

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
March 27, 2025

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, March 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
Sherri Case, Treasurer
Dennis Manuel
Vicki Parks
Aaron Robinson

MEMBERS ABSENT

Jeff Lucas, Vice Chairman
Bobby Angles

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 (on leave)

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

Mayor Taylor was welcomed. No citizens spoke during this period.

APPROVAL OF MINUTES – January 23, 2025

Chairman Cole asked if there were any questions or concerns about the minutes from the February 27, 2025, meeting. Chairman Cole asked for a motion to approve the minutes as presented. Mr. Robinson made the motion to approve the minutes as presented, which Ms. Case seconded. With no further discussion, the motion passed unanimously.

FINANCIAL REPORTS AND APPROVAL OF INVOICES

After a discussion with Mayor Taylor, Chairman Cole requested that board members identify themselves during roll call votes.

No questions were posed regarding the financial reports. Mr. Manuel made a motion to approve the financial statements as presented, which was seconded by Ms. Parks. With no further discussion, the motion passed unanimously.

**Joint IDA of Wythe County
Check Register
February 28, 2025–March 27, 2025**

	Date	Payee	Amount
EFT	3/27/2025	Robert G. Moore	\$1,100.00
EFT	3/27/2025	Verizon	\$83.57
EFT	3/27/2025	Xerox Corporation	\$32.63
EFT	3/27/2025	Appalachian Power Company	\$247.37
EFT	3/27/2025	Brightspeed	\$192.80
EFT	3/27/2025	First Bank - Master Card	\$3,108.33
8273	3/27/2025	Joshua Neal (Landscaping)	\$62.50
8274	3/27/2025	Town of Wytheville	\$25,644.44
8275	3/27/2025	BridgeTower OpCo LLC	\$3,800.00
Total			\$34,271.64

REVOLVING LOAN FUND REPORT

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

STAFF REPORTS

Stephen Bear joined the meeting at 3:04PM.

STAFF REPORT- DEPUTY DIRECTOR

Activity

140 S 1st Street Development Work – Grant reporting, Remittance requests, Vendor meetings
Workforce Housing Grant applications with Virginia Housing and Tobacco Commission

Business Solutions Unit – Chair

Wythe-Bland Career Fair – April 16

Department of Housing and Community Development (DHCD) –
Enterprise Zone Real Property Investment Grant Applications

Joint IDA Annual Report, Budget Hearing, Administrative Work

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

Projects – 2

Properties – VEDP real estate calls

Property Owners

Property Research

Revolving Loan Fund - application

Small Business Assistance

Virginia Department of Agriculture and Consumer Services – Michele Bridges, Mark Bass

Virginia Economic Developers Association (VEDA)

VEDA Legislative Engagement (Co-Chair) – legislator engagement

Virginia Economic Development Partnership (VEDP) – Advanced Materials team visit

Wythe County Technology Center Perkins Advisory Council

Mr. Matthews distributed the 2024 Joint IDA annual report to the board and solicited feedback. He also mentioned that a revolving loan fund application was submitted that would be discussed later in closed session prior to any potential board action.

STAFF REPORT – EXECUTIVE DIRECTOR

Mr. Manley reported that much of his update would come in the closed session. He reported that the past couple of weeks have been among the most intense in recent history. Two projects are moving particularly fast and involve site visits and a lot of back and forth and negotiation.

OLD OR ONGOING BUSINESS

PROJECT BRIEFINGS

On the topic of the Progress Park site development project, Mr. Manley reported that the cultural resources review, threatened and endangered species review, and environmental site assessments are all underway by Dewberry for Lot 10. He mentioned that the property survey was being scheduled imminently. He reported a call with VEDP staff in which a project update was shared, as well. Geotechnical work and master planning are the next major steps. He added that despite inclement weather that delayed the field work, the project is largely keeping with the projected timeline.

NEW BUSINESS

Mr. Manley announced that Deputy Director John Matthews was named a winner of Virginia Business's inaugural 40 Under 40 awards. Mr. Matthews was considered an extraordinarily strong candidate by the magazine's selection committee and his elevation to winner was not subject to any disagreement or hesitation. The board congratulated John and applauded this recognition. He will be celebrated with the other 39 winners at a reception in Richmond in May. Mr. Manley reported that it was a pleasure to nominate Mr. Matthews.

CLOSED SESSION

Ms. Case moved that the Joint IDA Board of Directors enter 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 (Certain lots in 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 (Legal professional services), and
- §2.2-3711(A)(39): Proprietary and confidential business information provided by a business for economic development purposes protected by Code of Virginia §2.2-3705.6(3) (relating to a RLF application by SomerFit LLC).

The motion was seconded by Mr. Robinson.

Roll Call Vote:

Yea – Dennis Manuel
Aaron Robinson
Sherri Case
Michael Cole
Vicki Parks

Nay – None

Absent during vote: Jeff Lucas, Bobby Angles

The board entered a closed session discussion at 3:18 PM.

At 4:14 PM, Ms. Case then moved the Board of Directors of the Joint IDA of Wythe County re-enter open session pursuant to the previously announced exceptions 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 – Dennis Manuel
Aaron Robinson
Sherri Case
Michael Cole
Vicki Parks

Nay – None

Absent during vote: Jeff Lucas, Bobby Angles

OTHER

None

ADJOURNMENT

There being no other business, Chairman Cole adjourned the meeting at 4:17 PM.

Michael Cole, Chairman

Attest:

Jessica E. DeHart, Secretary