



## GREENE COUNTY ECONOMIC DEVELOPMENT AUTHORITY

### Board Meeting Minutes

Tuesday, June 21, 2016, @ 6:00 p.m., Economic Development Office Conference Room

#### CALL TO ORDER

- A meeting of the Economic Development Authority Board of Directors was held at 8315 Seminole Trail, Ruckersville, Virginia on June 21, 2016. Call to order at 6:02 p.m., with Ms. Julia Morris, Chairman, presiding.

#### RECORD OF ATTENDANCE

- **Members in Attendance:** Julia Morris, Karen Willard, Michael Payne, Amy Hollis, Whitt Ledford, Deanna Wills (via conference call)
- **Members not in Attendance:** Don Pamerter
- **Non-Members in Attendance:** Alan Yost, Diana Gamma, Jay Willer, Bill Martin

#### ACCEPTANCE OF MINUTES

- **Whitt Ledford** moved to accept the May minutes. **Karen Willard** seconded. **Motion carried.**

#### FINANCIALS

- P & L and Balance sheets were distributed via email to all board members and hard copies were available at the meeting. There were no questions regarding financials and **Karen Willard** moved to accept the financial statements. **Michael Payne** seconded. **Motion carried.**

#### REPORTS OF OFFICERS OR COMMITTEES

- **Bonding Update:** **Ms. Morris** stated that the EDA reached out to Daniel Lauro via email communication to establish the next steps to be taken in order to become a bonding agent. Mr. Lauro advised that all EDA Board members be up to date with the Oath of Office and the Economic Interest form. Mr. Laura then explained via email that the next step would be for the EDA to adopt a "Post-Issuance Compliance Policy for Tax-Exempt Obligations." **Ms. Morris** explained that this process is time sensitive and that it has an approximate initial cost of \$2500 with annual administrative fees thereafter. Discussion ensued regarding lawyer choice, the need for a 2<sup>nd</sup> reference for information, is there a fee payable to the attorney, what process is necessary for the IRS, and if/when to allocate funds. It was decided to consult with an additional attorney to be sure the process for becoming a bonding agent is consistent. **Ms. Morris** made the motion for the EDA to approve up to \$3000 to be used toward a Post-Issuance Compliance Policy for Tax-Exempt Obligations for the IRS and that further approval will be needed to allocate or

contract those funds to an individual to develop this on our behalf. **Michael Payne** moved to accept the motion. **Whitt Ledford** seconded. **Motion carried.**

## **OLD BUSINESS**

- **Bylaws:** The Board of Supervisors approved the revision of the EDA bylaws
- **Jack's Shop Kitchen:** Open and exceeding projections
- **Business Park Update:** Closing will be June 22, 2016.
  - NOTE: on June 22, 2016 the closing was moved to June 27, 2016

## **NEW BUSINESS**

- **4<sup>th</sup> of July Update:** **Mr. Payne** indicated that volunteers are still needed and a suggestion was made for the 4<sup>th</sup> of July committee to look into "Sign-up Genie" as an easier means for volunteers to sign up. Other suggestions for volunteers included contacting boy scout troops, athletic teams, church groups.
- **Signs at the Business Park & Industrial Park:** A complaint from a community member regarding the overgrowth of the signs was made to the Economic Development and Tourism office. It was decided that a copy of the February, 2015, letter regarding the maintenance of the Business Park entrance be sent again to the Business Park owners with the addition of a cover letter explaining that the EDA has received feedback from the public about the poor maintenance around the sign.
- **Battle of Stanardsville:** **Mr. Payne** was in contact with the Fred Allen (head of the local chapter of re-enactors). Mr. Allen is interested in making the Battle of Stanardsville an official County event and is looking for funding for an approximate \$10,000 as well as help with marketing. Due to the sensitive nature of this type of event for some community members, the EDA is not in favor of supporting this function. **Ms. Morris** stated that the EDA is trying to move forward to grow functions and festival in a different direction from re-enactments.
- **Enter executive session:** **Ms. Morris** made a motion to enter into executive session pursuant to Section 2.2-3711 (a, 1-7) of the Code of Virginia. Code Section which reads:  
Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. **Ms. Morris** moved to enter closed session, **Mr. Ledford** seconded. **Motion passed.**
- **Return to public session:** **Ms. Morris** asked for a motion to return to open session. **Mr. Payne** moved to return to open session, **Ms. Hollis** seconded. **Motion passed.**

- **Certification:** All members certify that only public business matters lawfully exempted from the open meeting requirement and only such matters as identified by the motion to enter into executive session were discussed. Roll call out of Executive Session: Julia Morris, Whitt Ledford, Amy Hollis, Michel Payne, Karen Willard. All responded “aye.”
- **Mr. Payne** makes a motion to allocate \$100,000 to Tourism on July 1, 2016, with 5 annual reallocations back to the EDA of \$20,000 due annually on July 1, beginning July 1, 2017. **Ms. Hollis** seconded. **Motion passed.**

#### **NEXT MEETING DATE**

The next meeting will be on Tuesday, July 19, 2016, at 6:00 p.m. at the Economic Development Office Conference Room.

#### **ADJOURNMENT**

**Ms. Morris** adjourned the meeting at 7:40 p.m.

#### **COMMENTS FROM THE PUBLIC**

None