

**JOINT INDUSTRIAL DEVELOPMENT AUTHORITY**  
**Minutes of Meeting**  
**June 23, 2022**

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, June 23, 2022, at 3:00 p.m., in the Council Room of the Wytheville Municipal Building at 150 East Monroe Street, Wytheville, Virginia.

**MEMBERS PRESENT**

Wes Mabe, Vice Chairman  
Dicky Morgan  
Michael Cole  
Jeff Lucas

**MEMBERS ABSENT**

David Kause, Chairman  
David Carpenter, Treasurer  
Matt Clarke

**EX-OFFICIO MEMBERS PRESENT**

Stephen Bear, Wythe County Administrator  
Brian Freeman, Wytheville Town Manager

**EX-OFFICIO MEMBERS ABSENT**

Jason Childers, Rural Retreat Town Manager

**JOINT IDA STAFF PRESENT**

David Manley, Executive Director  
John Matthews, Deputy Director  
Jessica DeHart, Administrative Assistant

**JOINT IDA STAFF ABSENT**

None

**DETERMINATION OF QUORUM**

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

**CITIZENS’ TIME**

Vice Chairman Mabe welcomed Matt Hankins, Assistant County Administrator, Wythe County, Brian Freeman, Town Manager, Town of Wytheville, Cathy Pattison, Vice-Mayor, Town of Wytheville, Alison Pollard, Wytheville-Wythe-Bland Chamber of Commerce Assistant Executive Director, and Linda Batchelor, Virginia Employment Commission. Vice Chairman Mabe asked if anyone would like to address the Board. There being none, Vice Chairman Mabe continued with the meeting.

**APPROVAL OF MINUTES— May 26, 2022**

Vice Chairman Mabe asked if there were any questions or concerns regarding the minutes from May 26<sup>th</sup>, 2022. There being none, he asked for a motion to approve the minutes as presented. Mr. Lucas made the motion, which was seconded by Mr. Cole. With no further discussion, the motion passed unanimously.

Mr. Bear entered the meeting at 3:04 pm.

**FINANCIAL REPORTS AND APPROVAL OF INVOICES**

Vice Chairman Mabe asked for a motion to approve the financial statements for May 27<sup>th</sup>, 2022, through July 1st, 2022, as presented. Mr. Morgan made the motion to approve the financial statements as presented, which was seconded by Mr. Cole. Upon no further discussion, the motion passed unanimously.

**Joint IDA of Wythe County  
Check Register  
May 27, 2022, through July 1, 2022**

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT	06/23/22	Robert G. Moore	\$ 1,100.00
EFT	06/23/22	Xerox Corporation	\$ 106.07
EFT	06/23/22	Verizon	\$ 55.63
EFT	06/23/22	First Bank- Master Card	\$ 5,232.26
EFT	06/23/22	CenturyLink	\$ 168.48
EFT	06/23/22	Appalachian Power Company	\$ 89.19
7982	06/23/22	Town of Wytheville	\$ 21,501.66
7983	06/23/22	Joshua Neal	\$ 60.00
7984	06/23/22	Council for Rural Virginia	\$ 1,250.00
7985	06/23/22	CowanPerry PC	\$ 2,304.00
7986	06/23/22	Council for Rural Virginia	\$ 1,250.00
7987	06/23/22	John Matthews	\$ 53.82
7988	06/23/22	David Manley	\$ 314.82

7990	06/23/22	CowanPerry PC	\$ 277.00
7989	07/01/22	VACorp	\$ 3,200.00
<b>Total</b>			<b>\$ 36,962.93</b>

## STAFF ACTIVITY REPORTS

### STAFF REPORT – DEPUTY DIRECTOR

#### Activity

Business Solutions Unit (Chair) – Regular meeting, Business Retention and Expansion (BRE) partner training discussions

Continued work with Blue Star and STS

Enterprise Zone- \$400,000 awarded to businesses

Projects- Jersey  
 Unnamed Projects

Properties- Real Estate Agents  
 Property Search  
 Property Owners  
 Database Update

Revolving Loan Fund – Recipient follow-up

Rural Retreat Town Council Meeting

Second Chance Employer Information Session – Wytheville Meeting Center

Site Visits – Clarke Precision Machine, Musser Lumber, Somic America

Small Business Assistance

Strategic Planning

Virginia Economic Development Association (VEDA)

- Board of Directors Meeting
- Public Policy Network – Co-Chair
- Summer Membership Meeting Planning (held in Wytheville – June 6 & 7)
- VEDA Young Professionals Reception @ Log House: Hosted and sponsored by JIDA and Wythe-Bland YP's
- Rural Special Interest Group

Virginia Economic Development Partnership (VEDP) – Local Economic Development Organization (LEDO) Meeting

Virginia Housing Meeting

Wythe County Economic Development Committee

Wytheville-Wythe-Bland Chamber of Commerce- Real Estate Search  
 Tourism Roundtable

### STAFF REPORT – EXECUTIVE DIRECTOR

Mr. Manley reported attraction activity is low currently with a few projects interested in our area at very beginning stages, and a considerable amount of work is being put into Blue Star and STS projects as well as the strategic plan.

## **PROJECT BRIEFING**

### **STS GROUP**

Mr. Manley mentioned the STS groundbreaking scheduled for Tuesday had been canceled at the request of the company.

### **BLUE STAR**

Mr. Manley stated construction for the Blue Star project continues noting that Blue Star has been working closely with the county on building plans, and the NBR construction is largely on schedule.

### **OLD OR ONGOING BUSINESS**

### **LOAN UPDATE**

Mr. Manley said all loans are currently up-to-date, and collection activities on litigation have begun. He mentioned our two newest borrowers, The Grind and Petals of Wytheville have progressed in their projects.

### **STRATEGIC PLAN**

Mr. Manley mentioned there have been multiple discussions recently with the consultant team to review the first draft of the report. A meeting will be scheduled for the consultants to present the report to the board and possibly Joint IDA partners in-person. A draft report will be circulated to the board prior to that presentation. Mr. Manley said based on the draft, that a candid and careful analysis was done of the Joint IDA as an organization and how the Joint IDA interacts with partners and stakeholders. He mentioned he is very pleased with the work from Liz Povar of RiverLink Group and David Denny of Sanford Holshouser Economic Development Consulting, and there are several recommendations on how the Joint IDA can better operate as an organization and better serve the public.

### **GOLF TOURNAMENT FINANCIALS**

A financial report for the golf tournament was circulated to the board, and Mr. Manley mentioned all expenses for the tournament have been paid and sponsorships have been collected with the balance being -\$935.54. It was reiterated by staff that the Industry Appreciation Golf Tournament was a success and is not meant to make or lose money, and that sponsorships and team pricing will be adjusted slightly to balance the income vs expenses. Vice Chairman Mabe mentioned that the Wytheville Golf Club appreciates the opportunity to host such an event in conjunction with the Joint IDA, and the tournament has a positive impact for both parties and the community. Vice Chairman Mabe thanked the Joint IDA staff for their hard work on a successful tournament.

## **VEDA SUMMER MEMBERSHIP MEETING**

Mr. Manley reported the Virginia Economic Developers Association Summer Membership Meeting was held and featured 125 attendees from across Virginia. This covered two days and was full of activities including a VEDA Young Professionals mixer at the Log House restaurant, an ImpactED session to discuss site development, and a reception at Seven Sisters Brewery where a joint resolution passed by the Virginia Senate and House was presented by Delegate Reid and Senator Pillion to VEDA celebrating its 40<sup>th</sup> anniversary. Mr. Manley mentioned Delegate Reid from Loudon County visited Progress Park Lot 24 and Somic America while in the area. Mr. Manley shared a few of the comments overheard about the community of Wytheville and Wythe County from the VEDA meeting including the spirit and kindness of the people, the shared community pride, the cleanliness, how nice of a facility the Wytheville Meeting Center was, the quality of the wayfinding and signage, the lighting and streetscape, how busy the town seemed, and the community investment and overall pride. Mr. Manley said the well-attended event was a great success and thanked the board for supporting the Joint IDA in hosting the event in Wythe County as well as supporting his participation in VEDA as its President this year.

## **OTHER**

None

## **NEW BUSINESS**

### **GOLD SHOVEL AWARD FOR 2022 FROM AREA DEVELOPMENT MAGAZINE- VIRGINIA, WYTHE COUNTY**

Mr. Manley said Virginia received the 17<sup>th</sup> annual Gold Shovel Award, a national award, from Area Development Magazine based on the Blue Star project in Wythe County.

## **FY 21-22 AUDIT**

Mr. Manley said that the audit has been scheduled for August 11<sup>th</sup>, 2022.

## **FY 21-22 BUDGET AMENDMENT**

A FY 21-22 proposed amended budget was distributed to the board. Mr. Manley asked the Board to adopt the proposed budget amendment FY 21-22 to balance the budget for the end of the fiscal year. Vice Chairman Mabe entertained a motion to accept the FY 21-22 budget amendment. Mr. Lucas made a motion which was seconded by Mr. Morgan. With no further discussion, the motion passed unanimously.

## **FY 22-23 BUDGET ADOPTION**

A FY 22-23 draft budget was developed by the Executive Director working closely with the Treasurer had been circulated to the board in February for review. Mr. Manley stated the proposed budget up for adoption at the meeting is very close to that original document. All questions from the board were answered by Mr. Manley.

Vice Chairman Mabe asked for a motion to approve the final proposed budget FY 22-23. Mr. Cole made a motion which was seconded by Mr. Morgan. With no further discussion, the motion passed unanimously.

## OTHER

None

**Closed Session as permitted by Code of Virginia sections: §2.2-3711(A)(1) [Personnel], §2.2-3711 (A)(3) [Acquisition or disposition of real property], §2.2-3711 (A)(5) [Unannounced prospective business], and §2.2-3711(A)(39) [Proprietary business information related to economic development].**

Mr. Lucas 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)(1) [Personnel], §2.2-3711(A)(3) [Acquisition or disposition of real property], §2.2-3711(A)(5) [Unannounced prospective business], and §2.2-3711(A)(39) [Proprietary business information related to economic development].

The motion was seconded by Mr. Morgan.

### Roll Call Vote:

Yea – Wes Mabe, Vice Chairman  
Dicky Morgan  
Michael Cole  
Jeff Lucas

Nay – None

Absent during vote: David Kause  
David Carpenter  
Matt Clarke

The board entered a closed session discussion at 3:37 PM.

At 4:17 PM, Mr. Lucas 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 allowed by law and properly identified.

The motion was seconded by Mr. Morgan.

### Roll Call Vote:

Yea – Wes Mabe, Vice Chairman  
Dicky Morgan  
Michael Cole  
Jeff Lucas

Nay – None

Absent during vote: David Kause  
David Carpenter  
Matt Clarke

**OTHER**

Mr. Manley thanked the board for the action today of adopting the budget which gives the Joint IDA a clear path forward to do the work needed for the next fiscal year, and mentioned he appreciated the support of the board in all efforts of the staff of the Joint IDA.

A discussion ensued about the progress made by Blue Star on Lot 24 and the project in general, and the staff showed recent drone images taken by John Matthews during a visit to Progress Park.

**ADJOURNMENT**

There being no other business, Vice Chairman Mabe adjourned the meeting at 4:23 PM.

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Wes Mabe, Vice Chairman

Attest:

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Jessica E. DeHart, Secretary