

## Economic Development Authority of Patrick County

Meeting of December 3, 2007

Present: Glenn Roycroft, Chairperson; Gail Harding, Vice Chairperson; Terry Dalton; Felecia Shelor; Dale Puckett; David Young

Also Present: Tom Rose, Economic Development Director; Jane Hughes, Administrative Assistant; Nancy Lindsey, The Enterprise and Karl Weiss, newly elected Blue Ridge District Supervisor

Absent: Steve Swartz; Noel Wood; Carolyn Beale and Terry Tilley

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A meeting of the Economic Development Authority of Patrick County was held on Monday, December 3, 2007, at 5:30 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. Ms. Harding 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

Voting Nay: N/A

Abstaining: N/A

The minutes of November 5, 2007 regular meeting and November 12, 2007 called meeting were presented for approval. Ms. Harding made motion and was seconded by Ms. Shelor to approve the minutes as presented.

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

Voting Nay: N/A

Abstaining: N/A

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

Mr. Rose presented the EDA finance reports for November billings. (Please see attached copy). Mr. Rose pointed out that the monthly blanket approved bills had been paid. He stated that the check, after the Board was telephone polled for a quorum approval, was written to the Treasurer, Patrick County (funds, plus dividend for the stock donation from a private donor, that had been designated for the Mayo River Rail Trail). Mr. Rose reported that the check to Clark Brothers for the Application Number 2 in the amount of \$120,177.00 was due. This check was approved for payment in the November 5, 2007 meeting by the Board.

Mr. Rose reported that he and Roger Beasley have reviewed the final work and only found a few minor items to be completed but they were well pleased with the work. Mr. Rose stated that he has spoken with Matt Dehart at Results Stuart about the EDA Board

holding a meeting in one of their conference rooms, but he was told that because of the HIPPA law no outside company could hold a meeting on their site. Mr. Rose is checking on permission to take a tour of the facility in the near future. Several of the Board members stated that they were interested in the tour.

Mr. Rose presented for approval the final invoice in the amount of \$3,125.00 from Blue Ridge Architecture for the architectural and engineering services at Results Stuart. Mr. Dalton made motion and was seconded by Ms. Harding to pay the final invoice of \$3,125.00.

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

Voting Nay: N/A

Abstaining: N/A

Mr. Rose presented for approval an old BB&T account that was set up for a “rainy day” fund to be rolled into the new IDA account. Mr. Dalton made motion and seconded by Ms. Shelor for Mr. Rose to instruct BB&T to roll the old account into the new interest bearing account (IDA).

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

Voting Nay: N/A

Abstaining: N/A

Mr. Roycroft stated that the two note payments and the two regular bills (Embarq and Appalachian Power) are paid with a blanket vote approval from the Board. Mr. Rose took a telephone poll vote of the Board to approve a check in the amount of \$6,765.32 to be paid to the Treasurer of Patrick County for the funds designated for the Mayo River Rail Trail project from a private donor and, also for a check in the amount of \$120,177.00 to Clark Brothers Company, Inc. for the Application #2 of the interior build out at Results Stuart. Mr. Rose reported when the work has been completed on the Results Stuart expansion that he will take a telephone poll vote from the Board for their approval of payment.

Mr. Rose presented a copy of an email received from Matt Charles with Results Stuart. Mr. Rose stated that Results Stuart had given EDA \$15,000 deposit, which is for two months rent when they originally signed on in January 2007. Mr. Rose has reviewed the contract and Results Stuart is due this deposit money. Mr. Charles is requesting to either apply the money to their rent or to issue them a check. After discussions, it was suggested that Mr. Rose confer with the auditing firm regarding this matter. Ms. Harding made motion and was seconded by Ms. Shelor to give Mr. Rose approval to either have his office write a check for \$15,000 to Results Stuart or apply the deposit money to Results Stuart’s rent, after Mr. Rose confers with Ms. Deanna Cox of Robinson, Farmer, Cox and Associates.

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

Voting Nay: N/A

Abstaining: N/A

Mr. Rose discussed the breakdown of the cost for the build-out for Results Stuart information sheet. He stated that the project came in under budget approximately \$24,000 with a total of \$269,000 to Clark Brothers for the interior build-out. Mr. Rose pointed out

that funding for this project is from the Tobacco Regional Opportunity Fund (TROF) Grant One in the amount of \$300,000 and the Tobacco Commission Grant One in the amount of \$175,000 and, that the new lease term has increased to \$10,500 per month beginning February 2008.

Mr. Rose presented the Bassett Office Supply bill for the 50 cubicles, furniture and CAT 5 wiring at each cubicle for the Results Stuart expansion. Mr. Rose asked for approval of the bill in the amount of \$37,461.02 from the Board after he verifies the bill with the original quote. Ms. Harding made motion and seconded by Ms. Shelor to pay Bassett Office Supply in the amount of \$37,461.02 after Mr. Rose verifies the bill.

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

Voting Nay: N/A

Abstaining: N/A

#### **OFFICE UPDATES:**

Mr. Rose reported that the Enterprise Zoning in Meadows of Dan is moving forward and he has made a copy of a matrix of the Virginia Enterprise Zone Grants so that the Board could get a better understanding of the Enterprise Zone process. Mr. Rose stated that he would have the mapping completed by December 31, 2007 for final documentation submission to Department of Housing and Community Development (DHCD) office by the close of April 1, 2008. Mr. Weiss voiced the question of how many Enterprise Zones are located in Patrick County. Mr. Young reported that the main zone was in Stuart with a sub-zone in Woolwine and now the EDA is applying for one in Meadows of Dan. Mr. Young questioned, "Has anyone told whether the County will get the acreage back that the County lost to the Town of Stuart in the Town's Annexation?" Mr. Rose said that the acreage topic has not been discussed but that it is something he should inquire about when he goes before the General Assembly to request more zoning acreage.

Mr. Rose reported that there will be a ground breaking ceremony in the next couple of weeks for Wendy's. Mr. Rose invited the Board to attend the ceremony if they are available.

Mr. Rose presented the statements dated September 30, 2007 and October 31, 2007 received from Jimmy R. Lynch & Sons, Inc. and would like to discuss them further in Executive Session.

#### **OTHER BUSINESS:**

Mr. Roycroft stated that he would like an article to be published in the newspaper regarding the Entrepreneur Express Workshop that was held on Thursday, November 8, 2007. The Workshop is very beneficial to small business owners and will be held annually. Mr. Rose stated that he has sent a CD of pictures to Ms. Lindsey, Editor, The Enterprise. Ms. Lindsey said that she will check on this.

Ms. Harding asked if any of the Board had received a Committee Conflict of Interest letter. Mr. Roycroft stated that he did not think that this was something the EDA office would send out. Mr. Rose said that his office would check on this.

**EXECUTIVE SESSION:**

On motion by Mr. Dalton and seconded by Mr. Puckett 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. Dalton and seconded by Ms. Shelor, the meeting was reconvened by the appropriate codes. A roll call vote was taken with unanimous vote that only the items listed above were discussed during Executive Session.

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

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

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Chairperson

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Date

**NEXT MEETING: January 14, 2008**