

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
June 25, 2026

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, June 25, 2026, 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
Sherri Case, Treasurer
Aaron Robinson
Dennis Manuel
Bobby Angles
Mark Bloomfield

MEMBERS ABSENT

Michael Cole, Chairman

EX-OFFICIO MEMBERS PRESENT

Stephen Bear, County Administrator, Wythe County
Chris Slep, Interim Town Manager, Town of Wytheville

EX-OFFICIO MEMBERS ABSENT

Jason Childers, Town Manager, Town of Rural Retreat

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 Stephen Bear, County Administrator, Wythe County, Dr. Beth Taylor, Mayor, Town of Wytheville, and Chris Slemper, Interim Town Manager, Town of Wytheville. No citizens spoke at this time.

APPROVAL OF MINUTES – May 28, 2026 & June 15, 2026

Vice Chairman Lucas asked if there were any questions about the draft minutes from the May 28, 2026, meeting reconvened on June 15, 2026. There were none. Mr. Robinson made the motion to accept minutes as presented, which was seconded by Mr. Manuel. With no discussion, the motion passed unanimously.

FINANCIAL REPORTS AND APPROVAL OF INVOICES

Vice Chairman Lucas asked if there were any questions about the financial statements from May 29, 2026, to June 25, 2026. Ms. Case mentioned she reviewed the financial statements and invoices and said there was nothing out of the ordinary with no questions at this time. She commented that it is almost the end of the fiscal year, but there will be a few more June expenses that will come in after the board meeting date. Mr. Angles made a motion to approve the financial statements as presented, which was seconded by Mr. Bloomfield. The motion passed unanimously.

Joint IDA of Wythe County Check Register May 29, 2026 – June 25, 2026

Type	Date	Payee	Amount
EFT	06/25/2026	Appalachian Power Company	\$107.09
EFT	06/25/2026	First Bank-MasterCard	\$8,535.46
EFT	06/25/2026	Town of Wytheville	\$38.27
EFT	06/25/2026	Brightspeed	\$155.99
EFT	06/25/2026	Xerox Corporation	\$54.35
EFT	06/25/2026	New Peoples Bank-Wytheville	\$1,253.13
EFT	06/25/2026	Verizon	\$77.97
EFT	06/25/2026	Brightspeed	\$152.59
8385	06/25/2026	CowanPerry PC	\$500.00
8386	06/25/2026	Town of Wytheville	\$31,515.51
8387	06/25/2026	Joshua Neal-Brook Hill Lawncare	\$125.00
8388	07/01/2026	VRSA	\$4,983.00
8389	06/25/2026	FORCEFIELD Web Development	\$500.00

8390	06/25/2026	David Manley-Reimbursement	\$1,213.28
Total			\$49,211.64

STAFF REPORTS

STAFF REPORT- DEPUTY DIRECTOR

Mr. Hankins entered the board meeting at 3:04 PM.

Activity

140 S 1st Street Development Work –Grant reporting, Vendor meetings, Grant Remittance, Roof Installation
Business Solutions Unit-Chair

Regular Meeting

Business Success Symposium-September 22: administration, sponsorship, presenters

Federal Reserve Bank of Richmond – Rural Investment Collaborative, VA State Caucus Member

Mount Rogers Regional Partnership –

Business Retention and Expansion (BRE) Outreach

New River Mount Rogers Workforce Development Board – John Bebbber

Projects – 4

Properties – Property Owners

Real Estate Database Update

Riverlink Group – Liz Povar

Small Business Assistance-3

Tobacco Commission- Grant reporting

Virginia Economic Developers Association (VEDA) Board Member-

Board Meeting

Regional Economic Developers meeting – Mount Rogers Regional Partnership

Summer Membership Meeting – Blacksburg, VA – June 9-10

Virginia Economic Development Partnership (VEDP)-

Business Retention and Expansion (BRE) Outreach

Mr. Matthews stated there are documents related to the 140 S. 1st Street project in the board packet asking the board to review those over the next month for possible action at the next board meeting in July on contractor proposals. He said that the roof looks to be completed. The remainder of the Stabilization Grant funds will be used to replace as many windows as possible in the building starting with the storefronts. Mr. Robinson asked for the list of contractors that have submitted or that have looked at the building, mentioning he could make a few recommendations.

Mr. Matthews said the Business Success Symposium, a resource conference for regional businesses, will be

September 22, 2026, with registration opening in August.

He also reported that the Federal Reserve Bank of Richmond asked him to serve as 1 of 5 Virginia State caucus members for the Rural Investment Collaborative. Mr. Matthews said he would represent Southwest Virginia recruiting applicants for the program. This program would help infuse cash into underserved, low-capacity communities, making training programs available, and giving them access to capital. He commented he is very honored to be asked and is looking forward to the work.

Mr. Matthews reported the Virginia Economic Developers Association (VEDA) visited with regional economic developers in Wytheville on June 8 at the Mount Rogers Regional Partnership office. The executive director of VEDA and the current president are visiting each region in Virginia to meet with economic developers to discuss what is happening in the region, policy changes in the state, and to give thoughts on the direction of the association.

Vice Chairman Lucas thanked Mr. Matthews for his report and congratulated him on his service with the Federal Reserve Bank of Richmond.

STAFF REPORT- EXECUTIVE DIRECTOR

Mr. Manley said he met with a representative of Virginia Risk Sharing Association (VRSA) to go over coverage of insurance for the authority commenting that it is good practice every few years to make sure needs of the organization and coverage are aligned.

He stated he spoke at LEAD SWVA, a leadership initiative sponsored by UVA Wise where he participated in the Economic Development 101 segment of the event.

Mr. Manley mentioned RFI activity has been light as of late.

He wanted to convey that because of the presence of Boeing in South Carolina, Honda Jet in North Carolina, and other aviation manufacturing facilities within a few hours, Mr. Manley feels like aviation supply chain might be a good target sector for business attraction for the future.

PROJECT UPDATE

PROGRESS PARK SITE DEVELOPMENT-LOT 10

DEQ STORMWATER MANAGEMENT PLAN APPROVAL

Mr. Manley reported the Stormwater Management Plan was approved by the Virginia Department of Environmental Quality earlier in the month.

140 S 1ST STREET

Mr. Matthews reported on this project in the staff report above.

Ms. Case asked if the board could enter closed session to adequately discuss personnel as it directly reflects the proposed amended budget for FY 25-26 and the proposed budget for FY 26-27.

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)(1): Discussion Related to Personnel

The motion was seconded by Mr. Robinson.

Roll Call Vote:

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

Nay – None

Absent during vote: Michael Cole

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

At 3:38 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 Ms. Case.

Roll Call Vote:

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

Nay – None

Absent during vote: Michael Cole

NEW BUSINESS

UPCOMING FY 26-27 ANNUAL MEETING AND ELECTION OF OFFICERS: JULY 23, 2026

Mr. Manley reminded the board that the Annual Joint IDA board of directors meeting will be on Thursday, July 23, 2026. At this meeting, the election of officers will be held.

FY 26-27 MEETING SCHEDULE

Ms. DeHart went over the proposed board meeting schedule for FY 26-27. Ms. Case made the motion to approve the following Joint IDA board of directors meeting schedule for FY 26-27, which was seconded by Mr. Manuel. The motion passed unanimously. The following is the accepted schedule:

Proposed board meeting schedule for FY 2026-2027

July 23, 2026
August 27, 2026
September 22, 2026
October 22, 2026
December 1, 2026
January 28, 2027
February 25, 2027
March 25, 2027
April 22, 2027
May 27, 2027
June 24, 2027

FY 25-26 BUDGET AMENDMENT

The proposed budget amendment was included in the board packet. Ms. Case explained the changes including the line items supplemental funding, staff benefits, maintenance/repairs, and consulting/legal. Mr. Manuel made the motion to amend the FY 25-26 budget as proposed. The motion was seconded by Mr. Angles and passed unanimously. The following is the amended budget for FY 25-26:

JOINT IDA OF WYTHE COUNTY FY 25-26 Year-End Budget Amendment		
REVENUE	Appropriation	Amendment
Wythe County Appropriation	\$ 307,322	\$ 307,322
Town of Wytheville Appropriation	\$ 135,037	\$ 135,037
Town of Rural Retreat Appropriation	\$ 23,283	\$ 23,283
Edge Marketing Grant	\$ 16,519	\$ 16,519
Supplemental Funding	\$ 23,762	\$ 71,505
CRIFA Management Fee	\$ 2,500	\$ 2,500
TOTAL	\$ 508,423	\$ 556,166

EXPENDITURES	Adopted	Amendment
Staff Salaries	\$ 295,000	\$ 295,000
Staff Benefits	\$ 91,700	\$ 145,443
Business Development	\$ 18,000	\$ 16,000
Office Mortgage - 190 S 1st Street	\$ 15,037	\$ 15,037
Travel and Mileage	\$ 21,000	\$ 20,000
Board Expenses	\$ 7,200	\$ 8,200
Office Expenses	\$ 10,000	\$ 9,000
Professional Services - Legal, Consulting	\$ 7,500	\$ 14,000
Professional Development	\$ 6,000	\$ 2,000
Professional Services - Accounting, Audit	\$ 9,100	\$ 9,100
Maintenance and Repairs	\$ 3,500	\$ 4,500
Professional Services - Engineering	\$ 2,000	\$ -
Insurance	\$ 4,636	\$ 4,636
Utilities - Telecommunications	\$ 6,000	\$ 6,000
Dues and Subscriptions	\$ 3,000	\$ 2,750
Website Expenses	\$ 4,000	\$ 1,000
Printing and Copying	\$ 2,000	\$ 1,000
Utilities - Electricity	\$ 2,750	\$ 2,500
TOTAL	\$ 508,423	\$ 556,166

FY 26-27 BUDGET ADOPTION

The following budget was proposed and included in the board packet. Mr. Manuel made the motion to adopt the FY 26-27 proposed operational budget as presented. The motion was seconded by Mr. Robinson. With no further discussion, the motion passed unanimously. The following budget was adopted for FY 26-27:

JOINT IDA OF WYTHE COUNTY FY 26-27 Adopted Operational Budget	
REVENUE	FY 26-27 Appropriation
Wythe County Appropriation	\$ 200,000
Town of Wytheville Appropriation	\$ 126,573
Town of Rural Retreat Appropriation	\$ 21,833
CRIFA Management Fee	\$ 2,500
TOTAL	\$ 350,906

EXPENDITURES	FY 26-27 Proposed
Staff Salaries	\$ 161,500
Staff Benefits	\$ 69,300
Business Development	\$ 18,000
Office Mortgage - 190 S 1st Street	\$ 15,037
Travel and Mileage	\$ 13,000
Board Expenses	\$ 7,200
Office Expenses	\$ 10,000
Professional Services - Legal, Consulting	\$ 12,000
Professional Development	\$ 4,000
Professional Services - Accounting, Audit	\$ 9,500
Maintenance and Repairs	\$ 6,000
Professional Services - Engineering	\$ 2,000
Insurance	\$ 5,000
Utilities - Telecommunications	\$ 5,000
Dues and Subscriptions	\$ 2,000
Website Expenses	\$ 6,619
Printing and Copying	\$ 2,000
Utilities - Electricity	\$ 2,750
TOTAL	\$ 350,906

PROPOSED JOINT MEETING WITH WYTHE COUNTY BOARD OF SUPERVISORS-SEPTEMBER 14, 2026, 5PM

Mr. Manley mentioned that Wythe County had reached out with a proposed date of Monday, September 14, 2026, at 5 pm for the next joint meeting with the Joint IDA Board of Directors and the Wythe County Board of Supervisors. Currently, there are no scheduling conflicts.

OTHER

Mr. Bloomfield made the motion to accept Mr. Manley's resignation and to enter the following letter into the minutes. Mr. Bloomfield thanked him for his service. Ms. Case seconded the motion, which passed unanimously.

June 25, 2026

Mr. Michael Cole, Chairman
Joint Industrial Development Authority of Wythe County,
the Town of Wytheville, and the Town of Rural Retreat
190 S. 1st Street
Wytheville, VA 24382

Re: Appointment and resignation

Dear Chairman Cole:

For over twelve years, I've been honored to serve as the Executive Director of the Joint IDA of Wythe County. Working to expand opportunity and build a stronger future for the community where I was raised has been a true honor. A new opportunity to serve the Commonwealth in an appointed position has presented itself. I have accepted that appointment. Accordingly, I resign effective June 30, 2026.

More people in Wythe County, Wytheville, and Rural Retreat can raise families and meet their goals today versus twelve years ago. In fact, our community's total economic output has grown from \$1.379 billion to \$1.891 billion. The number of businesses operating here has grown from 786 to 923.

I am proud of the work our team has done, and prouder still of the people who did it. John Matthews and Jessica DeHart are professional, capable, and ethical.

Thank you to you and the entire Joint IDA board (current and past) for supporting meaningful economic development work during my tenure. If I can ever be of assistance in the future, please do not hesitate to contact me. Rest assured I will always support greater prosperity for Wythe Countians wherever I am and whatever I do.

Sincerely yours,

David Manley
Executive Director

Ms. Case made the motion that effective July 1, 2026, that John Matthews be named interim executive director of the Joint Industrial Development Authority with full authority to act in the director's absence until the board takes action to employ or appoint an executive director. The motion was seconded by Mr. Robinson. The motion passed unanimously.

Mr. Manley asked if he could share a few words for the record:

"On May 22, 2014, after one week on the job, I attended my first Joint IDA board meeting as executive director. Today, I am attending my last Joint IDA board meeting as executive director.

Over the past twelve years and a month, it's been the highest honor to work for this organization to advance prosperity and opportunity for all Wythe Countians. I am a proud native son of this county. My family has been part of this community's fabric for generations. I am forever entwined with its future. To have served this community and its people in this role is something I am proud to have done. The average tenure of an economic developer in Virginia is five years. I am completing my twelfth, and I am grateful for each and every one of them.

From Cedar Springs to Barren Springs, the Wythe County of today is stronger and more economically productive than it was.

One example is in the Machine and Tools tax revenue as reported by Wythe County Commissioner of the Revenue. Over the past five years, it has grown by 27% from \$2.4 million to over \$3 million last year. That growth reflects real investment in Wythe County by its business community.

Announced projects tell only part of the story. Behind them are twelve years of small businesses counseled, loans made, grants won, and partnerships forged with local, state, and federal partners who believed in the promise of this community and its people. A \$40,000 loan to a Main Street business got the same respect and full attention as a \$40 million industrial prospect every single time.

I cannot adequately thank John Matthews and Jessica DeHart. Jessica brings an energy and optimism to this work that is infectious and irreplaceable. John is thoughtful and instinctively understands complex situations – and he has never been afraid to tell me if I was coming in too hot. That takes courage, and this organization has been better for it. Together they are creative, detail-oriented, and committed to getting it right. Trusting their instincts has never once let me down. They don't tell you how competent they are. They show you. Kimber Simmons and Ginny Crockett served this organization before them with the same dedication, and I am grateful for the foundation they built. I also want to acknowledge the board that hired me in the spring of 2014. They believed in me then, and I hope I have justified that belief since. To the current board members serving: thank you for your belief in this work, your confidence in this team, and your commitment to the people we all serve.

Wythe County is in the strongest position it has ever been. The investments both announced and underway will carry this community's prosperity forward for years to come. All that is required is the will to pursue it.

Public service is not for everyone, but for those called to it, the work is deeply rewarding, even when it is not recognized or understood. We have endeavored every single day to behave honorably and to act in the public's interest. Economic development is one of the few public investments that returns more than it costs, in jobs, in tax base, and in community confidence. The Virginia Economic Development Partnership has demonstrated through two cycles of the Local and Regional Competitiveness Initiative that communities investing in economic development staff outperform those that don't. The converse is equally true.

While I am leaving this role, I am not leaving economic development. The position to which I have been appointed in service to the Commonwealth, will allow me to continue supporting meaningful efforts throughout Southwest and Southern Virginia. Wherever I am, I will be proud of what we have accomplished together and excited for the future that lies ahead for Wythe County. Thank you for allowing me to do this work here. And rest assured, you have not seen the last of me.”

Mr. Manuel made the motion to adopt the following resolution honoring Mr. David Manley, which was seconded by Mr. Robinson. The motion passed unanimously. Vice Chairman Lucas read the resolution as followed:

A Resolution Honoring David W. Manley

WHEREAS, David Manley has honorably served the people of Wythe County, Town of Wytheville, and Town of Rural Retreat as Executive Director of the Joint Industrial Development Authority since May 15, 2014, and

WHEREAS, Mr. Manley supported economic progress and opportunity for all Wythe Countians as an effective and collaborative economic developer for the Joint Industrial Development Authority, and

WHEREAS, Mr. Manley worked to assemble and align both public and private stakeholders to address community needs and develop actionable plans for Wythe County and the surrounding region, and

WHEREAS, Mr. Manley has represented Wythe County as an officer and board member of professional organizations like Virginia Economic Developers Association, Southern Economic Development Council, and in many other capacities, and

WHEREAS, Mr. Manley 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. Manley’s distinguished period of service to the people of Wythe County and to the authority is ending after more than 12 years on June 30, 2026, 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 David Manley 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 25th day of June 2026.

Jeff Lucas, Vice Chairman

John Matthews, Deputy Director

ADJOURNMENT

Vice Chairman Lucas adjourned the meeting at 3:55 PM.

Jeff Lucas, Vice Chairman

Attest:

Jessica E. DeHart, Secretary