

IDA Meeting Minutes
October 7, 2025
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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 Mrs. Dana C. Amos, Mr. Robert Higginbotham, Mr. Pat McAloon, Mr. Kevin Reynolds, Sr., and Mr. Steve Sylvia. Staff members present were: Director of Finance Dianna Gomez, Deputy Town Clerk Kimberly Strawser, CZA/CMC, Interim Town Manager Chris Snider and Town Attorney Catherine Lea. Mayor J. Harrison Cluff was also present. Mr. Harry C. Mason, Jr., was absent.

CALL TO ORDER

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

ADOPTION OF AGENDA

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

OFFICER NOMINATIONS AND ELECTIONS

The Deputy Town Clerk called for nominations for Chairperson. Mr. McAloon nominated Mr. Robert Higginbotham. A motion was made by Mr. McAloon, seconded by Mr. Kevin Reynolds to nominate Mr. Robert Higginbotham to serve as Chairperson. There being no more nominations, the Deputy Town Clerk stated nominations were closed.

On roll call vote to appoint Mr. Robert Higginbotham to serve as Chairperson on the Town's IDA: Mrs. Amos – aye, Mr. Higginbotham – aye, Mr. Mason – absent, Mr. McAloon – aye, Mr. Reynolds – aye, and Mr. Sylvia – aye. The motion carried.

The Chairperson for the Town's IDA for 2025-2026 fiscal year is Mr. Robert Higginbotham.

The Deputy Town Clerk turned the meeting over to the Chairman.

ELECTION OF VICE-CHAIRPERSON

The Chairman called for nominations for Vice-Chairperson. Mrs. Amos nominated Mr. Patrick McAloon. A motion was made by Mrs. Dana Amos, seconded by Mr. Kevin Reynolds to nominate Mr. Patrick McAloon to serve as Vice-Chairman. There being no more nominations the Chairman stated nominations were closed.

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On roll call vote to appoint Mr. Patrick McAloon to serve as Vice-Chairman of the Town's IDA: Mr. Sylvia – aye, Mrs. Amos – aye, Chairman Higginbotham – aye, Mr. Mason – absent, Mr. McAloon – aye, and Mr. Reynolds – aye. The motion carried.

The Vice-Chairman for the Town's IDA for 2025-2026 fiscal year is Mr. Patrick McAloon.

ELECTION OF TREASURER

The Chairman called for nominations for Treasurer. Mr. Reynolds nominated Mrs. Dianna Gomez. A motion was made by Mr. Reynolds, seconded by Mr. Sylvia to nominate Mrs. Dianna Gomez to serve as Treasurer of the IDA. There being no more nominations the Chairman stated nominations were closed.

On roll call vote to appoint Mrs. Dianna Gomez to serve as Treasurer of the Town's IDA: Mr. Reynolds – aye, Mr. Sylvia – aye, Mrs. Amos – aye, Mr. Higginbotham – aye, Mr. Mason – absent, and Mr. McAloon – aye. The motion carried.

The Treasurer for the Town's IDA for the 2025-2026 fiscal year is Mrs. Dianna Gomez.

ELECTION OF SECRETARY

The Chairman called for nominations for Secretary. Mr. Reynolds nominated Mrs. Kimberly Strawser. A motion was made by Mr. Reynolds, seconded by Mr. Sylvia, to nominate Mrs. Kimberly Strawser to serve as Secretary. There being no more nominations the Chairman stated nominations were closed.

On roll call vote to appoint Mrs. Kimberly Strawser to serve as Secretary of the Town's IDA: Mr. McAloon – aye, Mr. Reynolds – aye, Mr. Sylvia – aye, Mrs. Amos – aye, Mr. Higginbotham – aye, and Mr. Mason – absent. The motion carried.

The Secretary for the Town's IDA for 2025-2026 fiscal year is Mrs. Kimberly Strawser.

PUBLIC COMMENT

There was no public comment.

CONSIDERATION OF IDA MEETING MINUTES OF JUNE 3, 2025

A motion was made by Mr. McAloon, seconded by Mr. Sylvia, to adopt the meeting minutes of June 3, 2025, as presented. On vote, Chairman Higginbotham – aye, Vice-Chairman McAloon – aye, Mrs. Amos – aye, Mr. Mason – absent, Mr. Reynolds – aye, and Mr. Sylvia – aye. The motion carried.

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TREASURER REPORT

The Treasurer reported for the month of September. The Treasurer reported the balance of the checking account was \$181,000, the CD at Blue Ridge Bank rolled for 4.2% with the balance at \$107,000 and \$17,000 for Façade Grants. The Treasurer stated that there were nine grants up for review and that would bring the balance for façade grants down to \$8,000. The Treasurer stated further that there was \$144 made in interest income, but that did not include any interest from the CD because that was a lump sum payment at the end of the term.

DISCUSSION & CONSIDERATION OF BLUDOT OPEN REWARDS – INTERIM TOWN MANAGER

The Interim Town Manager stated that he wasn't aware this was still on the agenda. The Interim Town Manager reported that the Bludot open rewards program was already funded by the Economic Development budget.

DISCUSSION OF THE VIDA VIRTUAL SESSION – INTERIM TOWN MANAGER

The Interim Town Manager reported that the Virginia Industrial Development Authorities Institute (VIDA) will be holding a two-day virtual seminar that focuses on the foundations of IDAs/EDAs and the role that they play in economic and community development. The Interim Town Manager stated that the seminar would be held on December 10th in the afternoon and December 11th in the morning. The Interim Town Manager stated further that if 5 members were interested in the training the cost would be \$200. The Interim Town Manager reported that he, the Mayor and the Town Attorney were interested in attending. The Town Attorney stated that this would be crucial for members of the IDA, to give them a baseline for information that was needed and encouraged all of the IDA to attend.

After discussion, motion was made by Mr. McAloon, seconded by Mr. Reynolds to prepay registrations for 5 people for VIDA training in the amount of \$200. On vote, Chairman Higginbotham – aye, Vice-Chairman McAloon – aye, Mrs. Amos – aye, Mr. Mason – absent, Mr. Reynolds – aye, and Mr. Sylvia – aye. The motion carried.

REVIEW & CONSIDERATION OF FIG-PLUS APPLICATIONS

THE ARTS CENTER – 129 EAST MAIN STREET

Chairman Higginbotham stated that the FIG-Plus application was for exterior improvements to The Arts Center located at 129 East Main Street. The applicant was requesting reimbursement of \$1,000.

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After discussion, motion was made by Vice Chairman McAloon, seconded by Mr. Sylvia, that the IDA approve the FIG-Plus application from The Arts Center for façade improvements at 129 East Main Street, approve the expenses paid by the grantee, and authorize the Treasurer to proceed with the reimbursement in the amount of \$1,000.00. On roll call vote, Mr. Mason – absent, Vice Chairman McAloon – aye, Mr. Reynolds – aye, Mr. Sylvia – aye, Mrs. Amos – aye and Chairman Higginbotham – aye. The motion carried.

RICHARD SANFORD – 101, 105, 109, & 111 EAST MAIN STREET AND 101, 103, 115, & 121 NORTH MADISON ROAD

Chairman Higginbotham reported that FIG-Plus applications were for exterior improvements at 101, 105, 109, and 111 East Main Street and 101, 103, 115 and 121 North Madison Road. The applicant was requesting reimbursement of \$8,000.

After discussion, motion was made by Vice Chairman McAloon, seconded by Mr. Reynolds, that the IDA approve the FIG-Plus application from Richard Sandford for façade improvements at 101 E. Main Street, 105 E. Main Street, 109 E. Main Street, 111 E. Main Street, 101 N. Madison Road, 103 N. Madison Road, 115 N. Madison Road and 121 N. Madison Road, approve the expenses paid by the grantee, and authorize the Treasurer to proceed with the reimbursement in the amount of \$8,000.00. On roll call vote, Chairman Higginbotham – nay, Vice-Chairman Mason – absent, Vice Chairman McAloon – aye, Mr. Reynolds – aye, Mr. Sylvia – aye, and Mrs. Amos – aye. The motion carried.

CONTINUED DISCUSSION OF CRITERIA FOR IDA INCENTIVES

This discussion was moved to the November 4, 2025, IDA meeting.

NEXT MEETING

The next IDA meeting will be held on Tuesday, November 4th, at 5:15 p.m.

With no further business, the meeting was adjourned at 6:16 p.m.



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