

Industrial Development Authority of Dinwiddie County



July 27, 2020
7:00 PM

This meeting is being held in conformity with and in compliance with the Pandemic Disaster Continuity of Operations Ordinance approved by the Dinwiddie Board of Supervisors on April 14, 2020, through electronic means only.

All members are expected to participate remotely.

1. CALL TO ORDER AND ROLL CALL

2. ADOPTION OF AGENDA

3. APPROVAL OF MINUTES

Documents:

[Draft Minutes.pdf](#)

4. TREASURER'S REPORT AS OF JULY 12, 2020

Documents:

[Treasurers Report.pdf](#)

5. CITIZEN COMMENTS

6. CLOSED SESSION:

Section 2.2-3711 (A)(5) Business and Industry Development

- *Regarding prospective or expanding business and industry where no previous announcement has been made.*

7. 2020 GENERAL ASSEMBLY SESSION UPDATE

8. OLD/NEW BUSINESS

A. COVID-19 Small Business Grands - 2nd Round

Documents:

[IDA COVID-19 Grant Resolution Second Round \(Draft\).pdf](#)

**9. INDUSTRIAL DEVELOPMENT AUTHORITY BOARD MEMBER
COMMENTS**

**10. DEPUTY COUNTY ADMINISTRATOR OF PLANNING AND
COMMUNITY DEVELOPMENT COMMENTS**

11. ADJOURNMENT

Citizens may access the meeting remotely by calling 1-415-655-0001 or 1-844-621-3956 (toll free.) The meeting number/access code is 132 300 3282.

Questions or comments regarding this meeting should be directed to Morgan Ingram at 804-469-4500, option 1, extension 2152, or mingram@dinwiddieva.us.

VIRGINIA: AT THE REGULAR MEETING OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DINWIDDIE COUNTY, VIRGINIA, HELD ELECTRONICALLY IN DINWIDDIE, VIRGINIA, ON MAY 19, 2020 AT 7:00 P.M.

PRESENT: JAMES VANLANDINGHAM - CHAIRMAN
MICHELLE OLGERS - VICE-CHAIRMAN
ROBERT SPIERS - SECRETARY-TREASURER
WILLIAM JONES
ALAN W. KISSNER
MAXWELL WATKINS
SHARON YATES

ADMINISTRATION PRESENT: TAMMIE COLLINS, DEPUTY COUNTY ADMINISTRATOR
FOR PLANNING AND COMMUNITY DEVELOPMENT
TYLER C. SOUTHALL, COUNTY ATTORNEY
MORGAN INGRAM, ECONOMIC DEVELOPMENT DIRECTOR

1. **CALL TO ORDER AND ROLL CALL**

Mr. VanLandingham called the meeting to order at 7:00 P.M. He apologized for the public dial-in number difficulty that caused the meeting to be continued for 24 hours and then made the following statement. "Welcome to the May 19, 2020 meeting of the Industrial Development Authority of Dinwiddie County, Virginia. I am Jim VanLandingham, and I presently serve as Chair of the IDA. Because of the threat posed to in-person meetings by COVID-19, this meeting is being held electronically in conformity and compliance with the Pandemic Disaster Continuity of Operations Ordinance approved by the Dinwiddie County Board of Supervisors on April 14, 2020. Notice of this meeting, including dial-in information for this meeting, was provided in the public notice for this meeting as well as the published meeting agenda. As was stated on the agenda for this meeting, Morgan Ingram, who is the Dinwiddie County Director of Economic Development, was responsible for receiving comments or questions related to the meeting. Mr. Southall is County Attorney and legal counsel to the IDA. Mr. Southall, may we please have the Roll Call?" Mr. Southall called roll.

Mr. VanLandingham was electronically present from 8817 Halifax Road, North Dinwiddie, VA. Ms. Olgers was electronically present from her home in Sutherland, VA. Mr. Spiers was electronically present from his home in Stoney Creek, VA. Mr. Jones was electronically present from 13217 Courthouse Road, Dinwiddie, VA. Mr. Kissner was electronically present from his home in North Dinwiddie, VA. Mr. Watkins was electronically present from his home in Sutherland, VA. Ms. Yates was electronically present from her home in Dinwiddie, VA.

2. **APPROVAL OF/AMENDMENTS TO AGENDA**

Mr. VanLandingham asked if there needed to be any amendments to the agenda. None were needed.

Upon motion by Mr. Watkins to adopt the amended agenda, seconded by Mr. Jones, the agenda was adopted by the following vote.

Ayes: Mr. VanLandingham, Ms. Olgers, Mr. Spiers, Mr. Jones, Mr. Kissner, Mr. Watkins, Ms. Yates
Nays: None

3. APPROVAL OF MINUTES

Mr. VanLandingham asked to move on to the minutes from the January 27, 2020 Organizational Meeting. He asked if any additions or changes were needed. None were needed.

Upon motion by Mr. Kissner, and a second by Ms. Yates, the minutes for the January 27, 2020 meeting were approved as presented by the following vote.

Ayes: Mr. VanLandingham, Ms. Olgers, Mr. Spiers, Mr. Jones, Mr. Kissner, Mr. Watkins, Ms. Yates
Nays: None

Mr. VanLandingham asked to move on to the minutes from the April 30, 2020 Special Meeting minutes. He asked if any additions or changes were needed. None were needed.

Upon motion by Mr. Jones, and a second by Mr. Spiers, the minutes for the April 30, 2020 meeting were approved as presented by the following vote.

Ayes: Mr. VanLandingham, Ms. Olgers, Mr. Spiers, Mr. Jones, Mr. Kissner, Mr. Watkins, Ms. Yates
Nays: None

4. TREASURER'S REPORT

Mr. Spiers started the Treasurer's report, as of May 14, 2020, by noting that the IDA had started with a checking account balance of \$317,522.75, and there were several transactions. This left the IDA a checking account balance of \$319,145.84. Mr. Spiers stated that the Touchstone CD had an interest payment of \$270.24 bringing the balance to \$68,147.35. Mr. Spiers went on to state that the second Touchstone CD had an interest payment of \$521.69 and now had balance to \$104,083.11. The total IDA funds are \$530,851.49. The balance in the Aldi account was \$39,475.19.

Upon motion of Mr. Kissner, and a second by Ms. Yates, the Treasurer's Report, as of May 14, 2020, was adopted as presented.

Ayes: Mr. VanLandingham, Ms. Olgers, Mr. Spiers, Mr. Jones, Mr. Kissner, Mr. Watkins, Ms. Yates
Nays: None

5. PUBLIC COMMENTS

Ms. Collins noted no public had been received comments prior to the meeting and no one signed up to speak prior to the meeting.

6. OLD/NEW BUSINESS

A. DINWIDDIE IDA SMALL BUSINESS COVID-19 DISASTER GRANT FUND AWARD RESOLUTION

Mr. VanLandingham stated he was turning over the meeting to Ms. Collins and Ms. Ingram to make the presentation for the Grant Program.

Ms. Ingram started by stating that 41 businesses that applied and that staff recommended that 38 of them were qualified for the grant program. The total grant amount was \$132,500. The IDA had approved up to \$100,000. Ms. Collins then explained that the County had agreed to fund the overage amount, and that there was also a possibility that some money from the CARES Act would cover the additional overage amount. Ms. Ingram then named each business that would receive a \$5000 grant and each business that would receive a \$2500 grant. Mr. VanLandingham asked if there were any questions. There were none. Mr. VanLandingham then asked Mr. Southall to go over the resolution. Mr. Southall presented the resolution in detail. Mr. Jones asked if the resolution published would have the business names inserted and Mr. Southall stated that it would. Mr. Kissner asked a question about federal grant money which Mr. Southall answered. Mr. Spiers asked if they received any applications after the due date and the possibility of a second round. Ms. Ingram stated there were no late applications and currently there would not be a second round. Mr. VanLandingham asked if there were any further questions. There were none.

Upon motion by Mr. Spiers, and second by Ms. Olgers, the following resolution was passed by the following vote.

Ayes: Mr. VanLandingham, Ms. Olgers, Mr. Spiers, Mr. Jones, Mr. Kissner, Mr. Watkins, Ms. Yates
Nays: None

**RESOLUTION OF THE BOARD OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF
DINWIDDIE COUNTY, VIRGINIA TO MAKE AWARDS FOR COVID-19 SMALL BUSINESS
GRANT PROGRAM**

WHEREAS, the COVID-19 pandemic has spread worldwide, causing significant illness, loss of life, and economic disruption; and

WHEREAS, pursuant to Virginia Code Section 15.2-4901, the intent of the legislature in authorizing the creation of industrial development authorities was so "that such authorities may be able to promote industry and develop trade by inducing manufacturing, industrial,

governmental, nonprofit, and commercial enterprises and institutions of higher education to locate in or remain in the Commonwealth and further the use of its agricultural products and natural resources, and to vest such authorities with all powers that may be necessary to enable them to accomplish such purposes, which powers shall be exercised for the benefit of the inhabitants of the Commonwealth, either through the increase of their commerce, or through the promotion of their safety, health, welfare, and convenience or prosperity”; and

WHEREAS, pursuant to Virginia Code Section 15.2-4905(13), the Industrial Development Authority of Dinwiddie County, Virginia (the “IDA”) has the authority “to make . . . grants to any person, partnership, association, corporation, business, or governmental entity in furtherance of the purposes of this chapter including for the purposes of promoting economic development”; and

WHEREAS, the IDA Board found on April 30, 2020 that local businesses have been adversely impacted by COVID-19, resulting in a business climate that is arguably more difficult than any that has been seen in decades; and

WHEREAS, the IDA Board found on April 30, 2020 that the creation of a Small Business COVID-19 Disaster Grant Fund in the amount of \$100,000 to commercial and non-profit enterprises within Dinwiddie County so that local small businesses and non-profits may remain in existence or otherwise support the economy during the pandemic was for the benefit of the inhabitants of the Commonwealth, either through the increase of their commerce, or the promotion of their prosperity; and

WHEREAS, on April 30, 2020, the IDA Board authorized and directed that the marketing materials and grant application for the Small Business COVID-19 Disaster Grant Fund be published and that applications be accepted with a submission deadline of 5 p.m. on May 12, 2020; and

WHEREAS, on April 30, 2020, pursuant to Virginia Code Section 2.2-3109(B)(ii), the Chairman of the IDA was authorized to find in writing as the administrative head of the IDA that the purposes of the grant program cause competitive bidding or negotiation to be contrary to the best interest of the public, and the Chairman of the IDA made such finding in writing; and

WHEREAS, the IDA directed in its resolution on April 30, 2020 that each grant application certify that (x) the application is not made by or for the financial benefit of any of the following persons or their immediate family members (where immediate family members includes a spouse and any other person who resides in the same household of such person or is a dependent of such person): (i) any IDA board member, (ii) any officer or employee of Dinwiddie County (including, but not limited to, the Board of Supervisors and the Planning Commission), or (iii) any constitutional officer of Dinwiddie County or any employee of a constitutional officer and (y) the award of an IDA COVID-19 grant to the applicant would not violate the Virginia State and Local Government Conflict of Interest Act; and

WHEREAS, the IDA Board directed the Deputy County Administrator for Planning and Community Development and the Director of Economic Development to screen the applications with any necessary legal advice from the County Attorney's Office to provide a recommendation on grant awards for the IDA at its regular May meeting; and

WHEREAS, after reviewing the applications that were provided by the deadline, the Deputy County Administrator for Planning and Community Development and the Director of Economic Development have made a recommendation for the award of \$132,500 to 38 small businesses; and

WHEREAS, the United States Congress approved, and the President of the United States signed, the CARES Act, and the Secretary of Finance for the Commonwealth of Virginia has advised the County of Dinwiddie that the County of Dinwiddie is being provided with \$2,490,354 of federal CARES Act funds from the Commonwealth of Virginia; and

WHEREAS, each successful applicant for the grant program is a small business; and

WHEREAS, in furtherance of the governmental powers of the IDA as a political subdivision of the Commonwealth of Virginia and a component unit of the County of Dinwiddie, Virginia and its aforesaid mission, the IDA is desirous of (1) making awards to small businesses as a measure of economic support in connection with the COVID-19 public health emergency and (2) determining that its expenses on the COVID-19 Small Business Grant Program are necessary;

BE IT RESOLVED THAT the IDA finds that (1) the expenses associated with the IDA's COVID-19 Small Business Grant Program are for the provision of economic support in connection with the COVID-19 public health emergency and (2) the IDA's expenses on the COVID-19 Small Business Grant Program are necessary.

BE IT FURTHER RESOLVED THAT the IDA increases the size of the COVID-19 Small Business Grant Program to \$132,500.

BE IT FURTHER RESOLVED THAT upon receipt of (1) a business expense or other valid expense by the IDA (which shall not include a tax receipt or tax bill) (which expense shall be used as a evidence of operation of the business and shall not necessarily be the expense paid for with the IDA COVID-19 Small Business Grant Program funds) and (2) a certification that the receipt and use of the IDA COVID-19 Small Business Grant Program funds will not conflict with any other funds received by the business, each of the following small businesses shall be awarded \$5,000:

William B. Bain Farms
Sebastiano Produce Inc
Angels at Play LLC
Kaisa USA, Inc
Brown Brothers Roofing Inc

Wayne Cook Electric Inc
The Pamplin Foundation
Joes Steak & Seafood LLC
Guiseppe's Pizza Italian Restaurant LLC
Dinwiddie Diner LLC
Ragsdale Building Supply Inc
VA Motorsports Park LLC
AFW Enterprises LLC
Dhanya Grocery LLC
Stepping Stone Academy, LLC

BE IT FURTHER RESOLVED THAT upon receipt of (1) a business expense or other valid expense by the IDA (which shall not include a tax receipt or tax bill) (which expense shall be used as a evidence of operation of the business and shall not necessarily be the expense paid for with the IDA COVID-19 Small Business Grant Program funds) and (2) a certification that the receipt and use of the IDA COVID-19 Small Business Grant Program funds will not conflict with any other funds received by the business, each of the following small businesses shall be awarded \$2,500:

Dewitt Tire Inc.
Old Hickory Lawn & Landscapes, LLC
Southside Auger & Pole Svc Inc
Jennifer Traylor Photography
Deborah School of Dance
Starlight Studios
Hair Design by Debra
Preferred Digital Systems, Inc.
Tee's Beauty boutique/Salon LLC
Dinwiddie Barber Shop
Moody's Heating and Air Conditioning LLC
Mason's Construction Company
Dinwiddie Beauty Shop
Khamrada's Hope LLC
Cockade Stables LLC
Pamela Witt
Nicole Cliborne Hair and Makeup
L&L Services LLC
Turner Family Farms LLC
Old Hickory Candle Company LLC
Be Amazing LLC
HCH Professional Insurance Services, LLC
Ellis Boy Hauling LLC

BE IT FURTHER RESOLVED that the IDA requests reimbursement from the Board of Supervisors through the CARES Act funding provided to Dinwiddie County for the IDA COVID-19 Small Business Grant Program for the \$32,500 of additional grant funds awarded today above the initial \$100,000 and any amount of the initial \$100,000 as the Board of Supervisors finds appropriate.

BE IT FURTHER RESOLVED that the officers of the IDA, the Deputy County Administrator of Planning and Community Development, and the Director of Economic Development be authorized to take any and all actions in furtherance of the intent of this resolution.

B. MARKETING EXPENDITURE

Ms. Collins stated they have no marketing expenditures.

7. DEPUTY COUNTY ADMINISTRATOR FOR PLANNING AND COMMUNITY DEVELOPMENT COMMENTS

Ms. Collins started by stating all the conferences done by the state for new members of IDAs are currently cancelled.

Ms. Collins told the Board that the Broadband project is still moving forward and a tower on Unico Road in McKenney should be coming online in late fall.

Ms. Collins said that Dinwiddie CARES raised \$60,000 and collected 1600 pounds of food for local food banks. \$40,000 came from one business.

The Government complex was still closed to the public but most government functions are still running normally. The Health Department is open to the public. Ms. Collins said that the County was in Phase 1 of moving back and stated they were on day 75 of the County's COVID response.

Mr. Spiers asked if they had received any further information from the newspaper, and Ms. Collins said they have not but would be pursuing it at a later date.

Ms. Olgers asked about the retail consultant study that had been previously discussed. Ms. Ingram stated that the RFP had not gone out yet and it would be revisited when things settle down.

8. IDA Board Member Comments

Mr. VanLandingham thanked staff for all of their hard work on the grant program.

Mr. Spiers, Ms. Olgers, and Ms. Yates all echoed the same sentiment.

Mr. Jones commented on the technology learning curve for these virtual meetings.

9. **ADJOURNMENT**

Mr. VanLandingham asked if there was any further business. There was none.

Upon motion by Ms. Olgers, seconded by Ms. Yates, the meeting was adjourned at 7:50 P.M. by the following vote.

Ayes: Mr. VanLandingham, Ms. Olgers, Mr. Spiers, Mr. Jones, Mr. Kissner, Mr. Watkins, Ms. Yates

Nays: None

**Dinwiddie County
Industrial Development Authority
Treasurer's Report**

BSV Checking Account Activity							
Date	Item #	Description	General Use	Marketing Use	General Balance	Marketing Balance	Total Balance
4/29/2020		Previous Balance			153,271.69	165,874.15	319,145.84
5/29/2020	517	Timmons Group	275.00		152,996.69	165,874.15	318,870.84
5/29/2020	518	see third page for Individual Grant Checks					
6/11/2020	555		130,000.00		22,996.69	165,874.15	188,870.84
							-
							-

12 Mos Touchstone CD-Issue Date 9/5/2019			
Current Rate: 1.60%		Next Maturity Date: 9/5/2020	
Date	Description	Amount	Balance
3/5/2020	Previous Balance		68,147.35
6/5/2020	interest payment	274.08	68,421.43

9 Mos Touchstone CD-Issue Date 4/25/2020			
Current Rate: .65%		Next Maturity Date: 1/25/2021	
Date	Description	Amount	Balance
1/25/2020	Previous Balance		104,083.11
4/25/2020	interest payment	517.57	104,600.68

Total IDA Available Funds*	\$401,368.14
-----------------------------------	---------------------

**Includes ALDI Project Funds*

VISA Activity				
Date	Description	Card Holder	Amount	Balance
	Previous Balance			

Respectfully Submitted by:

Robert Spiers July 17, 2020
Date

**RESOLUTION OF THE BOARD OF THE INDUSTRIAL DEVELOPMENT
AUTHORITY OF DINWIDDIE COUNTY, VIRGINIA FOR COVID-19 GRANT
PROGRAM**

WHEREAS, the COVID-19 pandemic has spread worldwide, including in the United States of America, the Commonwealth of Virginia, and Dinwiddie County, causing significant illness, loss of life, and economic disruption; and

WHEREAS, pursuant to Virginia Code Section 15.2-4901, the intent of the legislature in authorizing the creation of industrial development authorities was so “that such authorities may be able to promote industry and develop trade by inducing manufacturing, industrial, governmental, nonprofit, and commercial enterprises and institutions of higher education to locate in or remain in the Commonwealth and further the use of its agricultural products and natural resources, and to vest such authorities with all powers that may be necessary to enable them to accomplish such purposes, which powers shall be exercised for the benefit of the inhabitants of the Commonwealth, either through the increase of their commerce, or through the promotion of their safety, health, welfare, and convenience or prosperity”; and

WHEREAS, pursuant to Virginia Code Section 15.2-4905(13), the Industrial Development Authority of Dinwiddie County, Virginia (the “IDA”) has the authority “to make . . . grants to any person, partnership, association, corporation, business, or governmental entity in furtherance of the purposes of this chapter including for the purposes of promoting economic development”; and

WHEREAS, the IDA Board finds that local businesses have been adversely impacted by COVID-19, resulting in a very difficult business climate; and

WHEREAS, the IDA Board does hereby find that a second round of a Small Business COVID-19 Disaster Grant Fund in the amount of \$150,000 to commercial enterprises and non-profits within Dinwiddie County so that local small businesses (including non-profit entities) may remain in existence or otherwise support the economy during the pandemic is for the benefit of the inhabitants of the Commonwealth, either through the increase of their commerce, or the promotion of their prosperity;

BE IT FURTHER RESOLVED THAT the Board does hereby direct that (1) no business with five or fewer employees shall be awarded more than \$2,500 and (2) no business with not less than six and not more than 25 employees shall be awarded more than \$5,000; provided, however, that the Board may choose to award up to \$10,000 to any business that (x) the Board determines to be a major attraction that draws visitors from primarily outside of Dinwiddie County and (y) does not have a primary business of preparing food or lodging (each, a “Major Attraction Business”).

BE IT THEREFORE RESOLVED THAT the Board of the Industrial Development Authority of Dinwiddie County, Virginia (the “Board”) does hereby authorize and direct that marketing materials and grant application for the Second Round of the

Small Business COVID-19 Disaster Grant Fund be published in a form approved by the Deputy County Administrator for Planning and Community Development and the Director of Economic Development and that the applications be divided into two pools with the first pool to receive preference in funding. Applicants that have not previously received funds from the IDA's Small Business COVID-19 Disaster Grant Fund and Major Attraction Businesses are eligible for the first pool, which shall have a submission deadline of 5 p.m. on August 14, 2020. The submission deadline for the second pool, which shall consist of all applications not submitted in the first pool by August 14, 2020 shall be 5 p.m. on August 28, 2020.

BE IT FURTHER RESOLVED THAT pursuant to Virginia Code Section 2.2-3109(B) (ii), the Chairman of the IDA shall be authorized to find in writing as the administrative head of the IDA that the purposes of the grant program cause competitive bidding or negotiation to be contrary to the best interest of the public.

BE IT FURTHER RESOLVED THAT each grant application shall certify that (x) the application is not made by or for the financial benefit of any of the following persons or their immediate family members (where immediate family members includes a spouse and any other person who resides in the same household of such person or is a dependent of such person): (i) any IDA board member, (ii) any officer or employee of Dinwiddie County (including, but not limited to, the Board of Supervisors and the Planning Commission), or (iii) any constitutional officer of Dinwiddie County or any employee of a constitutional officer and (y) the award of an IDA COVID-19 grant to the applicant would not violate the Virginia State and Local Government Conflict of Interest Act.

BE IT FURTHER RESOLVED THAT the IDA Board directs the Deputy County Administrator for Planning and Community Development and the Director of Economic Development to screen the applications with any necessary legal advice from the County Attorney's Office to provide a recommendation on grant awards for the IDA at a subsequent IDA meeting.