



**Surry County Economic Development Authority
of Surry County, Virginia**

MINUTES OF MEETING

May 29, 2025, at 6:00 P.M.

Meeting Location: General District Courtroom, 45 School Street, Surry, Virginia 23883
Physical Address of Authority Office: 203 Church Street, Surry, Virginia 23883

MEETING CONVENED

Chairman Myron Wooden called this Surry County Economic Development Authority (EDA) meeting to order at 6:05 p.m., and everyone was invited to share a Moment of Silence and asked that the Pierce family be kept in our thoughts and prayers over the recent passing of the husband of Ms. Doreatha Pierce, followed by the Pledge of Allegiance.

ATTENDANCE

The meeting was open with the following members present:

Mr. Myron Wooden	Present
Ms. Joyce Henderson	Present
Mr. Trenton Howell	Present
Mr. Howell Godfrey	Present
Mr. Ernest Blount	Present
Mr. John Price	Present
Ms. Janet Monahan	Present

Also Present:

Ms. Renee Chapline, Director of Economic Development
Ms. Lola Perkins, County Attorney
Ms. Linda Gholston, Secretary of Economic Development Authority
Ms. Joni Carlson, Paralegal

Guests who were in attendance are as follows:

Mr. Timothy Calhoun, Board of Supervisors, Surry District
Mr. Walter Hardy, Board of Supervisors, Bacon's Castle District

AGENDA REVIEW

A motion was made by Ms. Henderson and seconded by Mr. Godfrey to approve the agenda as presented.

Roll Call

Mr. Myron Wooden	yes
Ms. Joyce Henderson	yes
Mr. Trenton Howell	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Ms. Janet Monahan	yes
Mr. Ernest Blount	

The motion carried unanimously.

ADOPTION OF PREVIOUS MINUTES

A motion was made by Mr. Howell and seconded by Mrs. Henderson to accept the minutes of the January 30, 2025, meeting as presented.

Roll Call

Mr. Myron Wooden	yes
Ms. Joyce Henderson	yes
Mr. Trenton Howell	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Ms. Janet Monahan	yes
Mr. Ernest Blount	yes

The motion carried unanimously.

TREASURER'S REPORT

The treasurer's report was given by Ms. Henderson as follows:

Banking Summary

- A. December 31, 2024, showed a balance of \$179,829.86. Over four months, earned interest totaled \$24.95. There was a duplicate charge error for \$39 from the bank, which was corrected, and brought the balance to \$179,893.81. From January 1st to April 30th, written checks totaled \$35,648.
- B. The bank balance as of April 30, 2025, is \$144,245.81.

A motion was made by Mr. Howell and seconded by Mr. Price to accept the Treasurer's report as

given.

Roll Call

Mr. Myron Wooden	yes
Ms. Joyce Henderson	yes
Mr. Trenton Howell	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Ms. Janet Monahan	yes
Mr. Ernest Blount	yes

The motion carried unanimously.

OLD BUSINESS/UNFINISHED BUSINESS

A. Small Business Grant Parameters: Renee Chapline, Economic Development Consultant

Ms. Chapline and the EDA committee previously met to discuss implementing parameters that would make this program a better fit for small businesses, as well as the EDA.

Discussions included having the EDA match grants for up to \$7,500 and offering a 50% matching grant for certain types of improvements made to properties. Ms. Chapline provided a copy of the updated application, along with the parameters, and asked the board to review it for suggestions or approval. She explained to the board that they were trying to ensure a return on investment for the EDA's investment in businesses and a business proposition for the candidate as well.

Additionally, she mentioned that she was collaborating with one of the towns to explore an opportunity for a Main Street program. Therefore, the program will be extended to include some facade improvements and building upgrades.

Ms. Henderson asked if there was a cycle open currently and if there were any applications from the previous cycle. Ms. Chapline answered, saying no, and shared that everything was closed at the last meeting; the final payment is in your Treasurer's Report.

Ms. Chapline shared that it needed to be decided when to open a new cycle, as well as when to approve the new application, and a legal review would also be required.

Mr. Wooden suggested that both documents be reviewed, the Small Business Grant committee meet for discussions before the next quarterly meeting, and the EDA be prepared to act on those documents at the next quarterly meeting.

Ms. Chapline summarized the process by which the program would be implemented and evaluated.

Ms. Henderson also suggested that the Board be prepared to decide when the next award cycle will open.

Ms. Chapline recommended that the Board hold a work session to determine whether this is the best use of the funding or if there are other opportunities that they believe

could have a different impact. She advised that she would provide examples of what other EDAs of the Board peers are doing to generate ideas for other communities. The Board decided to have a work session on Monday, June 16th, at five p.m.

Mr. Ernest Blount was welcomed to the EDA board.

B. Update from Claremont re: Loan, Lola Perkins, County Attorney

Ms. Perkins, County Attorney, advised the Board that the Town of Claremont still had not received communication from either Ms. Salmon or her son, Clinton. There are outstanding taxes for the year 2024, and the owners have been notified. The amount is minimal, \$25.30, so even if those taxes are outstanding, under the provisions of Virginia Code, they must be outstanding for a number of years before the Town can take any action based on non-payment of taxes. Additionally, Ms. Perkins informed the Board that a change would take effect on July 1, as mandated by the General Assembly, which provides localities with alternative options. She said she could inform the Town about the change, but could not offer them legal advice.

CITIZEN COMMENTS

There were no citizen comments. Chair Wooden thanked citizens and members of the Board of Supervisors for their attendance.

OFFICE OF ECONOMIC DEVELOPMENT REPORT

Ms. Renee Chapline, Economic Development Consultant

Ms. Chapline thanked Mr. Tim Calhoun, Board of Supervisors-Surry District, for his assistance in meeting with the Town of Surry to discuss the Main Street Program. In attendance were representatives from Virginia Housing, the Crater Planning District Commission, and a DHCD representative from Main Street, who presented on the Main Street Program. She stated that while the three towns operate independently, we (County of Surry) can partner with them in bringing opportunities and initiatives they may be interested in.

Ms. Chapline shared that the Office of Economic Development received a card from Ms. Lewis, Terry Lewis's wife, expressing her gratitude for the love and support, as well as cards, notes, flowers, and food she received.

She also shared that there has been a lot of activity with RFIs coming in from the state with the Virginia Economic Development Partnership, and projects are moving forward. Ms. Chapline advised that the Economic Development Office is working with a vendor to establish some website analytics, which can take up to six months to complete.

Ms. Chapline shared that the first First Friday's concert series held in May was a success, with approximately 200 patrons. The next First Friday's concert will be held in June, and a vision board will be available for the Town of Surry council to engage with citizens and receive feedback on the direction they would like to see the Town take, as well as the amenities they are interested in seeing.

Ms. Monahan inquired whether the Main Street representatives would hold another meeting and whether the initial meeting had been publicly advertised and well-attended. Ms. Chapline replied; No, it was not well attended, and yes, it was a work session and publicly advertised as such. She explained that the County had been trying to schedule this meeting for months, and it would depend on the next steps of the Town Council on when and if the Main Street representatives would return. She also advised that she had forwarded the application from the state, along with an MOU template, to the town clerk and council. Ms. Chapline advised that it takes partnership and trust.

DIRECTORS COMMENT

- Mr. Wooden: Mr. Wooden thanked the board members for their participation and willingness to serve on the Board to improve the County. He welcomed Mr. Blount and expressed his appreciation for his desire to serve.
- Mr. Price: Mr. Price thanked all board members, Ms. Chapline, Ms. Perkins, and Ms. Gholston, for their participation and welcomed Mr. Blount to the EDA. He expressed his condolences to Ms. Doreatha Pierce for the recent passing of her husband, Mr. Christopher Pierce, Sr.
- Ms. Monahan: Ms. Monahan welcomed Mr. Blount to the EDA. She thanked Ms. Chaplin, Mr. Calhoun, Mr. Hardy, and all the others involved in working with the Mainstreet Program, trying to create a workable solution with the Town. She also emphasized the importance of working relationships among staff, board members, and the Chamber of Commerce. Ms. Monahan mentioned the success of the First Friday's concert series and thanked those involved in making it happen.
- Ms. Henderson: Ms. Henderson welcomed Mr. Blount and thanked the board members and the EDO staff for being supportive of the mission, goals, and objectives of the EDA. She thanked the County Attorney's office for their support as well. Ms. Henderson also expressed her excitement about the upcoming meeting and suggested continuing a previous discussion on development priorities, namely, housing, planning, and tourism.
- Mr. Howell: Mr. Howell welcomed Mr. Blount and thanked everyone for coming out for another great evening of working together to move Surry forward.
- Mr. Godfrey: Mr. Godfrey welcomed Mr. Blount and expressed his condolences to the Pierce family. He thanked his fellow board members, the ED office, and the board of supervisors, as well as the Towns for everyone's continued work together. Mr. Godfrey expressed his excitement for the upcoming June meeting and stated it was good to have a template to replicate another county's success here in our county.
- Mr. Blount: Mr. Blount expressed his excitement about becoming a member and stated he looked forward to moving Surry in the direction of the EDA. He said he couldn't make a

connection with Ms. Pierce, but was now able to make a connection with the ED office.

- Mr. Wooden: Mr. Wooden, again, thanked his fellow board members for their participation. He also thanked the board of supervisors who were in attendance and acknowledged their dedication to Surry County and its constituents in moving the county forward, as well as the ED office for their support. Mr. Wooden also voiced his condolences to the Pierce Family.

CLOSED SESSION

1. Motion to Enter into Closed Session

Ms. Lola Perkins, County Attorney, advised and read the motion needed to convene into closed session as permitted by Virginia Code:

§ 2.2-3711(A)(.8): For consultation with legal counsel employed by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, specifically terms and obligations of existing EDA contracts.

Mr. Godfrey made a motion to convene into a closed session. The motion was seconded by Mr. Price and unanimously approved.

Roll Call

Mr. Myron Wooden	yes
Ms. Joyce Henderson	yes
Mr. Trenton Howell	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Ms. Janet Monahan	yes
Mr. Ernest Blount	yes

1. Motion to Return from Closed Session

Ms. Lola Perkins, County Attorney, read the resolution certifying closed session in accordance with the Virginia Code 2.2-3712 (D).

Mr. Godfrey made a motion to return to certify the closed session and return to open session. Mr. Price seconded the motion and unanimously approved by roll call.

Roll Call

Mr. Myron Wooden	yes
Ms. Joyce Henderson	yes
Mr. Trenton Howell	yes
Mr. Howell Godfrey	yes

Mr. John Price	yes
Ms. Janet Monahan	yes
Mr. Ernest Blount	yes

ADJOURNMENT

A motion was made by Mr. Blount and seconded by Mr. Howell to adjourn the meeting at 7:45 pm. The next meeting is scheduled for June 16, 2025, at 5:00 p.m. in the General District Courtroom.

Roll Call

Mr. Myron Wooden	yes
Ms. Joyce Henderson	yes
Mr. Trenton Howell	yes
Mr. Howell Godfrey	yes
Mr. John Price	yes
Ms. Janet Monahan	yes
Mr. Ernest Blount	yes

The motion carried unanimously.

**TREASURER'S REPORT
ECONOMIC DEVELOPMENT AUTHORITY
January 1, 2025 to April 30, 2025**

Available Balance per Bank Statement dated December 31, 2024		\$179,829.86
Interest Deposits to Aaccount - January 1, 2025 to April 30, 2025		
01/31/25	Interest Earned	7.00
02/28/25	Interest Earned	5.89
03/31/25	Interest Earned	6.13
04/30/25	Interest Earned	<u>5.93</u>
		24.95
01/22/25	Bank correction of duplicate stop payment charge	<u>39.00</u>
Account Balance with Interest and Other Credit		\$179,893.81
Payments - January 1, 2025 to April 30, 2025		
01/02/25	Check #2248 Jensen Mechanical	\$720.00
01/03/25	Check #2249 Jensen Mechanical	\$14,851.50
01/30/25	Check #2250 The English Connection	\$5,000.00
02/18/25	Check #2251 Jensen Mechanical	\$14,851.50
04/17/25	Check #2252 Mrs. Linda Lewis	<u>\$225.00</u>
		<u>\$35,648.00</u>
Total Aaccount balance as of April 30, 2025 (same as Bank Statement)		\$144,245.81