

BLUERIDGECROSSROADS
economic development authority

Carroll – Galax – Grayson VIRGINIA

Carroll-Grayson-Galax Regional Industrial Facilities Authority
Regular Meeting Agenda
Tuesday, August 28, 2018
Time: 3:30 PM
Location: Crossroads Institute



1. Call to Order
2. Consent Agenda:
 - a. Minutes from the July 23rd Meeting
 - b. Treasurer's Report
3. Wildwood Commerce Park
 - a. Right-of-Way Acquisition – Rob Mann, AEP
 - b. Substantial Completion Punch List – August 13, 2018
 - c. North Stormwater Retention Pond Trespassing
 - d. Corps of Engineers Jurisdictional Determination / Wetlands
 - e. Other
4. SBDC Conflict of Interest Renewal
4. SBDC Report
5. Director's Report
 - a. Southwest VA Training Center
 - b. Tobacco Commission Grant to the Wired Road
 - c. Engineering Proposals Received
 - d. Tobacco Commission Agreement (#3320) Submitted
 - e. Other
6. Announcements
7. Closed Session - Pursuant to Virginia Code Section 2.2-3711 (A)(7) Briefing by staff members or consultants pertaining to actual or probable litigation; (A)(3) Discussion or consideration of the acquisition of real property for public purpose - (if necessary)
8. Adjourn



The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."

1117 East Stuart Drive Galax, Virginia 24333
Tel: 276.236.0391 www.brceda.org

BLUERIDGECROSSROADS

economic development authority
Carroll – Galax – Grayson VIRGINIA

Carroll-Grayson-Galax Regional Industrial Facilities Authority
July 23, 2018 Minutes

Roll Call

- | | | |
|-------------------|--------------------------|---------|
| • Steve Truitt- | Carroll County | present |
| • Rex Hill- | Carroll County | present |
| • Keith Barker- | City of Galax | present |
| • C.M. Mitchell- | City of Galax | present |
| • Bill Shepley - | Grayson County | present |
| • Kenneth Belton- | Grayson County | present |
| • Robbie McCraw- | Carroll alternate | absent |
| • Bill Davis- | Galax alternate | absent |
| • Mike Hash- | Grayson alternate | present |
| • Others present- | | |
| o Dan Campbell- | BRCEDA Interim Director | |
| o Mandy Archer- | SBDC Director | |
| o Ginny Plant- | Administrative Assistant | |

Call to Order

Mr. Mitchell called the meeting to order at 3:30 PM.

Consent Agenda

Mr. Truitt made the motion to approve the consent agenda as presented. Mr. Hill seconded the motion, which carried unanimously. Mr. Hill made a motion to accept the treasurer's report as information only at this time. Mr. Shepley seconded the motion, which carried unanimously.

Wildwood Commerce Park

Mr. Campbell informed the board that there was a substantial completion walk through for the wastewater project on June 28th. As of this morning, according to the Engineer, the punch list items are complete except for a couple of issues. He also reported that a copy of the signed power line easement (copy provided in packet) was given to Burke Bowles at AEP last week. Regarding the one remaining R/W easement for the electric service a final written offer has been submitted; however, no response has been received. Mr. Campbell stated that we have had problems with four-wheelers and that some damage has been done to the repaired northern stormwater retention pond. Four small "No Trespassing" signs have been put along the access road; however, it is doubtful they will do any good. After discussion, it was decided that Mr. Hill would speak to the appropriate people in the County and have them keep a closer eye on the property. Mr. Campbell noted the revised site plan with utilities and indicated that additional

The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."

BLUERIDGECROSSROADS

economic development authority
Carroll – Galax – Grayson VIRGINIA

changes may be necessary prior to uploading to the Wildwood website, etc. Mr. Campbell also mentioned a recent Request for Information (RFI) response was submitted to Navigo, a site consultant located in Atlanta. He indicated that they had a couple of follow-up questions which were addressed.

SBDC Report

Ms. Archer informed the board that the semi-annual report will be emailed to them. The SBDC has utilized 40% of the CY 2018 budget once the June payroll goes through. The Business of Food workshop in Abingdon is coming up August 27th. If anyone knows a business that would like to participate, please let us know. The Enterprise Zone reports have been submitted for Galax and Grayson. More information is needed for Carroll which she plans to get this week and submit.

The SBDC has partnered with the CI Higher Education Center (CIHEC) for their submission of a grant application. CIHEC is working to purchase a mobile lab. They have applied for the Twin County Foundation grant and would like to purchase a total of 25 laptops. SBDC and CIHEC partner already with workshops and a mobile lab will enhance this partnership. SBDC is looking to pledge \$5,000 towards this mobile lab. This will give the SBDC laptops to take to business challenges, workshops, etc. When approving the 2018 budget, the board approved a portion to help with mobility of our services. This project will fulfill that goal. CIHEC is applying for \$16,500 added to our \$5,000 their total will be \$21,500. Ms. Edwards with CIHEC will maintain the laptops but SBDC can use them whenever we like. We hope that our contribution will help strengthen CIHEC's application.

Directors Report

Mr. Campbell informed the board that on July 11 he attended a training session for the revised iVS/VA Scan website provided by VEDP. The Wildwood site is listed on the revamped state website and is listed as a certified site. He has registered to make necessary changes himself. He may attend the Virginia Economic Development Partnership orientation and training session August 23rd in Richmond. The orientation will provide an opportunity to learn more about mission and operations of VEDP, as well as to meet key staff and see how the state can support the economic development efforts of BRCEDA.

Enclosed in the board packet are the first few pages of the Engineering RFP which ran in the papers last week. Mr. Campbell would like two members of the board to act as a Selection Committee to work with him to bring a recommendation back to the full board. Mr. Barker and Mr. Truitt volunteered to be the committee.

The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."

1117 East Stuart Drive Galax, Virginia 24333
Tel: 276.236.0391 www.brceda.org

BLUERIDGECROSSROADS

economic development authority
Carroll – Galax – Grayson VIRGINIA

Mr. Campbell presented a resolution to the board for approval of the Smart Scale Project in Galax. Mr. Barker gave an overview of the proposed project and timeline. Mr. Hill made the motion to accept the support resolution as presented. Mr. Belton seconded the motion, which carried unanimously.

With regards to Tobacco Commission Grant #3320, Mr. Campbell informed the board that he has spoken to Sara Williams of the Commission regarding getting contract back to them. After some discussion, it was noted that we will work on the contract items and will carry this item forward as necessary.

Announcements

The August board meeting has been moved to August 28th at 3:30 pm.

Closed Session

Mr. Belton made the motion to enter closed session, pursuant to Virginia Code Section 2.2-3711 A (5) prospective industry. Mr. Barker seconded the motion which carried unanimously.

Mr. Truitt made the motion to return to open session. Mr. Hill seconded the motion, which carried unanimously.

Upon returning to open session, the board members were then polled to certify the closed session:

Whereas, §2.2-3711 A (5) of the Code of Virginia requires a certification by the BRCEDA members that such closed meeting was conducted in conformity with Virginia law; the BRCEDA members hereby certify 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 certification 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 BRCEDA members.

- | | | |
|-------------------|-------------------|------------|
| • Steve Truitt- | Carroll County | so certify |
| • Rex Hill- | Carroll County | so certify |
| • C.M. Mitchell- | City of Galax | so certify |
| • Keith Barker- | City of Galax | so certify |
| • Bill Shepley- | Grayson County | so certify |
| • Kenneth Belton- | Grayson County | so certify |
| • Mike Hash- | Grayson Alternate | so certify |

The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."

BLUERIDGECROSSROADS
economic development authority
Carroll – Galax – Grayson VIRGINIA

With no further business, the meeting adjourned.

Respectfully Submitted- Keith E. Barker, Secretary

C. M. Mitchell - Chairman

The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."

1117 East Stuart Drive . Galax, Virginia 24333
Tel: 276.236.0391 www.brceda.org