



Appomattox Town Council Workshop Meeting Agenda

Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia 24522

Tuesday, October 27, 2026

6:30 PM – Town Council Workshop Meeting

(Location: Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia 24522)

Call to Order

Approval of Agenda

Discussion Items

- [1.](#) Council Action Form requesting the acceptance of the resignation of Kiva Preston from the Town Economic Development Authority. Pending acceptance of that resignation, the Town EDA is also seeking Town Council's permission to advertise for prospective candidates to fill his seat.
- [2.](#) Council Action Form containing the recommendation from the Town Economic Development Authority to appoint Tammey Etheredge to fill a vacant seat on the Town Economic Development Authority.
- [3.](#) Council Action Form containing the recommendation from the Town Economic Development Authority to appoint Samantha Morton to fill a vacant seat on the Town Economic Development Authority.

Mayor Comment

Council Comments

Council Standing Committee Reports

Staff Reports

4. The Treasurer has provided the Town Monthly Financial Report for Town Council's review.

Adjournment

File Attachments for Item:

1. Council Action Form requesting the acceptance of the resignation of Kiva Preston from the Town Economic Development Authority. Pending acceptance of that resignation, the Town EDA is also seeking Town Council's permission to advertise for prospective candidates to fill his seat.



TOWN OF APPOMATTOX TOWN COUNCIL ACTION FORM

Order of Business:

- ☐ Consent Agenda
- ☐ Public Hearing
- ☐ Presentation-Boards/Commissions
- ☐ Unfinished Business
- ☐ Citizen/Councilor Request
- ☒ Regular Business
- ☐ Reports of Council Committees

Action:

- ☐ Approve and File
- ☒ Take Appropriate Action
- ☐ Receive & File (no motion required)
- ☐ Approve Ordinance 1st Reading
- ☐ Approve Ordinance 2nd Reading
- ☐ Set a Public Hearing
- ☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Resignation of EDA Member

ISSUE: Kiva Preston, member of the Appomattox Town Economic Development Authority, resigned from his position effective immediately on October 12, 2026.

RECOMMENDATION: Staff recommends that Town Council accept the resignation of Kiva Preston, whose unexpired term on the Economic Development Authority runs through December 31, 2029, and consider advertising the vacancy.

TIMING: Requested for consideration at October 27, 2026, Workshop Meeting.

BACKGROUND: On October 12, 2026 Kiva Preston resigned from the EDA effective immediately, creating a EDA vacancy.

ENCLOSED DOCUMENTS: Resignation Email

STAFF/SPONSOR: Michael Campbell for the EDA

FOR IN MEETING USE ONLY

MOTION: _____

SUMMARY:

Y N

- ☐ ☐ Councilor Timothy W. Garrett
- ☐ ☐ Councilor Jack Hensley
- ☐ ☐ Councilor James Boyce, Sr.
- ☐ ☐ Councilor McKinley Cardwell

Y N

- ☐ ☐ Councilor Danielle Ulmer
- ☐ ☐ Councilor Mary Lou Spiggle
- ☐ ☐ Mayor Richard Conner (If required)

Christy Torrence

From: Kiva Preston <kivapreston@aol.com>
Sent: Monday, October 12, 2026 5:41 PM
To: donna16hall@aol.com
Cc: zamora@crawfordolin.com
Subject: Letter of resignation

Dear Members of the Economic Development Authority,

Please accept this letter as formal notice of my resignation from the Appomattox Economic Development Authority, effective immediately.

Due to my ongoing business and family commitments, I am no longer able to dedicate the time necessary to fulfill my responsibilities as a member of the Authority. After careful consideration, I believe stepping down is the appropriate decision at this time.

I appreciate the opportunity to have served alongside the other members and to have contributed to the economic development of our community. I wish the Authority continued success in its efforts to support local businesses, encourage growth, and strengthen Appomattox.

Thank you for your understanding.

Sincerely,

Kiva Preston

[Sent from the all new AOL app for iOS](#)

File Attachments for Item:

2. Council Action Form containing the recommendation from the Town Economic Development Authority to appoint Tammey Etheredge to fill a vacant seat on the Town Economic Development Authority.



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- ☐ Approve Ordinance 1st Reading
- ☐ Approve Ordinance 2nd Reading
- ☐ Set a Public Hearing
- ☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Appointment of Tammey Etheredge to the Town of Appomattox Economic Develop Authority

ISSUE: A vacancy currently exists on the EDA following the removal of a member by Town Council on May 26, 2026.

RECOMMENDATION: Council is requested to consider the appointment of Tammey Etheredge to fill the vacant position expiring December 31, 2028.

TIMING: Requested for consideration at October 27, 2026, Workshop Meeting.

ISSUE: A vacancy currently exists on the EDA following the removal of a member by Town Council on May 26, 2026. After interviewing three (3) candidates at the October 14, 2026 EDA meeting, the EDA recommends the appointment of Tammey Etheredge to fill the vacant position expiring December 31, 2028.

ENCLOSED DOCUMENTS: EDA minutes

STAFF/SPONSOR: Michael Campbell for the EDA

FOR IN MEETING USE ONLY

MOTION: _____

SUMMARY:

Y N

- ☐ ☐ Councilor Timothy W. Garrett
- ☐ ☐ Councilor Jack Hensley
- ☐ ☐ Councilor James Boyce, Sr.
- ☐ ☐ Councilor McKinley Cardwell

Y N

- ☐ ☐ Councilor Danielle Ulmer
- ☐ ☐ Councilor Mary Lou Spiggle
- ☐ ☐ Mayor Richard Conner (If required)

1 | **Economic Development Authority**
Town of Appomattox, Virginia
October 14, 2026

A meeting of the Economic Development Authority of the Town of Appomattox was held on Wednesday, October 14, 2026, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia.

Members present: Mr. James J. Boyce, Sr., Dr. Zamora Crawford Olin, Mrs. Donna Preston, Ms. Mary Lou Spiggle

Members absent: none

Others: Christy Torrence, Office Manager; Michael Campbell, Town Manager; Mary Beth Primm; owner APX; Samantha Morton

Chairman Zamora Olin called the meeting to order at 6:30 p.m.

Christy Torrence requested an amendment to the agenda to include the reading of a resignation letter.

Approval of the Agenda:

On a motion made by James Boyce, seconded by Marylou Spiggle, all members approved an amended agenda to include the addition. All members voted aye.

Approval of Minutes:

All members approved the minutes from the September 8, 2026, meeting as presented.

Financial Report:

The Town Economic Development Authority received the Financial Report with a balance of \$10,094.26 as of September 30, 2026.

New Business:

Mary Beth Primm, owner of APX-Appomattox Pursuing Christ, introduced her new business which is geared towards middle school aged children. It will be a place for children to interact with other children after school Mon-Fri, 3pm-6pm and 5pm-7pm on Sundays. The EDA asked Mary Beth what her greatest need was currently and she said sponsorships so that she wouldn't have to turn anyone away. Michael Campbell asked her if she had tried to pursue non-profit status and she said she had but it was time consuming, so she got started without it. The EDA determined that the best way to help Mary Beth would be to assist in obtaining non-profit status.

Christy Torrence read into the record a resignation letter submitted by Kiva Preston via email on October 12, 2026.

Closed Session:

On a motion by Mary Lou Spiggle, seconded by Donna Preston the Council voted to convene in closed session for the purpose of discussion, consideration, or interviews of specific candidates for appointment to the Economic Development Authority, specifically being candidates A-D pursuant to Virginia Code Section 2.2-3711(A)(1).

Roll call vote:
Crawford-Olin-yes
Preston-yes
Boyce-yes
Spiggle-yes

The meeting was re-opened to the public.

EDA member Mary Lou Spiggle made the following motion:

To the best of each member's knowledge, the only subjects just discussed or considered in the preceding closed meeting were those: (i) lawfully exempted from the FOIA Act's open-meeting requirements and (ii) properly identified in the motion that convened the closed meeting, pursuant to Virginia Code Section 2.2-3711(A)."

The motion was seconded by EDA member Donna Preston, and the Economic Development Authority recorded vote adopted the motion:

Roll call vote:

Crawford-Olin-yes
Preston-yes
Boyce-yes
Spiggle-yes

On a motion by Zamora Crawford-Olin, seconded by Donna Preston, the EDA voted to recommend that council appoint Tammey Etheredge to Kenny Gobble's unexpired term ending December 31, 2028. All members present voted aye.

On a motion by Zamora Crawford-Olin, seconded by James Boyce, the EDA voted to recommend that council appoint Samantha Morton to Ronald Coleman's unexpired term ending December 31, 2029. All members present voted aye.

Zamora Crawford-Olin suggested that Wendy Boswell be offered an opportunity to serve on the ROSE board. She asked Christy Torrence to reach out to her to determine her interest.

Adjournment

At 8:30 pm, the meeting was adjourned due to the loss of a quorum following the departure of a member. As a result, items 5 and 6 under Unfinished Business were not addressed.

File Attachments for Item:

3. Council Action Form containing the recommendation from the Town Economic Development Authority to appoint Samantha Morton to fill a vacant seat on the Town Economic Development Authority.



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COUNCIL AGENDA ITEM TITLE: Appointment of Samantha Morton to the Town of Appomattox Economic Develop Authority

ISSUE: A vacancy currently exists on the EDA following the resignation of an EDA member.

RECOMMENDATION: Council is requested to consider the appointment of Samantha Morton to fill the vacant position expiring December 31, 2029.

TIMING: Requested for consideration at October 27, 2026, Workshop Meeting.

ISSUE: A vacancy currently exists on the EDA following the resignation of Ronald Coleman. After interviewing three (3) candidates at the October 14, 2026 EDA meeting, the EDA recommends the appointment of Samantha Morton to fill the vacant position expiring December 31, 2029.

ENCLOSED DOCUMENTS: EDA minutes

STAFF/SPONSOR: Michael Campbell for the EDA

FOR IN MEETING USE ONLY

MOTION: _____

SUMMARY:

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- ☐ ☐ Councilor Timothy W. Garrett
- ☐ ☐ Councilor Jack Hensley
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Members absent: none

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Chairman Zamora Olin called the meeting to order at 6:30 p.m.

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Approval of the Agenda:

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