

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
September 19, 2024

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, September 19, 2024, 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
Aaron Robinson

MEMBERS ABSENT

Matt Clarke
Dennis Manuel
Vicki Parks

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 an invocation and led the Pledge of Allegiance.

CITIZENS' TIME

Chairman Cole welcomed Cathy Pattison, Vice Mayor, Town of Wytheville, 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 – August 22, 2024

Chairman Cole asked if there were any questions or concerns about the minutes from August 22, 2024. Mr. Manley cited one change in the minutes after they were circulated which was a name change under the adjournment section. Chairman Cole asked for a motion to approve the minutes as presented with the one edit. Ms. Case made the motion to accept the minutes with the correction, 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 August 23, 2024, through September 19, 2024. Mr. Lucas made a motion to approve the financial statements as presented, which was seconded by Mr. Robinson. With no further discussion, the motion passed unanimously.

Joint IDA of Wythe County Check Register August 23, 2024, through September 19, 2024

Check #	Date	Payee	Amount
EFT	09/19/24	Robert G. Moore	\$ 1,100.00
EFT	09/19/24	Xerox Corporation	\$ 33.14
EFT	09/19/24	Appalachian Power Company	\$ 148.02
EFT	09/19/24	Verizon	\$ 95.02
EFT	09/19/24	First Bank- MasterCard	\$ 4,560.02
EFT	09/19/24	Brightspeed	\$ 165.36
8243	09/19/24	Joshua Neal Brook Hill Lawncare	\$ 125.00
8244	09/19/24	Town of Wytheville	\$ 35,635.43
8245	09/19/24	David Manley- Reimbursement	\$ 1,602.56
8246	09/19/24	Cowan Perry PC	\$ 200.00
8247	09/19/24	John Matthews- Reimbursement	\$ 143.72
Total			\$ 43,808.27

REVOLVING LOAN FUND REPORT

No matters required attention.

STAFF REPORTS

STAFF REPORT- DEPUTY DIRECTOR

Activity

140 S 1st Street Development Work – Department of Historic Resources, Historic Tax Credits, Project Updates

Appalachian Regional Commission – Input session, Abingdon

Business Solutions Unit- Chair

Business Symposium Planning – September 17

Job fair planning

Department of Housing and Community Development (DHCD) –

EZ boundary amendment application meetings

Mt Rogers Regional Partnership - BRE meetings

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

Projects - 3

Properties - Property Owners

Property Research

Regional Housing Summit – Advisory meeting

Site Visit – Somic

Virginia Agricultural Development Officers – Fall Conference October 8-10 – Planning Committee

Virginia Department of Agriculture and Consumer Services – Michele Bridges, Genny Harris

Virginia Economic Developers Association (VEDA)-

Public Policy planning – Co-Chair

Virginia Economic Development Partnership – Business Retention and Expansion (BRE) team calls

Virginia Rural Center – The Governor’s Summit on Rural Prosperity – October 28-30, Wytheville Meeting Center
Planning Committee Meeting

STAFF REPORT – EXECUTIVE DIRECTOR

Mr. Manley reported project flow is slow at this time, which is not unusual in presidential election years. Mr. Manley mentioned that the former MEC building in Fairview has been listed with a broker and that it was previously upgraded to a food grade warehouse space. The Joint IDA will support marketing efforts to find a quality tenant.

PROJECT BRIEFINGS

PROGRESS PARK SITE DEVELOPMENT

Mr. Manley mentioned the Joint IDA was awarded \$425,876 from GO Virginia for Lot 10 site development to supplement the \$5+ million award announced for Virginia Business Ready Sites funding from VEDP. He added that contract negotiations for both grants were active and underway. Mr. Manley hopes both agreements will

be signed in the first part of October so that due diligence, engineering, and design can begin on Lot 10 in Progress Park.

OLD OR ONGOING BUSINESS

None.

NEW BUSINESS

SOCIAL MEDIA COMMUNICATIONS POLICY PROPOSAL

Mr. Manley presented the board with a proposed social media communications policy for consideration that was developed over the past several weeks and in consultation with counsel. Mr. Manley described the intent and made special note of the creation of a limited public forum through this policy. After a brief discussion, Ms. Case made the motion to adopt the following social media communications policy, which was seconded by Mr. Lucas. The motion passed unanimously.

Social Media Communications Policy

Free speech and the free exchange of ideas are both critical pillars of our system of government and the principles of good governance, responsiveness, and transparency are vital to the governance of a public entity. Various platforms (including social media) can be powerful and effective tools to help share information. Responsible, legal, and ethical communication is of paramount importance. In consideration of the above, this document represents the stated **Social Media Communications Policy** of the **Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat** ("Joint IDA").

- A. Any digital communication platform controlled or operated by the Joint IDA of Wythe County is a limited public forum.
- B. Platforms and outlets covered by this policy include but are not limited to: Facebook, LinkedIn, Instagram, Twitter/X, YouTube, TikTok, Reddit, Flickr, Wikipedia, Snapchat, and other sites to include social media, microblogging, video- and photo-sharing, forums and message boards, instant messaging, etc.
- C. Activity on these platforms on behalf of the Joint IDA should advance the goals of a vital local economy and community.
- D. Joint IDA representatives encouraged to and have the authority to communicate via social media on behalf of the authority in a professional, prompt, factual, and consistent way, and should refrain from offensive, pejorative, or inflammatory imagery and language.
- E. Social media communications should not be partisan in nature but can encourage public policy goals.

F. Any concerns about posted or shared content should be addressed to Joint IDA leadership promptly.

This policy is subject to review as needed to ensure continued relevance and compliance with current standards and best practices.

Adopted by an affirmative vote on this _____ day of _____, 2024.

Chair: _____ Secretary: _____

OTHER

Closed Session as permitted by Code of Virginia sections: §2.2-3711 (A)(3) [Discussion of the acquisition of real property for a public purpose].

Mr. Lucas moved that the Board of Directors of the Joint IDA of Wythe County enter closed session pursuant to Code of Virginia sections: §2.2-3711 (A)(3): Discussion of the acquisition of real property for a public purpose.

The motion was seconded by Ms. Case.

Roll Call Vote:

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

Nay – None

Absent during vote: Matt Clarke
Dennis Manuel
Vicki Parks

The board entered a closed session discussion at 3:19 PM.

At 3:51 PM, Mr. Lucas then moved that the Board of Directors of the Joint IDA of Wythe County re-enter open session pursuant to the previously announced expectations of Virginia’s open meeting law and further would certify that only named matters were discussed in closed session.

The motion was seconded by Ms. Case.

Roll Call Vote:

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

Aaron Robinson

Nay – None

Absent during vote: Matt Clarke
Dennis Manuel
Vicki Parks

ADJOURNMENT

There being no other business, Chairman Cole adjourned the 3:53 PM.

Michael Cole, Chairman

Attest:

Jessica E. DeHart, Secretary