

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
July 23, 2020

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, July 23, 2020, 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
Charlie White
David Carpenter, Treasurer
Michael Cole
Wes Mabe, Vice Chairman
Matthew Clarke
Dicky Morgan

MEMBERS ABSENT

None

EX-OFFICIO MEMBERS PRESENT

Steve Moore, Wytheville Town Manager
Stephen Bear, Wythe County Administrator

EX-OFFICIO MEMBERS ABSENT

Jason Childers, Rural Retreat Town Manager

JOINT IDA STAFF PRESENT

David Manley, Executive Director
John Matthews, Associate Director
Virginia Crockett, 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

Chairman Kause opened the floor for nomination of officers. Mr. Morgan made a motion, seconded by Mr. Cole to re-elect the same officers that are presently serving: David Kause, Chairman; Wes Mabe, Vice Chairman; David Carpenter, Treasurer; and Virginia Crockett, Secretary. There being no discussion, the motion passed unanimously.

CITIZENS’ TIME

Chairman Kause welcomed Cathy Pattison, Assistant Mayor, Town of Wytheville, Steve Moore, Town Manager, Town of Wytheville, Jennifer Atwell, Wytheville-Wythe-Bland Chamber of Commerce Director, Mark Bloomfield, Wytheville Town Council, and Chris Menerick, Wytheville Town Attorney to the meeting. Chairman Kause asked if anyone would like to address the Board. There being none, Chairman Kause continued with the meeting.

APPROVAL OF MINUTES—June 2020

Chairman Kause asked if there were any questions or concerns regarding the minutes from June 2020. There being none, Chairman Kause asked for a motion to approve. Mr. Clarke made a motion, seconded by Mr. Cole to approve the minutes as presented. With no further discussion, the motion passed unanimously.

FINANCIAL REPORTS AND APPROVAL OF INVOICES

Chairman Kause asked if there were any questions or concerns regarding the financial statements for July 2020. Mr. Manley noted that this is the beginning of the new fiscal year 2020-2021. Ms. Crockett circulated updated financial reports reflecting a larger quarterly payment to VIAA pursuant to the new funding formula. Chairman Kause asked if there were any questions and if there was a motion to approve the financial statements as revised. Mr. Cole made a motion, seconded by Mr. Morgan, to approve the financial statements as revised. With no further discussion, the motion passed unanimously.

**Joint IDA of Wythe County
Check Register
July 1, 2020 through July 31, 2020**

Check #	Date	Payee	Amount
EFT	7-23-2020	Appalachian Power Company	189.77
EFT	7-23-2020	CenturyLink	166.88
EFT	7-23-2020	First Bank – Mastercard	1023.05
EFT	7-23-2020	Robert G. Moore	1100.00

EFT	7-23-2020	Xerox	20.61
7712	7-23-2020	Cowan Perry	600.00
7713	7-23-2020	FORCEFIELD	350.00
7714	7-23-2020	Town of Wytheville	18586.42
7715	7-23-2020	VACORP	1855.00
7716	7-23-2020	Virginia Crockett-Reimbursement	44.00
7717	7-23-2020	VIAA Regional Economic Dev.	VOID
7718	7-23-2020	The O'Connor Group	950.00
7719	7-23-2020	VIAA Regional Economic Dev.	12790.50

7720 7-23-2020

Total \$ **43185.33**

STAFF REPORT – ASSOCIATE DIRECTOR

Meetings

- Branch Botanicals
- CARES Act – funding discussions
- CRIFA Meeting
- Enterprise Zone Annual Report
- Project Bow
- Project Groove
- Project Repeat
- Properties - Commercial Real Estate Agents
 - Property Owners
 - Property Search Project
- Revolving Loan Fund Recipients
- Small Business Assistance
- Virtual Career Fair Planning

STAFF REPORTS – DIRECTOR

Executive Director’s Activity Highlights for period ending July 23, 2020

New or Expanding Business Activity

- **Responded to inquiries from**
 - VEDP
 - Prospects
 - Small businesses
 - VIAA
- **Business Contacts and Meetings**
 - Stephen Bear, County Administrator
 - Josh Lewis, VIAA
 - Stephen Versen, VDACS
 - Emily Flippo, VDACS

- Michaela Martin, VEDP
- Steve Moore, Town Manager - Wytheville
- Eric Chapman, Cowan Perry
- Tara Branscom, Cowan Perry
- Pandy Brazeau, VEDP
- Dan Tolley, Branch Botanicals
- Mike Soucie, SP Global
- Corbin Stone, RFCA
- John Smolak, Appalachian Power
- John Griffith, Appalachian Power
- Katherine Goodwin, VEDP
- Andy Sorrell, Tobacco Commission
- David Bringman, Tobacco Commission
- Jim Noel, York Co. Ec. Dev.
- Steve Harrison, Hampton Roads Alliance
- John Kilgore, Scott County EDA
- Todd Wolford, Downtown Wytheville
- Jake Tabor, VIAA
- Stephanie Surret, SVAM COE
- Connie Long, VEDA
- Kalen Hunter, GO Virginia
- John Loftus, VEDP
- Stephen Moret, VEDP
- Chris Menerick, Wytheville Town Atty.
- Dr. Beth Taylor, Wytheville Mayor
- Adam Kidd, Bland County BOS
- Eric Workman, Bland County
- Chris Lloyd, McGuireWoods
- Clark Lewis, Troutman Sanders
- Mike Woods, Troutman Sanders
- Stephanie Landrum, Alexandria EDC
- Jeff Dunnack, Somic America
- Rosa Lee Jude, Wytheville CVB
- John Huddle, Global Law Group
- Among others...

- **Noteworthy or Other Activities**

- Job fair @ Somic America
- Developing 2020-2021 work plan
- Exploring CARES \$ business support programs
- VEDA public policy mtg. on new ethics rules
- VEDA executive committee
- WC BOS Ec. Dev. committee
- Millwald Theatre Board of Directors

- VT data science team
- CRIFA board meeting
- GO Virginia joint subcommittee
- Reviewed and edited minutes
- Reviewed financial reports
- Credit card reconciliation
- Draft letters of support for various projects
- SEDC community marketing webinar
- Project and financing discussions
- Project related research
- Webinars, web conferences
- COVID-19 updates, information sharing
- Among much more

UPCOMING:

- Next announcement in July still pending
- Next board meeting: August

OLD OR UNFINISHED BUSINESS

LOAN FUND UPDATES

Mr. Manley noted that we are still operating under the last RLF loan forbearance that was granted through August 15. He added that it is up to the Board to continue it if so desired. Mr. Manley mentioned that some of the borrowers have continued to pay their loan including three sustainability loan customers that paid theirs back in full: The Log House; Grayson Restaurant; and Window World of SWVA. Mr. Morgan asked if there was any way to find out how the businesses are doing now. Mr. Manley noted that among all the businesses they talk to the response is almost universally that business has declined – significantly in some cases. Mr. Carpenter drew attention to the borrowers that had not been paying and asked how those were being addressed and whether return was expected. Mr. Manley answered that the delinquent loans can be added to the litigation when it starts back up and that all loans were governed by promissory notes that protect the Joint IDA.

Regarding the forbearance, Chairman Kause stated that he thinks sit should be extended for the ones who are paying regularly.

Chairman Kause asked if there was a motion to continue forbearance of the RLF loans until September 15, 2020. Mr. Clarke made a motion, seconded by Dr. White, to continue with the forbearance of the RLF loan payments until September 15, 2020. With no further discussion, the motion passed unanimously.

OTHER

Millwald Theater – Mark Bloomfield, Board Chairman of the Millwald Theatre Inc board of directors, gave an impromptu update of the progress at the Millwald Theater. He noted that the project is moving forward, and they recently received an ARC grant for \$500,000. There is one more grant application to be submitted to DHCD for an IRF grant and the group is hopeful for that. The project qualifies for the new market tax credits which are

highly competitive, and that process is underway with a consultant's assistance. Mr. Bloomfield states that the group is remarkably close to have all the pieces in place. He mentioned that everything is moving on rather quickly and that construction could commence by the end of 2020 or the first of 2021.

Golf Tournament – Mr. Mabe asked about the status of the annual golf tournament and whether it would be rescheduled. Mr. Manley related that the consensus among staff was to do it at the normal time next spring due to the potential congestion of golf tournaments this fall – the normally scheduled ones plus all those that attempted to reschedule.

NEW BUSINESS

NEW ETHICS LAW

Mr. Manley mentioned that each Board member should be aware of the new law requiring all IDA/EDA board members and executive directors to complete the Statement of Economic Interest (SOEI) "long form" by August 3. Based on a ruling Mr. Manley received from the state ethics council, the form must be turned in to Sherry Corvin, Town of Wytheville Clerk, as it is the location of the Joint IDA's principal office. There is online training that needs to be complete by December 31. However, there will be no penalty for not completing the course, just your name will not be included on the Commonwealth of Virginia's list as complete. Mr. Manley added that strategies were being investigated as to how best to address this requirement that was considered overreach by many. Numerous IDA/EDA members from across the state resigned in response and it was of major concern to the Virginia Economic Developers Association (VEDA) and its membership. It's anticipated that legislative action will be pursued.

FY2020-2021 WORK PLAN

Mr. Manley discussed the new FY 2020-2021 Work Plan with the Board. The topics included: New Progress Park signage; Complete wytheida.org overhaul; Develop plan for Progress Park improvements; Pursue appropriate grant funding; Prepare organization and staff for continued irregular operations; Investigate strategic plan update; and Internally review office organization and workloads.

OTHER

None

Closed Session as permitted by Code of Virginia 2.2-37119(A)(1) [personnel]; §2.2-3711(A)(5) [prospective business including Projects Panel, Groove, Repeat, and unnamed project]; and §2.2-3711(A)(7) [actual or probable litigation including claw back]

Vice Chairman Mabe moved that the Board of Directors of the Joint IDA of Wythe County enter closed session as permitted by the CODE OF VIRGINIA 2.2-37119(A)(1) [personnel]; §2.2-3711(A)(5) [prospective business including Projects Panel, Groove, Repeat]; and/or §2.2-3711(A)(7)[actual or probable litigation including RLF litigation, claw back].

The motion was seconded by David Carpenter.

Roll Call Vote:

Yea – David Kause, Chairman
David Carpenter
Michael Cole
Wes Mabe
Charlie White
Dicky Morgan
Matthew Clarke

Nay – None

Absent during meeting: None

Wes Mabe then moved that the Board of Directors of the Joint IDA of Wythe County re-enter open session and further certify that the only matters discussed in closed session were matters permitted and identified. The motion was seconded by Mr. Clarke.

Roll Call Vote:

Yea – David Kause, Chairman
David Carpenter
Michael Cole
Wes Mabe
Charlie White
Dicky Morgan
Matthew Clarke

Nay – None

Absent during vote: None

ADJOURN

There being no other business, Chairman Kause adjourned the meeting at 4:00 p.m.

David Kause, Chairman

Attest:

Virginia M. Crockett, Secretary