | P | Kim Stein        |
| A | Gary Jennings        | P | Richard Wydner   |
| 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.

On a motion by Mr. Wydner which was seconded by Mr. Rucker and carried 6-0-1, the minutes of the November 5, 2018, meeting were approved. Mrs. Turner and Messrs. Addison, Bailey, Rucker, Wydner and Stein voted "Aye". Mr. Jennings was absent.

Reports on Brockman Park Recoupment Program and Brockman Park Property Maintenance and Billing

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 and 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 direct the Secretary to transmit the 2018 Brockman Park Recoupment report to Amherst County, and to authorize the Secretary to bill Centra Health, Steven D. Clancy, LLC and HBH Amherst, LLC for calendar year 2018 expenses.

The motion carried 6-0-1 according to the following:

|               |        |                |     |
|---------------|--------|----------------|-----|
| Lewis Addison | Aye    | Sharon Turner  | Aye |
| Manley Rucker | Aye    | Kim Stein      | Aye |
| Jacob Bailey  | Aye    | Richard Wydner | Aye |
| Gary Jennings | Absent |                |     |

Copies of the reports are attached and made a part of these minutes.

Dr. Timothy Schauer, Marketing Professor and Associate Professor of Business along with three students from Sweet Briar College were present to outline steps designed for the student group to discern and narrow down research in order to gain information and to provide a marketing plan

for L. Barnes Brockman Sr. Business and Industrial Park to the Industrial Development Authority in Fall, 2019.

Secretary Carter gave an oral report on the Amherst Mountain Biking Club's potential use of space in Brockman Park for future parking lot use.

There being no further business, on motion of Mr. Bailey seconded by Mr. Rucker and carried 6-0-1, the meeting adjourned at 6:07 PM.

\_\_\_\_\_  
Lewis Addison, Chairman

ATTEST: \_\_\_\_\_  
Secretary

FOR APPROVAL

# Brockman Park Investment Recoupment Report

Prepared: 01/30/19

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.

|   |            |           |              |
|---|------------|-----------|--------------|
| <b>Balance, 6/30/2018</b>   |            | \$        | 2,236,478.77 |
| <b>FY 19 Activity:</b>  |            |           |              |
| County: Lot 10: Steven D. Clancy, LLC (BlackBox) Real Estate Taxes            | 12,694.10  |           |              |
| Lot 10: MTS/Black Box Personal Property Taxes                                 | 757.81     |           |              |
| 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 1/30/19</i> |            |           |              |
| Less - FY98 Assessment  | (2,740.65) |           |              |
| <b>Total FY18 from County</b>   |            | 25,968.00 | (25,968.00)  |
| <b>Projected Balance, 6/30/2019</b>   |            | \$        | 2,210,510.77 |

# Brockman Park Owners Association

Maintenance Reimbursement for CY18

| Date                              | Vendor                  | Description | Invoice Amount   |
|-----------------------------------|-------------------------|-------------|------------------|
| 01/15/2018                        | AMERICAN ELECTRIC POWER |             | \$ 25.71         |
| 02/13/2018                        | AMERICAN ELECTRIC POWER |             | \$ 24.53         |
| 03/13/2018                        | AMERICAN ELECTRIC POWER |             | \$ 24.06         |
| 04/13/2018                        | AMERICAN ELECTRIC POWER |             | \$ 23.52         |
| 05/11/2018                        | AMERICAN ELECTRIC POWER |             | \$ 23.90         |
| 06/13/2018                        | AMERICAN ELECTRIC POWER |             | \$ 26.80         |
| 07/13/2018                        | AMERICAN ELECTRIC POWER |             | \$ 25.08         |
| 08/13/2018                        | AMERICAN ELECTRIC POWER |             | \$ 25.08         |
| 09/13/2018                        | AMERICAN ELECTRIC POWER |             | \$ 25.25         |
| 10/13/2018                        | AMERICAN ELECTRIC POWER |             | \$ 23.24         |
| 11/13/2018                        | AMERICAN ELECTRIC POWER |             | \$ 23.40         |
| 12/12/2018                        | AMERICAN ELECTRIC POWER |             | \$ 23.14         |
| <b>Subtotal, Sign Electricity</b> |                         |             | <b>\$ 293.71</b> |

|  |             |
|--|-------------|
| Last year's grass cutting contract=          | \$ 4,968.00 |
| Increase by the Consumer Price Index (1.53%) | \$ 76.01    |

**Subtotal, Grass Cutting \$ 5,044.01**

\$ -  
\$ -

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

|                    |                                     |
|--------------------|-------------------------------------|
| \$ 14.24           | \$/light/month per bill             |
| \$ 4.89            | \$/light/month other charges        |
| <u>\$ 19.13</u>    | Actual per-month cost per BP light  |
| 8                  | # lights                            |
| 12                 | # months                            |
| <u>\$ 1,836.12</u> | Cost to provide street lights at BP |

**Subtotal, Street Lights \$ 1,836.12**

Total \$ 7,173.84  
#Lots 16

Per Lot Assessment \$ 448.37



Prepared 02/04/2019  
Printed: 02/04/2019