

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
May 22, 2014

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, May 22, 2014, at 3:00 p.m. in the Council Room of the Wytheville Municipal Building at 150 East Monroe Street, Wytheville, Virginia.

MEMBERS PRESENT

Linda DiYorio, Chairman
William Dixon
Foy Patton
David Kause

Tom Jones
Dana Pack
Jennifer Atwell

MEMBERS ABSENT

None

STAFF PRESENT

David Manley, Executive Director
Kimberly Simmons, Associate Director
Virginia Goodwin, Administrative Assistant

EX-OFFICIO MEMBERS PRESENT

C. Wayne Sutherland, Jr., Wytheville Town Manager

EX-OFFICIO MEMBERS ABSENT

Michael S. James, Rural Retreat Town Manager
R. Cellell Dalton, Wythe County Administrator

DETERMINATION OF QUORUM

Chairman DiYorio called the meeting to order and determined a quorum to be present. Mr. Dixon offered the invocation, and Mr. Jones led the Pledge of Allegiance.

CITIZENS' TIME

Chairman DiYorio welcomed Wayne Sutherland, Wytheville Town Manager, and asked if there was anyone present who would like to address the Board. There being none, Chairman DiYorio proceeded with the meeting.

APPROVAL OF MINUTES—April 24, 2014

Chairman DiYorio asked if there were any corrections, additions, or questions regarding the minutes of the April 24, 2014, meeting and if there was a motion to approve the minutes as presented. There being none, Mr. Dixon made a motion, seconded by Mr. Pack, to approve the minutes as presented. With no further discussion, the motion passed unanimously.

APPROVAL OF INVOICES

Chairman DiYorio asked if there were any questions or discussion regarding the invoices for May 2014 and if there was a motion to approve the invoices as presented. There being none, Mr. Pack made a motion, seconded by Mr. Jones, to approve the invoices for May 2014. With no further discussion, the motion passed unanimously.

Joint IDA of Wythe County Check Register For the Period From May 1, 2014 through May 31, 2014

Check #	Date	Payee	Amount
7103	5-22-14	Appalachian Power	\$ 79.21
7104	5-22-14	Branch Highways, Inc.	23,370.00
7105	5-22-14	Chamber of Commerce	600.00
7106	5-22-14	Linda DiYorio	99.19
7107	5-22-14	The Mount Rogers Dev. Partnership	7,308.75
7108	5-22-14	Robert G. Moore	1,100.00
7109	5-22-14	TC's Care and Repair	50.00
7110	5-22-14	Town of Wytheville	7,847.68
7111	5-22-14	VA Economic Dev Assoc.	250.00
7112	5-22-14	Virginia Goodwin - Reimbursement	246.89
7113	5-22-14	Wytheville Office Supply	124.24
7114	5-22-14	Xerox	25.29
7115	5-22-14	CenturyLink	140.86
7116	5-22-14	David Manley	1,121.67
Total			\$ 42,363.78

OLD BUSINESS

2014 INDUSTRY APPRECIATION GOLF TOURNAMENT COMMITTEE UPDATE

Mr. Dixon reminded the Board of the date of the golf tournament which had been rescheduled for June 12 due to rain. Chairman DiYorio asked all Board members who were available or who were not playing for their assistance with the hot dogs, mulligan sales, and watching of the drink carts. There was a suggestion made that the reception sponsors be recognized more for their support and that an announcement of their support be posted in the Wytheville Enterprise. Chairman DiYorio suggested that the sponsors be invited to the reception and that a statement of

recognition be placed in the Wytheville Enterprise after the tournament to acknowledge all of the sponsors of the tournament. The Board agreed.

HABITAT FOR HUMANITY HOUSE UPDATE

The Joint IDA Staff updated the Board on the status of the Habitat House. Mr. VanAntwerp's father and Mr. VanAntwerp himself had been contacted by telephone explaining the dilemma of the Habitat House. A staff member has also visited the house on several occasions during the month and found that some items had been removed, but there was not much progress. Mr. Patton asked about the lease on the house. The staff stated they would check for a lease and see what it states. Chairman DiYorio asked that Mr. Dixon and Mr. Manley investigate the matter and see what needs to be done to remove Mr. VanAntwerp's items from the premises. It was suggested that Mr. VanAntwerp be written a letter giving him 30 days to remove his property or seizes will be taken for the Joint IDA to seize all items in the house.

W-W-B CHAMBER OF COMMERCE COMMUNITY EXPO REPORT

Chairman DiYorio reported on the Chamber of Commerce Community Expo. She stated that the event was a huge success, but felt the Joint IDA needed to do a more elaborate setup for the organization. Mr. Dixon suggested some type of give away. The Joint IDA staff will work on a new display for the expo for 2015.

OTHER

None

NEW BUSINESS

CRIFA MANAGEMENT AGREEMENT

Chairman DiYorio reported that the Crossroads Regional Industrial Facilities Authority (CRIFA) will not be renewing their contract for management services for 2014-2015 with the Joint Industrial Development Authority. The group will reorganize in June. CRIFA felt that the workload did not match the expenditures. The budget for the Joint IDA will be affected by \$50,000 per year and will have to be redone for the 2014-2015 year.

PROJECT UPDATES

Ms. Atwell made a motion to enter into a 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 Mr. Patton, and passed unanimously. Ms. Atwell made a motion, and Mr. Patton seconded, 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. The motion was seconded by Mr. Jones, 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: Linda DiYorio	Bill Dixon
Foy Patton	Tom Jones
Dana Pack	Jennifer Atwell
David Kause	

NAYS: None

ABSENT DURING MEETING: None

ABSENT DURING VOTE: None

OTHER

Roster of Board and Staff - Chairman DiYorio distributed a listing to the Board of each Board and Staff members telephone numbers, home addresses, and email addresses for their personal use. She noted that it was good that everyone have the information when someone needed to be contacted.

David Manley, Executive Director report - Mr. Manley gave a report of his recent trip to the Virginia Industrial Development Authorities Institute training seminar held in Richmond. He

noted that he had spent two days receiving education on bonds, financing, and some practical information. Mr. Manley stated that there was additional time spent discussing economic and rural development. Mr. Manley thanked the Board for allowing him to attend the seminar and that he appreciated the opportunity.

Technology improvements - Mr. Manley mentioned that the Joint IDA office would need some upgrades on software and a computer for the director's office. Current software is either outdated or no longer supported - much of it dates from 2004-2007. Mr. Manley purposed to the Board that the Joint IDA setup a Facebook page for the Authority. He mentioned that it is free, easy to manage, and could be a group page. The Board agreed and suggested that the page should be started.

Downtown Wytheville project - Kimber Simmons, Associate Director gave a report on the Downtown Wytheville project. She stated that Dr. John Woods from Salt Lake City, Utah, a graduate from Virginia Tech, has been hired as Executive Director for the Downtown Wytheville group. She added that he will be responsible for downtown events, contact and consultation with downtown business owners, and the overall look of downtown Wytheville.

Enterprise Zone Amendment - Kimber Simmons, Associate Director, reported on the Enterprise Zone Amendment. She noted that the Commonwealth of Virginia has a limit of thirty designated Enterprise Zones and that Wythe County and the Towns of Wytheville and Rural Retreat are included in that thirty. The application for renewal and amendment to add additional property to the Enterprise Zone for Wythe County, and the two Towns, is being completed. The renewal will last for ten years and then can be renewed for an additional five after that.

Commonwealth of Virginia Secretary of Commerce and Trade - Chairman DiYorio mentioned that Maurice Jones, Secretary of Commerce and Trade, will be touring the Gatorade and Atsumi in Progress Park on May 29. She added that Lt. Governor Ralph S. Northam would be visiting Progress Park on May 30.

ADJOURN

There being no other business, Chairman DiYorio adjourned the meeting at 4:30 p. m.

Linda DiYorio, Chairman

Attest:

Virginia M. Goodwin, Secretary