

**JOINT INDUSTRIAL DEVELOPMENT AUTHORITY**  
**Minutes of Meeting**  
**July 28, 2022**

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, July 28, 2022, at 3:00 p.m., in the Council Room of the Wytheville Municipal Building at 150 East Monroe Street, Wytheville, Virginia.

**MEMBERS PRESENT**

David Kause, Chairman  
Wes Mabe, Vice Chairman  
Dicky Morgan  
Michael Cole  
Jeff Lucas

**MEMBERS ABSENT**

David Carpenter, Treasurer  
Matt Clarke

**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  
Jessica DeHart, Administrative Assistant

**JOINT IDA STAFF ABSENT**

None

## **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.

## **ELECTION OF OFFICERS for FY 2022-2023**

Mr. Manley mentioned there were a few board members with terms close to expiring, which does not preclude the Board from nominating the same officers currently serving and addressing those positions upon their departure. Chairman Kause opened the floor for nominations. Mr. Morgan made the motion to nominate the current officers, which was seconded by Mr. Cole.

Officers will remain as follows:

David Kause – Chairman

Wes Mabe – Vice Chairman

David Carpenter – Treasurer

## **CITIZENS' TIME**

Chairman Kause welcomed Stephen Bear, County Administrator, Wythe County, Matt Hankins, Assistant County Administrator, Wythe County, Dr. Beth Taylor, Mayor, Town of Wytheville, Cathy Pattison, Vice-Mayor, Town of Wytheville, Mark Bloomfield, Wytheville Town Council member, Alison Pollard, Wytheville-Wythe-Bland Chamber of Commerce Assistant Executive Director, and Linda Batchelor, 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— June 23, 2022**

Chairman Kause asked if there were any questions or concerns regarding the minutes from June 23<sup>rd</sup>, 2022, meeting as he was not in attendance. Vice Chairman Mabe mentioned the meeting went well and the minutes reflected the business that took place. Vice Chairman Mabe made the motion to accept the minutes as presented, which was seconded by Mr. Cole. 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 June 30<sup>th</sup>, 2022, through July 28<sup>th</sup>, 2022, as presented. Mr. Lucas made the motion to approve the financial statements as presented, which was seconded by Mr. Morgan. Upon no further discussion, the motion passed unanimously.

**Joint IDA of Wythe County  
Check Register  
June 30, 2022, through July 28, 2022**

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT	06/30/22	Verizon	\$ 55.63
EFT	06/30/22	First Bank-MasterCard	\$ 4,824.27
EFT	07/28/22	Robert G. Moore	\$ 1,100.00
EFT	07/28/22	Xerox Corporation	\$ 72.85
EFT	07/28/22	Appalachian Power Company	\$ 131.73
EFT	07/28/22	CenturyLink	\$ 168.48
7991	06/30/22	Town of Wytheville	\$ 21,670.76
7992	07/28/22	Joshua Neal, Brook Hill Lawncare	\$ 60.00
7993	07/28/22	VIAA Regional Economic Development	\$ 14,145.00
7994	06/30/22	Wytheville Office Supply	\$ 117.90
7995	07/28/22	First Bank & Trust	\$ 8,368.40
<b>Total</b>			<b>\$ 50,715.02</b>

**STAFF REPORTS**

**STAFF REPORT – DEPUTY DIRECTOR**

**Activity**

Business Solutions Unit (Chair) – Partner Professional Development – Business Retention and Expansion (BRE) training, Burnout Recovery; Business Workshop Development – Work Opportunity Tax Credits, Virginia Bonding Program

Enterprise Zone – Annual Report

Projects- Jersey  
                  Unnamed Projects

Properties- Database Update  
                  Property Search  
                  Property Owners

Site Visits – Camrett, Duchess Dairy

Small Business Assistance

Strategic Planning

The Grind Ribbon Cutting

Virginia Housing Meetings – Housing Summit

Virginia Rural Leadership Institute – Tappahannock

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

Young Professionals Midweek Mixer

## **STAFF REPORT – EXECUTIVE DIRECTOR**

### **Business Activity**

- Light prospect activity
- One pending RFI
- Ongoing expansion discussions

### **Noteworthy Activities**

- Developed proposals for Virginia Business Ready Sites, engaging engineers, etc.
  - Characterization for Lot 10
  - Development for Lot 1
- Blue Star local performance agreement finalized today. State agreement was finalized today. Real estate closing tentatively set for a week or so from now.
- Ongoing leadership and technical meetings w/ Blue Star team
- VEDP quality of life shoot: camera crew in town for 2 days – complex project featuring 10 sites, a dozen people for talent
- Led ImpactED webinar with Commonwealth Center for Advanced Manufacturing and Commonwealth Center for Advanced Logistics staff
- Met with Chief Credit Officer of First Bank and Trust
- Attended Wythe County Community Hospital’s 50<sup>th</sup> anniversary celebration – hospital launched w/ seed money from IDA of Wythe County, a forerunner to this organization.
- Visit to Richmond – met with new DHCD Director, Brian Horne. New Deputy Secretary for Commerce and Trade, Nicole Riley. Presented to VEDP’s summer class of interns.
- GO Virginia, Tobacco Commission staff discussions
- Etc.

Mr. Manley mentioned the JIDA received notification that as of the end of August, Josh Lewis would be resigning his position as head of the Mount Rogers Regional Partnership.

### **PROJECT BRIEFINGS**

Mr. Manley stated there has not been current progress with STS that he can speak of. He went on to mention that the state and local performance agreements with Blue Star have been finalized, and there was a closing conference on the logistics of the real estate transaction which should be closing in a week once the documents are in order and title insurance is secured. Mr. Manley mentioned there have been ongoing technical and leadership meetings being held with Blue Star.

Mr. Bear said the force main on Lot 24 is going in and the rail contract has been awarded. Mr. Bear mentioned a buildout timeline has been requested from Blue Star which is critical to align with the expansion plans for the New River Regional Water Authority plant, the Lots Gap water tank, and the wastewater treatment plant.

### **OLD OR ONGOING BUSINESS**

## **LOAN UPDATE**

Mr. Manley stated all active Revolving Loan Fund borrowers are current, and according to legal counsel, collection activities have begun on those in litigation and that debtor interrogatories would be sent to certain borrowers.

## **STRATEGIC PLAN**

Mr. Manley mentioned the final draft of the strategic plan has been sent for review. Copies will be sent out to the board in advance of an in-person presentation by the strategic planners.

## **OTHER**

A letter was circulated to the board from Charles Ethan Parnell from Austinville, VA thanking the Joint IDA for the Wythe Manufacturing Council's scholarship. It is funded by private business in the County.

Mr. Manley mentioned in 2020, the Joint IDA approved a \$10,000 line of credit for Thirty Forty Four, LLC, a company run by Carter Pennington and Jock Songer. Mr. Manley stated it was not clear in the minutes this line of credit was renewable and asks the board to make a motion that it be renewable year over year with proper administrative review. Mr. Kause asked for a motion from the board. Mr. Mabe made the motion that Thirty Forty Four, LLC have a line of credit of \$10,000 to be renewed year to year with proper administrative review. The motion was seconded by Mr. Cole. With no further discussion, the motion passed unanimously.

## **NEW BUSINESS**

### **FY 2022-2023 MEETING SCHEDULE**

A proposed meeting schedule for the new fiscal year was given to the board for approval. Mr. Manley noted it is recommended to cancel the September meeting as there are multiple conflicts during that time, and— additionally—the council chambers at the Town of Wytheville Municipal Building will be unavailable for the December 8<sup>th</sup> meeting. Chairman Kause asked if it would be possible to hold the December meeting at the Mountain Empire Airport. Mr. Manley said the staff will look into that location. Chairman Kause entertained a motion to accept the 2022-2023 meeting schedule as proposed. Mr. Cole made the motion, which was seconded by Mr. Morgan.

### **VIRGINIA BUSINESS READY SITES**

Mr. Manley presented about the Virginia Business Ready Sites program which helps fund targeted industrial sites in Virginia and discussed in-depth the requirements to qualify for the program. Mr. Manley said that there is opportunity to characterize new sites and apply for funding to develop additional sites within Progress Park. He continued to say that our area is considered a double-distressed community, where there is a 3:1 match for state funding. Mr. Manley applied earlier in the week asking to characterize the new Lot 10 which is a 62-acre piece of property with an estimated maximum pad of 44.8 acres. This would be a \$5000 program where the

state would pay for half with Wythe County agreeing to partner with the JIDA on the other half. Mr. Manley mentioned that it was recommended to apply for Lot 1 ready-site development funding which is a 105 acre with a maximized pad of 75.5 acres. Mr. Manley then went through multiple funding scenarios based on site development estimates determined by Peed & Bortz considering the 3:1 match from the state including finding additional funding from possible sources like GO Virginia and the Virginia Tobacco Region Revitalization Commission. A discussion ensued about the different sites in Progress Park and levels at which each might be characterized.

## **OTHER**

None

**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) [Unannounced prospective business], and §2.2-3711(A)(39) [Proprietary business information related to economic development].**

Mr. Mabe 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) [Unannounced prospective business], and §2.2-3711(A)(39) [Proprietary business information related to economic development].

The motion was seconded by Mr. Cole.

Roll Call Vote:

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

Nay – None

Absent during vote: David Carpenter, Treasurer  
Matt Clarke

The board entered a closed session discussion at 4:03 PM.

At 4:29 PM, Mr. Mabe 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. Lucas.

Roll Call Vote:

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

Nay – None

Absent during vote: David Carpenter, Treasurer  
Matt Clarke

## **ADJOURNMENT**

There being no other business, Chairman Kause adjourned the meeting at 4:30 PM.

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David Kause, Chairman

Attest:

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Jessica E. DeHart, Secretary