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**BRIGHTER
BOLDER
BUSINESS**

**MINUTES
BOARD OF DIRECTORS MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY OF HALIFAX COUNTY, VIRGINIA
FEBRUARY 17, 2023**

RE: MEETING: The Board of Directors of the Industrial Development Authority of Halifax County, Virginia (IDA) held a regular IDA Board meeting on Friday, February 17, 2023, at 8:30 A.M. in the IDA Conference Room.

RE: MEMBERS PRESENT: Those in attendance at the time the meeting was called to order include Mr. Rick Harrell, Mr. Jeremy Satterfield, Mrs. Nancy Pool, Mr. Robert Bates, Mr. Ryland Clark and Mr. Jeremy Catron.

RE: MEMBERS ABSENT:
Dr. Nettie Simon-Owens

RE: OTHERS PRESENT: Mrs. Kristy Johnson – IDA Executive Director, and Ms. Blair Jeffress – IDA Operations Manager

RE: MEETING CALLED TO ORDER: Mr. Rick Harrell called the meeting to order at 8:31 a.m. It was determined that a quorum was present with six members in attendance.

RE: APPROVAL OF AGENDA: Mr. Jeremy Satterfield made a motion to approve the agenda, seconded by Mr. Robert Bates, and duly carried by the Board.

RE: READING AND APPROVAL OF MINUTES: Mrs. Nancy Pool made a motion to approve the January 20, 2022 meeting minutes, seconded by Mr. Jeremy Satterfield and duly carried by the Board.

RE: REQUEST TO ENTER INTO CLOSED SESSION: Motion was made by Mr. Ryland Clark seconded by Mr. Jeremy Satterfield, and duly carried by the Board that the Board go into closed session pursuant to Virginia Code Section 2.2-3711. That the purposes which are to be the subject of said executive or closed meeting shall be as follows:

- To discuss a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the businesses or industry's interest in locating or expanding facilities in the community, pursuant to Virginia Code Section 2.2-3711.A.5.
- To discuss real estate matters, Virginia Code Section 2.2-3711.A.3.
- To discuss personnel matters, pursuant to Virginia Code Section 2.2-3711.A.1.
- To discuss the award of a public contract involving the expenditure of public funds, including interviews of bidder or offerors, and discussion of the terms or scope of such contract, where discussion in open session would adversely affect the bargaining position or negotiating strategy of the Board pursuant to Section 2.2-3711 A. 29. of the Code of Virginia (1950), as amended.

*Mr. Ryland Clark left the meeting at 9:47 a.m. and returned at 10:00 a.m.





*Mr. Robert Bates left the meeting at 10:44 a.m.

RE: REQUEST TO RETURN TO REGULAR SESSION

Upon motion by Mr. Jeremy Satterfield, seconded by Mrs. Nancy Pool then duly carried by the Board, that the body return to regular session.

CERTIFICATION

Upon motion by Mr. Jeremy Catron and seconded by Mr. Jeremy Satterfield the Board voted to take a roll call certifying that to the best of the member's knowledge (i) only public business matters lawfully exempt from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard discussed or considered in the meeting by the public.

Mr. Harrell, Yes
Mrs. Pool, Yes
Mr. Satterfield, Yes
Mr. Clark, Yes
Mr. Catron, Yes
Mr. Bates, Yes *prior to departure

RE: Action Taken on Items in Closed Meeting

Mr. Jeremy Satterfield made a motion to authorize the executive director to execute a lease with Lee Electrical for the surface parking lot located at 1120 Green Folly Road. This motion was seconded by ~~Mrs. Nancy Pool~~ and duly carried by the Board.

Mr. Jeremy Satterfield made a motion to authorize the executive director to execute an assignment of guarantor, a first amendment to guarantee, second extension to deed of lease agreement and a performance agreement for purchase with Hitachi Energy pending legal counsel review. The motion was seconded by Mrs. Nancy Pool, and duly carried by the Board, with Mr. Ryland Clark abstaining.

RE: Reports of Standing Committees and Officers

**A. Finance Committee
Current Financials**

Mrs. Johnson presented the January 2023 financials to the Board. She reviewed the IDA's financial position as of January 2023 and stated that all expenses have been in line with what was expected. She mentioned that the pass-through budget would likely stay the same throughout the year and the IDA is expected to issue enterprise zone grant in the next few months and that is the only expected change.

Mrs. Johnson presented the capital budget to the Board and stated that the balance is a little off due to timing of when expenses were budgeted for. She mentioned that the projects as a whole were in budget and nearly completed.

Mrs. Nancy Pool made a motion to approve the January 2023 financials, seconded by Mr. Jeremy Satterfield and duly carried by the Board.

Mrs. Johnson presented the FY22 audited financial statements to the Board. She stated that the IDA staff has reviewed the audit and Ms. Jeffress has been in communication

with the auditors about the proposed adjusted journal entries. She expressed that the IDA staff is confident with moving forward with accepting the audited statements.

Mrs. Nancy Pool made a motion to approve the FY2022 audited financial statements, seconded by Mr. Ryland Clark and duly carried by the Board.

B. Prospects & Properties Committee

Mr. Satterfield mentioned that the committee is working to schedule a P&P committee meeting in the next few weeks.

Mrs. Johnson stated that the intention of the meeting will be to interview consultants for the shell building design and possibly the consultants for the Brownfields Assessment Grant.

C. Executive Committee

None

D. Executive Director Report

Mrs. Johnson gave an update on a few items that are happening in the County and regionally. She stated that she has been a part of several Business Retention and Expansion (BRE) visits in partnership with the SVRA and VEDP. She mentioned that there have been several great and meaningful conversations around future BRE plans and long-term goals.

Mrs. Johnson mentioned that the IDA will be planning for a surplus sale to discard things that are no longer in use. She stated that the funds from this sale could go towards future capital needs.

Mrs. Johnson informed the Board the RFQ for the EPA Brownfields Coalition Grant is due next week on February 23, 2023, at 10 a.m. She stated that she anticipates receiving at least three responses from different consulting firms. She expressed that the IDA, County and Town of Halifax and South Boston will be involved with the grant program.

Mrs. Johnson mentioned that the IDA has participated in several Community Business Launch planning meetings for the Community Business Launch grant for Halifax County. She stated that the Chamber of Commerce will be the fiscal agent for this program. She mentioned that along with the Chamber and the IDA, Longwood Small Business Development Center and SOVA R.I.S.E will be partnering together for this program.

Mrs. Johnson mentioned the Leadership Halifax is continuing and Ms. Jeffress has one more session before graduation. She mentioned that she presented along with Linda Green and a VEDP representative at the January session.

Ms. Jeffress mentioned that she was excited about graduation, and she has enjoyed the journey.

Mrs. Johnson stated that the HR roundtable group discussed the childcare survey results. She mentioned that they received about 250 responses via paper and electronic means. Mrs. Johnson expressed that after reviewing the responses, it is determined that childcare is a concern from an employee's perspective. She conveyed that shareholders

in the community are continuing to brainstorm around ways to improve childcare in the community.

Mrs. Pool mentioned the grants received by other localities such as Martinsville to help solve childcare issues. She stated that it may be helpful to connect with other localities to see if it'll be beneficial to work together.

Mrs. Johnson mentioned other local engagements taking place in the community such as the community wide strategic plan and the live here work here campaign. She expressed that the IDA is partnering with the Chamber of Commerce to produce a live here work here campaign video. Mrs. Johnson discussed the results from the live here work here survey and stated that the sampling showed that, the greatest percentage of people commuting out of Halifax County for work are women with a four-year degree.

Mrs. Johnson stated that the site identification study has kicked off and there will be a meeting scheduled with two appointees from the Board of Supervisors. She mentioned that the first stakeholder meeting is expected to take place in late March.

Mrs. Johnson stated that the bridge to recovery taskforce, which includes the Chambers of Commerce, economic developers, and the SVRA in Region 3 in GoVA, is working towards planning a workforce summit. She stated that the workforce summit is being considered be hosted at The Prizery in late April.

Mrs. Johnson mentioned that the IDA may have to consider revising some of the upcoming meeting dates due to scheduling conflicts.

Mr. Satterfield mentioned that the meeting scheduled in May conflicts with two other events happening in the region.

Mrs. Johnson stated that this will be discussed further during the March meeting.

RE: Old Business:

None

RE: New Business:

A. Open Comment Period

- Mr. Satterfield: He mentioned that the SOVA Innovation Hub and the Southern Virginia Higher Education Center partnered with the Southside Piedmont Technology Council to host a Tech on Tour. He stated that this includes Halifax County and Mecklenburg County. Mr. Satterfield explained that the tour will involve the SOVA Innovation Hub and the Higher Education Center. He stated that the tour will end at Factory Street where there will be a panel discussion.

Mr. Satterfield mentioned the Tech Spark Retreat happening in Halifax County. He stated that they will tour the data center, Mecklenburg County School, and SVCC Cite Lab.

Mr. Satterfield expressed the Tech Spark will be expanding to all 50 states. He stated that he will receive the opportunity to work in five other states.



- Mr. Simpson: He mentioned the Broadband grant administered as economic development grants and that phase one has been completed. He stated that the IDA will act as a pass through for the County to pay the funds out to the contractor as previously agreed to.
- Mr. Clark: None
- Mrs. Pool: None
- Mr. Catron: None
- Mr. Harrell: None

RE: PUBLIC COMMENT:

None

RE: NEXT MEETING DATE:

The IDA will hold a regular meeting on March 17, 2023, at 8:30 A.M. in the Halifax IDA conference room.

RE: ADJOURNMENT:

Motion to adjourn was made by Mr. Rick Harrell seconded by Mr. Jeremy Satterfield and then duly carried by the Board.

Respectfully Submitted:

Mrs. Kristy Johnson, IDA Executive Director

Acknowledged:

Mr. Rick Harrell, Chair