

**AGENDA**  
**COUNTY OF AMELIA ECONOMIC DEVELOPMENT AUTHORITY**  
**AMELIA COUNTY ADMINISTRATION BUILDING CONFERENCE ROOM**  
**TUESDAY, JUNE 13, 2023 AT 10:00 AM**

**REGULAR MEETING**

- 1. CALL TO ORDER/DETERMINATION OF QUORUM-CHAIRMAN**
- 2. ROLL CALL**
- 3. INVOCATION AND PLEDGE OF ALLEGIANCE**
- 4. WELCOME**
- 5. COMMUNICATIONS FROM CITIZENS**
- 6. APPROVAL/ACCEPTANCE OF MINUTES AND FINANCIAL REPORTS**
  - A. Approval of Minutes
  - B. Acceptance of Treasurer's Reports
- 7. OLD/NEW BUSINESS**
  - A. Richardson Road Project Update
  - Rezoning Progress Update
  - VEDP VBRS Program Application Schedule
  - Potential Signage and Demolition of Structures
  - Existing Farm Lease Update
- 8. COUNTY ADMINISTRATOR'S REPORT**
  - A. Business Appreciation Day Event Statistics
- 9. CLOSED MEETING**
  - A. § 2.2-3711- A.6. Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.
- 10. MOTION TO ADJOURN OR CONTINUE MEETING**

MINUTES: AMELIA ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING HELD ON MAY 17, 2023 AT 10:00 A.M.  
AT THE AMELIA COUNTY CONFERENCE ROOM

EDA MEMBERS PRESENT:

ELDON DIEFFENBACH  
ROBERT C. SMITH  
CARLY BULLOCK  
WINSTON VAUGHN

\*ROBERT LLEWELLYN AND MAUDIE SCOTT ARE ASSISTING IN SETTING UP FOR THE  
BUSINESS APPRECIATION DAY EVENT. \*

ALSO

PRESENT: A. TAYLOR HARVIE, County Administrator  
ASHLEY GUNN, Administrative Assistant

- The May 17<sup>th</sup>, 2023 EDA meeting was called to order by Robert Smith.
- Roll Call was taken by the County Administrator.
- Everyone participated in the Pledge of Allegiance.
- Eldon Dieffenbach offered the invocation.

### **COMMUNICATION FROM CITIZENS**

- No communication from citizens.

### **APPROVAL/ACCEPTANCE OF MINUTES AND FINANCIAL REPORTS**

- The April 11, 2023 minutes were approved.
- The April 2023 Treasurer's reports were accepted.
  - Carly Bullock had concerns with the Expenditures being over budget. (Items: professional services and liability insurance)
  - County Administrator stated that he'll speak with the Finance Director and get back with her.
  - Board members discussed labeling items and which category they should be assigned.

**OLD/NEW BUSINESS**

A. Richardson Road update

- County Administrator stated that there will be a letter of opposition against the rezoning and the process of the rezoning at the Board of Supervisors meeting.
- Neal Barber speaks on behalf of the concerns towards multiple entrances onto 360.
- Bob Smith discussed the Planning commission meeting and his recommendations for moving forward.
- Carly Bullock discussed her disappointments with the project and the entrance(s) that would be on Richardson Rd.
- Board members discussed the future of the project and the possible impacts it could have in the long term.

**COUNTY ADMINISTRATOR’S REPORT**

- Discussed his upcoming meeting with the Piedmont Jail Authority.

**MOTION TO CONTINUE/ADJOURN**

There being no further business, the May 17, 2023 EDA meeting was adjourned.

ATTEST

Minutes Approved June 13, 2023

\_\_\_\_\_  
A. Taylor Harvie, County Administrator

\_\_\_\_\_  
Eldon Dieffenbach, Chairman

EXPENDITURE SUMMARY

--DETAIL--

7/01/2022 - 5/31/2023

--DETAIL--

FUND #-100 General Fund

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
81500	**ECONOMIC DEVELOPMENT**							
3160	Professional Services	17,250.00	17,250.00	2,422.33	52,372.26	.00	35,122.26-	203.60-
3173	GBC Renovations	.00	.00	.00	625.00	.00	625.00-	100.00-
3310	Repairs & Maintenance	5,000.00	5,000.00	.00	.00	.00	5,000.00	100.00
3600	Advertising	400.00	400.00	.00	.00	.00	400.00	100.00
5110	Electrical Services	1,600.00	1,600.00	288.01	1,466.45	.00	133.55	8.34
5230	Telecommunications	450.00	450.00	.00	250.46	.00	199.54	44.34
5308	General Liability Ins.	1,800.00	1,800.00	114.83	5,326.05	.00	3,526.05-	195.89-
5540	Travel-Convention/Education	500.00	500.00	.00	425.00	.00	75.00	15.00
5810	Dues/Association Memberships	250.00	250.00	.00	.00	.00	250.00	100.00
6001	Office Supplies	.00	.00	.00	130.89	.00	130.89-	100.00-
6007	Repairs & Maintenance Supplies	.00	.00	.00	78.01	.00	78.01-	100.00-
8299	Purchase of Real Estate	.00	.00	1,330.00	1,330.00	.00	1,330.00-	100.00-
	**ECONOMIC DEVELOPMENT**	27,250.00	27,250.00	4,155.17	62,004.12	.00	34,754.12-	127.53-
	**ECONOMIC DEVELOPMENT**	27,250.00	27,250.00	4,155.17	62,004.12	.00	34,754.12-	127.53-
	--FUND TOTAL--	27,250.00	27,250.00	4,155.17	62,004.12	.00	34,754.12-	127.53-

ACCOUNT #	DESCRIPTION	DATE	REFERENCE/PO#	CURRENT AMOUNT		YEAR-TO-DATE	\$ BUDGET \$
				DEBITS	CREDITS		
	** EDA FUND **		FUND#-501				
	ASSETS		MAJOR-000100				
000100-0100	Cash With Treasurer	6/02/2023	B.FWD.			.00	.00
	BEG. YEAR BALANCE	2022/07 7/01/2022	YE-001-BEG.BAL.	-	1,065,776.53	.00	
	-TREASURER CASH REPORT	2022/07 7/29/2022	CS-001-20220729	-	1,555.82	.00	
	-TREASURER CASH REPORT	2022/08 8/10/2022	CS-001-20220810	-	10,552.96	.00	
	-TREASURER CASH REPORT	2022/08 8/31/2022	CS-001-20220831	-	2,005.09	.00	
	-TREASURER CASH REPORT	2022/09 9/01/2022	CS-001-20220901	-	10,552.96	.00	
	-TREASURER CASH REPORT	2022/09 9/29/2022	CS-001-20220929	-	10,552.96	.00	
	-TREASURER CASH REPORT	2022/09 9/30/2022	CS-001-20220930	-	2,314.50	.00	
	-TREASURER CASH REPORT	2022/10 10/25/2022	CS-001-20221025	-	10,552.96	.00	
	-TREASURER CASH REPORT	2022/10 10/31/2022	CS-001-20221031	-	2,956.60	.00	
	-TREASURER CASH REPORT	2022/11 11/30/2022	CS-001-20221130	-	3,430.14	.00	
	-TREASURER CASH REPORT	2022/12 12/01/2022	CS-001-20221201	-	10,552.96	.00	
	-TREASURER CASH REPORT	2022/12 12/30/2022	CS-001-20221230	-	10,552.96	.00	
	-TREASURER CASH REPORT	2022/12 12/30/2022	CS-001-20221230	-	4,064.51	.00	
	-TREASURER CASH REPORT	2023/01 1/27/2023	CS-001-20230127	-	.00	726,537.80-	
	-TREASURER CASH REPORT	2023/01 1/31/2023	CS-001-20230131	-	4,226.27	.00	
	-TREASURER CASH REPORT	2023/02 2/10/2023	CS-001-20230210	-	10,552.96	.00	
	-TREASURER CASH REPORT	2023/02 2/21/2023	CS-001-20230221	-	10,552.96	.00	
	-TREASURER CASH REPORT	2023/02 2/28/2023	CS-001-20230228	-	1,557.77	.00	
	-TREASURER CASH REPORT	2023/03 3/27/2023	CS-001-20230327	-	10,552.96	.00	
	-TREASURER CASH REPORT	2023/03 3/31/2023	CS-001-20230331	-	1,832.64	.00	
	-TREASURER CASH REPORT	2023/04 4/28/2023	CS-001-20230428	-	1,862.42	.00	
	-TREASURER CASH REPORT	2023/05 5/03/2023	CS-001-20230503	-	10,552.96	.00	
	-TREASURER CASH REPORT	2023/05 5/31/2023	CS-001-20230531	-	2,055.50	.00	
	-TOTAL-				1,199,167.39	726,537.80-	472,629.59
						472,629.59 *	472,629.59 * 472,629.59-
000100-0630	Buildings	6/02/2023	B.FWD.			.00	.00
	BEG. YEAR BALANCE	2022/07 7/01/2022	YE-001-BEG.BAL.	-	1,352,463.74	.00	
	-TOTAL-				1,352,463.74	.00	1,352,463.74
						1,352,463.74 *	1,352,463.74 * 1,352,463.74-
000100-0635	Accum Depreciation - Buildings	6/02/2023	B.FWD.			.00	.00
	BEG. YEAR BALANCE	2022/07 7/01/2022	YE-001-BEG.BAL.	-	.00	188,664.25-	
	-TOTAL-				.00	188,664.25-	188,664.25-
						188,664.25-*	188,664.25-*
000100-0640	Equipment	6/02/2023	B.FWD.			.00	.00
	BEG. YEAR BALANCE	2022/07 7/01/2022	YE-001-BEG.BAL.	-	107,290.00	.00	
	-TOTAL-				107,290.00	.00	107,290.00
						107,290.00 *	107,290.00 * 107,290.00-
000100-0645	Accum Depreciation - Equipment	6/02/2023	B.FWD.			.00	.00
	BEG. YEAR BALANCE	2022/07 7/01/2022	YE-001-BEG.BAL.	-	.00	50,068.68-	
	-TOTAL-				.00	50,068.68-	50,068.68-

ACCOUNT #	DESCRIPTION	DATE	REFERENCE/PO#	CURRENT AMOUNT		YEAR-TO-DATE	\$ BUDGET \$
				DEBITS	CREDITS		
	** EDA FUND **		FUND#-501				
	ASSETS		MAJOR-000100				
000100-0645	Accum Depreciation - Equipment						
					50,068.68-*	50,068.68-*	50,068.68
DEPT TOTAL.....	BALANCE FORWARD					.00	
	CURRENT MONTH					1693650.40	
	ENCUMBRANCE					.00	
	YEAR TO DATE					1693650.40	
	BUDGET BALANCE					1693650.40-	
	Land		MAJOR-000110				
000110-0610	Land	6/02/2023	B.FWD.			.00	.00
	BEG. YEAR BALANCE	2022/07 7/01/2022	YE-001-BEG.BAL.	-	1,073,864.27	.00	
	-TOTAL-				1,073,864.27	.00	1,073,864.27
					1,073,864.27 *	1,073,864.27 *	1,073,864.27-
DEPT TOTAL.....	BALANCE FORWARD					.00	
	CURRENT MONTH					1073864.27	
	ENCUMBRANCE					.00	
	YEAR TO DATE					1073864.27	
	BUDGET BALANCE					1073864.27-	
	FUND EQUITY		MAJOR-000300				
000300-0100	Fund Balance	6/02/2023	B.FWD.			.00	.00
	BEG. YEAR BALANCE	2022/07 7/01/2022	YE-001-BEG.BAL.	-	.00	2,919,144.39-	
	BEG. YEAR BALANCE	2022/07 7/01/2022	YE-001-BEG.BAL.	-	.00	441,517.22-	
	-TOTAL-				.00	3,360,661.61-	3,360,661.61-
					3,360,661.61-*	3,360,661.61-*	3,360,661.61
DEPT TOTAL.....	BALANCE FORWARD					.00	
	CURRENT MONTH					3360661.61-	
	ENCUMBRANCE					.00	
	YEAR TO DATE					3360661.61-	
	BUDGET BALANCE					3360661.61	
	Revenue From Use of Money		MAJOR-015010				
015010-0001	Interest Earned - Bank Deposits	6/02/2023	B.FWD.			.00	.00
	-APPROPRIATION ENTRY-	2022/07 7/01/2022	BA-001-0000247	-			3,000.00-
	-TREASURER CASH REPORT	2022/07 7/29/2022	CS-001-20220729	-	.00	1,555.82-	
	-TREASURER CASH REPORT	2022/08 8/31/2022	CS-001-20220831	-	.00	2,005.09-	
	-TREASURER CASH REPORT	2022/09 9/30/2022	CS-001-20220930	-	.00	2,314.50-	
	-TREASURER CASH REPORT	2022/10 10/31/2022	CS-001-20221031	-	.00	2,956.60-	
	-TREASURER CASH REPORT	2022/11 11/30/2022	CS-001-20221130	-	.00	3,430.14-	
	-TREASURER CASH REPORT	2022/12 12/30/2022	CS-001-20221230	-	.00	4,064.51-	

ACCOUNT #	DESCRIPTION	DATE	REFERENCE/PO#	CURRENT AMOUNT		YEAR-TO-DATE	\$ BUDGET \$
				DEBITS	CREDITS		
	** EDA FUND **		FUND#-501				
	Revenue From Use of Money		MAJOR-015010				
015010-0001	Interest Earned - Bank Deposits						
	-TREASURER CASH REPORT 2023/01	1/31/2023	CS-001-20230131	-	.00	4,226.27-	
	-TREASURER CASH REPORT 2023/02	2/28/2023	CS-001-20230228	-	.00	1,557.77-	
	-TREASURER CASH REPORT 2023/03	3/31/2023	CS-001-20230331	-	.00	1,832.64-	
	-TREASURER CASH REPORT 2023/04	4/28/2023	CS-001-20230428	-	.00	1,862.42-	
	-TREASURER CASH REPORT 2023/05	5/31/2023	CS-001-20230531	-	.00	2,055.50-	
	-TOTAL-				.00	27,861.26-	27,861.26-
						27,861.26-*	24,861.26
DEPT TOTAL.....	BALANCE FORWARD					.00	
	CURRENT MONTH					27861.26-	
	ENCUMBRANCE					.00	
	YEAR TO DATE					27861.26-	
	BUDGET BALANCE					24861.26	
	Rent of General Property		MAJOR-015020				
015020-0001	Rent of General Property	6/02/2023	B.FWD.			.00	.00
	-APPROPRIATION ENTRY-	2022/07	7/01/2022 BA-001-0000247	-			126,000.00-
	-TREASURER CASH REPORT 2022/08	8/10/2022	CS-001-20220810	-	.00	10,552.96-	
	-TREASURER CASH REPORT 2022/09	9/01/2022	CS-001-20220901	-	.00	10,552.96-	
	-TREASURER CASH REPORT 2022/09	9/29/2022	CS-001-20220929	-	.00	10,552.96-	
	-TREASURER CASH REPORT 2022/10	10/25/2022	CS-001-20221025	-	.00	10,552.96-	
	-TREASURER CASH REPORT 2022/12	12/01/2022	CS-001-20221201	-	.00	10,552.96-	
	-TREASURER CASH REPORT 2022/12	12/30/2022	CS-001-20221230	-	.00	10,552.96-	
	-TREASURER CASH REPORT 2023/02	2/10/2023	CS-001-20230210	-	.00	10,552.96-	
	-TREASURER CASH REPORT 2023/02	2/21/2023	CS-001-20230221	-	.00	10,552.96-	
	-TREASURER CASH REPORT 2023/03	3/27/2023	CS-001-20230327	-	.00	10,552.96-	
	-TREASURER CASH REPORT 2023/05	5/03/2023	CS-001-20230503	-	.00	10,552.96-	
	-TOTAL-				.00	105,529.60-	105,529.60-
						105,529.60-*	20,470.40-
DEPT TOTAL.....	BALANCE FORWARD					.00	
	CURRENT MONTH					105529.60-	
	ENCUMBRANCE					.00	
	YEAR TO DATE					105529.60-	
	BUDGET BALANCE					20470.40-	
	All Expenditures		MAJOR-040000				
040000-9999	All Expenditures	6/02/2023	B.FWD.			.00	.00
	-TREASURER CASH REPORT 2023/01	1/27/2023	CS-001-20230127	-	726,537.80	.00	
	-TOTAL EXPENDITURE-				726,537.80	.00	726,537.80
						726,537.80 *	726,537.80 *

ACCOUNT #	DESCRIPTION	DATE	REFERENCE/PO#	CURRENT AMOUNT		YEAR-TO-DATE	\$ BUDGET \$
				DEBITS	CREDITS		
	** EDA FUND **		FUND#-501				
	All Expenditures		MAJOR-040000				
040000-9999	All Expenditures						
DEPT TOTAL.....	BALANCE FORWARD					.00	
	CURRENT MONTH					726537.80	
	ENCUMBRANCE					.00	
	YEAR TO DATE					726537.80	
	BUDGET BALANCE					726537.80-	
	Trans to GF for EDA Expenses		MAJOR-995000				
995000-0100	Trans to GF for EDA Expenses	6/02/2023	B.FWD.			.00	.00
	-APPROPRIATION ENTRY- 2022/07	7/01/2022	BA-001-0000247	-			55,000.00
	-TOTAL EXPENDITURE-			.00	.00	.00	
					.00 *	.00 *	55,000.00
DEPT TOTAL.....	BALANCE FORWARD					.00	
	CURRENT MONTH					.00	
	ENCUMBRANCE					.00	
	YEAR TO DATE					.00	
	BUDGET BALANCE					55000.00	
FUND TOTAL.....	A S S E T S	.00	2,767,514.67	2,767,514.67			
FUND TOTAL.....	L I A B I L I T Y	.00	3,360,661.61-	3,360,661.61-			
FUND TOTAL.....	R E V E N U E	.00	133,390.86-	133,390.86-			
FUND TOTAL.....	E X P E N S E	.00	726,537.80	726,537.80			
FUND TOTAL.....		.00	.00	.00			
FUND TOTAL.....	ENCUMBRANCE			.00			
COMPANY TOTAL.....	A S S E T S	.00	2,767,514.67	2,767,514.67			
COMPANY TOTAL.....	L I A B I L I T Y	.00	3,360,661.61-	3,360,661.61-			
COMPANY TOTAL.....	R E V E N U E	.00	133,390.86-	133,390.86-			
COMPANY TOTAL.....	E X P E N S E	.00	726,537.80	726,537.80			
COMPANY TOTAL.....		.00	.00	.00			
COMPANY TOTAL.....	ENCUMBRANCE			.00			




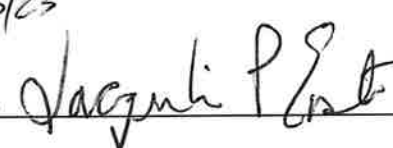
# Land Lease Agreement

This lease agreement is made this day of January 1, 2023, by and between the Amelia County EDA, herein referred to as "Landlord" and Easter Design, Inc. herein referred to as "Tenant".

Landlord agrees to lease to Tenant 20.42 acres of land located at the northwest corner intersection of Richardson Road and Patrick Henry Highway in Amelia Virginia. Also known as FSA Farm #724.

Terms: The term of this lease shall be one year, beginning on the 1<sup>st</sup> day of January 2023 and expiring on the 31<sup>st</sup> day of December 2023, and payable on the 1<sup>st</sup> day of each lease year. Easter Design will pay rent in the amount of \$1 each year. This lease can be extended annually with the consent of both parties. Notice of intent should be given by October 1<sup>st</sup> of each year. Landlord agrees to compensate the Tenant for the costs associated with any growing crops destroyed during future site development activities.

Landlord agrees to sign all paperwork needed by Farm Service Agency.

	<sup>5/23/23</sup> Date		Date
Amelia County EDA		Easter Design, Inc.	
PO Box A		19570 Oakwood Lane	
Amelia, VA 23002		Jetersville, VA 23083	
(804)561-3039		(804)561-3902 (804)561-0529	

<b>2023 BUSINESS APPRECIATION - MAY 17, 2023</b>		
<b>GOOD EATIN \$12 ea</b>	<b>65</b>	<b>\$ 780.00</b>
<b>GOOD EATIN \$3 ea</b>	<b>33</b>	<b>\$ 99.00</b>
<b>AMELIA MASONIC LODGE \$5.00 EA</b>	<b>153</b>	<b>\$ 765.00</b>
<b>ARCHERS BBQ \$12.00 ea</b>	<b>204</b>	<b>\$2,448.00</b>
<b>MIKE THOMPSON (DJ)</b>		<b>\$ 300.00</b>