

**MINTUTES OF THE INDUSTRIAL DEVELOPMENT BOARD  
OF THE CITY OF BRISTOL TENNESSEE  
July 26, 2021  
REGULAR MEETING**

**Board Members Present:**

David Wagner – Chair  
Dirk Crandell – Vice Chair  
Rob Nicar - Secretary  
Logan McCabe – Vice Secretary  
Nancy Cook  
Raj Venkataraman  
Jeff Jones  
Chad Keene – Council Representative

**Staff:**

Tom Anderson – Director  
Matt Garland – Business Development  
Danielle Smith – City Attorney  
Hollie Verran – Finance

**Also present:**

April Eads - BTES  
Deidre Pendley – BTCS  
Heath Guinn – Sync.Space

**Call to order:** Chairman David Wagner opened the July 26, 2021 Industrial Development Board Regular Meeting at 12:02 p.m. Roll call was made and Chairman Wagner declared a quorum present.

**Approval of the minutes:** April 26, 2021 Regular Zoom Meeting, June 7, 2021 Called Meeting, and July 12, Called Work Session – Chairman Wagner asked if there were any additions or deletions to the minutes. Hearing none, a motion to approve a minutes as presented was made by Mr. Jones and seconded by Mr. Venkataraman. Motion passed unanimously.

**Financial Report:** Chairman Wagner asked for the financial report. Tom Anderson advised the Board that the IDB account as of June 30, 2021 had a balance of \$87,746.85. Balance includes reimbursement for audit expenses from the Wilmington Trust Fund of \$9,017.50. Additionally, the \$100,000 investment into First Horizon Bank money market account earned \$2,018.11 in interest to date. A motion to accept the financial report was made by Ms. Cook and seconded by Mr. Crandell. Motion passed unanimously.

**Discussion of Program of Work and Expenditures:** Mr. Wagner introduce the agenda item and opened the discussion. Request for \$35,000 funding from Sync.Space for facility in downtown Bristol would be matched at least dollar for dollar. An agreement would most likely be in the form of a direct project grant instead of a contract for services. This would establish Bristol and a “Site” in the state-wide accelerator network. Project assistance with Tennessee High CTE program was discussed. Funding for equipment and software licensing was discussed to further assist CTE program on preparing students for future workforce.

**Local Partners Update:** April Eads reiterated being very busy with the positive project activity, including the development of pads in Lots 2 and 3 of the Bristol Business Park. Deidre Pendley, BTCS gave updates and presentation of Tennessee High’s CTE efforts,

needs, programs of study and work base learning. Heath Guinn updated on entrepreneurial ecosystem and Bristol accelerator progress.

**Directors' Discussion:**

A general discussion toward future grant programs for small business and incentives for residential/commercial developments.

**Adjournment:** There being no further business Chairman Wagner adjourned the meeting at 1:15 p.m.

  
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David Wagner, Chairman

Attest:

  
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Rob Nicar, Secretary/Treasurer

Attachments:

1. Agenda

**THE INDUSTRIAL DEVELOPMENT BOARD  
OF  
THE CITY OF BRISTOL TENNESSEE  
REGULAR MEETING  
AGENDA**

**MONDAY JULY 26, 2021 – 12 NOON  
CITY HALL ANNEX**

1. Call to order
2. Roll Call
3. Approval of minutes – April 26, 2021 and June 7, 2021
4. Financial Report
5. Discussion of Program of Work and expenditures
6. Local partner updates:
  - BTCS – Deidre Pendley
  - Sync.Space – Heath Guinn
7. Directors' comments
8. Adjourn