

**JOINT INDUSTRIAL DEVELOPMENT AUTHORITY**  
**Minutes of Meeting**  
**February 27, 2025**

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular January meeting on Thursday, February 27, 2025, 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  
Bobby Angles  
Dennis Manuel  
Vicki Parks  
Aaron Robinson

**MEMBERS ABSENT**

Sherri Case, Treasurer

**EX-OFFICIO MEMBERS PRESENT**

Stephen Bear, Wythe County Administrator

**EX-OFFICIO MEMBERS ABSENT**

Steve Moore, Interim Town of Wytheville Town Manager  
Jason Childers, Rural Retreat Town Manager

**JOINT IDA STAFF PRESENT**

David Manley, Executive Director  
John Matthews, Deputy Director

**JOINT IDA STAFF ABSENT**

Jessica DeHart, Administrative Assistant

**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 Stephen Bear, County Administrator, Wythe County, Dr. Beth Taylor, Mayor, Town of Wytheville, and Matt Hankins, Assistant County Administrator, Wythe County.

**Introduction of New Board Appointee**

Chairman Cole asked Mr. Manley to introduce the new Joint IDA board appointee. Mr. Manley introduced Bobby Angles as Wythe County’s newly appointed board member, replacing Matt Clark. He continued that Mr. Angles has been employed by Somic America for 21 years, and his expertise will be very valuable as the Joint IDA does the work of economic development. Chairman Cole and the board welcomed Mr. Angles.

**APPROVAL OF MINUTES – January 23, 2025**

Chairman Cole asked if there were any questions or concerns about the minutes from January 23, 2025. Chairman Cole asked for a motion to approve the minutes as presented. Mr. Lucas made the motion to accept the minutes as presented, which Mr. Manuel seconded. With no further discussion, the motion passed unanimously.

**FINANCIAL REPORTS AND APPROVAL OF INVOICES**

Chairman Cole entertained a motion to approve the financial statements January 24, 2025, through February 27, 2025. Mr. Manley noted that Ms. Case and Ms. DeHart were not present to speak to the financials presented, but he would do his best to answer any questions. With no questions, 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  
January 24, 2025, through February 27, 2025**

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
8264	1/28/2025	Voided Check	\$0.00
EFT	2/27/2025	Robert G. Moore	\$1,100.00
EFT	2/27/2025	Verizon	\$83.57
EFT	2/27/2025	Xerox Corporation	\$21.00
EFT	2/27/2025	Appalachian Power Company	\$324.08
EFT	2/27/2025	Brightspeed	\$186.16

EFT	2/27/2025	First Bank - Master Card	\$2,197.27
8265	2/27/2025	Robinson Farmer Cox Associates, PLLC	\$8,250.00
8266	2/27/2025	Cowan Perry PC	\$200.00
8267	2/27/2025	AAUW Wytheville Branch	\$300.00
8268	2/27/2025	Town of Wytheville	\$35,613.96
8269	2/27/2025	Wythe County	\$754,943.50
8270	2/27/2025	David Manley	\$1,522.40
8271	2/27/2025	Beyond Catering SWVA, LLC	\$1,116.58
8272	2/27/2025	Virginia ABC	\$85.00
<b>Total</b>			<b>\$805,943.52</b>

## REVOLVING LOAN FUND REPORT

Revolving loan activity was reported during the approval of the financial statements.

## STAFF REPORTS

### STAFF REPORT- DEPUTY DIRECTOR

#### Activity

140 S 1<sup>st</sup> Street Development Work – Grant reporting, Remittance requests, Vendor meetings  
 Business Solutions Unit – Chair  
 Regular meeting  
 Wythe-Bland Career Fair – April 16  
 Workforce Exchange - Amcor  
 Department of Housing and Community Development (DHCD) –  
     Enterprise Zone webinars and  
 Performance Agreements (existing) – Compliance and Reporting: Department of Agriculture and Consumer  
 Services, Tobacco Commission  
 Properties – VEDP real estate calls  
 Property Owners  
     Property Research  
 Site Visit – Austinville Limestone  
 Small Business Assistance & Revolving Loan Fund  
 Town of Wytheville – Industrial zoning meeting  
 Virginia Department of Agriculture and Consumer Services – Michele Bridges, Mark Bass  
 Virginia Economic Developers Association (VEDA) –  
 ImpactED webinar – General Assembly/Legislative Update, VEDP Update  
 VEDA Legislative Engagement (Co-Chair) – legislator engagement  
 Weekly Public Policy Calls  
 Downtown Development Special Interest Group (SIG)  
 Rural Special Interest Group (SIG)  
 Virginia Housing - Workforce Housing Investment Program grant application  
 Wythe County Technology Center Perkins Advisory Council

## **STAFF REPORT – EXECUTIVE DIRECTOR**

Mr. Manley reported that it had been a busy February and the majority of his work was represented throughout the agenda and closed session. Mr. Manley suggested moving on to Project Briefings.

## **OLD OR ONGOING BUSINESS**

### **PROJECT BRIEFINGS**

Mr. Manley stated that weather had delayed early site work planned for the development of Lot 10. Desktop analysis was underway, which included a cultural asset review, threatened and endangered species review, and the phase one environmental site assessment. Onsite work is scheduled to begin in March.

Mr. Manley shared that funding legislation to reimburse Wythe County for investment in infrastructure related to the Blue Star announcement had passed both houses of the Virginia General Assembly and was awaiting the Governor's signature. The general counsel for the Virginia Economic Development Partnership anticipates the full \$3.8 million will be available later this spring. Mr. Manley explained that this funding was part of the incentive package to secure the Blue Star project, which had not been marked as non-reverting funds and was reabsorbed into the general fund in 2023. The Joint IDA worked with the Richmond consulting firm Two Capitols Consulting to guide this funding through the legislative session and answer any questions that may have arisen.

## **NEW BUSINESS**

### **FY 2025-26 BUDGET REQUEST**

Mr. Manley presented the Joint IDA's budget request to the localities. He noted that healthcare benefit costs have gone up by about \$10,000 over the last two years, and while there wasn't another cost increase planned for the coming year, the organization would have to align this budget with the recent increases. Mr. Manley stated that Wythe County would hold its budget hearings in March, and the Joint IDA would also be available to discuss the budget request with the Town of Wytheville and the Town of Rural Retreat if they had any questions.

### **TENURE AWARDS – April 24, 2025**

Mr. Manley shared the details of the upcoming Industry Appreciation Tenure Awards on April 24, 2025, at the Wytheville Meeting Center at 12:00 pm before the regular monthly board meeting.

## **STAFFING**

Mr. Manley announced that Jessica DeHart had begun her maternity leave after giving birth to Margo Jane Lewis on Monday, February 24, 2025. Photos were displayed of the newborn.

**Closed Session as permitted by Code of Virginia sections: §2.2-3711(A)(3): Discussion of the acquisition or disposition of real property for a public purpose [190 S. 1st Street building; Progress Park], §2.2-3711(A)(5): Discussion of prospective or expanding business or industry [Project Gradient, Project Element], §2.2-3711(A)(29): Discussion of contracting with public funds [Site Development, Professional Services].**

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 or disposition of real property for a public purpose [190 S. 1st Street building; Progress Park], §2.2-3711(A)(5): Discussion of prospective or expanding business or industry [Project Gradient, Project Element], §2.2-3711(A)(29): Discussion of contracting with public funds [Site Development, Professional Services].

The motion was seconded by Mr. Robinson.

Roll Call Vote:

Yea – Dennis Manuel  
Aaron Robinson  
Jeff Lucas  
Michael Cole  
Bobby Angles  
Vicki Parks

Nay – None

Absent during vote: Sherri Case

The board entered a closed session discussion at 3:17 PM.

At 4:01 PM, Mr. Lucas then moved 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. Manuel.

Roll Call Vote:

Yea – Dennis Manuel  
Aaron Robinson  
Jeff Lucas  
Michael Cole  
Bobby Angles  
Vicki Parks

Nay – None

Absent during vote: Sherri Case

Mr. Lucas made a motion to authorize the executive director to negotiate and execute an appropriate option agreement with necessary parties including but not limited to the principal company for Project Gradient for Lots 35 and 36 in Progress Park in Wythe County.

The motion was seconded by Mr. Robinson.

Roll Call Vote:

Yea – Dennis Manuel  
Aaron Robinson  
Jeff Lucas  
Michael Cole  
Bobby Angles  
Vicki Parks

Nay – None

Absent during vote: Sherri Case

**OTHER**

None

**ADJOURNMENT**

There being no other business, Chairman Cole adjourned the meeting at 4:06 PM.

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Michael Cole, Chairman

Attest:

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Jessica E. DeHart, Secretary