



ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
AGENDA

June 25, 2024
5:30 PM

Council Chambers, Rocky Mount Municipal Building
345 Donald Avenue, Rocky Mount, Virginia

The Town of Rocky Mount is pleased to offer assistive listening devices for meeting attendees with special hearing needs. Please ask any staff member or the clerk for assistance.

Call to Order and Welcome

1. Roll Call of Members Present
2. Approval of Agenda
3. Review and Consideration of Minutes
 - 3.a. March 26, 2024 - Regular Meeting Minutes
 - 3.b. May 6, 2024 - Special Called Meeting Minutes
4. Secretary's Report
5. Staff Updates
6. Committee Reports (None)
7. Old Business (None)
8. New Business
 - 8.a. VEDA Summer Meeting Recap
 - 8.b. Harvester Quarterly Accounting
9. Authority Board Comments
10. Upcoming networking events & EDA Meeting
 - 10.a. Community Partnership - July 8, 2024 9:00am (1035 Franklin St)
 - 10.b. Franklin County Connects - July 10, 2024 9:00am (Franklin Center)
 - 10.c. EDA Meeting - July 23, 2024 5:30pm (Town Municipal Building)

11. Adjournment

**TOWN OF ROCKY MOUNT
ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
March 26, 2024
5:30 P.M.**

The Economic Development Authority (EDA) of the Town of Rocky Mount, Virginia met at the Rocky Mount Municipal Building on Tuesday, March 26, 2024, at 5:30 p.m., with Chairman Adam Lynch, presiding.

ROLL CALL OF MEMBERS PRESENT

Board Members Present: Chair Adam Lynch, Vice Chair Justin Muse, Economic Development Authority Board Members Doug Guilliams, Bernice Cobbs, and Ruth Cook (joined at 5:36 pm)

Board Members Absent: Anna Robertson

Others Present: Economic Development Director Daniel Pinard, EDA Secretary Cherie Compton

APPROVAL OF AGENDA

Additions or Corrections: None

Motion: To approve the agenda as presented

Motion By: Vice Chair Justin Muse

Second: Member Bernice Cobbs

Action: Approved by a unanimous vote of members present

REVIEW AND CONSIDERATION OF MINUTES

Let the record show that prior to the meeting, Economic Development Authority received the following draft minutes for review and consideration of approval:

January 23, 2024 - Regular Meeting Minutes

Motion: To approve minutes as presented

Motion By: Member Doug Guilliams

Second: Vice Chair Justin Muse

Action: Approved by a unanimous vote of members present

ELECTION OF TREASURER

After the January meeting, staff reviewed the bylaws and determined the Treasurer of the EDA should be Finance Director Vincent Copenhaver instead of the EDA secretary

Motion: To elect Vincent Copenhaver as Treasurer for the EDA

Motion By: Vice Chair Justin Muse

Second: Member Bernice Cobbs

Action: The board members voted to elect Vincent Copenhaver as Treasurer

SECRETARY REPORT

Secretary Cherie Compton advised members that the statement ending February 29, 2024, had a balance of \$5,000.00.

STAFF UPDATES

Economic Development Director Daniel Pinard provided the following business updates:

- VDHCD (Virginia Department of Housing and Community Development) staff members toured around town with Daniel in regards to the Virginia Main Street Program. Town is looking to possibly partner with the Community Partnership Board for this
- Rocky Mount Farmers Market season will start on April 6 and run through December
- VAFMA (Virginia Farmers Market Association) awarded the farmers market with a Gold Certification
- Cruisein Rocky Mount kicks off April 6th
- Music series at the market will be held April-August once a month
- Rocky Mount Fest will be on September 21, 2024
- Franklin County Tourism is hosting a Moonshine Tour this year and will be advertised on the tourism page for Rocky Mount (discoverrockymount.com)
- Applied for the DMO (Destination Marketing Organization) Grant
- 2024 Pub Crawl was a success with an estimated number of 3,800 people
- Plan your visit widget on the discover Rocky Mount webpage
- VBR (Visit Blue Ridge) public relations will be hosting the Mid Atlantic Travel Writers Association in August. There will be 60+ travel writers in Roanoke and will visit surrounding areas

- VDOT advised decorative mural crosswalks are not allowed in Virginia. Obtaining quotes from a custom stencil company in Roanoke for a multi tone stencil for sidewalks

COMMITTEE REPORTS

None at this time

OLD BUSINESS

None at this time

NEW BUSINESS

Quarterly Payments

Daniel requested approval for the EDA to accept the check from the Town and quarterly accounting checks to be written to the Harvester Performance Center LLC in the amounts of \$170,000.

Motion: To accept the check from the Town in the amounts of \$170,000 and checks to be written to the Harvester Performance Center LLC in the amounts of \$170,000

Motion By: Member Doug Guilliams

Second: Vice Chair Justin Muse

Action: Approved by a unanimous vote of members present

AUTHORITY BOARD COMMENTS

Member Guilliams asked for Harvester financial updates. Mr. Pinard stated that he believes shows are selling well and there were 12 shows for April but didn't have exact numbers. Chair Lynch asked about status of the property purchased at concrete plant. Mr. Pinard stated the plant is in the process of moving to new location. Chair Lynch mentioned bringing the Realtors Association to town in August/September to visit local establishments to see what Rocky Mount has to offer. Chair Lynch mentioned working with Town Council to form a Moonshine Festival 2025. An open discussion ensued.

UPCOMING NETWORKING EVENTS & EDA MEETINGS

Ribbon Cutting “The Magnolia Closet” – April 2, 2024, 11:30 am (147 Franklin St)

Community Partnership – April 8, 2024, 9:00 am (1035 Franklin St)

Franklin County Connects – April 10, 2024, 9:00 am (Franklin Center)

EDA Meeting – April 23, 2024, 5:30 pm (Town Municipal Building)

ADJOURNMENT

Motion to Adjourn By: Member Ruth Cook

Second: Member Bernice Cobbs

Action: Adjourned by a unanimous vote of members present

Time of Adjournment: 6:17 p.m.

Adam Lynch, Chair

ATTEST:

Cherie Compton, Secretary

**TOWN OF ROCKY MOUNT
ECONOMIC DEVELOPMENT AUTHORITY
SPECIAL CALLED MEETING MINUTES
May 6, 2024
5:15 P.M.**

The Economic Development Authority (EDA) of the Town of Rocky Mount, Virginia met at the Rocky Mount Municipal Building on Monday, May 6, 2024, 2023 at 6:15 p.m., with Chairman Adam Lynch, presiding.

ROLL CALL OF MEMBERS PRESENT

Board Members Present: Chairman Adam Lynch, Vice Justin Muse, Economic Development Authority Board Members Anna Robertson, Ruth Cook, and Bernice Cobbs

Board Members Absent: Member Doug Guilliams

Others Present: Economic Development Director Daniel Pinard, EDA Clerk Cherie Compton, Town Attorney John Boitnott, Town Manager Robert Wood, and Assistant Town Manager Mark Moore

APPROVAL OF AGENDA

Additions or Corrections: None

Motion: To approve as presented

Motion By: Member Bernice Cobbs

Second: Vice Chair Justin Muse

Action: Approved by a unanimous vote of members present.

CLOSED SESSION & ACTION

Motion: To go into closed session under the Virginia Code Section cited below.

Time: 6:15 p.m.

Virginia Code Section:

Section 2.2-3711(A).3 Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

Motion By: Member Ruth Cook

Second: Vice Chair Justin Muse

Motion Discussion: None

Action: To go into a closed meeting

Ayes: (5): Vice Chair Justin Muse, Member Anna Robertson, Member Ruth Cook, Member Bernice Cobbs and Chair Adam Lynch

Approved (5 – 0)

Returning from Closed Session

Time: 6:30 p.m.

Chair Lynch Called for a Roll Call Vote for each Member to Certify Discussion During the Closed Meeting.

A ROLL CALL VOTE WAS REQUIRED:

MEMBERS	ATTENDANCE	VOTE
Vice Chair, Justin Muse	Present	Certify
Anna Robertson	Present	Certify
Doug Guilliams	Absent	N/A
Ruth Cook	Present	Certify
Bernice Cobbs	Present	Certify
Chair, Adam Lynch	Present	Certify

Certified: (5): Vice Chair Justin Muse, Member Anna Robertson, Member Ruth Cook, Member Bernice Cobbs and Chair Adam Lynch

Certificate of Closed Meeting Discussion:

Members certified unanimously that nothing was discussed in the closed meeting other than what was stated in the motion to enter the closed meeting. No action was taken during the closed meeting.

Whereas, the Rocky Mount Economic Development Authority has convened a closed meeting on Monday, May 6, 2024, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia (1950), as amended, requires certification by this Council that such closed meeting was conducted in conformity with Virginia law.

Now, therefore, Be It Resolved that the Rocky Mount Economic Development Authority hereby certifies that, to the best of each members' knowledge: (1) only public business matters lawfully exempted from open meeting requirements under this chapter; and (2) 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 body.

Adam Lynch, Chair

Chair Adam Lynch stated seeing each member of the Economic Development Authority has affirmed the Closed Session and asked for a motion to recess from the Economic Development Authority meeting to allow Town Council to reconvene.

Motion: To recess the Economic Development Authority Meeting

Motion By: Vice Chair Justin Muse

Second: Member Anna Robertson

Action: Approved by a unanimous vote of members present.

Town Council recessed to allow the Economic Development Authority to reconvene. Chair Adam Lynch called the Economic Development Authority Meeting back to order.

POST CLOSED SESSION ACTION

Town Attorney John Boitnott presented and read out loud the Memorandum of Understanding of the Economic Development Authority of the Town of Rocky Mount, Virginia regarding the purchase of the former Atlantic Union Bank located at 369 Franklin Street, Rocky Mount tax map number 207.01-039.00. The full memorandum of understanding and resolution is attached to these minutes.

Motion: To adopt the Memorandum of Understand as presented

Motion By: Vice Chair Justin Muse

Seconded By: Member Anna Robertson

Motion Discussion: None

A ROLL CALL VOTE WAS REQUIRED:

MEMBERS	ATTENDANCE	VOTE
Vice Chair, Justin Muse	Present	Yes
Anna Robertson	Present	Yes
Doug Guilliams	Absent	N/A
Ruth Cook	Present	Yes
Bernice Cobbs	Present	Yes
Chair, Adam Lynch	Present	Yes

Ayes: (5): Vice Chair Justin Muse, Member Anna Robertson, Member Ruth Cook, Member Bernice Cobbs and Chair Adam Lynch
Approved (5 – 0)

Town Attorney John Boitnott presented and read out loud the Resolution of the Economic Development Authority of the Town of Rocky Mount, Virginia regarding the purchase of the former Atlantic Union Bank located at 369 Franklin Street, Rocky Mount tax map number 207.01-039.00. The full memorandum of understanding and resolution is attached to these minutes.

Motion: To adopt the Resolution as presented
Motion By: Member Ruth Cook
Seconded By: Vice Chair Justin Muse
Motion Discussion: None

A ROLL CALL VOTE WAS REQUIRED:

MEMBERS	ATTENDANCE	VOTE
Vice Chair, Justin Muse	Present	Yes
Anna Robertson	Present	Yes
Doug Guilliams	Absent	N/A
Ruth Cook	Present	Yes
Bernice Cobbs	Present	Yes
Chair, Adam Lynch	Present	Yes

Ayes: (5): Vice Chair Justin Muse, Member Anna Robertson, Member Ruth Cook, Member Bernice Cobbs and Chair Adam Lynch
Approved (5 – 0)

Hearing no further business Chair Adam Lynch asked for a motion to adjourn.

ADJOURNMENT

Motion to Adjourn By: Member Bernice Cobbs

Second: Vice Chair Justin Muse

Action: Adjourned by a unanimous vote of members present

Time of Adjournment: 6:44 p.m.

Adam Lynch, Chair

ATTEST:

Cherie Compton, Clerk

Draft