

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
December 3, 2024

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat, held its combined November/December meeting on Tuesday, December 3, 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
Matt Clarke
Dennis Manuel
Vicki Parks
Aaron Robinson

MEMBERS ABSENT

Jeff Lucas, Vice Chairman
Sherri Case, Treasurer

EX-OFFICIO MEMBERS PRESENT

None

EX-OFFICIO MEMBERS ABSENT

Stephen Bear, Wythe County Administrator
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

None.

SPECIAL PRESENTATION

Mr. Manley read and presented a resolution to Mr. Matthew Clarke for his service to the public and the Joint IDA, on behalf of the Board of Directors and staff of the Joint Industrial Development Authority. Mr. Manuel made the motion to adopt the following resolution as read by Mr. Manley. Mr. Robinson seconded the motion, which was passed unanimously. The resolution read:

A Resolution Honoring Matthew Clarke

WHEREAS, Matthew Clarke has honorably served the people of Wythe County as a member of the Joint Industrial Development Authority board of directors since his appointment by the Wythe County Board of Supervisors on February 14, 2017, and

WHEREAS, Mr. Clarke supported economic progress and opportunity for all Wythe Countians by being an engaged and effective board member of the Joint Industrial Development Authority, and

WHEREAS, Mr. Clarke brought decades of leadership and success in the business world as an executive, an investor, and an entrepreneur, to bear on the work of the authority, and

WHEREAS, Mr. Clarke has been a champion for the team at the Joint Industrial Development Authority and their work to increase Wythe County's prosperity and quality of life, and

WHEREAS, the Joint IDA's endeavors catalyzed significant economic development activity during his tenure, leading to a stronger economy in Wythe County and the Towns of Wytheville and Rural Retreat, and

WHEREAS, Mr. Clarke's distinguished period of service to the people of Wythe County and to the authority is ending after two terms on December 31, 2024, then

THEREFORE, BE IT RESOLVED by the board of directors and proclaimed by the staff of the Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat, that

Matthew Clarke is recognized and honored for his many contributions to the economic vitality of our community, to the strength of the Joint Industrial Development Authority, and that we all wish him the best for future success, health, and happiness.

Adopted this 3rd day of December 2024.

Michael Cole, Chairman

David Manley, Executive Director

Mr. Clarke mentioned he has enjoyed his time on the board and is proud to be a part of the Joint IDA’s accomplishments over the years. He thanked the staff of the Joint IDA mentioning it was easy to be proud to be a board member.

APPROVAL OF MINUTES – October 24, 2024

Chairman Cole asked if there were any questions or concerns about the minutes from October 24, 2024. Chairman Cole asked for a motion to approve the minutes as presented. Mr. Clarke made the motion to accept the minutes as presented, which was seconded by Mr. Manuel. With no further discussion, the motion passed unanimously.

FINANCIAL REPORTS AND APPROVAL OF INVOICES

Chairman Cole entertained a motion to approve the financial statements October 25, 2024, through December 3, 2024. Mr. Clarke 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
October 25, 2024, through December 3, 2024**

Check #	Date	Payee	Amount
EFT	12/03/24	Xerox Corporation	\$ 13.34
EFT	12/03/24	Robert G. Moore	\$ 1,100.00
EFT	12/03/24	Verizon	\$ 80.09
EFT	12/03/24	Appalachian Power Company	\$ 87.70
EFT	12/03/24	First Bank- Master Card	\$ 2,458.19
8254	12/03/24	Town of Wytheville	\$ 25,644.44
8255	12/03/24	Cowan Perry PC	\$ 1,200.00
8256	12/03/24	David Manley - Reimbursement	\$ 1,656.86
8257	12/03/24	Cowan Perry PC	\$ 200.00
Total			\$ 32,440.62

REVOLVING LOAN FUND REPORT

Mr. Clarke noted the Revolving Loan Fund hadn't issued any loans since earlier in 2024, and the funds that are outstanding are around \$81K with the RLF account having roughly around \$750K. He asked what the Joint IDA needed to do to market the loan fund to support local businesses and entrepreneurs. Mr. Manley said there haven't been any marketing efforts as of recently due to the collection activities that were necessary to collect on the unsatisfied loans. He noted he has had many conversations as of late with bankers about potential opportunities to collaborate on small business loans. A conversation ensued about the program and its potential in helping the community. Mr. Manley agreed that additional engagement would be appropriate to generate more qualified applicants.

STAFF REPORTS

STAFF REPORT- DEPUTY DIRECTOR

Activity

140 S 1st Street Development Work – Department of Historic Resources, Historic Tax Credits, Project Updates
Business Solutions Unit- Chair

2025 planning

Department of Housing and Community Development (DHCD) –

Enterprise Zone boundary amendment submitted – preliminary approval

Enterprise Zone annual report presentation

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 economic developers lunch – Host

Skeeter's Ribbon Cutting

Small Business Assistance

Virginia Department of Agriculture and Consumer Services – Michele Bridges

Virginia Economic Developers Association (VEDA)-

ImpactED webinar – Workforce Housing Investment Program (Virginia Housing), Virginia Center for Housing Research, VEDP Update

Public Policy Network (Co-Chair) – legislator engagement planning

Rural Special Interest Group (SIG) – Attracting commercial developers

Workforce Special Interest Group (SIG)

Virginia Economic Development Partnership – Local economic development organizations (LEDO) call

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

Planning Committee Meeting

UVA Wise – Regional business startup program with Hatch and Co-Starters

Wohlfahrt Haus Auction

Wytheville Community College Perkins Advisory Council

STAFF REPORT – EXECUTIVE DIRECTOR

Mr. Manley reported there has been little project activity which had been predicted in an election year, adding there has been some chatter from companies and partners about tariffs.

PROJECT BRIEFINGS

Mr. Manley stated the GO Virginia agreement has been executed for Lot 10 site development. He mentioned he is ready to execute the fully funded engineering agreement and is at the end of negotiations for the VEDP Business Ready Sites Program agreement.

OLD OR ONGOING BUSINESS

None.

NEW BUSINESS

HOLIDAY OPEN HOUSE-THURSDAY, DECEMBER 12

Mr. Manley stated the Holiday Open House will be Thursday, December 12 from 4-6pm at the Joint IDA office. He added that invitations have been sent out to partners, local government, and board members. He said to let the staff know if anyone did not receive the invitation.

OTHER

None.

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], §2.2-3711 (A)(5) [Discussion of prospective or expanding business or industry], and §2.2-3711 (A)(29) [Discussion of contracting with public funds].

Mr. Clarke 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, §2.2-3711 (A)(5): Discussion of prospective or expanding business or industry, and §2.2-3711 (A)(29): Discussion of contracting with public funds.

The motion was seconded by Mr. Manuel.

Roll Call Vote:

Yea – Michael Cole, Chairman
Matt Clarke
Dennis Manuel

Vicki Parks
Aaron Robinson

Nay – None

Absent during vote: Jeff Lucas, Vice-Chairman
Sherri Case, Treasurer

The board entered a closed session discussion at 3:39 PM.

At 4:01 PM, Mr. Clarke 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 Mr. Robinson.

Roll Call Vote:

Yea – Michael Cole, Chairman
Matt Clarke
Dennis Manuel
Vicki Parks
Aaron Robinson

Nay – None

Absent during vote: Jeff Lucas, Vice-Chairman
Sherri Case, Treasurer

Joint IDA staff showed videos and images of Lot 24 in Progress Park to the board showing the progress of the NBR facility on the lot. Mr. Manley mentioned a good portion of the rail to Lot 24 was grant funded. He added when the land was granted as part of the incentive package for the Blue Star project, there were claw back provisions in place to return the land to the County should the performance agreement benchmarks not be met.

ADJOURNMENT

There being no other business, Mr. Clarke made the motion to adjourn, which was seconded by Mr. Manuel. Chairman Cole adjourned the meeting at 4:06 PM.

Michael Cole, Chairman

Attest:

Jessica E. DeHart, Secretary