



Virginia's First Regional Industrial Facility Authority

6580 Valley Center Drive, Suite 124

Radford, VA 24141

Phone (540) 639-1524 FAX (540) 831-6093

MEMORANDUM

DATE: February 4, 2009
TO: Virginia's First Regional Industrial Facility Authority Members
FROM: Dave Rundgren and Joe Morgan
SUBJECT: February 11, 2009 Meeting

A meeting of the Virginia's First Regional Industrial Facility Authority Members will be held on **February 11, 2009**, immediately following the Commerce Park Participation Committee meeting being held at 4:30 p.m. The meeting will be held at the New River Valley Competitiveness Center, Fairlawn.

Please mark your calendar and notify us as to your plans for attendance.

**Virginia's First Regional Industrial Facility Authority
Substitute Annual Meeting Agenda
February 11, 2009**

New River Valley Competitiveness Center - Fairlawn, VA

1. **Roll Call and Designation of Substitute Annual Meeting**
2. **Approval of December 10, 2008 Meeting Minutes *(attached)***
3. **Treasurer's Report for January and February 2009 *(to be provided at the meeting)***
4. **Old Business**
 - a) **Confirmation of Engagement of Executive Director Designee**
 - b) **Administrative Team Transition Scope of Services Review and Approval**
 - c) **Establishing an Executive Committee**
5. **New Business**
 - a) **Nominating Committee Report**
 - b) **Report from Participation Committee(s):**
 - i. **Commerce Park**
 - ii. **Nanotechnology Park**
 - c) **Other reports**
6. **Administrative Staff Report**
7. **Closed Session (if needed)**
8. **Other Business**
9. **Adjournment**

Next scheduled meeting: April 8, 2009

Bland County
John C. Thompson
Henry M. Blessing

Craig County
Jay Polen

Giles County
Chris McKlarney
Richard McCoy

Montgomery County
Mary W. Biggs
Clay Goodman

Pulaski County
Peter M. Huber
Shawn Utt

Roanoke County
Charlotte Moore
Douglas Chittum

Wythe County
Bucky Sharitz
Martha P. Umberger

City of Radford
Bruce Brown
Basil Edwards

City of Roanoke
Brian Townsend
Court G. Rosen

City of Salem
John Givens
Benjamin Tripp

Town of Christiansburg
Randy Wingfield
Barry D. Helms

Town of Dublin
Doug Irvin
William H. Parker

Town of Narrows
Clayton Davis
Buddy Kast

Town of Pearisburg
Kenneth F. Vittum
Brad Jones

Town of Pulaski
Morgan Welker
John Hawley

Virginia's FIRST REGIONAL INDUSTRIAL FACILITY AUTHORITY
Meeting Minutes
December 10, 2008

1. Roll Call

Chairman McKlarney called the meeting of the Authority to order. A roll call was taken and a quorum determined (see attached).

2. Approval of the October 8, 2008 meeting minutes

Motion: Mr. Goodman moved the Board approve the October 8, 2008 Authority meeting minutes. Mr. Irvin seconded the motion.

Action: The motion carried.

3. Treasurer's Reports for November 2008 and December 2008

Mr. Helms reviewed the Treasurer's Reports for November 2008 and December 2008. The accounts payable for the last two months include AEP; Fenton Pump Service; NRVPDC, NRV Development Corporation; Roanoke Times; Erie Insurance; Gynn, Memmer & Dillon, Olver; and Robinson Farmer Cox.

Motion: Mr. Utt moved the Board approve the November and December treasurer's reports and authorize payment of accounts payable as presented. Mr. Welker seconded the motion.

Action: The motion carried.

Mr. Rundgren requested that the board authorize auto-deduction from Virginia First's account for the annual loan payment to Rural Development.

Motion: Mr. Huber moved the board authorize staff to setup auto-deduction from the authority's account to Rural Development for the annual loan payment. Mr. Helms seconded the motion.

Action: The motion carried.

4. Old Business

a) Attorney general's legal opinion regarding voting requirements

The correspondence between the authority's attorney and Virginia's attorney general's office was reviewed.

b) Staffing Committee report

The report was held over to the closed session.

No other business was discussed under old business.

5. New Business

a) Report from Participation Committee

All members were present for Participation Committee discussion, no report given.

b) Presentation on Virginia Nanotechnology Park by John Hawley and Shawn Utt

Mr. Hawley, Mr. White, and Mr. Utt delivered a presentation on the proposed nanotechnology park. They talked about the background of the project, including a study conducted to identify the feasibility of the project, and conceptual drawings of a park sited on Parcel 4 of the NRV Commerce Park that would cover 40 acres with 52,000 square feet of space in the main facility with a projected cost of \$15 million.

Motion: Mr. Welker moved Virginia's First create a Nanotechnology Park Participation Committee with their first action to be developing a prospectus for the creation of the Virginia Nanotechnology Park at the commerce park. Mr. Huber seconded the motion.

Action: The motion carried.

No other business was discussed under new business.

6. Administrative Staff Report

No additional staff report was given under this item.

7. Other Business

a) Closed Session

1. Motion to enter into closed session.

Motion: Mr. Townsend moved the authority enter into closed session under Code of Virginia 2.2-3711 (A)1. Mr. Vittum seconded the motion.

Action: The motion carried on a roll call vote: Mr. Polen, aye; Mr. McKlarney, aye; Ms. Biggs, aye; Mr. Goodman, aye; Mr. Utt, aye; Mr. Huber, aye; Mr. Chittum, aye; Mr. Sharitz, aye; Mr. Edwards, aye; Mr. Townsend, aye; Mr. Tripp, aye; Mr. Wingfield, aye; Mr. Helms, aye; Mr. Parker, aye; Mr. Irvin, aye; Mr. Vittum, aye; Mr. Welker, aye; Mr. Hawley, aye

2. Motion to end and certify closed session and return to regular session.

Motion: Mr. Tripp moved to end the closed session and return the meeting to the regular session and that the board certify that (i) only public business matters lawfully exempted from open meeting requirements under Code of Virginia Chapter 37 and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered during the closed session. Mr. Parker seconded the motion.

b) Action: The motion carried on a roll call vote: Mr. Polen, aye; Mr. McKlarney, aye; Ms. Biggs, aye; Mr. Goodman, aye; Mr. Utt, aye; Mr. Huber, aye; Mr. Chittum, aye; Mr. Sharitz, aye; Mr. Edwards, aye; Mr. Townsend, aye; Mr. Tripp, aye; Mr. Wingfield, aye; Mr. Helms, aye; Mr. Parker, aye; Mr. Irvin, aye; Mr. Vittum, aye; Mr. Welker, aye; Mr. Hawley, aye

c) Forming an executive committee

Motion: Mr. Goodman moved the authority contact counsel to prepare the legal paperwork to establish an executive committee for Virginia's First and submit the proposed bylaw amendment to the board for further consideration. Ms. Biggs seconded the motion.

Action: The motion carried.

8. Adjournment

With no further business to discuss, the meeting adjourned at 6:30 pm. The next meeting will be January 14, 2009.

Respectfully Submitted,

David W. Rundgren

Approved by,

A handwritten signature in black ink, appearing to read 'B. Helms', written in a cursive style.

Barry Helms

Virginia's FIRST REGIONAL INDUSTRIAL FACILITY AUTHORITY
Attendance

December 10, 2008
New River Competitiveness Center
Radford, VA

Jurisdiction	Member	Alternate
Bland County	() <i>John C. Thompson</i> () Henry M. Blessing	() Jonathan Sweet
Craig County	() (x) Jay Polen	
Giles County	(x) <i>Chris McKlarney</i> () Richard McCoy	
Montgomery	(x) Mary Biggs (x) Clay Goodman	() Bob Isner () Carol Edmonds
Pulaski County	(x) <i>Shawn Utt</i> (x) Peter Huber	() Joe Sheffey (x) Ronnie Coake
Roanoke County	() Charlotte Moore (x) Douglas Chittum	() Joseph "Butch" Church () Jill Loope
Wythe County	(x) Bucky Sharitz () Martha P. Umberger	
City of Radford	() <i>Bruce Brown</i> (x) Basil Edwards	
City of Roanoke	() <i>Court Rosen</i> (x) Brian Townsend	() Anita Price
City of Salem	() John Givens (x) Benjamin Tripp	
Town of Christiansburg	(x) Randy Wingfield (x) <i>Barry Helms</i>	
Town of Dublin	(x) Bill Parker (x) <i>Doug Irvin</i>	
Town of Narrows	() <i>Clayton Davis</i> () Buddy Kast	
Town of Pearisburg	() <i>Brad Jones</i> (x) Ken Vittum	
Town of Pulaski	(x) <i>Morgan Welker</i> (x) John Hawley	

Others Present: Therron Barrineau, Rick DiSalvo, Aric Bopp, John White, Jeff Worrell

Staff Present: Dave Rundgren, Christy Straight



Virginia's First Regional Industrial Facility Authority

6580 Valley Center Drive, Suite 124

Radford, VA 24141

Phone (540) 639-1524 FAX (540) 831-6093

MEMORANDUM

Bland County

John C. Thompson
Henry M. Blessing

Craig County

Jay Polen

Giles County

Chris McKlarney
Richard McCoy

Montgomery County

Mary W. Biggs
Clay Goodman

Pulaski County

Peter M. Huber
Shawn Utt

Roanoke County

Charlotte Moore
Douglas Chittum

Wythe County

Bucky Sharitz
Martha P. Umberger

City of Radford

Bruce Brown
Basil Edwards

City of Roanoke

Brian Townsend
Court G. Rosen

City of Salem

John Givens
Benjamin Tripp

Town of Christiansburg

Randy Wingfield
Barry D. Helms

Town of Dublin

Doug Irvin
William H. Parker

Town of Narrows

Clayton Davis
Buddy Kast

Town of Pearisburg

Kenneth F. Vittum
Brad Jones

Town of Pulaski

Morgan Welker
John Hawley

DATE: February 4, 2009
TO: Virginia's First Regional Industrial Facility Authority Members
FROM: Dave Rundgren and Joe Morgan
SUBJECT: February 11, 2009 Meeting – Administrative Staff Report

Substitute Annual Meeting – An annual meeting has not been held for 2008-09, nor have officers been elected for the 2008-10 two year terms. Designation of the February 11 meeting as the annual meeting will allow receipt of and possible action on a slate of officers from the nominating committee.

Confirmation of Engagement of Executive Director Designee – The terms of engagement of Joe Morgan have been previously circulated and should be confirmed.

Administrative Team Transition Scope of Services Review and Approval – The Scope of Services which will guide the staff activity through the April 8 Authority meeting is *attached*. Authority members are encouraged to suggest additional items that should be reviewed in preparing a Program of Work for 2009-10.

Establishing an Executive Committee – The organizational documents of the Authority provide for an Executive Committee. It is recommended an Executive Committee composed of the Authority Officers and each Participation Committee Chairman or Vice-Chairman be appointed on a trial basis for 6 months, after which the specific duties can be made a part of the Authority By-Laws. During the 6 month trial period, the Executive Committee can meet at least bi-monthly and give direction to the staff on any administrative action and recommend policy decisions for confirmation by the full Authority.

Nominating Committee Report – Chairman McKlarney appointed the following Nominating Committee, which may have a report on a slate of officers: Doug Chittum; Bob Isner; John Hawley; and Ken Vittum. The nominating committee will meet at 3:30 p.m. on February 11 at the Competitiveness Center.

Report from Commerce Park Participating Committee – It is anticipated recommendations on the following may be presented:

- Update on Water and Sewer Project
- Strategic Development Plan Proposal
- Acceptance of Pulaski County Offer re: Real Estate Tax Sharing
- Confirmation of Terms for Listing of Surplus Property for Sale with Woltz and Associates

Report from Nanotechnology Park Participating Committee – It is anticipated an update from the newly organizing participation committee may be made.

092067504

HOUSE BILL NO. 2641

Offered January 23, 2009

A BILL to amend and reenact § 15.2-6415 of the Code of Virginia, relating to the Virginia Regional Industrial Facilities Act.

Patron—Fralin

Referred to Committee on Counties, Cities and Towns

Be it enacted by the General Assembly of Virginia:

1. That § 15.2-6415 of the Code of Virginia is amended and reenacted as follows:

§ 15.2-6415. Dissolution of authority; withdrawal of locality.

A member locality of an authority may withdraw from the authority only (i) upon dissolution of the authority as set forth herein, or (ii) upon a resolution adopted by the governing body of a member locality and after satisfaction of such member locality's legal obligations, including repayment of its portion of any debt incurred, with regard to the authority, or after making contractual provisions for the repayment of its portion of any debt incurred, with regard to the authority. Whenever the board determines that the purpose for which the authority was created has been substantially fulfilled or is impractical or impossible to accomplish and that all obligations incurred by the authority have been paid or that cash or a sufficient amount of United States government securities has been deposited for their payment, or provisions satisfactory for the timely payment of all its outstanding obligations have been arranged, the board may adopt resolutions declaring and finding that the authority shall be dissolved. Appropriate attested copies of such resolutions shall be delivered to the Governor so that legislation dissolving such authority may be introduced in the General Assembly. The dissolution of an authority shall become effective according to the terms of such legislation. The title to all funds and other property owned by such authority at the time of such dissolution shall vest in the member localities which have contributed to the authority in proportion to their respective contributions.

INTRODUCED

HB2641