

September 22, 2005

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, September 22, 2005, at 3:00 p.m. in the Council Room of the Wytheville Municipal Building located at 150 East Monroe Street, Wytheville, Virginia.

MEMBERS PRESENT

Joseph W. Freeman, Chairman	William F. Snyder, Vice Chairman
George T. Johnstone, Treasurer	Robert J. Ayers
Gerald L. Brewer	Danny B. Gordon

MEMBERS ABSENT

David L. Elmore

EX-OFFICIO MEMBERS PRESENT

None

EX-OFFICIO MEMBERS ABSENT

R. Cellell Dalton, Wythe County Administrator
Raymond E. Matney, Rural Retreat Town Manager
C. Wayne Sutherland, Jr., Wytheville Town Manager

DETERMINATION OF QUORUM

Mr. Freeman called the meeting to order and determined a quorum to be present. Mr. Gordon offered the invocation, and Mr. Freeman led the Pledge of Allegiance.

CITIZENS' TIME

Mr. Freeman asked if there were any persons present who wished to address the board during citizens' time. There being none, he proceeded with the agenda.

APPROVAL OF MINUTES - August 25, 2005

Mr. Gordon stated that he had found an error in the minutes, but was unsure where it was in the document. Dr. Snyder made a motion, seconded by Mr. Ayers, to approve the minutes as presented and to correct the mistake if Mr. Gordon finds it. The motion passed unanimously.

APPROVAL OF INVOICES

Mr. Webb explained that check #4714 to The Haskell Company is for the contractor's invoice sent to Gatorade. The Joint IDA is serving as the passthrough entity for the state incentive funds

for Gatorade. Wythe County received the state funds and forwarded them to the Joint IDA which will use the funds to pay the invoice. Mr. Webb noted that check #4716 to the *Mt. Airy News* is for the invoice for the Ivanhoe RFP ads. The Joint IDA only recently received the invoice. Mr. Gordon made a motion, seconded by Mr. Ayers, to pay the invoices. The motion passed unanimously.

**Joint IDA of Wythe County
Check Register**

For the Period From Aug 26, 2005 to Sep 22, 2005

Filter Criteria includes: Report order is by Check Number

Check #	Date	Payee	Amount
4698	9/22/05	Alan R. Hawthorne	3,615.52
4699	9/22/05	Angela D. Pack	1,692.92
4700	9/22/05	David L. Elmore	207.79
4701	9/22/05	Daniel B. Gordon	207.79
4702	9/22/05	Gerald L. Brewer	207.79
4703	9/22/05	George T. Johnstone	207.79
4704	9/22/05	Joseph W. Freeman	207.79
4705	9/22/05	Michael B. Webb	2,050.37
4706	9/22/05	Robert J. Ayers	207.79
4707	9/22/05	William F. Snyder	207.79
4708	9/22/05	American Electric Power	64.59
4709	9/22/05	Alan Hawthorne - Reimbursement	671.40
4710	9/22/05	Anthem Southeast Dental	90.76
4711	9/22/05	Anthem Blue Cross and Blue Shield	1,404.32
4712	9/22/05	Companion Life Insurance Co	77.91
4713	9/22/05	Fort Dearborn Life Ins Co	26.85
4714	9/22/05	The Haskell Company	700,000.00
4715	9/22/05	Mike Webb-Reimbursement	9.72
4716	9/22/05	The Mount Airy News	126.00
4717	9/22/05	Robert G. Moore	1,100.00
4718	9/22/05	Sprint	124.02
4719	9/22/05	Sprint	15.42
4720	9/22/05	VA Economic Dev Assoc.	170.00
4721	9/22/05	Bankcard Services	210.77
4722	9/22/05	Va Municipal League Group	100.00
4723	9/22/05	Xerox	267.86
4724	9/22/05	First Bank of Virginia	3,032.98
4725	9/22/05	VA Dept Of Taxation	463.21
Total			716,769.15

OLD BUSINESS

RFP FOR FAIRVIEW REAR LOTS UPDATE

Dr. Hawthorne notified the board that there are parties interested in the property. The deadline

for the proposals is October 14, 2005. Dr. Hawthorne expects to have several competitive proposals for review during the October Joint IDA board meeting.

FAIRVIEW HOUSE

Ms. Pack informed the board that the Wythe County Recreation Department will have its items cleared from the house by tomorrow. The Joint IDA mailed a letter to several local non-profit and government agencies to solicit interest in renting the house for the cost of insurance coverage which is currently \$443 per year.

WORKFORCE/EDUCATION COMMITTEE UPDATES

Dr. Hawthorne stated that several board members attended the August 30, 2005, joint meeting of the Wythe County School Board, Wytheville Community College, and Wythe County Board of Supervisors. The Workforce/Education Committee was created as a result of the meeting, and Mr. Danny McDaniel was appointed as committee chairman. The committee met on September 12, 2005. Dr. Hawthorne pointed out that the discussions have been productive. He noted he is speaking to his counterpart in Smyth County about the possibility of joint initiatives because Smyth County also identified training as a key issue to address. Mr. Freeman commented that he thought there was an excellent discussion and those individuals key to resolving the issue were present. He thanked Mr. Sharitz and the Board of Supervisors for hosting the meeting. Dr. Snyder agreed that the meeting went well. Dr. Hawthorne said that the committee will meet again in a week or two, and based upon the first committee meeting, he is very optimistic. Mr. Johnstone added that education and training initiatives that were discussed thirty or forty years ago were brought up again at the meeting. Mr. Sharitz conveyed the Board of Supervisors' appreciation for everyone's participation.

OTHER

Dr. Hawthorne announced the Enterprise Zone designation for Progress Park. He noted that there were only two Enterprise Zone designations in the southwestern part of the state. He shared a copy of a press release the Joint IDA distributed to local media. A copy of the press release follows:

PRESS RELEASE

Wythe County Progress Park Designated as an Enterprise Zone

WYTHEVILLE—Governor Mark Warner has designated Wythe County Progress Park as one of six inaugural Enterprise Zones under the new Virginia Enterprise Zone program (www.governor.virginia.gov/Press_Policy/Releases/2005/Sep05/0919.htm). The General Assembly enacted legislation earlier this year authorizing the new Virginia Enterprise Zones and replacing the original program established in 1982. Enterprise zones are intended to support job creation and private investment by providing state and local financial incentives to qualified businesses and investors. State incentives are job creation grants of up to \$800 per year per qualified job for five years and real

property improvement grants of up to \$125,000 (\$250,000 if investment is greater than \$2,000,000). Local incentives for qualified businesses are discounted land purchase price, rebated water and wastewater connection fees, reduction of water usage rates from county rates to in-town rates, reduced wastewater usage rates, waived building permit fees after the first 20,000 sq ft of construction, fast track permitting, and interest rate reduction for the Joint IDA Revolving Loan Fund.

The zone designation covers 1,520 acres and includes all 1,210 acres of Progress Park. For more information, including a map of the zone boundaries, please visit www.WytheIDA.org/ProgressPark/enterprise%20zone.htm

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Release Date: September 22, 2005

NEW BUSINESS

DRAFT *MANAGEMENT DISCUSSION AND ANALYSIS* FOR ANNUAL AUDIT

The Board reviewed Dr. Hawthorne's proposed *Management and Discussion Analysis* (MDA) for the Joint IDA financial report. Mr. Gordon asked who authored the document, and Dr. Hawthorne affirmed that he did. Dr. Hawthorne explained that this document will be the preface to the final audit information as required by GASB 34. Dr. Hawthorne stated that the audit is currently being conducted. Mr. Freeman inquired if the auditors provide input into the MDA, and Dr. Hawthorne said that they will review the information. Mr. Gordon asked if the Board of Supervisors and the Town of Wytheville will get a copy of the MDA. Dr. Hawthorne replied that they both will receive a copy of the MDA because it is actually included in the audit. Mr. Gordon inquired if Wythe County or the towns have to provide MDAs, and Dr. Hawthorne explained that they both will be moving toward doing this because of the GASB requirements. He stated that the Town of Rural Retreat is actually doing a MDA this year. Mr. Gordon asked if the Crossroads RIFA financial information is being audited at the same time, and Dr. Hawthorne stated it is. Mr. Gordon asked to see a copy of the Crossroads RIFA financial report, and Dr. Hawthorne stated he has copies he can share. Mr. Freeman complemented Dr. Hawthorne on the document. Dr. Hawthorne pointed out that the MDA is a statement from management and not the board. Therefore, there is no action needed by the board, but Dr. Hawthorne wanted to present the document to the board for comments.

VEDA ANNUAL MEETING REPORT

Dr. Hawthorne reported he attended the Fall meeting of the Virginia Economic Developers Association in Virginia Beach. He stated that all three gubernatorial candidates spoke at the meeting about their economic development platforms. Another highlight of the meeting was a presentation by a member of the FranklinCovey Group. The discussion focused on WIGs or Wildly Important Goals. Dr. Hawthorne suggested the Joint IDA's wildly important goal for next year should be focusing on workforce development, preparedness, and readiness for continued growth. Dr. Hawthorne informed the board that the International Economic Development

Council now has an Accredited Economic Development Organization (AEDO) designation program. Several jurisdictions in Virginia have undergone accreditation, and a panel consisting of representative from those jurisdictions spoke about their accreditation experience. The process includes completing a checklist of requirements along with an onsite visit and inspection by outside auditors. Dr. Hawthorne suggested the Joint IDA consider undergoing the accreditation process in the future. Dr. Hawthorne reminded the board that he attended this meeting as a member of the VEDA board of directors. He noted that VEDA board is pro-actively making some recommendations for the next administration regarding more efficient and effective operation of economic activities throughout the Commonwealth. Dr. Snyder asked what the cost would be for the AEDO accreditation, and Dr. Hawthorne's estimate was between \$2,000 and \$5,000. The majority of the cost is for the audit team. Mr. Freeman agreed that the Joint IDA should consider AEDO accreditation in the future.

RESOLUTION RECOGNIZING WORKFORCE SERVICES 40TH ANNIVERSARY

Dr. Hawthorne informed the board that Virginia's Workforce Services Program is now forty years old. He commented that Wythe County has a good relationship with Workforce Services, and Shannon Blevins spends a great deal of her time in Wythe County working on projects. Workforce Services Director, Preston Wilhelm, was elected as a Cardinal Member of VEDA at the recent fall conference. Dr. Hawthorne presented a resolution for Workforce Services. Mr. Johnstone made a motion, seconded by Dr. Snyder, to accept the resolution. The motion passed unanimously, and a copy of the resolution follows:

RECOGNITION RESOLUTION

WHEREAS Workforce Services, currently a division of the Virginia Department of Business Assistance, provides customized recruiting and training services to locating and expanding businesses in Virginia; and

WHEREAS the business development incentive provided by Workforce Services reduces the human resource development costs of new and expanding companies; and

WHEREAS businesses and citizens located in Wythe County have benefited significantly from this quality program; and

WHEREAS Workforce Services is celebrating its 40th anniversary in 2005:

NOW, THEREFORE, BE IT RESOLVED that by this resolution the Joint Industrial Development Authority board of directors hereby expresses to Workforce Services and its dedicated employees appreciation for this work and congratulations for this outstanding accomplishment.

Adopted by the Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat on the 22nd day of September, 2005.

/s/

Joseph W. Freeman, Chairman

ATTEST:

/s/

Angela D. Pack, Secretary

INDUSTRY AWARDS FOR CHAMBER DINNER

Mr. Webb noted the Chamber of Commerce will hold its annual dinner in November and the Joint IDA traditionally presents tenure, new industry, and special recognition awards at the dinner. Mr. Gordon made a motion, seconded by Mr. Brewer, that staff proceed with ordering the plaques. The motion passed unanimously.

PROJECTS UPDATE (CLOSED SESSION AS PERMITTED BY VIRGINIA CODE §2.2-3711(A)(5))

Mr. Gordon made a motion to enter into closed session as permitted by Section 2.2-3711(a)(5) of the Virginia Freedom of Information Act, Code of Virginia to discuss unannounced projects. The motion was seconded by Dr. Snyder and passed unanimously. Mr. Gordon made motion, and Dr. Snyder seconded, to reconvene into open session. The motion passed unanimously. Mr. Gordon moved that the Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat certify that, in the closed meeting just concluded, nothing was discussed except the matter (1) specifically identified in the motion to convene in a closed meeting and (2) lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. Motion was seconded by Mr. Johnstone and passed.

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certificate by the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat, hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certificate resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or

considered by the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat.

Motion was passed with the following roll call vote:

AYES: Joe Freeman	William Snyder
Robert Ayers	Gerald Brewer
Danny Gordon	George Johnstone

NAYS: None

ABSENT DURING MEETING: David Elmore

ABSENT DURING VOTE: David Elmore

OTHER

Dr. Hawthorne noted that the Joint IDA is working with Wythe County and others about infrastructure for Progress Park.

Dr. Hawthorne remarked that Gatorade is making substantial progress toward completing its building.

Dr. Hawthorne informed the board that Linda Butt approached the Joint IDA about purchasing daffodils for the Million Daffodils program and planting the flowers in Progress Park and Fairview Industrial Park. Dr. Snyder asked who would plant the flowers. Dr. Hawthorne explained that the expectation is whomever purchases the bulbs will plant them. Mr. Gordon suggested informing Ms. Butt that the Joint IDA will purchase the daffodils if she provides someone to plant them. Consensus of the board was to proceed with Mr. Gordon's suggestion.

Dr. Hawthorne stated that the Southwest Regional Enterprise Center hired Kimberly Dove as its Executive Director, and she will start on September 26, 2005.

Mr. Webb informed that board that the Baker Donaldson employment law briefing is on Tuesday, September 27, from 7:30 a.m. to 8:30 a.m. in Grayson Hall on the WCC campus. The Joint IDA staff has been assisting in promoting the event. Mr. Webb asked that anyone interested notify him.

ADJOURN

There being no further business, the meeting adjourned at 4:02 p.m.

Joseph W. Freeman, Chairman

ATTEST:

Angela D. Pack, Secretary