

*Chatham County Economic Development Corporation  
December 11, 2007 Board Meeting Minutes*

Board Members Present: Margie Ellison, Tim Cunnup, Patrick Barnes, Chris Angus, Joe Glasson, Larry Hicks, Jeffrey Starkweather, Randy Voller, Jamie Nunnelly and John Grimes

Non-Voting Members Present: Dianne Reid, Neha Shah, Matt Garrett and Rodger Sauls

Staff Present: Jennifer Nelson

Guests Present: Ron Newcomb, Guy Loeffler and Melody Troncale

Chair Jamie Nunnelly called the Meeting to Order at 12:15. She asked for introductions and check ins.

Chris Angus made a motion to approve the November 13, 2007 Board Meeting Minutes; the motion was seconded by Patrick Barnes and approved.

Treasurer Joe Glasson presented and explained the November Financial Statements and the 2006-2007 Audit Report. John Grimes made a motion to approve the November Financial Reports; the motion was seconded by Randy Voller and approved. Jeffrey Starkweather made a motion to approve the 2006-2007 Audit Financial Statement; the motion was seconded by Patrick Barnes and approved.

Chair Jamie Nunnelly asked for Public Input.

Guy Loeffler - Horizon Cellars is asking North Carolina Department of Transportation to maintain the road to his winery. He will provide information on the request to Dianne Reid. Several board members suggested people he should contact.

**President's Report**

Dianne Reid presented the following six month progress report to the board of directors:

In the past six months, I've fallen in love with Chatham County. In my travels, I've picnicked at Jordan Lake, hiked winding trails along our rivers, shopped at Farmer's Alliance in downtown Siler City and the Groovy Little Store in downtown Bonlee and McIntyre's Books in Farrington Village.

I've visited every farmer's market, joined the Carnivore Preservation Trust, the Siler City Rotary, the Chatham Marketplace. I've sampled grilled cheese sandwiches in every corner of the county, tasted fresh goat cheese at Celebrity Dairy, visited Goldston and Moncure and Bear Creek and Silk Hope. I've explored back roads and had my breath taken away more than once as I crested a hill, stunned by the sheer beauty of the landscape unfolding before me.

I've met incredibly adaptable and creative business owners, committed citizens willing to give of their time and expertise, gotten to know each of you a bit better, been schooled in Chatham County ways by Jennifer, always with a smile.

By my count, I've visited over twenty existing businesses, toured a dozen buildings and sites, met with at least ten potential entrepreneurs, talked with a half-dozen developers, given eight media interviews. I couldn't begin to count the meetings I've participated in, but some of the organizations in which I'm involved include:

- Chatham/Orange Partners
- Chatham County United Chamber of Commerce (Board of Directors and Leadership Chatham program participant)
- The Research Triangle Regional Partnership (Economic Developers Advisory Group, Board of Directors, Institutional Partners)
- The NC Economic Developers Association (Board of Directors)
- The Workforce Development Board
- The Regional Agricultural Processing Center Planning and Advisory Committee
- CultureShock

Time permitting, I also attend meetings of the Siler City Job Search Committee, other local merchants groups, other county advisory boards.

I'm excited to be here, pleased to be part of a hard-working and dedicated staff/board team. I believe that we'll make progress on each and every one of the items outlined in our 2007-08 Work Plan (attached as a reminder, with updated notes on progress to date). I think we're building a wonderful framework for success with our strategic planning process. I'm proud that we're taking the time to build community support.

Obviously, we're going to need more resources going forward; never forget that we're a two-person office. With your commitment and broadened financial support, I think we can develop an innovative and effective economic development program that will be the envy of neighboring counties.

However, despite progress in many areas, the challenges remain daunting. From my perspective, the largest barrier we face remains the extremely deep divisions within the county. I believe that a shared vision for economic development that increases the well-being of all Chatham County residents can help bridge those divisions.

But we can't have a shared vision if we don't talk with each other, if our local government officials aren't in regular communication, if our political and cultural and geographic divisions keep us from open engagement. In the six months that remain in the current fiscal year, I'd like us all to pledge to come up with creative ways to talk together and to bring others into the conversation. I think our future success depends upon it.

Jeffrey Starkweather asked if we had any ideas about bridging the barrier within the county. Margie Ellison suggested that Dianne Reid contact the new Chatham County Human Relations person. The board of directors discussed ideas of community communication.

**Committee Reports**

1) Margie Ellison presented and explained the Small Business Loan Program Whitepaper, shown below:

**Background**

As shown in the attached selection of minutes from November 2004, the Chatham County Board of Commissioners authorized the Economic Development Corporation to use funds from the Community Development Block Grant/Performance Bicycle Fund to create a small business loan fund. The minutes specify that:

- EDC will create guidelines
- EDC will review applications and make recommendations to the BOC
- Minimum of 50% of funds to be used for minority-owned businesses

In August 2005, the Economic Development Corporation Board approved the creation of a six-member "Chatham County Small Business Loan Advisory Board" (Loan Advisory Board) which would include at least three minority members. The Loan Advisory Board members, appointed to two-year terms, were to interview loan applicants, review financial information, determine merit, check references, and make recommendations to the EDC Board. The EDC Board would, in turn, make final recommendation to the Board of Commissioners. The relevant minutes of that meeting are also attached.

Based on that directive, the following individuals were appointed to two year terms on the Loan Advisory Board:

<u>First</u>	<u>Last</u>	<u>Committee Title</u>	<u>Organization</u>	<u>Appointment Date</u>
Lisa	Andrews	Secretary	Fidelity Bank	December 13, 2005
Margie	Ellison			October 11, 2005
Janis	Matson	Chairperson		October 11, 2005
Carolyn	Nettles		Duke	December 13, 2005
David	Poe		Piedmont LTC	October 11, 2005
Cecil	Wilson	Vice- Chairperson		November 8, 2005

The Loan Advisory Board met several times, selected officers, approved the attached guidelines and application form. One application was received, but later withdrawn.

**Current Status**

The loan fund currently totals \$254,819.19 (which includes interest earned since it was created with an original amount of \$228,667). The terms of the Loan Advisory Board members have expired or will in the next few days.

We would like the board's o.k. to contact these individuals and determine their interest in continuing. We would charge them with reexamining the loan program from top to bottom and bringing back recommendations to the full EDC no later than March.

**Attachment A**

**Chatham County Small Business Loan Program**

**November 15, 2004 Board of Commissioners Regular Meeting Minutes**

**Community Development Block Grant:**

*Commissioner Morgan stated that around the first of the year, Chairman Emerson challenged the Board and the Economic Development Board to create some incentive for the small businesses in Chatham County. He stated that, to his knowledge, nothing has been worked on nor presented to the Board; that his motion dealing with the CDBG/Performance Bicycle fund would help kick it off; and that he would recommend that the Economic Development Commission use it as a tool with other ideas to enhance creation of other small businesses. Commissioner Morgan moved, seconded by Commissioner Atwater, to permit the Economic Development Board to use the \$228,667 in funds remaining in the CDBG/Performance Bicycle Fund to provide gap financing to small business through a guaranteed loan fund; that the Economic Development Commission Board will create the rules and the amount of funds a small business owner may apply; that once completed, the Economic Development Board will review the applications and make recommendations to the Board of Commissioners; that a minimum of fifty percent (50%) of these funds will be used for minority owned businesses; that the Economic Development Board attempt to create an additional incentive to assist in growing small businesses in Chatham County. The motion carried five (5) to zero (0).*

August 9, 2005 Economic Development Corporation Meeting Minutes

Small Business Loan Program

Committee met to discuss the program. They are recommending the following items to the board:

- a) Six member board consisting of Chatham County Citizens
- b) At least three minority members
- c) Two year staggered terms
- d) All applicants for the Chatham County Small Business Loan Advisory Board (CCSBLAB) to complete a Volunteer Application Form and return to Chatham County Economic Development Corporation (CCEDC).
- e) Final appointment will be made by the CCEDC.
- f) Appointed board members to interview Small Business Loan applicants, review financial information, determine merit of business, check references, and make recommendations to the CCEDC.
- g) Members of the CCSBLAB will appoint a chairman.
- h) All Small Business Loan applications will initially come through the CCEDC. The CCEDC will notify the Chairperson of the CCSBLAB that an application(s) need to be reviewed and the chairperson will call a meeting of the CCSBLAB. Place and time of the meeting to be determined by the Chairperson of the CCSBLAB.
- i) CCEDC will make final Recommendations to the Chatham County Board of Commissioners for their approval.
- j) Committee members on board not eligible for loan.

The board of directors' discussed the program.

Motion made by Bunkey Morgan to send the recommend program and guidelines to Chatham County Board of Commissioners for approval with the following changes revenues do not exceed 1.5 million per year, acquisition of owner-occupied commercial real estate term 5 years, Interest Rate 4-7 years Prime plus 3.00% to be removed. The motion was seconded by Jennifer Andrews and she revised the motion to add criminal check to the authorization section of the program. The motion was approved by the board of directors.

October 17, 2005 Board of Commissioners Regular Meeting Minutes

Commissioner Barnes stated that the Economic Development Commission has approved a committee for small loans to start small businesses. He stated that it is composed of three members on the Economic Development Board and three public members; that they will begin taking applications for small businesses up to \$5,000.00; and that he encourages anyone interested to bring it before that board.

John Grimes asked what a small business is. Dianne Reid stated that the definition would be that of the Small Business Administration. Larry Hicks stated that he felt it would be a good idea to redo the program totally. The board of directors asked Dianne Reid to contact the members of the expired committee and asked if they were interested in continuing.

- 2) Jamie Nunnally stated that the Executive Board met and discussed the Tourism Development Authority. Jeffrey Starkweather stated that he also met with the county attorney Kevin Whiteheart after the meeting. The board of directors discussed the authority.

Old Business

- 1) Patrick Barnes updated the board of directors on the Cary/Chatham meetings concerning wastewater. Cary is building a wastewater treatment plant in New Hill and Cary has to stop discharging wastewater into the Neuse and start discharging into the Cape Fear. Cary was planning on running a discharge line (9 miles long) going across Chatham County to Buckhorn Dam with no permission. DENR told the board of commissioners that the total 38 million gallons per day allocation to discharge into the Cape Fear had been given to Cary. The county attorney found out that a city can not cross a county using eminent domain. Cary does not have the permit to build the western wake regional wastewater facility in New Hill. The parties are now discussing the New Hill site and the discharge line through Chatham County. Barnes stated that the Chatham County team asked for ½ of 38 million gallons per day allocation, no further annexation into Chatham, and no objection about Jordan Lake water allocation. The meeting adjourned after that comment. The board of directors discussed the project.
- 2) Jamie Nunnally explained the Energizing Entrepreneurship Training that she, Dianne Reid, and Gary Kibler attended. Dianne Reid and Jamie Nunnally passed out a survey for the board of directors to complete.

New Business

- 1) Dianne Reid discussed the regional Agricultural Processing Center currently planned to serve Chatham, Orange, Durham, and Alamance counties. She stated that the feasibility study has been completed and the center will probably be located in Orange County.
- 2) Dianne Reid discussed the Leadership Chatham Program in which she and Ron Newcomb are participates; they are working on an incubator feasibility study for Chatham County.

- 3) Randy Voller asked that a whitepaper be prepared on building schools by private entities and on the pros and cons of public vs. private construction of other public facilities. Randy Voller presented a Resolution for board consideration stating:

**Draft Resolution Regarding Redevelopment**

WHEREAS, the Chatham County Economic Development Corporation supports the general principles of Smart Growth and sustainable development;

WHEREAS, towns and crossroads communities have existing infrastructure and walkability not found in greenfields areas outside their boundaries;

WHEREAS, these qualities make reuse of existing buildings an efficient alternative to new construction; and

WHEREAS, the Economic Development Corporation advocates that development expand outward from the town centers after infill development has occurred within the towns' jurisdiction;

NOW, THEREFORE BE IT RESOLVED that the Chatham County Economic Development Corporation supports the redevelopment of existing buildings within the three incorporated towns within the County: Goldston, Pittsboro, and Siler City;

Randy Voller made a motion to approve the resolution as written; the motion was seconded by Jeffrey Starkweather with an amendment to include vacant land. After discussion, John Grimes made a motion to table the resolution to the January meeting for further review by the board of directors; the motion was seconded by Patrick Barnes and approved. Staff will send out a revised draft resolution to the board of directors in the board pack for January.

- 4) John Grimes informed the board that the water line to Siler City from Sanford will be in by Christmas. He also stated that Townsends may be sold to Case or Wayne Farms.

Chris Angus made a motion to adjourn; the motion was seconded by Larry Hicks and approved.