

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
March 23, 2023

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, March 23, 2023, at 3:00 PM, in the Council Room of the Wytheville Municipal Building at 150 East Monroe Street, Wytheville, Virginia.

MEMBERS PRESENT

David Kause, Chairman
David Carpenter, Treasurer
Sherri Case
Jeff Lucas
Dennis Manuel

MEMBERS ABSENT

Matt Clarke
Michael Cole

EX-OFFICIO MEMBERS PRESENT

Stephen Bear, Wythe County Administrator

EX-OFFICIO MEMBERS ABSENT

Brian Freeman, Wytheville Town Manager
Jason Childers, Rural Retreat Town Manager

JOINT IDA STAFF PRESENT

David Manley, Executive Director
John Matthews, Deputy Director

JOINT IDA STAFF ABSENT

Jessica DeHart, Administrative Assistant

DETERMINATION OF QUORUM

Chairman Kause called the meeting to order and determined a quorum to be present. He then offered the invocation and led the Pledge of Allegiance.

Mr. Manley welcomed Dennis Manuel and Sherri Case as newly appointed board members of the Joint IDA.

CITIZENS' TIME

Chairman Kause welcomed Stephen Bear, County Administrator, Wythe County, Dr. Beth Taylor, Mayor, Town of Wytheville, Cathy Pattison, Vice Mayor, Town of Wytheville, Alison Pollard, Executive Director of Wytheville-Wythe-Bland Chamber of Commerce, Nichole Hair, Executive Director of Mount Rogers Regional Partnership, and Beverly Lacy, Virginia Employment Commission. Chairman Kause asked if anyone would like to address the Board. There being none, Chairman Kause continued with the meeting.

APPROVAL OF MINUTES— February 23, 2023

Chairman Kause asked if there were any questions or concerns regarding the minutes from February 23, 2023. There being none, he asked for a motion to approve the minutes as presented. Mr. Carpenter made the motion, which was seconded by Mr. Manuel. With no further discussion, the motion passed unanimously.

FINANCIAL REPORTS AND APPROVAL OF INVOICES

Chairman Kause entertained a motion to approve the financial statements for February 24, 2023, through March 23, 2023, as presented. Ms. Case made the motion to approve the financial statements as presented, which was seconded by Mr. Carpenter. With no further discussion, the motion passed unanimously.

**Joint IDA of Wythe County
Check Register
February 24, 2023, through March 23, 2023**

Check #	Date	Payee	Amount
EFT	03/23/23	Verizon	\$ 79.89
EFT	03/23/23	Robert G. Moore	\$ 1,100.00
EFT	03/23/23	Brightspeed/CenturyLink	\$ 164.68
EFT	03/23/23	Xerox Corporation	\$ 26.30
EFT	03/23/23	Appalachian Power Company	\$ 136.30
EFT	03/23/23	First Bank- MasterCard	\$ 3,123.68
8037	03/23/23	Town of Wytheville	\$ 23,001.95
8038	03/23/23	UVA Wise Foundation	\$ 500.00
8039	03/23/23	CowanPerry PC	\$ 555.00
8040	03/23/23	W-W-B Chamber of Commerce, Inc.	\$ 161.00
8041	03/23/23	W-W-B Chamber of Commerce, Inc.	\$ 600.00
8042	03/23/23	David Manley-Reimbursement	\$ 861.94
8043	03/23/23	Charles Nate Montgomery	\$ 86.28
Total			\$ 30,397.02

STAFF REPORTS

STAFF REPORT – DEPUTY DIRECTOR

Activity

Business Solutions Unit (Chair) –

 Career Fair Planning – April 12

 Partner Service Matrix Review

Department of Housing and Community Development (DHCD)

 Rebecca Rowe: Mentorship

 Enterprise Zone

Housing Meetings – Housing Summit

 Department of Housing and Community Development (DHCD)

 SWVA Localities

 Mount Rogers Planning District Commission (PDC)

 Virginia Housing

Performance Agreement Compliance – Appalachian Biomass, Klockner, Musser Lumber, Seven Sisters Brewery

Properties – Database Update,

 Property Owners

 Property Study and Development

Site Visits – Atsumi

Strategic Planning – Follow-up

Virginia Business Interview – Discuss Rural Leadership Institute and SWVA Housing Summit

Virginia Department of Agriculture and Consumer Services (VDACS)

Virginia Economic Developers Association (VEDA) –

 Local Economic Development Offices meeting

 Public Policy – Legislative updates

 Spring Membership Meeting – Newport News

Website

Wythe-Bland Young Professionals – Mixer at the Millwald Theatre

Wythe County Technology Center – Perkins Advisory Council

Wytheville-Wythe-Bland Chamber of Commerce – Planning Meeting

Upcoming Events

Career Fair – April 12 at the Wytheville Meeting Center

Southwest VA Regional Housing Summit – April 26 at the Wytheville Meeting Center

Tenure Awards Luncheon – April 27 at the Bolling Wilson Hotel

JIDA Industry Appreciation Golf Tournament – May 18 at the Wytheville Golf Club

STAFF REPORT – EXECUTIVE DIRECTOR

Business Activity

Low RFI activity

Two projects actively considering Progress Park (closed session)

Multiple expansion discussions underway — one announcement pending (closed session)

Noteworthy Activities

Closed out STS deal

- Loan repaid

- Incentives formally rescinded

- Multiple media inquiries (VA Business, Cardinal News, WSL)

Attended VEDP Board Meeting at Chairman's invitation

- Breakfast meeting with new Chairman

Met with representatives of Richmond Fed

- Discussed community, growth, housing, leadership

- Planning event in May — details forthcoming

Attended VEDA spring conference in Newport News last week

- VEDP local economic development organization meeting (LEDO)

- CEDA award for entire community for Millwald project

- Creative Economic Development Consulting presented 2022/23 salary and benefits survey for economic developers in Virginia

Met with key partners on VBRSP funding

Proposal negotiation for real estate project

Budget hearing 3/22/23 with WCBOS

Appointed to Virginia Rural Housing Advisory Council

Multiple grant applications

Upcoming Events

April 14: Speaking at Manufacturing Excellence graduation

April 19: Wytheville EDA annual meeting presentation

April 20: Speaking at National Signing Day assembly at WCC

April 26: SWVA Regional Housing Summit

April 27: Tenure Awards Luncheon

May 15: Virginia Consultant Forum

May 18: Industry Appreciation Golf Tournament

May 24: Tentative Fed event in Wytheville

May 25: SWVA Economic Forum in Wise

PROJECT BRIEFING

Mr. Manley discussed the status of the Blue Star project, which is reaching the end of construction on phase 1. The company will be meeting with the federal funding partners on March 24 to discuss the second phase of the project, and those partners will also be visiting the site in the middle of May.

LOAN UPDATES

Mr. Manley noted the Joint IDA continues to pursue collections following judgements. Mr. Manley also noted borrower Wanda Rogers passed away and there were no assets available for collection. Mr. Carpenter made the motion to remove Wanda Rogers from the pool of loans to recover as well as the monthly update, which was seconded by Ms. Case. With no further discussion, the motion passed unanimously. Mr. Manley outlined the full repayment of the Branch Botanicals loan. Mr. Bear asked if the loan documents needed any updates to avoid collection difficulties in the future and Mr. Manley said the documents had been reviewed and updated by counsel since the Branch Botanicals loan, adding that the security for that loan was effective it just took time to collect. Mr. Kause commented that the Joint IDA needed to establish a new Revolving Loan Fund Committee following members retiring and relocating. Mr. Manley discussed with the board and attendees the origin and operations of the Revolving Loan Fund for new members.

OLD OR ONGOING BUSINESS

MANDATORY FREEDOM OF INFORMATION ACT TRAINING REQUIREMENTS

SOUTHWEST VA REGIONAL HOUSING SUMMIT- APRIL 26, 2023

Mr. Matthews displayed the Housing Summit event website and discussed the original interest in convening localities to showcase housing development opportunities in the region for developers, builders, lenders, investors, property owners, and local leaders. The initial invite list, which continues to grow, came from Mount Rogers PDC focus groups for the regional housing study along with contacts and assistance from Virginia Housing, the Department of Housing and Community Development, state and regional real estate associations, state and regional home builder associations. Both the summit and property owner portal have been widely marketed through digital channels, direct mailers, and mass mailing via water bills. Currently there are 52 registrants and the target is 200 attendees. Sponsorship support continues to grow as the Joint IDA contacts organizations that would benefit from attending the event. Following the summit, engagement will continue with registrants and the distribution list about opportunities and resources. Mr. Matthews noted Virginia Housing has community engagement funding that the JIDA hopes to access for development of a digestible housing resource guide with assistance from a consulting firm that specializes in housing activity.

TENURE AWARDS- APRIL 27, 2023

Mr. Manley noted that the annual Tenure Awards Luncheon is held to honor Wythe County businesses that have been in operation for increments of five years. Due to concerns about increased costs, the luncheon will relocate to the Wytheville Meeting Center on April 27, 2023, at 12pm.

OTHER

None

NEW BUSINESS

INDUSTRY APPRECIATION GOLF TOURNAMENT- MAY 18, 2023

Mr. Manley said golf tournament planning is underway. It will be held on May 18 at the Wytheville Golf Club with lunch at 11, a shotgun start at 12, and an awards reception to follow. Teams are registering and sponsors are submitting pledge forms.

OTHER

Mr. Manley requested that the board consider appointing Deputy Director John Matthews as interim board Secretary in Jessica DeHart's absence. Mr. Carpenter made the motion, which was seconded by Mr. Manuel. With no further discussion, the motion passed unanimously.

Mr. Manley announced that Jessica DeHart, Administrative Assistant, gave birth to Oscar Wylder Lewis on March 20. The board celebrated the wonderful addition to Jessica Dehart and Jake Lewis's family.

Closed Session as permitted by Code of Virginia sections: §2.2-3711 (A)(3): Acquisition or disposition of real property, §2.2-3711(A)(5): Prospective business (Projects Sparrow and Leaf), §2.2-3711(A)(6): Discussion of contracting with public funds.

Mr. Carpenter moved that the Board of Directors of the Joint IDA of Wythe County enter closed session as permitted by the CODE OF VIRGINIA sections: §2.2-3711 (A)(3): Acquisition or disposition of real property, §2.2-3711(A)(5): Prospective business (Projects Sparrow and Leaf), §2.2-3711(A)(6): Discussion of contracting with public funds.

The motion was seconded by Ms. Case.

Roll Call Vote:

Yea – David Kause, Chairman
David Carpenter, Treasurer
Sherri Case
Jeff Lucas
Dennis Manuel

Nay – None

Absent during vote: Matt Clarke
Michael Cole

The board entered a closed session discussion at 4:25 PM.

At 4:44 PM, Mr. Carpenter then moved that the Board of Directors of the Joint IDA of Wythe County re-enter open session and that the board further certifies that the only matters discussed in closed session were matters permitted by law and properly identified.

The motion was seconded by Mr. Manuel.

Roll Call Vote:

Yea – David Kause, Chairman
David Carpenter, Treasurer
Sherri Case
Jeff Lucas
Dennis Manuel

Michael Cole

Nay – None

Absent during vote: Matt Clarke
Michael Cole

Mr. Carpenter moved to authorize the board Chairman or executive director to enter in agreement with AECOM for the study of 140 S 1st Street, which was seconded by Ms. Case. With no further discussion, the motion passed unanimously.

ADJOURNMENT

There being no other business, Chairman Kause adjourned the meeting at 5:04 PM.

David Kause, Chairman

Attest:

John Matthews, Interim Secretary