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**MINUTES**  
**MOUNT ROGERS PLANNING DISTRICT COMMISSION**  
**EXECUTIVE COMMITTEE MEETING**  
**1021 TERRACE DRIVE**  
**MARION, VIRGINIA**  
**July 5, 2007**  
**7:00 PM**

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The Executive Committee of the Mount Rogers Planning District Commission met at 7:00 pm, Thursday, July 5, 2007, in the conference room of the Mount Rogers Planning District Commission, 1021 Terrace Drive, Marion, Virginia.

**EXECUTIVE COMMITTEE MEMBERS PRESENT**

Members of the Executive Committee present: Kenneth Reynolds, Chairman; Paul Hurley, Vice-Chairman; Larry Bartlett, Treasurer; Ron Catron, Past-Chairman; Mike Helton, City of Bristol; Willie Greene, City of Galax; Brenda Thompson, Bland County; Steve Winesett, Carroll County; Bill Ring, Grayson County; James Crabtree, Washington County; Wythe "Bucky" Sharitz, Wythe County; and Arthur Johnson, Minority Representative, Wythe County.

**EXECUTIVE COMMITTEE MEMBER ABSENT**

Member of the Executive Committee absent: Mike Roberts, Smyth County.

**MRPDC STAFF MEMBERS PRESENT**

Members of the Mount Rogers Planning District Commission staff present: David A. Barrett, Executive Director; Brian Martin, Loan Funds Administrator; Brenda Hooper, Secretary/Fiscal Assistant; and Eugena Elam, Secretary/Stenographer.

**CALL TO ORDER**

The meeting was properly called to order by the Chairman at 7:04pm. A quorum was declared.

**PLEDGE OF ALLEGIANCE**

All present recited the Pledge of Allegiance.

**WELCOME VISITORS**

There were no visitors present.

**ROLL CALL**

The Commission Members identified themselves and the jurisdictions they represent.

**APPROVAL OF JUNE 7, 2007 MINUTES**

Upon a motion made by Mike Helton, seconded by Larry Bartlett, and carried with a 11-0-1 vote (Bucky Sharitz abstained), the minutes of the June 7, 2007 Mount Rogers Planning District Commission Executive Committee were approved as mailed.

**ADOPTION OF AGENDA FOR JULY 5, 2007 MEETING**

Upon a motion made by Brenda Thompson, seconded by Paul Hurley, and unanimously carried, the agenda for the July 5, 2007 meeting were adopted as presented.

**CITIZEN'S TIME**

No citizen asked for time on the agenda.

**OLD BUSINESS****1) Revolving Loan Fund Program (RLF)**

- a) Revolving Loan Fund (EDA Grant funded)

Brian Martin, the Loan Funds Administrator reported that the balance for the Revolving Loan Fund was \$34,045.21.

- b) Intermediary Relending Programs I, II, & III.

The Loan Funds Administrator reported that the balance for the IRP1 was \$6,193.33. He reported that the balance for the IRP2 was \$16,808.25. He also reported that the balance for the IRP3 was \$24,532.81.

- c) RBEG Programs

The Loan Funds Administrator reported that the balance in the RBEG Program was \$99,000.00 with \$25,000 of that committed.

- d) Update on Current Loans

The Loan Funds Administrator reported that the current outstanding debt was \$2,144,476.70 with 32 loans. He reported that 26 loans are current, 2 are past due, and 4 are in default (1 in bankruptcy).

- e) Revolving Loan Funds Review Committee Recommendations

The Loan Funds Administrator reported that the Loan Funds Review Committee had not met in the month of July. He did give the following report.

- 1) Snack Alliance, Inc., in conjunction with Food City, Inc. is formally introducing their RiceWorks! Snack food line on July 11<sup>th</sup> in Bristol, VA. This new product line is made in Bristol in part through our financing. The company anticipates the creation of 40 new jobs over 2 years as a result. Congratulations!
- 2) The staff has provided the following number based on the request of the Executive Committee from their May meeting. These numbers represent the totals since the loan program's 1987 inception.

Total Loaned: \$4,703,977

Total Lost: \$ 715,940

This results in an overall program loan loss rate of 15%. This total includes the \$201,000, which is currently in collections.

Our funding has leveraged \$13.6 million in private financing and has helped to create 608 new jobs and retain 1,087 in the Mount Rogers region!

## **NEW BUSINESS**

### **1) Intergovernmental Review - State**

- a) Commonwealth of Virginia – Department of Environmental Quality  
(08-S-176-01)

Virginia Naturally Mini-Grant for Support of Chesapeake Bay BWET Program

Funding:	Federal	\$135,500.00
	Applicant	<u>15,000.00</u>
	TOTAL	\$150,500.00

Staff Recommendation: Support

Upon a motion made by Ron Catron, seconded by Larry Bartlett, and unanimously carried, the Executive Committee approved the staff recommendations of support for the Commonwealth of Virginia – Department of Environmental Quality (08-S-176-01).

### **2) Intergovernmental Review - Regional**

- a) People Incorporated of Southwest Virginia  
(07-R-191-09)

Rush Creek Road Housing Rehabilitation Project

Funding:	Federal	\$137,500.00
	Applicant	<u>722,121.00</u>
	TOTAL	\$859,621.00

Staff Recommendation: Support

Upon a motion made by Ron Catron, seconded by Larry Bartlett, and unanimously carried, the Executive Committee approved the staff recommendations of support for the People Incorporated of Southwest Virginia (07-S-191-09).

- b) TEMS Hospitality, LLC  
(08-R-035-01)

Hardware Company of Hillsville RBEG Loan

Funding:	Federal	\$ 25,000.00
	Applicant	<u>100,000.00</u>
	TOTAL	\$125,000.00

Staff Recommendation: Support

Upon a motion made by Paul Hurley, seconded by James Crabtree, and unanimously carried, the Mount Rogers Planning District Commission Executive Committee approved the staff recommendations of support for the TEMS Hospitality, LLC (08-R-035.01).

### 3) **MRPDC Annual Work Program – FY 2008**

The staff presented the FY 2008 Annual Work Program.

Upon a motion made by Paul Hurley, seconded by James Crabtree, and unanimously carried, the Mount Rogers Planning District Commission Executive Committee approved the FY 2008 Annual Work Program.

### 4) **MRPDC Budget and Expenditures**

- a) The Executive Director reported on the revenue and expenditures through June 30, 2007. **See ATTACHMENT A.** He reported that there have been three new projects (revenue) added since last month's meeting.
- b) Line of Credit Report – The Executive Director reported on the current activity with the Line of Credit. The Executive Committee commented on the payment of the Line of Credit.

### 5) **Personnel Committee Report**

Willie Greene, Chairman of the Personnel Committee, reported on the Personnel Committee meeting held prior to the Executive Committee meeting. He stated that the purpose of the meeting was to evaluate the Executive Director. He stated that he had received 10 out of 13 of the evaluations and that all were positive with no negative comments.

Upon a motion made by Willie Greene, seconded by Paul Hurley, and unanimously carried, the Mount Rogers Planning District Commission Executive Committee accepted the proposed salary schedule and approved the positive evaluation of the Executive Director.

**6) Executive Director's Report****a) Transportation****(1) Resolution in Support of the Mount Rogers Planning District Commission Application for a VDOT Local and Regional Corridor Planning Grant.**

Upon a motion made by Paul Hurley, seconded by James Crabtree, and unanimously carried, the Mount Rogers Planning District Commission Executive Committee adopted the Resolution in Support of the Mount Rogers Planning District Commission Application for a VDOT Local and Regional Corridor Planning Grant. See **ATTACHMENT B**.

**b) Southwest Virginia Regional Water/Wastewater Grant Program**

The Executive Director reported that the 2006 portion of the Southwest Virginia Regional Water/Wastewater Grant Program is complete. He stated that Mount Rogers is ahead of the other two PDC in this regard. He said that a technical review will be carried out later this month. On the 2007 projects, the Executive Director reported that the program is a little behind schedule because two water line projects are not under construction at this time.

**c) Southern Rivers Program – funding for Wastewater Projects**

The Executive Director reported \$17,000,000 will be available for wastewater projects for the non-Chesapeake Bay drainage areas. He stated that the deadlines are July 2007, December 2007, and April 2008.

**d) Regional Managers Meeting – June 8<sup>th</sup>**

The Executive Director reported that there was a productive, but small turnout for the Regional Managers Meeting on June 8<sup>th</sup>, 2007. He reported that they discussed the new Southern Rivers Program at this meeting among other projects and issues.

**e) ARC – House Appropriations Vote**

The Executive Director handed out information and reported that the House of Representatives have approved 50% funding for ARC next year. He also said that President Bush recommended level funding for the ARC Program in his budget. When the Senate passes a budget for the ARC program the House and Senate will then have to settle a budget for ARC in a conference committee.

**f) Other**

The Executive Director pointed out the other handouts within the agenda for the Executive Committee's information.

**ADJOURNMENT**

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There being no further business to discuss, the meeting was properly adjourned at 8:14pm.

Respectfully submitted,

David A. Barrett  
Executive Director

Eugena M. Elam  
Secretary/Stenographer