

**JOINT INDUSTRIAL DEVELOPMENT AUTHORITY**  
**Minutes of Meeting**  
**October 27, 2022**

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, October 27, 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  
David Carpenter, Treasurer  
Matt Clarke  
Dicky Morgan  
Jeff Lucas

**MEMBERS ABSENT**

Michael Cole

**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

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.

## CITIZENS' TIME

Chairman Kause welcomed Stephen Bear, County Administrator, Wythe County, Matt Hankins, Assistant County Administrator, Wythe County, Cathy Pattison, Vice-Mayor, Town of Wytheville, and Alison Pollard, Wytheville-Wythe-Bland Chamber of Commerce Executive Director. Chairman Kause asked if anyone would like to address the Board. There being none, Chairman Kause continued with the meeting.

## APPROVAL OF MINUTES— August 25, 2022

Chairman Kause asked if there were any questions or concerns regarding the minutes from August 25<sup>th</sup>, 2022. There being none, he asked for a motion to approve the minutes as presented. Mr. Carpenter made the motion, which was seconded by Mr. Clarke. 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 August 26<sup>th</sup>, 2022, through October 27<sup>th</sup>, 2022, as presented. Mr. Morgan made the motion to approve the financial statements as presented, which was seconded by Mr. Clarke. Upon no further discussion, the motion passed unanimously.

**Joint IDA of Wythe County  
Check Register  
August 26, 2022, through September 30, 2022**

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT	09/29/22	Robert G. Moore	\$ 1,100.00
EFT	09/29/22	Verizon	\$ 119.32
EFT	09/29/22	Xerox Corporation	\$ 230.73
EFT	09/29/22	Appalachian Power Company	\$ 123.77
EFT	09/29/22	CenturyLink	\$ 167.46
EFT	09/29/22	First Bank- MasterCard	\$ 6,603.51
8002	09/29/22	Town of Wytheville	\$ 23,001.95
8003	09/29/22	Joshua Neal	\$ 60.00
8004	09/06/22	Robinson Farmer Cox Associates, PLLC	\$ 3,000.00
<b>Total</b>			<b>\$ 34,406.74</b>

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

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
EFT	10/27/22	Verizon	\$ 80.02
EFT	10/27/22	Xerox Corporation	\$ 164.06
EFT	10/27/22	Robert G. Moore	\$ 1,100.00
EFT	10/27/22	CenturyLink	\$ 167.46
EFT	10/27/22	First Bank- MasterCard	\$ 1,344.17
EFT	10/27/22	Appalachian Power Company	\$ 98.22
8005	10/27/22	Town of Wytheville	\$ 32,023.83
8006	10/27/22	Joshua Neal	\$ 60.00
8007	10/27/22	Cowan Perry PC	\$ 14,149.00
8008	10/27/22	Wytheville Meeting Center	\$ 340.30
8009	10/27/22	VIAA Regional Economic Development	\$ 14,145.00
8010	10/27/22	Jessica DeHart-Reimbursement	\$ 14.73
8011	10/27/22	David Manley- Reimbursement	\$ 847.50
8012	10/27/22	W-W-B Chamber of Commerce, Inc.	\$ 250.00
8013	10/27/22	John Matthews- Reimbursement	\$ 308.75
8014	10/27/22	David Manley- Reimbursement	\$ 322.68
8015	10/27/22	CowanPerry PC	\$ 1,211.97
<b>Total</b>			<b>\$ 66,627.69</b>

**STAFF REPORTS**

**STAFF REPORT – DEPUTY DIRECTOR**

Mark Bloomfield entered meeting at 3:08 pm.

**Activity**

Business Solutions Unit (Chair) –

Regular Meeting

Business Workshop Development – Virginia Bonding Program

Partner Service Matrix Review

Partner Professional Development – Burnout Recovery

Department of Housing and Community Development (DHCD) –

Rebecca Rowe: Mentorship

Marketing and Promotion for Attracting Developers – Webinar

Small-scale Incremental Development – Webinar

Supporting Small Business Development – Webinar

Department of Labor and Industry – Registered Apprenticeship Program meeting – Abingdon

Entrepreneur Express – Wytheville Meeting Center

Interagency Task Force to review and make recommendations to support economic development in Southwest Virginia – Southwest Virginia Cultural Center, Abingdon

Properties- Database Update  
Property Search  
Property Owners

Site Visit - Amcor

Small Business Assistance

Southwest Virginia Alliance for Manufacturing (SVAM) – Manufacturing Awards Banquet

Strategic Planning

Housing Meetings – Housing Summit

Mount Rogers Planning District Commission (PDC)

Town of Wytheville Work Session

Virginia Housing

Town of Wytheville Department of Museums – Frances Emerson

Virginia Department of Agriculture and Consumer Services (VDACS)

Virginia Economic Developers Association (VEDA) –

Fall Conference – Lynchburg

ImpactED – Brownfields Restoration

Local Economic Development Organization (LEDO) meeting update from VEDP - Lynchburg

Public Policy Network (Co-Chair) – Hosted Public Policy 101 Webinar

Virginia Rural Leadership Institute – Southwest Virginia: Pulaski and St. Paul

Young Professionals Wytheville – October Mixer

Dr. Beth Taylor entered the meeting at 3:15pm.

## **STAFF REPORT – EXECUTIVE DIRECTOR**

### **Business Activity**

- Low RFI activity
- One project actively considering Progress Park
- One of our greenhouse projects chose Chesterfield County (population)

### **Noteworthy Activities**

- Completed all legal documents for Blue Star
- Ongoing leadership and technical meetings w/ Blue Star team
- Taught two sessions at Virginia Tech’s Virginia Institute for Economic Development in Richmond
  - Economic Development Fundamentals
  - Business Attraction
- Business ready sites application submitted
  - Suspended pursuit of GO Virginia grant as the funding is not allowed as match
  - First round virtual site visit last week with KPMG consultants, VEDP staff
- Review of strategic plan findings
- VEDA Fall Conference in Lynchburg
- VEDP LEDO update meeting
- VCCS chancellor search committee focus group

- Spoke to Stuart/Wilderness Road Chapter – Daughters of the American Revolution
- Spoke to WWB Chamber Board of Directors
- Respond to media inquiries from AP
- UVa Office of Economic Development meeting
- WWB Chamber Annual Dinner
- Etc.

#### **PROJECT BRIEFINGS**

Mr. Manley stated construction on the Blue Star site continues to move forward.

#### **LOAN UPDATES**

Mr. Manley mentioned all borrowers are current except for Seven Sisters Brewery.

#### **OLD OR ONGOING BUSINESS**

#### **VIRGINIA BUSINESS READY SITES**

Mr. Manley stated awardees for the business ready sites application will be notified by December 31<sup>st</sup>.

#### **OTHER**

None

#### **NEW BUSINESS**

#### **STRATEGIC PLAN PRESENTATION- NOVEMBER 29, 2022**

Mr. Manley announced the strategic plan presentation will be held on the morning of Tuesday, November 29, 2022, at the Wytheville Meeting Center. Once details have been finalized, an invitation will be sent out to the board, elected officials, partners, and stakeholders.

Mr. Brian Freeman entered the meeting at 3:42 pm.

#### **HOLIDAY OPEN HOUSE**

Mr. Manley mentioned the Holiday Open House date has been tentatively set for Thursday, December 15<sup>th</sup> at the JIDA office.

## DECEMBER MEETING LOCATION

Mr. Manley said the December 8<sup>th</sup> meeting will be held at the Mountain Empire Airport unless there are any objections, in which there were none. The audit presentation will be on the agenda for the December meeting, and the audit report was distributed to the board.

## OTHER

Mr. Carpenter asked what the status was on the Mount Rogers Regional Partnership organization. Mr. Manley mentioned Nichole Hair was interim executive director, and Mr. Kause said there were a lot of new activities being initiated that were presented at the MRRP's board meeting including a workforce internship to introduce high school age children to local industries as well as the medical field. Mr. Bear mentioned Nichole Hair would be glad to come to a Joint IDA board meeting to update everyone on the activities. Chairman Kause said he would like for the MRRP to present at a future board meeting.

**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)(7) [Briefing by staff on RLF- related litigation, 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)(1) [Personnel], §2.2-3711 (A)(3) [Acquisition or disposition of real property], §2.2-3711 (A)(7) [Briefing by staff on RLF- related litigation, and §2.2-3711(A)(39) [Proprietary business information related to economic development].

The motion was seconded by Mr. Lucas.

### Roll Call Vote:

Yea – David Kause, Chairman  
Wes Mabe, Vice Chairman  
David Carpenter, Treasurer  
Matt Clarke  
Dicky Morgan  
Jeff Lucas

Nay – None

Absent during vote: Michael Cole

The board entered a closed session discussion at 3:51 PM.

At 4:26 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. Carpenter.

Roll Call Vote:

Yea – David Kause, Chairman  
Wes Mabe, Vice Chairman  
David Carpenter, Treasurer  
Matt Clarke  
Dicky Morgan  
Jeff Lucas

Nay – None

Absent during vote: Michael Cole

**ADJOURNMENT**

There being no other business, Chairman Kause adjourned the meeting at 4:27 PM.

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David Kause, Chairman

Attest:

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Jessica E. DeHart, Secretary