

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
August 28, 2025

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, August 28, 2025, at 3:00 PM, in the Council Room of the Wytheville Municipal Building at 150 East Monroe Street, Wytheville, Virginia.

MEMBERS PRESENT

Jeff Lucas, Vice Chairman
Dennis Manuel
Aaron Robinson
Bobby Angles
Mark Bloomfield

MEMBERS ABSENT

Michael Cole, Chairman
Sherri Case, Treasurer

EX-OFFICIO MEMBERS PRESENT

Stephen Bear, Wythe County Administrator

EX-OFFICIO MEMBERS ABSENT

Sherry Corvin, Interim Town of Wytheville Town Manager
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

Vice Chairman Lucas 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

Vice Chairman Lucas welcomed Dr. Beth Taylor, Mayor, Town of Wytheville, Cathy Pattison, Council Member, Town of Wytheville, and Patricia Bevel, Virginia Works. Ms. Patricia Bevel introduced herself to the board and informed everyone that the VEC's workforce services has been branded as Virginia Works which handles broader job seeker and employer services and training programs.

APPROVAL OF MINUTES – JULY 24, 2025

Vice Chairman asked if there were any questions or concerns about the minutes from the July 24, 2025, meeting. There were none. Mr. Bloomfield made the motion to accept the minutes as presented, which was seconded by Mr. Manuel. The motion passed unanimously.

FINANCIAL REPORTS AND APPROVAL OF INVOICES

Vice Chairman Lucas asked if there were any questions about the financial statements from July 25, 2025, through August 28, 2025. Mr. Manley spoke with Ms. Case prior to the meeting, and she had no comments to share with the board regarding the financial reports. After a brief review, Mr. Manuel 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 July 25, 2025–August 28, 2025

	Date	Payee	Amount
EFT	8/28/2025	Verizon	\$105.93
EFT	8/28/2025	New Peoples Bank-Wytheville	\$1,253.13
EFT	8/28/2025	Appalachian Power	\$193.84
EFT	8/28/2025	First Bank-Mastercard	\$1,263.78
EFT	8/28/2025	Town of Wytheville	\$38.66
EFT	8/28/2025	Brightspeed	\$155.20
EFT	8/28/2025	Xerox Corporation	\$22.80
TRANSF	8/28/2025	Joint IDA-Business Symposium	\$500.00
8313	8/28/2025	Joshua Neal-Brook Hill Lawncare	\$125.00
8314	8/28/2025	Town of Wytheville	\$46,141.25
8315	8/28/2025	Joint IDA-Revolving Loan Fund Reimbursement	\$623.96
8316	8/28/2025	Wytheville Meeting Center	\$152.00

8317	8/28/2025	Dewberry Engineers	\$7,090.00
Total			\$57,665.55

STAFF REPORTS

STAFF REPORT- DEPUTY DIRECTOR

Activity

140 S 1st Street Development Work – Grant reporting, Vendor meetings

Business Solutions Unit (Chair)-

Regular Meeting

Business Success Symposium Planning-September 9

Mount Rogers Regional Partnership –

Foreign Direct Investment (FDI) Certification

Business Retention and Expansion (BRE)

Properties - Property Owners

Real Estate Database Update

Small Business Assistance

Southwest Virginia Tourism Summit-Wytheville Meeting Center

Virginia Department of Agriculture and Consumer Services –

Agriculture and Forestry Industries Development Fund (AFID) Planning Grant

Virginia Economic Developers Association (VEDA) –

Leadership Retreat-Chesterfield,VA

ImpactedED – Virginia State Police new background check system – hiring tool & DEQ updates

Business Retention and Expansion Special Interest Group

Virginia Economic Development Partnership (VEDP)-Business Retention and Expansion (BRE)

Mr. Matthews briefed the board on the upcoming Business Symposium scheduled for September 9, 2025, at the Wytheville Meeting Center.

He also reported about the visit from Transatlantic Business & Investment Council (TBIC), a group engaged by the Mount Rogers Regional Partnership to become a Certified Foreign Investment Community. Mr. Matthews informed everyone that the site selector review went well where the Joint IDA participated in a mock RFI, presentation, and site visit.

Mr. Manley added that the consultants for the TBIC were the same group that he had worked with on Project Artemis, so they were familiar with the community, process, and offerings. He said he received great feedback about Mr. Matthews and Mount Rogers Regional Partnership from those consultants, who are known in the economic development community to have a tougher process than most. Mr. Manley was unable to attend the visit, as he had a prior family engagement, but knew that Mr. Matthews would handle the presentation and site visit seamlessly. Mr. Manley thanked Mr. Matthews for taking over on the site

review.

STAFF REPORT – EXECUTIVE DIRECTOR

Mr. Manley reported there has been a widespread RFI and project slowdown across the country confirmed by the TBIC consultants and other colleagues in economic development. Many existing projects had been put on hold.

Mr. Manley said he attended the annual Southern Economic Development Council (SEDC) conference in Oklahoma City where Virginia has the third largest membership out of 17 states in conference. He added the trip was cut short to fly back for various important in-office discussions.

PROJECT UPDATE

PROGRESS PARK SITE DEVELOPMENT-LOT 10

Mr. Manley reported that a significant amount of the engineering and due diligence work has been completed for Lot 10, though he added that the project is a little behind from where he'd like it to be. He indicated that some activities were a few weeks behind schedule. He said the environmental permits should be applied for in September. According to the engineers, completion percentages for the different types of work for the first phase of the Lot 10 site development are as follows: due diligence-90%, geotechnical-95%, survey-99%, construction documents-15%, masterplan-15%. Mr. Manley says \$80,880 has been spent of the budgeted total amount of \$151,300 for this phase of the project. He added that there is a third-party review that will occur prior to the permit application to the Virginia Department of Environmental Quality (DEQ).

A preliminary design sketch of Lot 10 was included in the board packet that showed Lot 10 as a graded 50-acre site. This construction would take place in phase two of the project. Mr. Manley and the board discussed the sketch in length citing the three stormwater management ponds, the ingress and egress of the site, as well as the retaining walls, utilities, and slope of the lot. He added that he and Mr. Stephen Bear have a conference call with the engineers on September 3 to discuss design and planning.

During the meeting, Mount Rogers Regional Partnership announced on social media that they were approved on their Foreign Direct Investment (FDI) qualified community accreditation at the TBIC-hosted conference in Chicago, IL.

Mr. Manley reported new funding opportunities for additional site development were opening up, including VEDP's Virginia Business Ready Sites and its accelerated site characterization and the Tobacco Region Revitalization Commission's grant round for southwest Virginia economic development projects. He said that both Lots 1 and 32 need additional due diligence work to make them more marketable and would be strong grant candidates. Discussions are underway and grant applications will be completed within a few weeks. Mr. Manley estimated that \$150,000 to \$200,000 worth of due diligence activities would be needed for those two parcels in Progress Park and that grant funding might pay for much or all of that work.

Mr. Manley wrapped up his report by saying that the newly appointed director of development for real estate at Virginia Economic Development Partnership (VEDP) is reevaluating our previous submissions for reimbursement

on Lot 10 site development expenses. He said there was an administrative oversight on how items were to be submitted for reimbursement and that VEDP and Joint IDA were working to rectify that. Mr. Manley mentioned he has been having strong conversations with VEDP on this topic and the as-yet unpaid reimbursement.

OLD OR ONGOING BUSINESS

FY 24-25 AUDIT

Mr. Manley said the audit went very smoothly with very few questions from the auditors, Robinson Farmer Cox & Associates. He mentioned the auditors had said advances have been made in Ms. DeHart's accounting skills and that they said she was doing an excellent job.

NEW BUSINESS

OTHER

None.

CLOSED SESSION

Mr. Bloomfield moved that the Joint IDA Board of Directors enter closed session as permitted by Code of Virginia sections:

- §2.2-3711(A)(5): Discussion of prospective or expanding business or industry (Project Gradient, Project Element)

The motion was seconded by Mr. Angles.

Roll Call Vote:

Yea – Dennis Manuel
Aaron Robinson
Jeff Lucas
Bobby Angles
Mark Bloomfield

Nay – None

Absent during vote: Michael Cole
Sherri Case

The board entered a closed session discussion at 3:30 PM.

Mr. Stephen Bear entered the meeting at 3:51 pm during closed session.

At 4:27 PM, Mr. Bloomfield 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 identified matters were discussed in closed session.

The motion was seconded by Mr. Robinson.

Roll Call Vote:

Yea – Dennis Manuel
Aaron Robinson
Jeff Lucas
Bobby Angles
Mark Bloomfield

Nay – None

Absent during vote: Michael Cole
Sherri Case

OTHER

Mr. Manley updated the board on Blue Star, mentioning there have been many conversations with senior-level federal officials and company leaders about a financing package to get the NBR facility running and potentially commence some level of glove manufacturing.

ADJOURNMENT

There being no other business, Vice Chairman Lucas adjourned the meeting at approximately 4:29 PM.

Jeff Lucas, Vice Chairman

Attest:

Jessica E. DeHart, Secretary