



Appomattox Economic Development Authority Agenda

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

Tuesday, April 14, 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 March 10, 2026.

Financial Report

- [2.](#) Financial Update

Unfinished Business

3. Discuss revision of Economic Development Incentive Policy

New Business

4. Discussion of proposed Bylaws and Rules of Procedure
5. Discussion and consideration of transferring oversight responsibilities for Rose Project from Town Council to the Economic Development Authority.

Town Manager Update

EDA Member Comments / General Information

Adjournment

File Attachments for Item:

1. Approval of minutes from meeting held March 10, 2026.

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Town of Appomattox, Virginia
March 10, 2026

A meeting of the Economic Development Authority of the Town of Appomattox was held on Tuesday, March 10, 2026, at 6:00 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; Dianne Tanner, Deputy Town Clerk.

Vice-Chairman Mary Lou Spiggle called the meeting to order at 6:01 p.m.

Election of Officers

Chairman

There were two self-nominations for the position of Chairman, with Mrs. Donna Preston nominating herself and Dr. Zamora Crawford Olin nominating herself. Both nominees addressed the EDA Board with their vision and qualifications to serve as Chairman.

Vice-Chairman Mary Lou Spiggle called for a roll call vote among the membership for Ms. Donna Preston as Chairman: Donna Preston-aye, Kiva Preston-abstain, Ronald M. Coleman, Jr.-no, Zamora Crawford Olin-no, Mary Lou Spiggle-no, and James J. Boyce, Sr.-no. Motion failed 1-4 with 1 abstaining.

Vice-Chairman Mary Lou Spiggle called for a roll call vote among the membership for Dr. Zamora Crawford Olin as Chairman: Donna Preston-no, Kiva Preston-no, Ronald M. Coleman, Jr.-yea, Zamora Crawford Olin-yea, Mary Lou Spiggle-yea, and James J. Boyce, Sr.-yea. Motion carried 4-2.

Vice-Chairman

There was a nomination by Ronald M. Coleman, Jr. for Ms. Donna Preston to be named as Vice-Chairman of the Appomattox Town Economic Development Authority. Vice-Chairman Mary Lou Spiggle called for a roll call vote among the membership: Donna Preston-yea, Kiva Preston-yea, Ronald M. Coleman, Jr.-yea, Zamora Crawford Olin-yea, Mary Lou Spiggle-yea, and James J. Boyce, Sr.-yea. Motion carried 6-0 to name Ms. Donna Preston as the new Vice-Chairman for the Appomattox Town Economic Development Authority.

Secretary-Treasurer

There was a nomination by Mary Lou Spiggle for Christy Torrence to remain as the Secretary/Treasurer for the Appomattox Town Economic Development Authority. Mary Lou Spiggle called for a roll call vote: Donna Preston-yea, Kiva Preston-yea, Ronald M. Coleman,

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Town of Appomattox, Virginia
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Jr.-yea, Zamora Crawford Olin-yea, Mary Lou Spiggle-yea, and James J. Boyce, Sr.-yea.
Motion carried 6-0.

Former Vice-Chairman Mary Lou Spiggle then turned the meeting over to the new Chairman Dr. Zamora Crawford Olin.

Approval of the Agenda:

All members agreed to move forward with the Agenda for the March 10, 2026, Economic Development Authority.

Approval of Minutes:

On a Motion by Mary Lou Spiggle, seconded by James J. Boyce, Sr., the Town Economic Development Authority voted to approve the February 10, 2026, minutes. All members present voting aye. Motion carried 6-0.

Financial Report:

The Town Economic Development Authority received the Financial Report of \$13,210.58 as of February 28, 2026.

New Business:

The Chairman presented the new business item, consideration to change the meeting time from 6:00 p.m. to 6:30 p.m. A motion was made by James J. Boyce, Sr. to change the meeting time of the Appomattox Town Economic Development Authority from 6:00 p.m. to 6:30 p.m., seconded by Donna Preston. All members present voting aye. The Motion carried 6-0.

EDA Member Comments:

Mary Lou Spiggle – Requested that there be a written incentive policy in place for the EDA to utilize.

The Town Manager was tasked with updating the existing incentive policy to bring back to the EDA for consideration at the next meeting.

The Town Manager updated the EDA on: the businesses coming/possibly coming to the Town; a possible grant opportunity through T-Mobile (\$50,000 for non-profits, governments, etc.); and committed to updating the current incentive policy and could possibly have that as soon as a week before the next EDA meeting on April 14, 2026, at 6:30 p.m.

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Adjournment:

By agreement of all the membership, the meeting was adjourned at 7:19 p.m.

Dianne Tanner
Deputy Town Clerk

Dr. Zamora Crawford Olin
Chairman

File Attachments for Item:

2. Financial Update

TOWN EDA
BALANCE SHEET
AS OF: 03/31/2026

Account Id	Account Description	2026
Assets		
50-1000-0000	Cash - Farmers Bank	13,211.14
50-1060-0000	ACCOUNTS RECEIVABLE	0.00
50-9997-0000	ESTIMATED REVENUE	0.00
Total Assets		13,211.14
Liabilities & Fund Balance		
50-1090-0000	Accounts Payable	0.00
50-1100-0000	Due to Town	0.00
50-9996-0000	APPROPRIATIONS	0.00
Total Liabilities		0.00
50-2990-0000	Fund Balance	13,211.14
	Total	13,211.14
	Revenue	4.99
	Less Expenses	106.00
	Net	-101.01
Total Fund Balance		13,211.14
Total Liabilities & Fund Balance		13,211.14

INCOME STATEMENT - SUBSIDIARY LEDGER
PERIOD: 07/01/25 TO 03/31/26 AS OF:03/31/26
Period Year to Date

		Period	Year to Date
Revenue			
50-3950-0000	INCENTIVES	0.00	0.00
50-5006-0000	INTEREST	4.99	4.99
50-5900-6014	EDA LICENSE STIMULUS	0.00	0.00
Total Revenues		4.99	4.99
Expenses			
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	0.00	0.00
Total Expenses		106.00	106.00
Net		101.01-	101.01-