

## Blue Ridge Crossroads SBDC Updates

### SBDC Projects

**Website:** Website design needs outline pushed to 2019. Carroll County procurement guidelines will be followed. The project has been delayed due to lack of time for the redesign.

### Client Update & Economic Impact:

Economic Impact: Estimates for January 1, 2018 – October 22, 2018

Business Plans Completed: 19

Businesses Funded: 6

Business Starts: 12

Capital Formation: \$243,500

Jobs Created: 16

Jobs Retained: 3

Ribbon Cutting Events: 2

Client Interaction: January 1, 2018 – October 22, 2018

Total Clients: 101

Long Term Clients: 21

Total Counseling Hours: 356

Average Hours per Client: 3.52

### Client Events & Info to Know:

**\*\*Updating the program numbers to include 2008 to present\*\***

- Business Plans completed
- Business funded
- Capital for those businesses SBDC has assisted
- Projected Number of Employees
- Number of employees when funded / Current number of employees

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### **Professional Development, Trainings, and Meetings**

- None

### **Client Training / Events / Seminars**

- JUMP! Galax Business Challenge: October – December, 2018
  - Started with 19 business that applied. Now have 17 businesses attending.
  - Average of 21 attendees in the classes.
- The Graceful Goose Ribbon Cutting on November 14<sup>th</sup> in downtown Galax.

### **Community Involvement**

Presentations given since January 1, 2018 to 158 people

- Twin County Chamber of Commerce
- River North/Bland Correctional Continuing Education Teachers
- Carroll County High School Students (two days)
- Galax Middle School – 7<sup>th</sup> graders

### **Partner Updates**

- People Incorporation has a new Business Development Director. The SWVA SBDC's met with Mr. Shane Simmons and business development staff on October 9<sup>th</sup> to discuss partnerships moving forward.
- Met with Beth Dixon at Chamber of Commerce for Small Business Saturday planning. They will be heading refreshments for downtown Galax. We are in discussion with representatives from all localities to get Small Business Saturday information and swag for businesses and shoppers.
- BB&T Credit Bus: November 3<sup>rd</sup> at Crossroads Institute

### **BRCEDA**

- Frances Dowd, Director of the DHCD Enterprise Zone program, wants to meet with local zone administrator and tour the zones in our area. Ginny is working out the details with Frances and locality representatives. This meeting and tour date will be towards the end of October.

### **Boards & Committees**

Galax City Career and Technical Education Advisory Board – No update

New River/Mount Rogers Workforce Investment Board / Business Solutions Unit – No update

Financial Stability Coalition – No update

MySWVA Opportunity – No update



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Center	Unique Customers			LTC (25% of Counseling Clients)	Avg Hours per client	New Business Starts GOAL	Capital Infusion GOAL	Jobs Supported GOAL	2017 Unique Customers (Counseling and Training)
	Total	Counseling Clients	641-Training Attnds and/or Counseling Clients						
Alexandria	240	220	20	55	5	10	\$ 5,000,000		241
Central	270	153	117	38	5	17	\$ 2,300,000		576
Farmville	550	420	130	105	5	35	\$ 10,500,000		652
Fredericksburg	500	402	98	101	5	60	\$ 5,550,000		707
Hampton	745	420	325	105	5	35	\$ 9,900,000		755
Harrisonburg	310	200	110	50	5	19	\$ 3,000,000		600
Loudoun	310	200	110	50	5	16	\$ 3,000,000		283
Lynchburg	240	100	140	25	5	10	\$ 2,500,000		236
Mason	600	400	200	100	5	35	\$ 8,650,000	19763	389
Middletown	420	320	100	80	5	19	\$ 3,600,000		717
Roanoke	500	400	100	100	5	32	\$ 5,000,000		554
S. Fairfax	350	100	250	25	5	13	\$ 2,500,000		613
Southwest SBDCs Crossroads, MECC, VHCC, SWCC	440	330	110	83	5	70	\$ 9,350,000		710
Overage									
<b>TOTAL</b>	<b>5475</b>	<b>3665</b>	<b>1810</b>	<b>917</b>	<b>5</b>	<b>371</b>	<b>\$ 57,030,720</b>	<b>19763</b>	

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**SBDC Director Report  
10/22/18**

**VA State Office SBDC Updates**

- a) No budget updates
- b) The Virginia Network goals for 2019 have been set by SBA. They are as follows:  
 Total Unique Customers Served – 5473  
 New Business Starts – 371  
 Capital Infusion - \$127,880,720  
 Jobs supported – 19,763
- c) The chart on the next page is the 2019 goal allocation by center in each of these categories, except for Jobs Supported. The SBA definition for Jobs Supported is not clear enough to determine how to assign individual center goals. In the meantime, we'll track and report collectively on this goal. Training attendees have been added to the mix of total unique customers provided they complete a 641. The center capital goal allocation is based on 2018 goals. **The four Southwest Virginia Centers will report collectively to SBA.**

**SBDC Financials & Budget**

- a) Current Year Expenditure: Based on \$73,928 SBA funds, \$70,875 local cash match and \$2,385 in-kind match.

<b>Expenditures thru 9/30/18</b>			
<b>Line Item</b>	<b>Budget CY 2018</b>	<b>Spent to Date CY 2018</b>	<b>Percentage CY 2018</b>
Salaries*	\$78,157.00	\$54,003.62	69%
Fringe*	\$37,602.00	\$23,937.97	64%
Travel	\$8,202.00	\$2,783.11	34%
Equipment	\$-		
Supplies	\$3,885.00	\$1,818.37	47%
Contractual	\$12,960.00	\$2,265.00	17%
Consultants	\$-		
Other	\$7,050.00	\$2,928.26	42%
Miscellaneous	\$-		
<b>TOTAL</b>	<b>\$147,856.00</b>	<b>\$87,736.33</b>	<b>59%</b>

\* Salaries & Fringe: Payroll thru August 2018

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BLUE RIDGE CROSSROADS EDA  
BALANCE SHEET  
SEPTEMBER 30, 2018

ASSETS

CURRENT ASSETS		
REGULAR CHECKING ACCOUNT	\$	323,909.01
MONEY MARKET - GNB		327,043.08
DESIGNATED FUNDS-MARKETING		42,191.55
LAND INVENTORY		<u>13,290,000.04</u>
TOTAL CURRENT ASSETS		13,983,143.68
PROPERTY AND EQUIPMENT		
EQUIPMENT		33,178.75
OFFICE EQUIPMENT		1,553.15
ACCUMULATED DEPRECIATION		<u>(14,712.06)</u>
TOTAL PROPERTY AND EQUIPMENT		20,019.84
OTHER ASSETS		
DEFERRED OUTFLOWS PENSION		<u>9,256.00</u>
TOTAL OTHER ASSETS		<u>9,256.00</u>
TOTAL ASSETS	\$	<u><u>14,012,419.52</u></u>

LIABILITIES AND CAPITAL

CURRENT LIABILITIES		
ACCOUNTS PAYABLE	\$	6,429.38
ST PORTION OF LT DEBT		101,905.64
GRANT FUNDS ADVANCED		313,453.11
ACCRUED LEAVE		<u>2,470.00</u>
TOTAL CURRENT LIABILITIES		424,258.13
LONG-TERM LIABILITIES		
NOTES PAYABLE - MRPDC		159,849.38
NOTES PAYABLE - GNB		4,712,579.95
DEFERRED INFLOWS PENSION		6,740.00
NET PENSION LIABILITY		<u>39,716.00</u>
TOTAL LONG-TERM LIABILITIES		<u>4,918,885.33</u>
TOTAL LIABILITIES		5,343,143.46
CAPITAL		
FUND BALANCE		8,466,705.10
NET INCOME		<u>202,570.96</u>
TOTAL CAPITAL		<u>8,669,276.06</u>
TOTAL LIABILITIES & CAPITAL	\$	<u><u>14,012,419.52</u></u>

UNAUDITED - FOR MANAGEMENT PURPOSES ONLY

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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
- 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

Mr. Truitt motioned to extend the employment of the Interim Regional Director through December 31, 2019 with the same terms. He also stated that the BRCEDA Board may advertise for a full time Director during 2019 with the stipulation that BRCEDA would pay for health insurance for the Interim Director through the end of 2019. Mr. Shepley seconded the motion and all members voted in favor of said motion.

With no further business, the meeting adjourned.

Respectfully Submitted- Keith E. Barker, Secretary

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C. M. Mitchell - Chairman

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Mr. Barker made a motion to allow Mr. Campbell to tweak the resolution and give Mr. Mitchell the authority to sign it. Mr. Shepley seconded the motion, which carried unanimously.

Mr. Campbell informed the board that he, Mr. Barker and Mr. Truitt will be conducting engineering services interviews on October 4<sup>th</sup>. They will interview 3 firms and bring a recommendation to the Board at the October meeting.

Mr. Campbell noted that BRCEDA currently has two (2) active Tobacco Commission grants. Grant #3320 has approximately \$514,659 and is to be used to construct the natural gas interconnect. This grant must have a dollar-for-dollar match in local funds. Grant #3009 was in the amount of \$1,746,200 and currently has approximately \$217,000 remaining to be drawn down. It appears that the entire amount of the grant funds provided by #3009 may not be needed for the sewer project as it is just about completed. BRCEDA could make an inquiry to the Tobacco Commission to see if there is any way unused sewer grant proceeds could possibly be shifted to the natural gas installation. Currently there isn't enough funding available to complete the gas line interconnect. Mr. Barker stated that it might be difficult to get funds shifted due to the dollar-for-dollar match requirement.

Mr. Campbell stated that he received an email from Mr. Barker regarding the Opportunity Zones contact being requested. It appears that each jurisdiction with a designated Opportunity Zone will need to select and submit contact information to the Virginia Department of Housing and Community Development. He volunteered to act as the designated contact for this program if the jurisdictions desired.

Mr. Barker made a motion to authorize Mr. Campbell to be the designated contact for the Opportunity Zoning program. Mr. Truitt seconded the motion, which carried unanimously.

Mr. Barker made the motion to go into closed session pursuant to Virginia Code Section 2.2-3711 (A)(1) assignment, appointment or performance of specific employee. Mr. Belton seconded the motion, which carried unanimously.

Mr. Shepley made the motion to return to open session. Mr. Truitt 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)(1) 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

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to Wildwood are completed this easement will be abandoned. Mr. Campbell noted that AEP is working to get sufficient power to S & S in the most efficient way possible.

Mr. Truitt made a motion to authorize Mr. Campbell to sign on behalf of BRCEDA the necessary conveyance providing the temporary construction easement to AEP in order to provide service to S&S Transporters. Mr. Barker seconded the motion, which carried unanimously. Mr. Belton abstained from the vote.

Mr. Campbell noted the transmittal and report in meeting packet from Draper Aden regarding the required vegetation and plantings to be installed around the north stormwater retention pond. He stated that two (2) inspections conducted during construction closeout have not clearly revealed that the required work has been completed. DLB, the general contractor, has been contacted to obtain additional information, and, hopefully to substantiate that the planting work was completed as specified. Mr. Campbell noted, according to the Engineer, that it appears the retention pond itself is working as required. At this time additional information and confirmation of the required landscaping has been requested from the contractor and its subcontractor. An additional on-site review is likely to occur prior to release of retainage. Mr. Campbell mentioned that on-going maintenance of the retention pond will be BRCEDA's responsibility and that the planting and vegetation specified should help reduce the burden of this maintenance.

## SBDC Report

Ms. Archer informed the board that the general monthly report is in the packet. The SBA is still figuring out their new metrics system. These changes are still up in the air, but we will share more as the information becomes available. Our budget is on track for spending from January 1<sup>st</sup> through September 20<sup>th</sup>. Our numbers for capital formation up to this point are estimated at \$240,000.

## Directors Report

Mr. Campbell informed the board that Mr. Truitt had put together a very good resolution regarding the Southwest Virginia Training Center property. A copy of the Carroll County Resolution was provided in your meeting information. It is suggested that BRCEDA approve a similar resolution, requesting the same cooperative approach with the state, to marketing the Southwest Virginia Training Center property. Additional discussion ensued on how the now closed property could be utilized to assist with juvenile placements and other service needs, while at the same time providing cost savings and new jobs to the region and state. To move the program forward, the City of Galax, Grayson County and BRCEDA should adopt a resolution like that of Carroll County.

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## Carroll-Grayson-Galax Regional Industrial Facilities Authority September 24, 2018 Minutes

### Roll Call

- Steve Truitt- Carroll County present
- Rex Hill- Carroll County absent
- 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-
  - Dan Campbell- BRCEDA Interim Director
  - Mandy Archer- SBDC Director
  - Ginny Plant- Administrative Assistant

### Call to Order

Mr. Mitchell called the meeting to order at 3:35 PM.

### Consent Agenda

Mr. Barker made the motion to approve the consent agenda, including the Minutes and Treasurer's Report, as presented. Mr. Belton seconded the motion, which carried unanimously.

### Wildwood Commerce Park

Mr. Campbell informed the board that the Carroll County Board of Supervisors discussed moving forward with the condemnation proceeding for the electric substation and line easement. Steve Durbin, Sands Anderson has some concerns regarding the ability of the County and BRCEDA to move forward if the purpose and use of imminent domain is economic development only. Mr. Durbin is currently reviewing the right-of-way acquisition steps taken to date, as well as information received from AEP and will need to advise BRCEDA of next steps.

Mr. Campbell noted that he has met with Greg King, AEP to discuss the best way to get electric service to S&S Transporters. Mr. King wants to run a temporary power source from the power supply currently in place to serve the fiber building, connecting to poles to be installed which will run to the rear of the S & S site. To complete this installation AEP will need a temporary easement, approximately 100 to 150 feet in length, from BRCEDA. When the electric upgrades

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**Carroll-Grayson-Galax Regional Industrial Facilities Authority**  
**Regular Meeting Agenda**  
**Monday, October 22, 2018**  
**Time: 3:30 PM**  
**Location: Crossroads Institute**

call  
- Allen Warren?  
about my

+ Matt Bessie?

1. Call to Order
2. Consent Agenda:
  - a. Minutes from the September 24th Meeting
  - b. Treasurer's Report
3. Wildwood Commerce Park
  - a. Stormwater Retention Pond Inspection
  - b. Sewer Project Closeout – Release of Retainage
  - c. Site Plan Submittal Provision
  - d. Other → Mr. O'Brien?
4. SBDC Report
5. Director's Report
  - a. Engineering RFP – Committee Recommendation
  - b. VA Business Ready Sites Program Application
  - c. Other
6. Announcements
7. Closed Session – if necessary
8. Adjourn

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