



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

MINUTES OF MEETING

March 16, 2022 – 12:00 p.m.

Community Room, 1st Floor, Human Services Building
6450 Administration Drive
Prince George, Virginia 23875

MEETING CONVENED

A meeting of the Prince George County Industrial Development Authority was called to order at 12:05 p.m. on March 16, 2022, in the Community Room, Human Services Building, 6450 Administration Drive, Prince George, Virginia, by Vice-Chair, LaVern Jackson.

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	Absent

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 March 2, 2022.

CLOSED SESSION

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

ADOPTION OF MEETING AGENDA

Vice-Chair Jackson asked the Board if there were any changes or additions to the meeting Agenda. With no additional changes or additions suggested, Vice-Chair Jackson asked for a motion to adopt the meeting Agenda (Attachment "A") as presented.

Dr. Boyd made a motion, seconded by Mr. Cheek, to adopt the Agenda of the March 16, 2022 meeting as presented.

On vote:

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

PUBLIC COMMENT

Vice-Chair Jackson announced that anyone wishing to come before the Board may do so at 12:07 p.m. He noted that this was the time for general public comments.

There being no one to speak, Vice-Chair Jackson closed the public comment period at 12:07 p.m.

APPROVAL OF MINUTES

Vice-Chair Jackson asked the Board if there were any changes or additions to the minutes of the January 19, 2022 meeting. With no changes or additions suggested, Vice-Chair Jackson asked for a motion to approve the minutes of the January 19, 2022 meeting as distributed to the Board members on March 2, 2022.

Mr. Hunt moved, seconded by Mr. Jabri, that the minutes of the January 19, 2022 meeting be approved as presented.

On vote:

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

REPORTS OF OFFICERS:

a. Chair Report:

Vice-Chair Jackson had no report; however, she took a moment to thank Mr. Derrick Johnson for his years of service on the IDA Board. Mrs. Jackson welcomed Mr. Jabri to his first in-person IDA Board meeting.

b. Treasurer Report:

Mr. Henshaw presented the Treasurer's Report (Attachment "B"). As of February 28, 2022, the balances were:

Checking: \$9,485.54
Certificates of deposit: 78,391.63
Total of all funds: \$87,877.17

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

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

On vote:

In favor: (5) Boyd, Cheek, Hunt, Jabri, Jackson
Opposed: (0)
Abstain: (1) Henshaw
Absent: (1) Washington

c. Economic Development Director Report:

Mrs. English gave the Economic Development Director's Report (Attachment "C"), highlighting business activities in the County since the January 19, 2022 meeting.

Mrs. English indicated the County is under contract to purchase the Continental Motel site on South Crater Road; there is a 60-day study period; anticipate closed in mid-June; will market for redevelopment after demolition of current structure; property in great disrepair.

Regarding "Project Magnetic", Mr. Cheek and Mr. Hunt indicated they were concerned for the amount and type of gas storage and possible ground water contamination; Mrs. English explained she would receive more information if the company elected to move forward with application; all items of concern would be addressed by all department needed for approval. Mr. Cheek suggested the company could benefit from the Governor's "Green Plan".

Mr. Henshaw inquired about the status of CCAM now that Rolls-Royce has closed; Mrs. English indicated they are operational with no word to the contrary; CCAM actively looks for partners. Dr. Boyd asked if prospects bring actually bring "new" jobs to the area or if they fill those positions with their own staff; Mrs. English indicated that if the company is relocating, they usually bring most of their existing staff, if the prospect is a new company, the jobs are filled locally.

UNFINISHED BUSINESS

a. Election of Officers

(Held per Article III, Section 2. Elections of the Prince George IDA of the By-Laws.)

At 12:19 p.m., control of the meeting was turned over to Mrs. Stacey English for election of Chair.

Chair:

Mrs. English opened the floor for nominations for the position of Chair.

Mr. Cheek nominated himself for the position of Chair. Mrs. English asked Mr. Cheek if he would consent to the nomination, to which he agreed.

Mrs. English announced that Mr. Cheek had been nominated for the position of Chair. With no objections or additional nominations, Mrs. English asked for a motion to vote on the position of Chair.

Mrs. Jackson moved, seconded by Mr. Jabri, that Mr. Cheek be elected to the position of Chair.

On vote:

In favor: (5) Boyd, Henshaw, Hunt, Jabri, Jackson
Opposed: (0)
Abstain: (1) Cheek
Absent: (1) Washington

At 12:22 p.m., control of the meeting was turned over to Chair Cheek for election of the remaining officers and completion of the meeting.

Vice-Chair:

Chair Cheek opened the floor for nominations for the position of Vice-Chair.

Mr. Henshaw nominated Mrs. Jackson for the position of Vice-Chair. Chair Cheek asked Mrs. Jackson if she would consent to the nomination, to which she agreed.

Chair Cheek announced that Mrs. Jackson had been nominated for the position of Vice-Chair. With no objections or additional nominations, Chair Cheek asked for a motion to vote on the position of Vice-Chair.

Mr. Hunt moved, seconded by Mr. Jabri, that Mrs. Jackson be elected to the position of Vice-Chair.

On vote:

In favor: (5) Boyd, Cheek, Henshaw, Hunt, Jabri
Opposed: (0)
Abstain: (1) Jackson
Absent: (1) Washington

Secretary:

Chair Cheek opened the floor for nominations for the position of Secretary.

Mr. Hunt nominated Dr. Boyd for the position of Secretary. Chair Cheek asked Dr. Boyd if she would consent to the nomination, to which she agreed.

Chair Cheek announced that Dr. Boyd had been nominated for the position of Secretary. With no objections or additional nominations, Chair Cheek asked for a motion to vote on the position of Secretary.

Mr. Hunt moved, seconded by Mr. Jabri, that Dr. Boyd be elected to the position of Secretary.

On vote:

In favor: (5) Cheek, Henshaw, Hunt, Jabri, Jackson
Opposed: (0)
Abstain: (1) Boyd
Absent: (1) Washington

Treasurer:

Chair Cheek opened the floor for nominations for the position of Treasurer.

Mr. Hunt nominated Mr. Henshaw for the position of Treasurer. Chair Cheek asked Mr. Henshaw if he would consent to the nomination, to which he agreed.

Chair Cheek announced that Mr. Henshaw had been nominated for the position of Treasurer. With no objections or additional nominations, Chair Cheek asked for a motion to vote on the position of Treasurer.

Mrs. Jackson moved, seconded by Mr. Jabri, that Mr. Henshaw be elected to the position of Treasurer.

On vote:

In favor: (5) Boyd, Cheek, Hunt, Jabri, Jackson,
Opposed: (0)
Abstain: (1) Henshaw
Absent: (1) Washington

b. Change of Name:

Mr. Cheek suggested a name change to “Economic Development Authority (EDA)”, as not to appear the priority of the Board is for industry only and welcome to all businesses; Mr. Hunt voiced he was not understanding the reasoning of the name change and does not wish to conflict with the

County's Economic Development Department; Mrs. English stated the change would not signal a conflict as it would be a change of name only and not a change of focus. Mr. Hunt asked if the duties of the Board would change to which Mrs. English said "no"; Mr. Cheek indicated he had spoken with a Board of Supervisor member who would support IDA changes and the name change would be a small change to start the process for preparing the Board for moving forward to develop the County; Mr. Hunt felt he did not object to the name change as long as there were no conflicts, that the members have the support of the Board of Supervisors, and that the Board of Supervisors had an interest in the change by speaking with the Board directly; Mr. Cheek did not feel the Board of Supervisors has an interest in attending IDA Board meetings; Dr. Boyd stated she felt the Board's role should be more defined, then a name change would be clearer; Mr. Hunt repeated that he would like to "check the temperature" of the Board of Supervisors first and hear from them directly; Mr. Cheek added that he had checked with three Board of Supervisor members who were in agreement with his proposal; Dr. Boyd reiterated that the Board should begin moving forward with its new definition of the role of the Board without involving the Board of Supervisors at this time.

Mr. Cheek reminded the Board that they are an independent Board and the change would break the pattern of the public idea that only industry is supported; Mr. Cheek also stated he felt the past and current Board of Supervisors are stuck in the past, stuck in Mayberry, and should look to move forward; Dr. Boyd agreed the new name would be more far-reaching and signal a collaboration with the Economic Development Department.

Mr. Whitten informed the Board that a name change would still require a majority vote of the County Board of Supervisors.

Mr. Henshaw saw no need to change the name as "industry" means business and "Economic Development" is all-encompassing with regulations, taxes, etc.; Mr. Jabri asked if there could be two separate entities and if there are localities with an IDA and an EDA; Mr. Whitten indicated that an IDA were originally established for bond pass-thru, whereas, and an EDA is historically used for making business loans, grants and bonds; Mr. Cheek stated whether an IDA or EDA, the Board would work with and support the Economic Development Department to bring diverse businesses to the County and that past Boards have only "rubber-stamped" the ideas of the Board of Supervisors.

Mrs. Jackson asked why the Board couldn't start becoming more involved in bringing businesses to the County, then the name change process could be started; Dr. Boyd said she felt the Board of Supervisors would feel stronger toward a name change if the IDA began moving forward in its new role first;

Chair Cheek saw no need to continue the discussion nor ask for a motion on the name change. No action taken.

c. Member Reimbursement of Trainings:

Chair Cheek opened the floor to any questions regarding Mr. Hunt's inquiry regarding reimbursement to members for training costs; the By-Laws state members can receive reimbursement with a receipt. There was no discussion; two members submitted paid receipts to the Treasurer.

NEW BUSINESS

Site Visits

Mrs. English proposed site tours as Mr. Hunt had previously mentioned an interest; she would provide transportation with a County vehicle seating 5-6; if all members were interested, a second vehicle would need to be utilized.

Mr. Hunt suggested an April time-frame as the weather would be milder.

Mr. Whitten reminded the Board that if three or more members attended, it would be considered a special meeting; no formal minutes would be required, only an outline of place, time and sites visited.

Mrs. English indicated she would send a list of possible dates for the member to consider.

Chair Cheek reminded the Board that the next regularly scheduled meeting date is set for Wednesday, May 18, 2022, at 12:00pm, in the Board Room, Administration Building, 6602 Courts Drive, Prince George, VA 23875.

Chair Cheek asked if there were additional business of the Board to be discussed; with nothing presented, he asked for a motion that the meeting be adjourned.

ADJOURNMENT

Mrs. Jackson moved, seconded by Mr. Hunt, that the meeting be adjourned at 1:16 p.m.

On vote:

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



Attachment A

AGENDA

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

March 16, 2022 – 12:00 p.m.
Community Room, Human Services Building
6450 Administration 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 January 19, 2022 Minutes (distributed on March 2, 2022)
- VIII. Reports of Officers
 - a. Chair Report
 - b. Treasurer Report
 - c. Economic Development Report
- IX. Unfinished Business
 - a. Election of Officers
 - b. Change of Name
 - c. Member Reimbursement for Trainings
- X. New Business
 - a. Site Visits
- XI. Adjournment

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

Remaining 2022 Meeting schedule:

Wednesday: May 18, 2022
July 20, 2022
September 21, 2022
November 16, 2022

PRINCE GEORGE INDUSTRIAL DEVELOPMENT AUTHORITY

STATEMENT OF RECEIPTS AND DISBURSEMENTS

For January 1, 2022-February 28, 2022

Checking Account with BSV:

Balance on hand shown on last report dated December 30, 2021 \$9,513.92

Deposits to Checking Account:

01/30/22 Interest Earned- January 2022 \$0.81

02/28/22 Interest Earned- February 2022 \$0.73

Balance after Deposits \$9,515.46Disbursements from Checking Account:

02/15/2022 #652 Luca's \$29.92

Total Disbursements from Checking Account \$29.92**Balance in Checking Account as of February 28, 2022 \$9,485.54**Certificates of Deposit with BSV:

#3018687 Rate 0.500% Matures 04/19/2022 \$7,208.05

#193997482 Rate 0.500% Matures 05/12/2023 \$37,235.77

#153007481 Rate 0.750% Matures 05/12/2025 \$33,947.81

Total Balance of CDs as of February 28, 2022 \$78,391.63

GRAND TOTAL OF ALL FUNDS as of February 28, 2022 \$87,877.17

Report Date: March 16, 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
March 16, 2022**

Activities

December 20, 2021 – Received the final Exit 45 Strategic Action Plan, outlining action items needed to move forward with the redevelopment of Exit 45.

January 2022 – Strategic Plan input sessions with stakeholders.

February 8, 2022 – The Board of Supervisors approved the purchase of the Continental Motel, 11800 S Crater Road Prince George, VA.

February 11, 2022 – Applied for the IRF Planning Grant to fund market demand and environmental studies for the Continental Motel purchase.

February 20 – 23, 2022 – Attended the 2022 RILA Link Conference for business recruitment. Met with 21 businesses with the Virginia Economic Development Partnership.

February 24, 2022 – Held a ribbon-cutting for the Chillin' and Grillin' Shack

March 10, 2022 – Held a ribbon-cutting for Primo's Mexican Family Restaurant

Upcoming Economic Development Events

March 27 – 31, 2022 – MODEX 2022 Trade Show for business recruitment

April 7, 2022 at 3:30pm – Ribbon-Cutting for Mueller Builders and Roofing at 5050 Prince George Drive

Business Retention and Expansion

1. Amazon – January 14, 2022 (Tour of Facility)
2. WinSupply – January 14, 2022
3. CCAM (Commonwealth Center for Advanced Manufacturing) – January 22, 2022
4. The Stodola – February 8, 2022
5. Barns of Kanak – February 11, 2022
6. Primo's Mexican Family Restaurant – February 25, 2022

Business Attraction

1/17/2022 **Project Ground** Distribution 75k – 100k SF Realtor
Submitted county-owned Hardware Drive sites. This is a National client to build a ground distribution facility. Needs 20 trailer spots, 17 dock doors, and two drive-ins. Looking for a spring/summer 2023 occupancy. We held a site visit for this company on 3/1/2022.

1/21/2022 **Project Capture** Manufacturing 300k – 600k SF Realtor
\$70M investment 500 jobs Rolls Royce & Southpoint VP-163