AGENDA
PLANNING COMMISSION
June 6, 2022
7:00 p.m.

I. DETERMINATION OF QUORUM AND CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZEN’S TIME

IV. MINUTES OF PREVIOUS MEETING – May 2, 2022

V. SUBDIVISION ORDINANCE
   A. Subdivision Plat Report
   B. Minor Subdivisions
      1. Porter
      2. Lawrence
   C. Lot Line Revisions
      1. Palmer
      2. Boone estate

VI. JUNE/JULY CALENDARS

VII. COUNTY ENGINEER REPORT

VIII. APEX MINUTES – April 5, 2022

IX. COMPREHENSIVE PLAN (separate document)

X. ASSISTANT COUNTY ADMINISTRATOR’S REPORT

XI. EX-OFFICIO REPORT

XII. ADJOURNMENT
May 2, 2022

The Wythe County Planning Commission held its regular monthly meeting on Monday, May 2, 2022, in the Board Room of the County Administration Building, 340 South Sixth Street, Wytheville, Virginia beginning at 7:00 p.m.

MEMBERS PRESENT
Robert H. Walk, Chair
Garry Rusty Beamer
Douglas E. Wilson
David P. Midkiff
Heidi D. Lyall
Christopher C. King
Robert A. Epperson

MEMBERS ABSENT
None

OTHERS PRESENT
Matt Hankins, Assistant County Administrator
K. Michelle Cassell, Assistant Department Head
Johnny Kincer, County Engineer
Jesse Burnett

DETERMINATION OF QUORUM AND CALL TO ORDER
Chair Walk determined that a quorum was present and called the meeting to order. Commission said the pledge of allegiance.

CITIZENS TIME
Chair Walk asked if anyone wished to address the Commission during citizen’s time.

Hearing no comments, Chair Walk proceeded with the agenda.

APPROVAL OF MINUTES
A motion was made by Mr. Epperson to approve the April 4, 2022 minutes as presented. The motion was seconded by Mr. King and passed.

SUBDIVISION ORDINANCE
1. Subdivision Plat Report – The Commission reviewed a report including plats
2. Minor Subdivision – The Commission reviewed a subdivision plat showing a minor subdivision approved by Ms. Cassell for Sandra Rose, Christopher Whalen and Samuel Davis.
3. **Lot Line Revisions** – The Commission reviewed subdivision plats showing lot line revisions approved by Ms. Cassell for the following:

- David & Jean Dunford
- Stephen & Teresa Groseclose

4. **Adjoining Owner Subdivision** - The Commission reviewed a subdivision plat showing an adjoining owner subdivision approved by Ms. Cassell for Jeffrey Blair and Robert, Dorothy, Bobby and Cody Surratt.

5. **Family Subdivision** - The Commission reviewed a subdivision plat showing a family subdivision approved by Ms. Cassell for Regina Fink.

**PLANNING COMMISSION MONTHLY CALENDARS**
The Commission reviewed and accepted the monthly calendars for May and June 2022.

**ENGINEER REPORT**
The Commission reviewed the County Engineering report dated April 20, 2022. Mr. Kincer reported on Lead Mines Rescue Squad Project; Wythe County Office Building Project; Town of Rural Retreat – Farmers Market Project and Sewer Line; Klockner Pentaplast; Smoking Guns project; Wytheville Solar – Lovers Lane; Savion Solar – Foster Falls; New River Marine; Dixon Campground; Abilene Trucking; Coffee Shop in Fort Chiswell; Blue Star NBR; Musser Lumber; VDOT Projects; APEX; Austinville WWTP and Conveyance System; JPSA; and DEQ.

**COMPREHENSIVE PLAN**
The Commission reviewed an email from David Hill stating that they are diligently working on writing the chapters of the Plan. Their current schedule is to have a draft for the Commission in mid-May so they can discuss it with the Commission at the June meeting.

The email also asked for the Comprehensive Water and Wastewater Study.

Mr. Hankins reported that the Commission should have a draft of the Plan this month. He added that the Comprehensive Water and Wastewater Study has been provided to Hill Studio.

Mr. Midkiff stated that verbiage regarding bitcoin and noise pollution needed.

Mr. Hankins stated that the Commission should ensure that unwanted uses are included.

**ASSISTANT COUNTY ADMINISTRATOR REPORT**

1. **Broadband**. Mr. King inquired if Bland County has broadband in place; however, homes have not been connected.
Mr. Midkiff stated that the state installed the broadband for the correctional farm on Route 42 and few private companies have been connected.

Mr. Hankins stated that is not what is intended for Wythe County. Mr. Hankins stated that he has a map he will share with the Commission showing 2022 points that Point Broadband has committed to the state that it will serve out of the award that was made and that they are contracting for this year. Mr. Hankins reported that it will be installed in the Speedwell district first.

Mr. Hankins stated that he will have a more informed update next month.

2. **Solar.** Mr. Hankins advised that several Board members have expressed interest in developing a solar ordinance. He stated in his research he has found a good model from Halifax County. Mr. Hankins stated that there are things that we can require of developers such as they can proffer that they will fund items on our Capital Improvement Plan. He stated that we require a siting agreement for Savion and future developers. He added that he has talked with three additional potential developers. Mr. Hankins stated that we need some controls in place to manage the process. He stated that storage, batteries and decommissioning needs to be included in the solar discussions as well as bond/letter of credit.

3. **Bluestar.** Mr. Kincer stated that it will be tight for Bluestar to be operational by August, 2022. He stated that we are working on the water/wastewater and rail for the project.

4. **Casino.** Mr. Hankins stated with the casino opening in Bristol, the General Assembly has created a Regional Improvement Commission that consists of the twelve counties and two cities that make up the Bristol Transportation District. He stated that Bristol does not get the gaming tax that comes from the casino that is supposed to open on July 8th. That funding will be collected by the lottery and sent to the Regional Improvement Commission to be divided among the counties in the transportation district for public safety, education and transportation. Mr. Hankins stated that he is Wythe County’s representative.

5. **Reassessment.** Mr. Hankins stated that everyone should have received their reassessment notices.

**EX-OFFICIO REPORT**

Mr. Burnett stated that you must appeal reassessments before May 20th. He stated the public hearing on the real estate tax rate will be conducted on May 31st. The School Board budget public hearing will be conducted on June 14th; and the Board will adopt the budget and tax rate on June 30th. He stated that the proposed tax rate will be $.52.
APEX
The Commission reviewed the Appalachian Regional Exposition Center Authority meeting minutes from February 15, 2022 and March 1, 2022

ADJOURNMENT
With no other business to come before the Commission, a motion was made by Mr. Epperson to adjourn the meeting. The motion was seconded by Mr. Wilson and passed.

Robert H. Walk, Chair
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Total Number of Parcels: 6

Selection Criteria: Date Completed (4/28/2022 to 6/01/2022), Sorted By Landowner Name
Subdivision Report

To: Planning Commission
From: Michelle Cassell, Assistant Department Head
Date: 6/1/2022
Re: Minor Subdivision – Porter

Howard and Francis Porter recently subdivided their property of 53.323 acres located along SR 634, Rickey Road, in the Lead Mines Magisterial District. This minor subdivision created a 20.019-acre lot, a 7.647-acre lot, and a 25.657-acre lot.

The properties will continue to be utilized for agricultural/residential purposes and any future development will be served by private water and private sewer. All parcels have adequate state road frontage to meet the ordinance requirements.

Staff will answer any questions that the Commission may have regarding this division.
Subdivision Report

To: Planning Commission
From: Michelle Cassell, Assistant Department Head
Date: 6/1/2022
Re: Minor Subdivision - Lawrence

Arthur Jackson Lawrence, Jr. recently subdivided his property of 12.399 acres located along SR 622, Lone Ash Road, in the Lead Mines Magisterial District. This minor subdivision created a 2.447-acre parcel (New Parcel A) and a 9.952-acre parcel (New Parcel B).

The existing dwelling on New Parcel A will continue to be utilized for residential purposes and served by private water and private sewer. Public water is available in the area and although the residents are connected and pay the minimum service fee, they do not use county water. Any future development on New Parcel B must be served by public water and private sewer and will be utilized for residential/agricultural purposes.

Both parcels have adequate state road frontage to meet the ordinance requirements.

Staff will answer any questions that the Commission may have regarding this division.
Subdivision Report

To: Planning Commission
From: Michelle Cassell, Assistant Department Head
Date: 6/1/2022
Re: Lot Line Revision – Palmer

Through a lot line revision, Christopher and Penny Palmer recently resubdivided their property totaling 169.43 acres located along SR 600, Crockett’s Cove Road, in the East Wytheville Magisterial District.

This lot line revision created Revised Parcel A of 25.00 acres and a +/-144.43-acre residual. These properties will continue to be utilized for residential/agricultural purposes and have adequate state road frontage. The existing home on Revised Parcel A will be served by private water and private sewer. Any future development will be served by the same.

Staff will answer any questions that the Commission may have regarding this division.
Subdivision Report

To: Planning Commission
From: Michelle Cassell, Assistant Department Head
Date: 6/1/2022
Re: Lot Line Revision – Boone estate

Through a lot line revision, the heir of the J.D. Boone estate recently resubdivided the property totaling 53.521 acres located along US Route 21, Grayson Turnpike, in the Speedwell Magisterial District.

This lot line revision created a revised parcel of 3.589 acres and a +/-49.932-acre residual. These properties will continue to be utilized for residential purposes and have adequate state road frontage. The existing dwellings on the property will continue to be served by public water and private sewer. Any future development will be served by the same.

Staff will answer any questions that the Commission may have regarding this division.
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Lead Mines Rescue Squad:
1. Pad has been poured.
2. Building addition is complete. Inside work; framing, electrical, HVAC started.
3. Fire wall being discussed.
4. Working with contractor for options.

Franklin Street Building
1. Developing drawings, scope, estimate, advertisement and bid documents for roofing retrofit.
2. Drawings approved by Stephen. Bid documents, Contract, and Advertisement with plans to be advertised soon.

Klockner Pentaplast:
1. Grading complete. Footings are being poured. Soil stockpile is not being stabilized. Town of Rural Retreat may use some of the stockpile for their Farmers Market Project.
2. Stockpile has been stabilized but more grading is ongoing on the stockpile as per inspection 9-21-21
3. Finishing up the building. Grading and Stabilization needed.

Town of Rural Retreat – Farmers Market Project:
1. E&S permit was issued.
2. Work has begun.
3. Materials being delivered.
4. Erosion issues noted and inspection report sent to Town of RR.
5. Hay bales have been installed.

Town of Rural Retreat – Sewer Line:
1. Plans being reviewed.
2. E&S Permit NO application fill out.
3. Permit application completed.
4. Work has begun near RRHS football field.

Town of Rural Retreat - Sidewalk
1. Plans being reviewed for Sidewalk improvements on Main Street and Baumgardner.
2. Sidewalk work has begun.
3. Still trying to get the town to get a permit.
4. Contractor continues to work.
5. Work continues.

Smoking Guns:
1. New Plans have been submitted. Review is ongoing.
2. Revised Plans approved.
3. Another revision requested but no plan have been submitted.
4. Revision approved. Plat received. Working with AARON.
5. Plat reviewed at the site. Arron agrees that the Overhead utility line is the approximate property line.
Wytheville Solar – Lovers Lane:
1. Inspected with DEQ. Enforcement and fines levied.
2. Solar panel being installed.
3. Inspection reports sent to Mr. Crowgey.

Savion Solar – Foster Falls:
1. No plans have been submitted. Meeting requested. NO movement on this project.
2. Matt Hankins has produced a Siting Agreement to present to Savion.
3. Plan are being compiled.

Abilene Trucking:
1. 2nd set of plans have been reviewed and comments submitted.
2. A lot of comments by DEQ. They want to truncate plans for 30 stalls or find local firm to complete DEQ requirements.
3. I recommended they utilize the existing SWM structure.
4. DEQ reviewing the site. Peed & Bortz asking for Flooding information. I have not received updated plans.
5. I received plans on April 4th. Comments on plans sent out April 19th.
6. Working with Peed & Bortz and Abilene Engineers and Contractors.
7. Plans approved by DEQ and WC.
8. Permits being assembled by Rhonda. Work to start soon

Coffee Shop in Fort Chiswell:
1. New lot at Exit 77 is being reviewed by the company now.

Blue Star NBR
1. Railroad project has been bid and awarded.
2. Working on Exemptions for Stormwater and E&S permits from DEQ.
3. Clearing of brush required for existing sewer line.
4. Area cleared to help position new pump station revised location.
5. Pump Station moved out of wetlands.
6. Peed & Bortz working on DEQ comments.
7. Working with M&H and T-Diamond Bar to retrofit the existing ponds with dewatering devices as per DEQ.
8. Working with M&H and T-Diamond Bar to get the paperwork and the erosion control up to specification.
9. Working with Peed & Bortz to get Erosion and Sediment Control plans approved for Rail, Pump station and Force Main.
10. Site work continues. Rail, Force Main and Pump station to start soon.

Lots Gap Water Tank:
1. Working with Thrasher Engineers and coordinating with the Town of Wytheville.
2. Walked proposed alignment with Engineers. Proposed alternated alignment. Thrasher comparing alignments and getting a contractor to estimate cost differences.

Inflow/Infiltration for FC Reed Creek Sewer lines.
1. Working with Thrasher Engineers.
2. Plans almost complete. Project will be bid soon.

FC Waste Water Treatment Plant Expansion:
1. Working with Thrasher Engineers.

Barrett Mill Road Water Line
1. Development Project.
2. Rural Development to fund the part of the project. Closing soon on loans.

FC Sewer extension down Hwy 52
1. Project being developed

Dixon Camp Ground
1. Site reviewed. Owners did not comply with RV ordinance, E&S ordinance, and building code.
2. Letters issued by Engineering Department, Planning Department, and Building Official.
3. Second notice letter sent from Engineering Department.
4. Email from Mr. Dixon states that an Engineer has been hired.
5. No plans received.
6. Letter drafted to send to Dixon regarding fines.
7. Lawyers reviewing letter.

JC Weaver- Parking lot excavated across from Haunted Mantion
1. No plans received.
2. Letter drafted to send to Dixon regarding fines.
3. Lawyers reviewing letter.

Musser Lumber
1. Phase 2 Expansion plans received. Review on going.
2. Phase 3 log yard is being designed. Working with Mick Musser.
3. Another building going up.
4. No plans on Log yard yet. Existing site plan revised again.

VDOT:
1. STARS Study for I-81 exits 77 and 80 – No movement- New meeting to be scheduled in October.
   b. Survey was issued. No word on the results.
   c. Work session with Wythe County on Feb. 10th.
   d. Smart scale pre application submitted. Need Resolution of support from the County and the project needs to be a part of the Comprehensive Plan. Deadline is August 2022.
   e. County to meeting one more time with VDOT before drafting a Resolution of Support and inserting the project into the Comprehensive Plan
2. Revenue Sharing Projects- Pre-Applications Submitted. Full applications being worked on.
   New Revenue Sharing Projects:
   1. Griffith Knob Lane – Working with Kirk Chamberlain and VDOT.
   2. Ghent Lane – No Right of Way found for existing road yet.

Approved 2021:
   a. Muskrat – VDOT approved, but part of the road is too steep for VDOT standards.

Approved 2019:
   a. Bentwood Drive 0.80 miles, Cost Est. $149,815
   b. Orion Drive 0.14 Miles, Cost Est $34,952 At 10-19-21 B&G Meeting, the county will add $7500 because of the importance of the road to the water department. Calculations revised. Tax District Created.
   c. Penwood Lane 300 Feet $35,000
   d. Staff Street – Lead Mines Estates is moving forward with construction on their own. Letter to VDOT. Done. Tax district created.

NOT Approved or Cancelled:
   a. Calico rejected – Entrance Site Distance.
   b. Peacehaven – VDOT does not meet VDOT standards at this time (Note on Plat)
   c. Dyer – Residents not willing to invest.
   d. Newground – VDOT cannot approve, too steep. Only one house could be served.
   e. Beetle Spinner - Residents not willing to invest.
   f. Pine Brook and Timberland-VDOT approved - Cancelled


APEX:
1. Ready Mix Road Deed of Release recorded; working with Pam at VDOT to finish the revenue sharing project for Ready Mix Road.
2. R/W plat produced. Comments from Planning Department being addressed.
3. Subdivision created to show the conservation easement, and keep the stormwater ponds on the site with the building and the barn. Comments from the Planning Department being addressed.
4. Termination of SWM Permit application submitted waiting for DEQ.

Austinville WWTP and Conveyance System:
1. Schedule 1 for DEQ/VRA disbursement submitted.
3. Project PER has been revised. DEQ will help fund main trunk line and South Side of Staff Street.
4. Camera to be ran through main trunk Line and project to be designed soon by Matter and Craig.

DEQ:
1. Finished the Certification for Erosion and Sediment Control Inspector
2. Testing scheduled for Sept. 28th
3. Passed the test.
4. Have to start preparing for Program Administrator Testing next.
5. Passed the Combined Administrator Test (The County is legal now as far as DEQ requirements).
The Appalachian Regional Exposition Authority held a regular meeting on Tuesday, April 5, 2022, at 6:00 p.m., at the APEX Center, 200 Apex Drive, Wytheville, VA.

MEMBERS PRESENT
Betsy Gillman – Vice Chair
Bob Litton
Shannon Ball
Barry Ayers

MEMBERS ABSENT
Tam Topham

STAFF
Jenna Lewis – Administrative Assistant
Matt Hankins - Assistant County Administrator

CALL TO ORDER
Vice Chair Gillman determined that a quorum was present and called the meeting to order at approximately 6:15 p.m.

APPROVAL OF MINUTES
Minutes from March 15, 2022, were presented. Mr. Litton made a motion to approve March 15, 2022, minutes as presented. Mr. Ayers seconded the motion. Motion passed with all Ayes.

APPROVAL OF INVOICES
Mr. Ayers made a motion to pay invoices as presented. Mr. Litton second the motion. Motion passed with all Ayes.

OLD BUSINESS
Mr. Litton made a motion that Southwest Virginia Bronco Fest Promoters will control any and all duties that may pertain to collecting fee and splitting the revenue that was suggested by Mr. Huff with the APEX Center facility. Mr. Ayers seconded the motion. Motion passed with all Ayes.

Mr. Litton made a motion to allow Southwest Virginia Bronco Fest promoters to sell alcohol on premises and whom is selling must obtain the appropriate license from the
Virginia Department of Alcohol Beverage Control (VDABC) and must conform to all rules, regulations and hold all responsibilities. In junction with outside vendors and/or concessionaires with a fee and percentage of sales. Mr. Ayers seconded the motion. Motion passed with all Ayes.

As a result of lack of power supply on the arena floor, any and all power sources needed for concerts will be the Promoters responsibility.

**NEW BUSINESS**

Discussion about two different circus’ events that staff has been with for an outside summer show and inside show during the Fall.

Both staff and board member has been making many attempts to contact Gun Show promoter to determine the status of the tentative show date of April 30th and May 1st, 2022.

Next Meeting will be April 19, 2022, 6:00 p.m. at the APEX Center.

_________________________________________________________
Betsy Gillman, Vice Chair

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Jenna Lewis, Secretary/Treasurer