

**JOINT INDUSTRIAL DEVELOPMENT AUTHORITY**  
**Minutes of Meeting**  
**October 26, 2023**

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, October 26, at 3:00 PM, in the Council Room of the Wytheville Municipal Building at 150 East Monroe Street, Wytheville, Virginia.

**MEMBERS PRESENT**

Michael Cole, Chairman  
Jeff Lucas, Vice Chairman  
Sherri Case, Treasurer  
David Carpenter  
Matt Clarke  
Dennis Manuel

**MEMBERS ABSENT**

David Kause

**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  
Jessica DeHart, Administrative Assistant

**JOINT IDA STAFF ABSENT**

John Matthews, Deputy Director

## DETERMINATION OF QUORUM

Chairman Cole 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 Cole welcomed Dr. Beth Taylor, Mayor, Town of Wytheville, Brian Freeman, Town Manager, Town of Wytheville, Michael Duncan, Rural Retreat Town Council Member, Matt Hankins, Assistant County Administrator, Wythe County, and Alison Pollard, Wytheville-Wythe-Bland Chamber of Commerce Executive Director. Chairman Cole asked if anyone would like to address the Board. There being none, Chairman Cole continued with the meeting.

## APPROVAL OF MINUTES – SEPTEMBER 28, 2023

Chairman Cole asked if there were any questions or concerns regarding the minutes from August 24, 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. Lucas. With no further discussion, the motion passed unanimously.

## FINANCIAL REPORTS AND APPROVAL OF INVOICES

Chairman Cole entertained a motion to approve the financial statements for September 29, 2023, through October 26, 2023, as presented. Mr. Carpenter 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 September 29, 2023, through October 26, 2023

Check #	Date	Payee	Amount
EFT	10/26/23	Brightspeed	\$ 163.30
EFT	10/26/23	Robert G. Moore	\$ 1,100.00
EFT	10/26/23	Xerox Corporation	\$ 76.90
EFT	10/26/23	Appalachian Power Company	\$ 120.64
EFT	10/26/23	Verizon	\$ 79.90
EFT	10/26/23	First Bank- Mastercard	\$ 4,887.03
8093	10/26/23	CowanPerry PC	\$ 200.00
8094	10/26/23	Joshua Neal- Brook Hill Lawncare	\$ 100.00
8095	10/26/23	Mt. Rogers Regional Partnership	\$ 14,145.00
8096	10/26/23	Town of Wytheville	\$ 34,484.41
8097	10/27/23	Whittington Consulting	\$ 7,066.67
8098	10/26/23	Wytheville Meeting Center	\$ 469.25
8099	10/26/23	W-W-B Chamber of Commerce, Inc.	\$ 275.00
8100	10/26/23	Shupe's Heat and Air	\$ 236.74
8101	10/26/23	Wytheville Meeting Center	\$ 175.98
<b>Total</b>			<b>\$ 63,580.82</b>

## **REVOLVING LOAN FUND REPORT**

Mr. Manley noted that David Clark has made their monthly payment to the Revolving Loan Fund since the financials went out making them current. Lakes to Florida and Moving Dogs did not make a payment this month.

## **STAFF REPORTS**

### **STAFF REPORT – EXECUTIVE DIRECTOR**

Mr. Manley reported he was asked to teach two classes at the Virginia Institute for Economic Development with one class on the fundamentals of economic development and the other on business attraction.

## **PROJECT BRIEFINGS**

Mr. Manley briefed the board on the Blue Star project stating there has been more media interest, including Channel 10 and a major national media outlet. The NPR story conducted by Nell Greenfieldboyce should be out shortly he added.

## **OLD OR ONGOING BUSINESS**

## **WEBSITE REFRESH**

Mr. Manley said the website is at a finished testing stage and should be live shortly.

## **OTHER**

None

## **NEW BUSINESS**

### **CONSIDERATION OF RESOLUTION AUTHORIZING IRF APPLICATION FOR 140 S 1<sup>ST</sup> STREET**

Mr. Manley asked the board to consider a resolution enabling the Joint IDA to apply for grant money through the Industrial Revitalization Fund for the 140 S. 1<sup>st</sup> Street property. Mr. Clarke made the motion to adopt the following resolution as read by Mr. Manley. The motion was seconded by Mr. Lucas.

Roll Call Vote:

Yea – Michael Cole, Chairman  
Jeff Lucas, Vice Chairman  
Sherri Case, Treasurer  
David Carpenter  
Matt Clarke  
Dennis Manuel

Nay – None

Absent during vote: David Kause

**RESOLUTION AUTHORIZING GRANT APPLICATION FOR INDUSTRIAL REVITALIZATION FUNDS BY JOINT IDA STAFF FOR BLIGHTED STRUCTURE AT 140 SOUTH FIRST STREET IN DOWNTOWN WYTHEVILLE**

**WHEREAS**, the Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat (“Joint IDA”), is an eligible applicant and grantee for Virginia Department of Housing and Community Development administered Industrial Revitalization Funds (“IRF”), and

**WHEREAS** the property at 140 South 1<sup>st</sup> Street which once offered residential and commercial rental space was deemed uninhabitable in June 2022, following years of deterioration, and has become a prominent, blighted property within a vibrant, revitalized downtown, and

**WHEREAS**, the Joint IDA has identified the above property as the subject of a targeted redevelopment effort to return safe and modern rental housing units to the marketplace and to offer commercial space in this mixed-use building, and

**WHEREAS**, IRF funding in the amount of \$750,000 has been identified as key to the successful redevelopment of the identified property, and that the total funding for the project is expected to be \$4,212,000, of which \$2,115,000 is expected from additional grant and low-interest financing sources and the remaining \$1,347,000 is expected from the syndication of historic tax credits, and

**WHEREAS**, it is projected that eight residence-renting parties and two to four commercial tenants, will benefit from the implementation of the project, along with all of Downtown Wytheville’s commercial businesses and the larger community also benefitting from this redevelopment project, then therefore,

**BE IT RESOLVED** that either David Manley, Executive Director, and/or John Matthews, Deputy Director, are hereby authorized to sign and submit any appropriate documents for the submittal of this Industrial Revitalization Fund proposal.

**Adopted this 26<sup>th</sup> day of October 2023.**

Signed:

Attest:

\_\_\_\_\_  
Michael Cole, Chairman

\_\_\_\_\_  
Jessica DeHart, Secretary

## **HOLIDAY OPEN HOUSE**

Mr. Manley stated the Holiday Open House will be on December 14 at the Joint IDA office at 190 South 1<sup>st</sup> Street. Invitations will be sent out shortly.

## **OTHER**

Mr. Carpenter asked Mr. Hankins to give an update on the Point Broadband project where he had a specific question about a box that had been built on his property without prior notice. Mr. Hankins mentioned the project is under the Mount Rogers Planning District Commission and noted there is a place on the Wythe County website and social media for questions and comments for the Planning District Commission. He also said the project is working from west to east to serve every unserved and underserved Wythe County customer by the end of 2024. Mr. Hankins answered all questions from the board. Chairman Cole thanked Mr. Hankins for the update.

Mr. Bear entered the meeting at 3:22 PM.

### **Closed Session as permitted by Code of Virginia sections: §2.2-3711 (A)(5) [Discussion of prospective industry].**

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)(5) [Discussion of prospective industry].

The motion was seconded by Mr. Carpenter.

#### Roll Call Vote:

Yea – Michael Cole, Chairman  
Jeff Lucas, Vice Chairman  
Sherri Case, Treasurer  
David Carpenter  
Matt Clarke  
Dennis Manuel

Nay – None

Absent during vote: David Kause

The board entered a closed session discussion at 3:28 PM.

At 3:55 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 permitted by law and properly identified.

The motion was seconded by Ms. Case.

#### Roll Call Vote:

Yea – Michael Cole, Chairman  
Jeff Lucas, Vice Chairman  
Sherri Case, Treasurer  
David Carpenter  
Matt Clarke  
Dennis Manuel

Nay – None

Absent during vote: David Kause

**ADJOURNMENT**

There being no other business, Chairman Cole adjourned the meeting at 3:56 PM.

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Michael Cole, Chairman

Attest:

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Jessica E. DeHart, Secretary