



Industrial Development Authority of Prince George County Prince George, Virginia

MINUTES OF MEETING

July 20, 2022 – 12:00 p.m.

Board Room, 3rd Floor, Administration Building
6602 Courts Drive
Prince George, Virginia 23875

MEETING CONVENED

A meeting of the Prince George County Industrial Development Authority was called to order at 12:01 p.m. on July 20, 2022, in the Board Room, Administration Building, 6602 Courts Drive, Prince George, Virginia, by Chair, Darryl Cheek.

ROLL CALL

The following members responded to Roll Call:

Dr. Lillian K. Boyd	Present
Mr. Darryl Cheek	Present
Mr. Richard L. Henshaw	Present
Mr. Sterling K. Hunt, Sr.	Present
Mr. Yousef Jabri	Present
Mrs. G. LaVern Jackson	Present
Mr. Pete Washington	Present

Also present were Mr. Dan Whitten, County Attorney; Mrs. Stacey English, Interim Director of Economic Development; and Economic Development support staff.

PROOF OF NOTICE OF MEETING

Notice of the meeting was distributed to the media on July 6, 2022.

CLOSED SESSION

Chair Cheek indicated there was no need for a Closed Session; moved on to the next item on the Agenda.

ADOPTION OF MEETING AGENDA

Chair Cheek added item *iv. Interview Committee*, under *VIII. Report of Officers, d. Sub-Committee Reports*.

The Chair asked the Board if there were any other amendments or additions to the meeting Agenda. With no additional changes or additions suggested, the Chair asked for a motion to adopt the meeting Agenda (Attachment "A") as amended.

Mrs. Jackson made a motion, seconded by Mr. Washington, to adopt the Agenda of the July 20, 2022 meeting as amended.

On vote:

In favor: (7) Boyd, Cheek, Henshaw, Hunt, Jabri, Jackson, Washington
Opposed: (0)
Abstain: (0)
Absent: (0)

PUBLIC COMMENT

Chair Cheek announced that anyone wishing to come before the Board may do so at 12:04 p.m. He noted that this was the time for general public comments.

There being no one to speak, the Chair closed the public comment period at 12:04 p.m.

APPROVAL OF MINUTES

Chair Cheek asked the Board if there were any changes or additions to the minutes of the May 18, 2022 meeting.

With no changes or additions suggested, the Chair asked for a motion to approve the minutes of the May 18, 2022 meeting as distributed to the Board members on July 6, 2022.

Mr. Washington moved, seconded by Mrs. Jackson, that the minutes of the May 18, 2022 meeting be approved as presented.

On vote:

In favor: (7) Boyd, Cheek, Henshaw, Hunt, Jabri, Jackson, Washington
Opposed: (0)
Abstain: (0)
Absent: (0)

REPORTS OF OFFICERS:

a. Chair Report:

Chair Cheek had no report.

b. Treasurer Report:

Mr. Henshaw presented the Treasurer’s Report (Attachment “B”). As of June 30, 2022, the balances were:

Checking: \$12,744.77
Certificates of deposit: \$78,542.97
Total of all funds: \$91,287.74

Chair Cheek asked the Board if there were any questions for Mr. Henshaw in regard to the report. With no questions or discussion, the Chair asked for a motion to adopt the Treasurer’s Report as presented.

Dr. Boyd made a motion, seconded by Mr. Jabri, to adopt the Treasurer Report as presented.

On vote:

In favor: (6) Boyd, Cheek, Hunt, Jabri, Jackson, Washington
Opposed: (0)
Abstain: (1) Henshaw
Absent: (0)

c. Economic Development Director Report:

Mrs. English gave the Economic Development Director’s Report (Attachment “C”), highlighting business activities in the County since the May 18, 2022 meeting and mentioned upcoming events for Economic Development.

Mrs. English informed the Board that Mr. Yoti Jabri has been selected as the new Director of Economic Development. Mr. Jabri was present for the meeting, as a citizen, and introduced himself.

Mr. Hunt asked for an update on the Continental Motel site; Mrs. English gave a status report.

d. Sub-Committee Reports

i. By-laws

Mrs. Jackson, Mr. Hunt and Mr. Henshaw brought forth several questions, all of which Mr. Whitten was able to address.

ii. Business Incubator

Mr. Henshaw indicated the committee has asked Mrs. English to give a presentation on programs available and/or programs to mirror immediately following the Board meeting.

iii. Social Media/Marketing

Mr. Jabri indicated a Twitter and Instagram account had been set up in the name of the IDA and working on a Facebook account; questioned amount of personal information the Board would be comfortable with sharing; asked for thoughts and ideas for publicity.

iv. Interview

Mr. Cheek gave update; Dr. Boyd and Mr. Hunt felt committee should have received more information on candidate(s) and more guidance; Dr. Boyd was concerned only one candidate to interview. Mr. Cheek reminded the Board the Interview Committee was for one time only, unless requested by the Board of Supervisors, and that the County made of final decision; only a curtesy to have IDA participate.

UNFINISHED BUSINESS

a. IDA Name Change.

Chair Cheek felt strongly to bring the item back before the Board and to move forward with a change from “Industrial Development Authority (IDA)” to “Economic Development Authority (EDA)”. Following a brief discussion, Chair Cheek asked the Board if there were any questions additional questions or concerns. With no questions or discussion, the Chair asked for a motion to draft a name change recommendation to be presented to the Board of Supervisors for approval of said change.

Mr. Hunt made a motion, seconded by Mr. Jabri, to draft a name change recommendation to be presented to the Board of Supervisors, changing the name from “Industrial Development Authority (IDA)” to “Economic Development Authority (EDA)”.

On vote:

In favor: (5) Boyd, Cheek, Hunt, Jabri, Washington
Opposed: (0) Henshaw, Jackson
Abstain: (0)
Absent: (0)

NEW BUSINESS

a. FY21 Draft Audit, Representation Letter and Engagement Letter.

Mrs. English reminded the Board of the FY21 Draft Audit for the IDA, by Robinson, Farmer, Cox Associates (Attachment “D”), which was received by staff, then distributed to the Board electronically on June 3, 2022. A representation letter, which accompanied the draft audit, is to be executed by Mr. Henshaw, Treasurer, and Mr. Cheek, Chair, with the original letter being returned to Robinson, Farmer, Cox by staff. Also included was the engagement letter, which requires the signature of the Chair, with the original returned by staff to Robinson, Farmer, Cox. The finalized FY21 Audit will be released upon receipt of these signed letters.

b. Sponsorship of PG Farmers Market.

Chair Cheek indicated he had talked with the Market Manager and several vendors regarding support of the IDA to grow the market and support entrepreneurs and the possibility of sponsorship of a future pavilion enlargement or a second structure. After much discussion and debate, Mr.

Hunt and Mrs. Jackson felt the item should go to the Business Incubator Committee to explore. Mr. Cheek indicated the item should go to the Social Media/Marketing Committee for more research.

c. Exploring land for sale on US 460 East of W. Quaker Road Connected to Dozier Property.

Chair Cheek turned the meeting over to Vice Chair Jackson as he requested the item be placed on the agenda. Mr. Cheek also asked the Board to table the item until the next meeting as the meeting was running long. Several members wished to continue with the discussion.

Vice Chair Jackson asked for a motion to table the item until the next meeting of the IDA, if there were no additional questions or concerns

Mr. Cheek made a motion, seconded by Mr. Jabri, to table the item of exploring land for sale on US 460 East of W. Quaker Road connected to the Dozier property, until the next meeting of the IDA.

On roll call vote:

Dr. Lillian K. Boyd	Yes
Mr. Darryl Cheek	Yes
Mr. Richard L. Henshaw	No
Mr. Sterling K. Hunt, Sr.	Yes
Mr. Youssef Jabri	Yes
Mrs. G. LaVern Jackson	No
Mr. Pete Washington	No

Vice Chair Jackson turned the meeting back over to Chair Cheek.

Chair Cheek reminded the Board that the next regularly scheduled meeting date is Wednesday, September 21, 2022, at a time and place to be determined.

Chair Cheek asked if there was additional business of the Board to be discussed; with nothing presented, he asked for a motion of adjournment.

ADJOURNMENT

Mr. Washington moved, seconded by Mr. Jabri, that the meeting be adjourned at 1:25 p.m.

On vote:

In favor:	(7) Boyd, Cheek, Henshaw, Hunt, Jabri, Jackson, Washington
Opposed:	(0)
Abstain:	(0)
Absent:	(0)



AGENDA

Prince George County Industrial Development Authority
County of Prince George, Virginia

July 20, 2022 – 12:00 p.m.
Board Room, 3rd Floor Administration Building
6602 Courts Drive, Prince George County, Virginia

- I. Call to Order
- II. Roll Call
- III. Proof of Notice of Meeting
- IV. Closed Session – if necessary
- V. Approval of Agenda
- VI. Public Comment
- VII. Approval of May 18, 2022 Minutes (distributed on July 6, 2022)
- VIII. Reports of Officers
 - a. Chair Report
 - b. Treasurer Report
 - c. Economic Development Report
 - d. Sub Committee Reports
 - i. By-laws
 - ii. Business Incubator
 - iii. Social Media/ Marketing
- IX. Unfinished Business
 - a. IDA Name Change
- X. New Business
 - a. FY21 Draft Audit, Representation Letter and Engagement Letter
 - b. Sponsorship of PG Farmers Market
 - c. Exploring the land for sale on US460 East of W. Quaker Rd. Connected to Doser property
- XI. Adjournment

In addition to IDA members, County Board of Supervisors, County Administrator, County Attorney, and Economic Development staff were invited to the meeting.

Remaining 2022 Meeting schedule:
Wednesday: September 21, 2022
November 16, 2022

PRINCE GEORGE INDUSTRIAL DEVELOPMENT AUTHORITY

STATEMENT OF RECEIPTS AND DISBURSEMENTS

For May 2, 2022-June 30, 2022

Checking Account with BSV:

Balance on hand shown on last report dated April 29, 2022	\$9,220.14
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Deposits to Checking Account:

05/31/22	Interest Earned- May 2022	\$0.76
06/10/22	Richard Bland Bond Payment	\$3,522.91
06/30/21	Interest Earned- June 2022	\$0.96
Balance after Deposits		\$12,744.77

Disbursements from Checking Account:

Total Disbursements from Checking Account	\$0.00
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Balance in Checking Account as of June 30, 2022	\$12,744.77
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Certificates of Deposit with BSV:

#3018687	Rate 0.150%	Matures 04/19/2023	\$7,211.61
#193997482	Rate 0.500%	Matures 05/12/2023	\$34,003.66
#153007481	Rate 0.750%	Matures 05/12/2025	\$37,327.70

Total Balance of CDs as of June 30, 2022	\$78,542.97
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GRAND TOTAL OF ALL FUNDS as of June 30, 2022	\$91,287.74
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Report Date: July 20, 2022



INDUSTRIAL DEVELOPMENT AUTHORITY OF PRINCE GEORGE COUNTY, VIRGINIA

Dr. Lillian K. Boyd
Darryl Cheek
Richard L. Henshaw, Jr.
Sterling Hunt Sr.
Yousef Jabri
G. LaVern Jackson
Pete Washington

Economic Development Director's Report to IDA July 20, 2022

Activities

May 18, 2022: Journeys Car Rentals and U-Haul ribbon cutting and grand opening.
May 18, 2022: Staff attended the Virginia's Gateway Region Annual Meeting
May 19, 2022: Staff presented to the REAL Richmond Chapter about the industrial and commercial opportunities in Prince George County.
May 22 - 25, 2022: ICSC Recon Conference for retail recruitment
June 6 - 10, 2022: Strategic planning process for the county-wide strategic plan
June 20, 2022: Dollar General opened on South Crater Road at Exit 45
July 5, 2022: Project KP site visit - confidential visit to Crosspointe and Southpoint sites
July 14 - 16, 2022: Staff attended the second session of the VA Rural Leadership Institute
July 18, 2022: Prince George County closed on the Continental Motel property
July 19, 2022: Virginia's Gateway Region Pharmaceutical Cluster Update

Upcoming Economic Development Events

July 28, 2022: Hopewell/Prince George Chamber of Commerce's Annual Meeting
August 30 - 31, 2022: CCAM Open House
September 23, 2022: Grand Opening of Richmond Indian Motorcycles at Redline Powersports

Business Retention and Expansion

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|-------------------------------------|------------------------------------|
| 1. Amazon - January 14 | 9. TreeTime Adventures - April 13 |
| 2. WinSupply - January 14 | 10. Jordan Point Marina - April 13 |
| 3. CCAM- January 22 | 11. Mueller Builders - April 26 |
| 4. The Stodola - February 8 | 12. Retro Insulation - May 18 |
| 5. Barns of Kanak - February 11 | 13. Touchstone Bank - June 1 |
| 6. Primo's Restaurant - February 25 | 14. South Forty Resort - June 24 |
| 7. Strosnider Chevrolet - April 26 | 15. Red Line Powersports - July 14 |
| 8. Holy Mackerel - April 5 | |

Business Turnover - 2021

- Calendar Year 2019: Businesses Retained - 1,844; New Businesses - 416; 2,260
- Calendar Year 2020: Businesses Retained - 1,948; New Businesses - 396; 2,344
- Calendar Year 2021: Businesses Retained - 2,019; New Businesses - 381; 2,400

Met company at MODEX which is already working with VEDP to find a new manufacturing facility in Virginia with rail access. This is a clothing manufacturer that has a long-term decision timeline because they just finished an expansion. We submitted Norfolk Southern Site and Southpoint VP-153.

4/7/2022 **Project Charge** Manufacturing 100k SF MODEX
A company we met at MODEX (through GLSI) looking for a facility to manufacture battery packs for life equipment and airport ground support markets. Many criteria for the building, so we sent Southpoint VP-153.

~~4/20/2022 **Project Green Mercury** Manufacturing 50-100k SF VEDP
\$30.7M investment 104 jobs Southpoint VP-153 & Hardware Drive
Light industrial prospect, looking for a build to suit or existing building. Requires 100k GPMonth of water and 70k GPMonth of sewer. This project closed in early June because they could not find a suitable site.~~

5/18/2022 **Project Tachyon** Manufacturing 30-120k SF VEDP
\$15M investment 500 jobs Southpoint VP-153 and VP-145
German E-Mobility company setting up a novel production facility in the US that will include their headquarters. They produce e-mobility solutions for major clients. They will make a decision by Q3 2022 and start construction with the hope to move-in Q1 2023 and begin operations in Q2 2023.

6/28/2022 **Project KP** Manufacturing 130k SF VEDP
\$16M investment 37 jobs Southpoint VP-153 and VP-145 and Crosspointe
Japanese automotive battery parts manufacturer. Short-listed Southpoint and Crosspointe sites. Held a site visit on July 5th.

~~7/11/2022 **Project Atlantic** Food Processing 45-50 acres VEDP
400-1600 jobs Did not Submit Water Requirement
European based food processor looking for a new processing and distribution facility. Requires over 400k GPD of water. Our infrastructure buildout does not match the company's construction timeline, so we did not submit.~~

7/18/2022 **Project Golf** Distribution Any size Direct
Norfolk Southern Prince George site
NC based fertilizer company looking for another location in VA. Open to properties of any size, but does need to connect to rail (an existing rail spur is a huge plus).

Business Attraction – Conferences (89 meetings YTD):

- RILA Conference, February 20 – 23, 2022, Dallas, TX - 20 meetings
- MODEX Conference, March 27 – 30, 2022, Atlanta, GA - 26 meetings
- ICSC Retail Conference, May 22 – 25, 2022, Las Vegas, NV - 43 meetings