

IDA Meeting Minutes
April 17, 2024
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The Town of Orange Industrial Development Authority (IDA) held a meeting at 5:15 p.m., in the Town of Orange Community Meeting Room. Members present were, Vice-Chairman Harry C. Mason, Jr., Mrs. Dana Amos, Mr. Pat McAloon, Mr. Kevin Reynolds, Sr., and Mr. Steve Sylvia. Staff members present were: Director of Finance/Treasurer Dianna Gomez, Deputy Town Clerk/Secretary Kimberly Strawser, CZA/CMC, Town Manager Greg Woods, and Town Attorney Catherine Lea. Chairman Robert Higginbotham and Dr. Dena Jennings were absent.

CALL TO ORDER

The Vice-Chairman called the meeting to order. The Deputy Town Clerk/Secretary called roll and noted that there was a quorum present.

ADOPTION OF AGENDA

A motion was made by Mr. Sylvia, seconded by Mr. Reynolds, Sr., to adopt the agenda, as presented. On vote, Chairman Higginbotham – absent, Vice-Chairman Mason – aye, Mrs. Amos – aye, Dr. Jennings – absent, Mr. McAloon – aye, Mr. Reynolds – aye, and Mr. Sylvia – aye. The motion carried.

CONSIDERATION OF IDA MEETING MINUTES OF JANUARY 17, 2024

A motion was made by Mr. Reynolds, Sr., seconded by Mrs. Amos, to adopt the meeting minutes of January 17, 2024, as presented. On vote, Chairman Higginbotham – absent, Vice-Chairman Mason – aye, Mrs. Amos – aye, Dr. Jennings – absent, Mr. McAloon – aye, Mr. Reynolds – aye, and Mr. Sylvia – aye. The motion carried.

TREASURER REPORT

The Treasurer reported for the month of March, interest income was \$1,691. The Treasurer reported further that the checking account balance was \$33,573, the CD was \$101,379 and restricted cash was \$20,000. The Treasurer reported that in total the balance was \$154,952.

Vice-Chairman Mason asked for clarification for the \$20,000 for restricted cash. The Treasurer stated that the \$20,000 was for façade grants.

CONSIDERATION OF CANVA SUBSCRIPTION FOR IDA BROCHURE

Vice-Chairman Mason stated that he didn't think this needed to be an item on the agenda and that the Treasurer should just reimburse Mrs. Amos for the Canva Subscription she paid for. However Vice-Chairman Mason stated he would accept a motion for approval.

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A motion was made by Mr. Reynolds, Sr., seconded by Mr. McAloon to reimburse Mrs. Amos in the amount of \$119.99 for the renewal of the Canva subscription for one year. On vote, Chairman Higginbotham – absent, Vice-Chairman Mason – aye, Mrs. Amos – aye, Dr. Jennings – absent, Mr. McAloon – aye, Mr. Reynolds – aye, and Mr. Sylvia – aye. The motion carried.

Mr. McAloon asked if there was something in the by-laws that stated that under a certain amount the IDA would not need to vote for reimbursement. The Town Manager reported that this expense could have just been paid. Vice-Chairman Mason stated that going further this kind of reimbursement didn't need to be on the agenda.

TOWN GUIDELINES FOR FAÇADE IMPROVEMENTS AND APPLICATION

The Secretary stated that a copy of the Town's guidelines for Façade improvements and application were provided for the IDA's information. The Secretary reported that the guidelines and application had been placed on the town's website.

REVIEW AND CONSIDERATION OF FIG-PLUS APPLICATION FOR 125 EAST MAIN STREET

The Town Attorney suggested that Mr. Sylvia express his personal interest in this property – 125 East Main Street. Mr. Sylvia agreed.

After discussion, motion was made by Mr. Reynolds, Sr., seconded by Mr. McAloon to approve the FIG-Plus application from Paul Williams for façade improvements at 125 East Main Street and authorize the Treasurer to proceed with the reimbursement in the amount of \$1,000.00. On vote, Chairman Higginbotham – absent, Vice-Chairman Mason – aye, Mrs. Amos – aye, Dr. Jennings – absent, Mr. McAloon – aye, Mr. Reynolds – aye, and Mr. Sylvia – abstained. The motion carried.

DISCUSSION OF IDA 2024 GOALS

Vice-Chairman Mason opened the floor for discussion of IDA goals. After discussion, it was the consensus of the IDA to have the brochure shared on the Town's Facebook page. Mr. Sylvia suggested that the IDA be promoted on the radio.

Mrs. Amos stated that the brochures need to be printed. The Secretary stated that the Town's website needed to be www.townoforangeva.gov and not .org. After discussion, motion was made by Mrs. Amos, seconded by Mr. Reynolds authorizing the Secretary to get a quote to order 1,000 brochures not to exceed the amount of \$2,000. On vote, Chairman Higginbotham – absent, Vice-Chairman Mason – aye, Mrs. Amos – aye, Dr. Jennings – absent, Mr. McAloon – aye, Mr. Reynolds – aye, and Mr. Sylvia – abstained. The motion carried.

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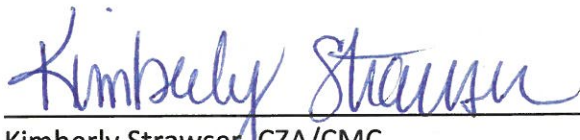
MICELLANEOUS

Mr. McAloon stated that the Defense Department from Albemarle County ran out of office space. Mr. McAloon inquired if this was an IDA conversation. The Town Manager stated that they should go to Orange County Economic Development to inquire about office space. A brief discussion was held.

NEXT MEETING

The next IDA meeting will be held on Wednesday, May 15th at 5:15 p.m.

With no further business, the meeting was adjourned at 5:56 p.m.



Kimberly Strawser, CZA/CMC
Deputy Town Clerk/IDA Secretary