

## Economic Development Authority of Patrick County

Meeting of November 5, 2007

Present: Glenn Roycroft, Chairperson; Gail Harding, Vice Chairperson; Terry Dalton; Steve Swartz; Felecia Shelor; Noel Wood; Dale Puckett

Also Present: Tom Rose, Economic Development Director; Jane Hughes, Administrative Assistant; and Nancy Lindsey, The Enterprise

Absent: Carolyn Beale, Terry Tilley and David Young

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A meeting of the Economic Development Authority of Patrick County was held on Monday, November 5, 2007, at 7:00 PM in the Second Floor conference room of the Patrick County Veteran's Memorial Building.

Mr. Roycroft called the meeting to order. The agenda was presented for approval. Mr. Swartz made the motion and was seconded by Mr. Dalton to approve the agenda as presented.

Voting Aye: Glenn Roycroft, Felecia Shelor, Gail Harding, Terry Dalton, Steve Swartz, Noel Wood

Voting Nay: N/A

Abstaining: N/A

The minutes of September 10, 2007 meeting was presented for approval. Mr. Swartz made motion and was seconded by Ms. Harding to approve the minutes after two changes are made. One change was to include the additional state codes for prospective business matters and personnel matters of discussion as well as the legal issues in the Executive Session. The second change was for a grammatical error in the same section of the minutes.

Voting Aye: Glenn Roycroft, Steve Swartz, Gail Harding, Terry Dalton, Noel Wood, Felecia Shelor

Voting Nay: N/A

Abstaining: N/A

### **FINANCE REPORT (BILLS):**

Mr. Rose presented the EDA finance reports for the September and October billings. Please see attached copies. Mr. Rose pointed out in the September billings that the insurance amount had been reduced a considerable amount due because EDA was not responsible for the Stuart Forest Products building. Mr. Swartz inquired if the auditors or EDA had held the billings for the EDA audits for the years 2004, 2005, 2006. Ms. Harding wanted to know if the audit could be prepared on an annual basis. Mr. Rose reported the audits for these three years had just been completed by the auditors and Mr. Rose will check into having the audit prepared on an annual basis in the future.

On the October billing report, Mr. Rose pointed out that a telephone poll vote was taken from the Board to approve the check to be written for the Request for Payment from Clark Brothers in the amount of \$70,959.00 for the first draw for the interior build-out for the shell building. Since a telephone poll vote was taken from the Board, Mr. Rose requested that a formal vote be taken from the Board. Mr. Dalton made motion and was seconded by Mr. Swartz to approve the September and October bills and to include the Board's approval of the telephone poll vote for the above referenced check to Clark Brothers

Voting Aye: Glenn Roycroft, Steve Swartz, Gail Harding, Terry Dalton, Felecia Shelor

Voting Nay: N/A

Abstaining: Noel Wood

Mr. Rose presented the second draw request in which Mr. Roger Beasley, architect, has approved the \$120,177.00 (see attached copy) for the interior build-out of the shell building from Clark Brothers. Ms. Harding made the motion and was seconded Mr. Wood to authorize payment of \$120,177.00 to Clark Brothers.

Voting Aye: Glenn Roycroft, Steve Swartz, Gail Harding, Noel Wood, Terry Dalton, Felecia Shelor, Dale Puckett

Voting Nay: N/A

Abstaining: N/A

**OFFICE UPDATES:**

Mr. Rose reported that he, Jeannie Frisco and Tom Bishop will be hosting an Entrepreneur Express Workshop on Thursday, November 8, 2007 at 9:00 a.m. Mr. Rose invited the Board to encourage small business owners to attend this workshop.

Mr. Rose thanked the Board for their participation at Boucher's announcement for the Results Stuart expansion that was held on September 17, 2007.

Mr. Rose informed the Board that the grant writing course has been postponed until a later date of possibly January 1, 2008 and he would still like to take the three-hour course when it becomes available.

Mr. Rose reported that Enterprise Zone mapping for Meadows of Dan should be completed in December and to be finalized by the end of April 2008. Mr. Roycroft reported that a public hearing will be held. Ms. Shelor asked Mr. Rose if he would discuss what the zoning includes. Mr. Roycroft reported that Mr. Rose will bring the final draft form of the Enterprise Zone mapping to the EDA Board before presenting to the Board of Supervisors for their review and approval. Ms. Shelor was extended an invitation to meet with Mr. Rose regarding the zoning mapping at her convenience.

Mr. Rose reported that only a portion of the order was received for the solar lighting for the Rich Creek signage. The shipment was returned for credit and Mr. Rose will order stake lighting and the cost will be within the Board's previous approved budgeted amount.

Mr. Rose reported that the Town of Stuart Planning Commission has the Wendy's architectural drawings for review. Mr. Rose noted that he and the architect with Eden & Associates will discuss the drawings at the Town Planning Commission meeting on Tuesday, November 13, 2007.

Mr. Rose reported having quite a few easements and user agreements for the Patrick Springs Sewer and Water project. Mr. Rose should hear from Kevin with Adams Heath this week after his discussion with Rural Development. Mr. Rose will be able to update Mr. Art Powers of Rural Development and hopefully have an agreement to be processed by January and to break ground on this project by the middle to late spring.

**OTHER BUSINESS:**

Mr. Swartz stated that the Blue Ridge Heritage has held their first official meeting with its membership recently and he said that they were still seeking new members. Mr. Swartz will email the membership information of the Blue Ridge Heritage if anyone is interested in becoming a member of the Blue Ridge Heritage. The meeting is scheduled for the fourth Saturday in September and quarterly called meetings will be held.

**EXECUTIVE SESSION:**

On motion by Mr. Swartz and seconded by Mr. Wood and carried, the meeting was called into Executive Session under the appropriate codes of Virginia to discuss legal matters [Section 2.2-3711(A)(7), 1950 Code of Virginia, as amended]; prospective business matters [Section 2.2-3711(A)(5), 1950 Code of Virginia, as amended]; and personnel matters [Section 2.2-3711(A)(1), 1950 Code of Virginia, as amended]. On motion by Mr. Swartz and seconded by Mr. Puckett, the meeting was reconvened by the appropriate codes. A roll call vote was taken and with a unanimous vote that only the items listed were discussed during Executive Session.

Being no further business to discuss, on motion by Ms. Harding and seconded by Mr. Swartz, the meeting was adjourned.

Voting Aye: Glenn Roycroft, Steve Swartz, Gail Harding, Terry Dalton, Felecia Shelor, Noel Wood, Dale Puckett  
Voting Nay: N/A  
Abstaining: N/A

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Chairperson

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Date

**NEXT MEETING: December 3, 2007**