



# Appomattox Economic Development Authority Agenda

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

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**Tuesday, May 12, 2026**

**6:30 PM – Economic Development Authority**

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

**Convene Meeting and Opening Comments**

**Additions/Deletions/Approval of the Agenda**

**Approval of Minutes**

1. Approval of minutes from meeting held April 14, 2026.

**Financial Report**

2. Financial Update

**Unfinished Business**

3. ROSE Project Planning

**New Business**

4. Discussion of EDA's social media presence.
5. Discussion on EDA's strategic planning.
  1. Grant Opportunities
  2. Pending Project Status
6. Upcoming Events
  1. Town Council Retreat: May 30, 2026

**EDA Member Comments / General Information**

**Adjournment**

**File Attachments for Item:**

1. Approval of minutes from meeting held April 14, 2026.

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

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

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

Members absent: Mr. Kenny Gobble

Others: Michael Campbell, Town Manager; Christy Torrence, Office Manager

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

Approval of the Agenda:

All members agreed to move forward with the Agenda for the April 14, 2026, Economic Development Authority.

Approval of Minutes:

On a Motion by Mary Lou Spiggle, seconded by Donna Preson the Town Economic Development Authority voted to approve the March 10, 2026, minutes. All members present voting aye. Motion carried 6-0.

Financial Report:

The Town Economic Development Authority received the Financial Report of \$13,211.14 as of March 31, 2026.

Unfinished Business:

The Chairman presented the unfinished business item, discussion of the Economic Development Incentive Policy. Each member was presented with a rough draft of the policy that included suggestions received by members and Town Manager, Michael Campbell.

It was decided that the language in the policy should be revisited every two years; however, changes can be recommended to Council at any time.

Each member will review the policy and bring any suggested changes to the next meeting. The policy will then be submitted to the attorney for input and then to Town Council for approval.

New Business:

The Chairman presented the new business item, discussion of proposed Bylaws and Rules of Procedure. Staff was tasked with making sure the Bylaws reflect the Town Code.

The EDA members would like to see language added that allows meetings to be added via Zoom.

The Chairman presented the new business item, discussion and consideration of transferring oversight responsibilities for Rose Project from Town Council to the Economic Development Authority.

Michael Campbell gave members a brief overview of what the ROSE Project does. He said that he would like to see the EDA take that on. He said that he believes that it would be a good networking opportunity for EDA members. He mentioned that the ROSE Project would need to be revamped. Businesses outside of Town could also be approached.

On a Motion by Mary Lou Spiggle, seconded by Donna Preston the Town Economic Development Authority voted to request transfer of responsibility of the ROSE Project to the EDA. All members present voting aye. Motion carried 6-0.

EDA Member Comments:

The Town Manager informed the EDA that there would be a ribbon cutting for Bealls, 7-Eleven and the garment factory building.

He invited EDA members to attend the Town Council Retreat which is scheduled for May 30 (Saturday).

Mary Lou Spiggle – She appreciates everyone who volunteers for public service such as the EDA—if you volunteer, show up!

Ron Coleman-He would like to see a minibus that travels from Pamplin to Appomattox and back. He said that he has done research and there are people looking for work but don't have transportation. The cost for an Uber from Appomattox to Pamplin is \$11.00 one way. Ron would like to see if we can find an Uber driver willing to take the route with a small bus and it wouldn't cost the town anything.

Michael said that there are microtransit grants available.

Kiva Preston-He would like to listen for a few meetings and become more knowledgeable before giving his input.

Zamora Olin-Would like to see an EDA email created and Facebook page. She mentioned the EDA Grants Opportunity Trackers that she created to keep up with potential opportunities. She asked staff to inform the EDA when potential new business contacts the town.

Donna Preston-The new chairman has been working hard. They have met 3 times and she is excited about where the EDA is going.

3 | **Economic Development Authority**  
**Town of Appomattox, Virginia**  
**April 14, 2026**

Adjournment:

By agreement of all the membership, the meeting was adjourned at 8:13 p.m.

**File Attachments for Item:**

2. Financial Update

TOWN EDA  
BALANCE SHEET  
AS OF: 04/30/2026

| Account Id                                  | Account Description | 2026             |
|---|---------------------|------------------|
| Assets                                      |                     |                  |
| 50-1000-0000                                | Cash - Farmers Bank | 10,735.64        |
| 50-1060-0000                                | ACCOUNTS RECEIVABLE | 0.00             |
| 50-9997-0000                                | ESTIMATED REVENUE   | 0.00             |
| <b>Total Assets</b>                         |                     | <b>10,735.64</b> |
| Liabilities & Fund Balance                  |                     |                  |
| 50-1090-0000                                | Accounts Payable    | 0.00             |
| 50-1100-0000                                | Due to Town         | 0.00             |
| 50-9996-0000                                | APPROPRIATIONS      | 0.00             |
| <b>Total Liabilities</b>                    |                     | <b>0.00</b>      |
| 50-2990-0000                                | Fund Balance        | 10,735.64        |
|   | Total               | 10,735.64        |
|   | Revenue             | 5.49             |
|   | Less Expenses       | 2,582.00         |
|   | Net                 | -2,576.51        |
| <b>Total Fund Balance</b>                   |                     | <b>10,735.64</b> |
| <b>Total Liabilities &amp; Fund Balance</b> |                     | <b>10,735.64</b> |

INCOME STATEMENT - SUBSIDIARY LEDGER  
PERIOD: 07/01/25 TO 04/30/26 AS OF:04/30/26  
Period

Year to Date

|                       |                               | Period           | Year to Date     |
|-----------------------|-------------------------------|------------------|------------------|
| <b>Revenue</b>        |                               |                  |                  |
| 50-3950-0000          | INCENTIVES                    | 0.00             | 0.00             |
| 50-5006-0000          | INTEREST                      | 5.49             | 5.49             |
| 50-5900-6014          | EDA LICENSE STIMULUS          | 0.00             | 0.00             |
| <b>Total Revenues</b> |                               | <b>5.49</b>      | <b>5.49</b>      |
| <b>Expenses</b>       |                               |                  |                  |
| 50-5900-0000          |                               | 0.00             | 0.00             |
| 50-5900-6001          | INFRASTRUCTURE GRANT EXPENSES | 0.00             | 0.00             |
| 50-5900-6010          | OFFICE EXPENSES               | 0.00             | 0.00             |
| 50-5900-6011          | EDA INCENTIVE CONTRIBUTION    | 106.00           | 106.00           |
| 50-5900-6012          | EDA COMMUNITY DONATIONS       | 0.00             | 0.00             |
| 50-5900-6013          | EDA BUSINESS LICENSE STIMULUS | 0.00             | 0.00             |
| 50-5900-6014          | Dtwn Revitalization Grant     | 0.00             | 0.00             |
| 50-5900-6015          | Feasibility and Other Studies | 0.00             | 0.00             |
| 50-5900-9010          | VIRGINIA UNCLAIMED PROPERTY   | 0.00             | 0.00             |
| 50-5900-9020          | DUES & ASSOC. MEMBERSHIP      | 2,476.00         | 2,476.00         |
| <b>Total Expenses</b> |                               | <b>2,582.00</b>  | <b>2,582.00</b>  |
| <b>Net</b>            |                               | <b>2,576.51-</b> | <b>2,576.51-</b> |