

Town of Richlands
Industrial Development Authority
August 2nd, 2022

The Richlands IDA held a regular monthly meeting on July 5th, 2022 at 6:00 P.M. with the following members present:

Jordan Bales	Jan White
Craig Earls	Gary Jackson
Joseph Vance	

Members Absent: Phillip Horton
Town Staff present: John O'Daniel
Other Guests: Brandon Buskill

Gary Jackson called the meeting to order and Joseph Vance gave the invocation. Gary Jackson led the pledge of allegiance.

Jan White made a motion to approve agenda. Craig Earls seconded the motion. No further discussion. All voted "Aye". Motion carried.

Craig Earls presented the minutes from the July 5th, 2022 meeting. Jan White made a motion to approve the minutes. Jordan Bales seconded the motion. No further discussion. All voted "Aye". Motion carried.

New Business:

Joseph Vance was welcomed to the group and he introduced himself. Brandon Buskill also introduced himself to the group and is expected to be fully approved for the IDA by the next meeting.

Pop-up Richlands Update: John O'Daniel advised that we have a drawdown approval for the following recipients: Carly Dula (CD Salon) - \$2,490.71. She paid her rent ahead through November, along with the utilities. John discussed that we have not discussed if we should allow the recipients to pay bills ahead and get reimbursed. The group discussed and agreed that the idea was to get them in the habit of paying monthly as a new business owner. Jordan Bales made a motion to approve drawdown of \$2,490.71 to Carly Dula. Gary Jackson seconded the motion. No further discussion. Jan White Abstained, all remaining members voted "Aye". Motion carried.

Michelle Ball (Blue Moon Consignment) - \$1,117.40 was presented for approval for utilities and building expenses. Jan White made a motion to approve drawdown of \$1,117.40 to Michelle Ball. Jordan Bales seconded the motion. No further discussion. All voted "Aye". Motion carried.

John O'Daniel discussed that the town is looking to start the next Pop-up Richlands cohort in August. We are working with the college to establish the dates and get it worked out. John also advised that we have no further Virginia Community Capital fund drawdown requests this month.

Old Business:

Richlands Solar Update:

John O'Daniel discussed that the town is still working on the residential and commercial solar ordinance. They are currently awaiting the completion of the GDS study.

Miscellaneous Business:

John let the IDA members that he needs the conflict of interest forms filled out and he will be getting them out to those who need to fill them out. These need to be completed annually. The new members will need to be sworn in as well.

Jordan Bales discussed with the group that other local towns are recommended to create a business guide for the town. Who do they need to contact for items or information on Pop-up Richlands? The group discussed that it will be helpful to have the contacts for different items and departments in town. John is the point of contact for Pop-up until someone is hired for the economic development position. The group also discussed that it would be helpful to have a list of available properties for commercial rent and that property owners could opt-in to the listing process.

Gary Jackson asked if we have an update on the Iron street property. John advised that they do want to discuss proceeding with Town Council review and potential approval, it is in the works.

Craig Earls made a motion to adjourn. Jan White seconded the motion. All voted "Aye". Motion carried.

Next Meeting September 6th at 6:00 P.M.