

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
March 28, 2024

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, March 28, 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
Vicki Parks

MEMBERS ABSENT

Matt Clarke
Dennis Manuel
Aaron Robinson

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 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 Brian Freeman, Town Manager, Town of Wytheville, Dr. Beth Taylor, Mayor, Town of Wytheville, Cathy Pattison, Vice-Mayor, Town of Wytheville, Alison Pollard, Wytheville-Wythe-Bland Chamber of Commerce Executive Director, and Nichole Hair, Executive Director of Mount Rogers Regional Partnership. Chairman Cole asked if anyone would like to address the Board. There being none, Chairman Cole continued with the meeting.

Mr. Bear entered the meeting.

MOUNT ROGERS REGIONAL PARTNERSHIP PRESENTATION BY NICHOLE HAIR, EXECUTIVE DIRECTOR

Ms. Hair distributed the Mount Rogers Regional Partnership (MRRP) Annual Report to the board and staff, then made a presentation to the board about the mission and goals of the organization. The mission of the MRRP is to support creation of job opportunities, a broadened tax base, and an improved standard of living by attracting and encouraging business to locate and invest in the region and assisting existing companies to create or retain jobs. The goals of the organization are to be recognized as a leader in business retention and attraction for the region, to ensure I-81-I-77 Crossroads brand is recognized among site consultants, to reverse contraction trends with net job and population growth by 2025, to better position greenfield sites to attract investment, and to improve alignment and coordination among regional partners.

Ms. Hair then showed an organizational chart outlining the employees and their roles in the organization noting that the Business Retention & Expansion Manager's position is currently vacant, but the BRE activities continue with herself and other members of the team. Ms. Hair also spoke about the composition of the board as well as how MRRP is funded. Local governments pay an average of \$2 per capita making up 54% of MRRP's funding.

Ms. Hair also updated the board on marketing outreach events and opportunities the organization has and will be participating in in the future.

Ms. Hair answered all questions from the board. Chair Cole thanked Ms. Hair for taking the time to present to the JIDA board.

APPROVAL OF MINUTES – JANUARY 25, 2024

Chairman Cole asked if there were any questions or concerns regarding the minutes from January 25, 2024. There being none, he asked for a motion to approve the minutes as presented. Mr. Lucas made the motion, which was seconded by Ms. Case. 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 January 26, 2024, through February 22, 2024, and February 23, 2024, through March 28, 2024, as presented. Ms. Case mentioned she reviewed both sets of financials reports and noted that she didn't notice anything out of the ordinary. Mr. Lucas made a

motion to approve the financial statements as presented, which was seconded by Ms. Parks. Upon no further discussion, the motion passed unanimously.

**Joint IDA of Wythe County
Check Register
January 26, 2024, through February 22, 2024**

Check #	Date	Payee	Amount
EFT	02/22/24	Verizon	\$ 80.02
EFT	02/22/24	Robert G. Moore	\$ 1,100.00
EFT	02/22/24	Xerox Corporation	\$ 38.36
EFT	02/22/24	Appalachian Power Company	\$ 280.44
EFT	02/22/24	First Bank- Master Card	\$ 4,121.94
EFT	02/22/24	Brightspeed	\$ 165.46
8121	02/22/24	CowanPerry PC	\$ 200.00
8122	02/22/24	AAUW Wytheville Branch	\$ 300.00
8123	02/22/24	Best Deal Signs	\$ 475.00
8124	02/22/24	David Manley- reimbursement	\$ 682.06
Total			\$ 7,443.28

**Joint IDA of Wythe County
Check Register
February 23, 2024, through March 28, 2024**

Check #	Date	Payee	Amount
EFT	03/28/24	Robert G. Moore	\$ 1,100.00
EFT	03/28/24	Xerox Corporation	\$ 89.09
EFT	03/28/24	Verizon	\$ 80.02
EFT	03/28/24	Brightspeed	\$ 165.48
EFT	03/28/24	Appalachian Power Company	\$ 201.70
EFT	03/28/24	First Bank-MasterCard	\$ 4,563.59
8125	03/28/24	Town of Wytheville	\$ 24,148.56
8126	03/28/24	Cowan Perry PC	\$ 200.00
8127	03/28/24	W-W-B Chamber of Commerce, Inc	\$ 600.00
8128	03/28/24	John Matthews	\$ 247.90
8129	03/28/24	Brook Hill Landscaping, Joshua Neal	-VOID \$ VOID
8130	03/28/24	Viola Engineering, PC	\$ 35,000.00
Total			\$ 66,396.34

REVOLVING LOAN FUND REPORT

Mr. Manley noted the borrowers that have actively been paying their loan and are up-to-date. Seven Sisters is behind for the month, but always catches up on their payments. Mr. Manley mentioned there was an application to the fund expected. He asked the board if anyone would be interested in serving on a loan

committee to review the application and financials for the interested company. Ms. Case said she would be interested in being on that committee.

STAFF REPORTS

STAFF REPORT- DEPUTY DIRECTOR

Activity

140 S 1st Street Development Work- Grant Applications

Annual Report

Business Solutions Unit- Chair

Career Fair April 10- Wythe & Bland County Students and Public

BSU- Regular Meeting

Workforce Exchange – Camrett

Business Update Event April 16 – Planning/Marketing

Department of Housing and Community Development (DHCD)

Enterprise Zone

GoVirginia – Project Application Discussion

Mt Rogers Regional Partnership- EcDev & Chamber Lunch, BRE meetings

Opportunity Appalachia – Grant Webinar

Performance Agreements (existing)- Compliance and Reporting: Department of Agriculture and Consumer Services, Tobacco Commission

Projects- 5

Properties-

Database Update

Real Estate Professionals

Property Owners

Property Research

Revolving Loan Fund – inquiries and company meetings

Site Visit - Hutchinson

Small Business Assistance

Southwest Virginia Legislative Reception in Richmond

Town of Wytheville- Incentives Review Committee

Virginia Department of Agriculture and Consumer Services- Michele Bridges

Virginia Economic Developers Association (VEDA)-

Board Meeting – Richmond, February 14

Spring Conference – Charlottesville, March 13-15

Public Policy – Weekly Legislative Review

Awards & Scholarships Committee

ImpactED- Monthly resource webinar

Business Retention and Expansion Shared Interest Group

Rural Shared Interest Group

Workforce Special Interest Group

Virginia Economic Development Partnership – Jason El Koubi, CEO

Nicole Riley, Senior Vice President of Policy and Strategic Partnerships, and Abigale Wescott,

Managing Director, External Affairs – Wytheville Visit & Tour

Wythe County – Budget Hearing

Economic Development Committee

Wythe County Technology Center – Perkins Advisory Council

STAFF REPORT – EXECUTIVE DIRECTOR

Mr. Manley reported that the Joint IDA is moving forward in the Virginia Business Ready Sites Program (VBRSP) after two rounds of eliminations. The program would help grade and prepare Lot 10 in Progress Park, making it viable for business attraction prospects. He noted that the real estate team evaluating all 30+ sites will be visiting on Tuesday, April 9, 2024, to make an evaluation. Awards for the program will be announced by the end of the fiscal year. He added there are many applicants still left but that Progress Park had a strong application.

Mr. Manley said Nicole Riley, the Senior Vice President of Policy and Strategic Partnerships for VEDP, and Abigail Wescott, the Managing Director of External Affairs for VEDP met with JIDA staff earlier in the month touring the area and Progress Park.

Mr. Manley presented to the board his annual report of economic indicators including Wythe County business establishments, economic output, population, labor participation rate, unemployment, and per capita income over the past ten years. Information shown was gleaned from the Federal Reserve of St. Louis.

PROJECT BRIEFINGS

Mr. Manley briefed the board on project activity which he described as low due to lack of available sites and the likely link to high interest rates.

Mr. Matthews mentioned there are five local expansion projects he is currently working on.

Mr. Manley said he is continuing to meet weekly with Blue Star where there have been some movement with some of their partners to discuss applying for specialized congressional spending. He added he is writing a letter inviting our congressional delegation from the Senate and House to visit and tour the Blue Star facility.

OLD OR ONGOING BUSINESS

OTHER

None.

NEW BUSINESS

APPOINTMENT TO MT ROGERS REGIONAL PARTNERSHIP BOARD OF DIRECTORS

Mr. Manley asked the board to table this item until further discussion could take place. The item was tabled.

COMMUNITY ECONOMIC DEVELOPMENT AWARD RECOGNITION

Mr. Manley said that the Joint IDA received a Community Economic Development Award from the Virginia

Economic Developers Association at the spring meeting in Charlottesville, VA for Mr. Matthews work on the Regional Housing Summit. Mr. Manley thanked Mr. Matthews for all his hard work on the Housing Summit, and the award was passed around for everyone to see. The Community Economic Development awards are highly competitive and the Joint IDA has brought home awards two years in a row.

TENURE AWARDS- APRIL 18, 2024

Mr. Manley said the Tenure Awards will be at the Wytheville Meeting Center at noon on April 18, 2024, and that the invitations have been sent out. Mrs. DeHart mentioned Yoder's Quality Buildings at 5 years, Belknap-Haines, RH Sheppard, and Dalton Enterprises at 30 years, Hutchinson at 40 years, Mitsubishi Chemical Advanced Materials at 50 years, and Southern States Carroll Co-op - Wythe Branch at 75 years will be receiving awards at the luncheon.

GOLF TOURNAMENT- MAY 16, 2024

A golf tournament registration form was circulated to the board. Mrs. DeHart reported there are 11 teams currently. She noted that last year there were 18 teams.

BANKING RELATIONSHIP

Mr. Manley stated that the First Community Bank began assessing some new fees due to the Joint IDA's status as a public entity, and the staff had solicited proposals from an array of regionally-owned banks. A handout was made showing a comparison of the proposals from 3 different local banks. Mrs. DeHart answered a few questions from Ms. Case. After a brief discussion, Ms. Case made the motion for the Joint IDA to move its operations-related banking business to First Bank & Trust. The motion was seconded by Mr. Lucas.

Roll Call Vote:

Yea – Michael Cole, Chairman
Jeff Lucas, Vice Chairman
Sherri Case, Treasurer
Vicki Parks

Nay – None

Absent during vote: Matt Clarke
Dennis Manuel
Aaron Robinson

Ms. Case then made the motion to move certain Revolving Loan Fund business to First Bank & Trust. The motion was seconded by Ms. Parks.

Roll Call Vote:

Yea – Michael Cole, Chairman
Jeff Lucas, Vice Chairman
Sherri Case, Treasurer

Vicki Parks

Nay – None

Absent during vote: Matt Clarke
Dennis Manuel
Aaron Robinson

APRIL BOARD MEETING LOCATION

Mr. Manley said the April board meeting will be at the Wytheville Meeting Center. An in-person FOIA training will take place at 2pm prior to that meeting where Mr. Manley plans to invite partners to attend as well. Board members were encouraged to attend this training that is required by the Code of Virginia every two years. An attorney from the Virginia Freedom of Information Advisory Council would lead the session.

OTHER

None

Closed Session as permitted by Code of Virginia sections: §2.2-3711 (A)(5) [Project Artemis].

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 - Project Artemis.

The motion was seconded by Ms. Case.

Roll Call Vote:

Yea – Michael Cole, Chairman
Jeff Lucas, Vice Chairman
Sherri Case, Treasurer
Vicki Parks

Nay – None

Absent during vote: Matt Clarke
Dennis Manuel
Aaron Robinson

The board entered a closed session discussion at 4:18 PM.

At 4:34 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
Vicki Parks

Nay – None

Absent during vote: Matt Clarke
Dennis Manuel
Aaron Robinson

ADJOURNMENT

There being no other business, Chairman Cole adjourned the meeting at 4:34 PM.

Michael Cole, Chairman

Attest:

Jessica E. DeHart, Secretary