

IDA Meeting Minutes

July 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, Chairman Robert Higginbotham, Vice-Chairman Harry C. Mason, Jr., Mrs. Dana Amos, Dr. Dena Jennings (arrived at 5:25 p.m.), Mr. Pat McAloon, and Mr. Kevin Reynolds, Sr. 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. Mr. Steve Sylvia was absent.

CALL TO ORDER

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

ADOPTION OF AGENDA

Chairman Higginbotham reported that he received a letter from Grayson Butterfield and would like to add the discussion to the agenda, item 5A after the Treasurer's Report.

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

CONSIDERATION OF IDA MEETING MINUTES OF MAY 15, 2024

A motion was made by Vice-Chairman Mason, seconded by Mrs. Amos, to adopt the meeting minutes of May 15, 2024, as presented. On vote, Chairman Higginbotham – aye, Vice-Chairman Mason – aye, Mrs. Amos – aye, Dr. Jennings – absent, Mr. McAloon – aye, Mr. Reynolds – aye, and Mr. Sylvia – absent. The motion carried.

TREASURER REPORT

The Treasurer reported for the month of June. The Treasurer reported the balance in the checking account was \$33,532, the CD balance was \$101,379 and matures on August 29, 2024. The Treasurer stated that the restricted cash balance was \$19,000 and that the interest income for the month of June was \$43. The Treasurer reported that the expenses for the month of June was \$173 which was for the IDA rack cards.

The Treasurer reported that she did visit business on Main Street and handed out the IDA rack cards that explained the Façade Grant program. The Treasurer stated that she felt there was a lot of interest, however she confirmed with the Director of Community Development no applications have been received. The Treasurer stated that she explained to the businesses she

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visited that the process needed to start with the Town and then an application would need to be made for the IDA Façade application. The Treasurer stated that she discussed with business owners that the possibility of smaller improvements could be made to benefit from the \$1,000 grant from the town and the \$1,000 grant from the IDA.

Mr. McAloon stated that clarification was needed and that he understood it was for the complete improvement to the façade. Mr. McAloon stated further that if that wasn't the case then that could change the outlook of the façade grant program.

The Deputy Town Clerk/Secretary stated that she had spoken with the Director of Community Development and that was not the intention of the grant for the complete façade improvement.

LETTER RECEIVED FROM GRAYSON BUTTERFIELD

Chairman Higginbotham stated that he and Mr. McAloon received a letter from Grayson Butterfield for a potential project for the IDA. Chairman Higginbotham suggested to defer the discussion of the letter to the next IDA meeting on August 21st.

The Town Attorney stated that she was aware of the letter from Mrs. Butterfield and suggested that she work with the Treasurer to develop a document that laid out framework for a loan program. A discussion was held.

CLARIFICATION ON THE TOWN'S CRITERIA FOR FAÇADE IMPROVEMENTS

The Deputy Town Clerk/Secretary stated that on the Town's Façade Improvement Program information it does say entire façade. The Deputy Town Clerk stated further that she discussed this with the Director of Community Development and the information will be revised and the word entire will be taken out. Chairman Higginbotham asked the Secretary to clarify with the Director of Community Development regarding page 2 of the Town's Façade Program and compare to the IDA Brochure.

CONTINUED DISCUSSION OF IDA 2024 GOALS

Mr. McAloon held a brainstorming exercise with members of the IDA.

The Treasurer stated that as of July 18th there would be another \$75,000 in the IDA account and that would bring the balance to \$229,000.

Mr. McAloon handed out post its and asked members of the IDA to write down 3 things a thriving community had and then what conditions needed to exist to keep those things.

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Members of the IDA shared their ideas, and a discussion was held. Mr. McAloon stated he would compile the ideas and bring them to the next meeting.

Chairman Higginbotham asked Mrs. Amos at the last meeting to draft a letter to mail out or hand out to businesses explaining the offerings of the Town and IDA's Façade Grant. Mrs. Amos provided members of the IDA a copy of the letter. A discussion was held.

The Treasurer suggested that the IDA consider increasing the amount of the reimbursement. Chairman Higginbotham stated that if the Town's and IDA's applications matched there would be no confusion.

The Town Attorney stated that the IDA was unique and can-do things Town Council cannot do such as loan money, issue grants, etc., to promote development. The Town Manager suggested unlinking the Façade Applications, between the Town and the IDA. A discussion was held.

DR. DENA JENNINGS LAST MEETING

Chairman Higginbotham and Vice-Chairman Mason thanked Dr. Dena Jennings for her time and service on the IDA.

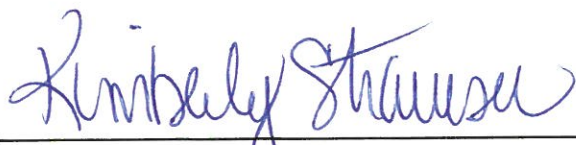
PSA FOLLOW UP

Mr. McAloon stated that he contacted WJMA to follow up to see if information regarding the IDA qualified as a public service announcement. Mr. McAloon was still waiting for information and will continue to follow up.

NEXT MEETING

The next IDA meeting will be held on Wednesday, August 21st at 5:15 p.m. The Secretary stated that the August meeting was the annual meeting and appointment of officers would be on the agenda.

With no further business, the meeting was adjourned at 6:26 p.m.



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