

**THE INDUSTRIAL DEVELOPMENT BOARD OF
THE CITY OF BRISTOL, TENNESSEE**

REGULAR BOARD MEETING

MONDAY AUGUST 28, 2023 – 12 PM

AGENDA:

1. Call to Order
2. Roll Call
3. Public Comment
4. Consent Agenda
 - a. Minutes – June 26, 2023 Regular Meeting
 - b. Financial Reports – Month Ending June 30, 2023 and July 31, 2023
5. RESOLUTION 23-2: RESOLUTION AUTHORIZING A GRANT OF \$35,000 TO SYNC SPACE ENTREPRENEUR CENTER
6. Updates by local partners:
 - State of TN – Lynn Tully
 - NETWORKS – Clay Walker
 - BTES – April Eads
 - BTCS – Deidre Pendley
7. Directors Discussion
8. Adjourn

Immediately following adjournment: Industrial Parks site visit bus tour (35-40 Minutes). Public welcome to participate – limited seating.

Consent Agenda

- a. Minutes – IDB Regular Meeting June 26, 2023
- b. Financial Reports - Months ending June 30, 2023 and July 31, 2023

**MINUTES OF THE INDUSTRIAL DEVELOPMENT
BOARD OF THE CITY OF BRISTOL TENNESSEE
JUNE 26, 2023
REGULAR MEETING**

Board Members Present:

Raj Venkataraman – Chair
Logan McCabe – Vice Chair
Jeff Jones – Secretary/Treasurer
Lynn Dougherty
Nancy Cook
Wallace Elliott
Jason Booher
Lea Powers – Council Representative (ex-officio)

Staff:

Kelli Bourgeois – City Manager
Tom Anderson - ED Department Director
Matt Garland – ED Staff
Hollie Verran - Finance
Danielle Smith – City Attorney

Also present:

Clay Walker – NETWORKS
April Eads – BTES
Lynn Tully – TNECD
Allison Woodward – TNECD
Deidre Pendley – BTCS
Heath Guinn – Sync.Space
Ryan Shipley – Sync.Space

Call to order: Chairman Raj Venkataraman opened the June 26, 2023 Industrial Development Board Regular Meeting at 12:01 P.M. Roll call was made and Chairman Venkataraman declared a quorum present.

Consent Agenda: May 22, 2023 Regular Meeting Minutes, June 15, 2023 Called Work Session, and Financial Reports for Month Ending May 31, 2023 – Chairman Venkataraman asked if there were any additions or deletions to the minutes or financial report. Hearing none, a motion to approve was made by Mr. Booher and seconded by Ms. Cook. Motion passed.

Facade and Existing Business Expansion Programs Report: Mr. Garland provided a report to Directors regarding projects completed through the Facade and Existing Business Expansion Grant Programs. Mr. Garland reviewed the application, funding, and administration process. Discussion was held by Directors about remaining funding and possibly continuing the grant programs. Directors will be provided further information on other grant programs that will be utilized by partnering agencies in the coming months to allow for decisions to be made regarding use of available funds.

RESOLUTION 23-2 – RESOLUTION AUTHORIZING A GRANT OF \$35,000 TO SYNC SPACE ENTREPRENEUR CENTER: Mr. Anderson reviewed and explained the resolution. Mr. Anderson referenced the information regarding SYNC.SPACE that was

provided to Directors. Mr. Guinn reviewed the existing contract for services, answered questions from Directors regarding the contract for services, and discussed the development of physical space for an entrepreneur center. Mr. Booher made a motion to defer approval of Resolution 23-2 till the next IDB Regular Meeting pending modifications to the contract and Mr. Dougherty seconded. Motion carried.

IDB FY 2023/2024 Appropriation from City of Bristol, TN: Mr. Anderson reviewed financial information regarding funding appropriated by the City of Bristol, TN to the IDB. Mr. Anderson stated that Directors should be considering possible ways to utilize the funding provided. Mr. Anderson presented information detailing ways that funding can be used by the IDB. After Director discussion, it was decided that funding uses would be reviewed in an upcoming work session.

Local Partners Update: Clay Walker stated there are several projects moving forward in Bristol. Mr. Walker provided updates on other NETWORKS projects and reviewed several grant programs and site development programs that the local economic development team were currently working on. April Eads reiterated being very busy with the positive project activity. Ms. Eads also provided updates on a site visit by TVA and KPMG as well as planning for Teacher/Industry Day. Ms. Tully discussed the upcoming Governor’s Conference on Economic and Community Development and Title VI Training as it pertains to incentivized industrial projects. Ms. Pendley discussed CTE career exploration that would now be beginning in sixth grade and that STEM Lab Projects that begin in eighth grade would now be eligible for high school credit.

Adjournment: There being no further business Chairman Venkataraman adjourned the meeting at 1:42 p.m.

Approved:

Raj Venkataraman, Chairman

Attest:

Jeff Jones, Secretary/Treasurer

Attachments:

1. Agenda

**Industrial Development Board of the City of Bristol, Tennessee
June 30, 2023**

Check Register

Beginning Balance 05/01/23	\$ 125,254.13
Deposits	
06/14/23 Deposit: reimbursement for expenses for the Sales Tax Bonds	3,615.00
	Total Deposits
	<u><u>3,615.00</u></u>
Disbursements	
Check 1365 - Tri-Cities/Southwest Virginia Regional Group: 10/24/22 Notice for moving of IDB Meeting	147.61
Check 1388 - Stateline Bar & Grill: IDB Lunch for 04/24/23 meeting	227.00
Check 1389 - Mad Greek Restaurant: IDB Lunch for 05/22/23 meeting	217.75
Check 1390 - Bristol TN City Schools: printer for CTE program on 06/16/23	974.47
Check 1392 - Bristol TN City Schools: 1/3 of AP exams on 6/23/23	8,000.00
	Total Disbursements
	<u><u>9,566.83</u></u>
Ending Balance 06/30/23	\$ <u><u>119,302.30</u></u>

**Industrial Development Board of the City of Bristol, Tennessee
Money Market**

Investment Amount	\$ 101,969.57
Interest Earned	1,680.57
Balance 06/30/23	\$ <u><u>103,650.14</u></u>

**Bristol Industrial Development Board of the City of Bristol, Tennessee
For the Period Ending June 30, 2023**

Check Register

Beginning Balance 7/1/22		\$	142,099.11
Deposits			
Border Region Reimbursement from State 10/03/22	12,017,231.88		
Additional Border Region Reimbursement from State 10/21/22	37,470.92		
FastTrack Economic Development Fund Grant deposit from State on 12/01/22 for USAntibiotics, LLC invoice USAN-0001	669,825.66		
City of Bristol Appropriation for FY 2023	68,000.00		
Reimbursement for expenses for the Property Tax Bonds on 05/01/23	3,615.00		
05/03/23 Online transfer from City of Bistol, TN for the 714 Shelby, GP Settlement Agreement	400,000.00		
Reimbursement for expenses for the Sales Tax Bonds on 06/14/23	3,615.00		
Total Deposits			13,199,758.46
Disbursements			
Prior Year Activity			
Check 1344 - Randall Gross/Development Economics - Bristol Multifamily and Retail Market Analyses	8,700.00		
Check 1345 - Bristol Tennessee City Schools - 1/3 of AP exams and Computer Lab Laptops	20,997.74		
Check 1346 - Chick-Fil-A at the Pinnacle: Lunch for 06/27/22 IDB meeting	85.03		
Check 1347 - Tri-Cities/Southwest Virginia Regional Group: 06/20/22 Notice for Public Hearing and IDB Meeting on 06/27/22	204.60		
Check 1348 - Stateline Bar & Grille - Food for Hiring Expo lunch on 6/1/2022	78.00		
Check 1355 - Chick-Fil-A at the Pinnacle: Balance due on invoice - Lunch for 06/27/22 IDB meeting	170.96		
Total Disbursements - Prior Year Activity			30,236.33
Cash Transfer between Accounts			
10/04/22 Wire Transfer to Bond Trustee for Distribution of Border Region State Sales Tax	8,529,996.69		
10/31/22 Wire Transfer to Bond Trustee for Additional Distribution of Border Region State Sales Tax	33,723.83		
Total Cash Transfers			8,563,720.52
92347100 - Administration			
Check 1350 - Brown Edwards - Interim Billing (Invoice 1334560)	2,000.00		
Check 1349 - Stateline Bar & Grille - Food for IDB Meeting on 07/25/22	234.00		
Check 1352 - Chic-Fil-A - Lunch for 08/22/22 IDB Meeting	255.29		
Check 1361 - Thomas Anderson - Reimbursement for TN SOS Annual Report	40.92		
Check 1362 - The Mad Greek - Food for IDB Annual Meeting on 09/26/22	153.92		
Check 1363 - Brown Edwards - Interim Billing (Invoice 1339613)	5,000.00		
Check 1364 - Stateline Bar & Grille - Food for IDB Meeting on 10/31/22	266.75		
Check 1367 - Brown Edwards - Interim Billing (Invoice 1346056)	3,000.00		
Check 1368 - Chick-Fil-A at the Pinnacle - Lunch for 11/28/22 IDB meeting	143.73		
Check 1369 - Brown Edwards - Final Billing (Invoice 1347746)	500.00		
Check 1371 - American Express - E-File 1099 Filing for IDB	23.75		
Check 1372 - Matt Garland - Reimbursement for food (1/23/23 meeting)	21.62		
Check 1373 - Mad Greek Restaurant - Lunch for 01/23/23 IDB meeting	223.77		
Check 1374 - Stateline Bar and Grille - Lunch for 02/27/23 IDB meeting	229.00		
Check 1378 - Tri-Cities/Southwest Virginia Regional Group: Reissue for check 1365 - Notice of 10/24/2023 meeting	147.60		
Check 1365 - Tri-Cities/Southwest Virginia Regional Group: 10/24/22 Notice for moving of IDB Meeting (to be refunded)	147.61		
Check 1388 - Stateline Bar & Grill: IDB Lunch for 04/24/23 meeting	227.00		
Check 1389 - Mad Greek Restaurant: IDB Lunch for 05/22/23 meeting	217.75		
Total Disbursements - 92347100			12,832.71

**Bristol Industrial Development Board of the City of Bristol, Tennessee
For the Period Ending June 30, 2023**

Check Register

92347220 - Industrial Development

Check 1351 - Randall Gross/Development Economics - Bristol Multifamily and Retail Market Analyses (Invoice # D-334.3)	300.00
Check 1353 - 620 State - Catering for Blackburn event 08/18/22	2,810.00
Check 1354 - Foundation Event Facility - 08/18/22 Room rental with audio/visual for Sen. Marsha Blackburn Luncheon	1,500.00
Check 1356 - Grant to TRISEOUL GRILL paid on 09/30/22	5,000.00
Check 1366 - Duffek, LLC - Software Development and Business Consulting (Invoice 1250)	12,500.00
01/04/23 Wire Transfer of FastTrack Economic Development Fund Grant to USAntibiotics, LLC	669,825.66
Check 1370 - R&Z Enterprises Inc Pins & Friends - Façade Grant	5,000.00
Check 1375 - Schrenker Properties - Facade Grant on 03/10/2023	5,000.00
Check 1377 - Sam's Club - Drinks for Hiring Expo purchased on 3/15/23	188.60
Check 1381 - Classic Hits 102.7 - 3/11/23 to 3/16/23 Broadcasting for Job Fair	3,220.00
Check 1383 - Spectrum - 3/14/23 to 3/16/23 Advertising for Hiring Expo	999.50
Check 1379 - American Express : 3/16/23 Facebook advertising for Hiring Expo	250.00
Check 1380 - Bristol Broadcasting Company: 3/11/23 to 3/16/23 Hiring Expo advertising on WXBQ-FM, WAEZ-FM and WFHG-FM	3,022.00
Check 1382 - Lowe's: 3/15/23 purchase of 4 Powerstrips for the Hiring Expo	75.54
Check 1384 - Tri-Cities/Southwest Virginia Regional Group: 3/16/23 advertising for Hiring Expo	1,900.00
Check 1385 - American Express : 3/28/23 Facebook advertising for Hiring Expo	217.66
Check 1386 - Prime Media Productions: advertising for Hiring Expo	1,000.00
Check 1387 - Six Rivers Media: 3/12/23 and 3/15/23 advertising for Hiring Expo	3,000.00
05/03/23 Wire for the 714 Shelby, GP Settlement Agreement	400,000.00
Check 1390 - Bristol TN City Schools: printer for CTE program on 06/16/23	974.47
Check 1392 - Bristol TN City Schools: 1/3 of AP exams on 6/23/23	8,000.00

Total Disbursements - 92347220

1,124,783.43

92347230 - Chapter 420 Project

10/3/22 Distribution of Border Region State Sales Tax to the City of Bristol, TN	1,303,544.56
Check 1359 - Distribution of Border Region State Sales Tax to Friendship Properties, LLC	894,529.84
Check 1360 - Distribution of Border Region State Sales Tax to Friendship Properties, LLC for Centre Pointe, LLC portion	1,289,160.79
10/31/22 Distribution of Additional Border Region State Sales Tax to the City of Bristol, TN	3,747.09

Total Disbursements - 92347230

3,490,982.28

Total Disbursements

13,222,555.27

Ending Balance 06/30/23

\$ 119,302.30

**Industrial Development Board of the City of Bristol, Tennessee
Money Market**

Investment Amount	\$ 101,969.57
Interest Earned to Date	1,680.57
Balance 06/30/23	\$ 103,650.14

**Industrial Development Board of the City of Bristol, Tennessee
July 31, 2023**

Check Register

Beginning Balance 07/01/23	\$ 119,302.30
Deposits	
	<u><u>Total Deposits</u></u> -
Disbursements	
Check 1376 - Levy Premium Food Services: Lunch for Hiring Expo on 03/16/23	1,778.00
Check 1391 - Capital One: cookies for 5/22/23 IDB meeting purchased with Walmart Card	13.43
	<u><u>Total Disbursements</u></u> 1,791.43
Ending Balance 07/31/23	<u><u>\$ 117,510.87</u></u>

**Industrial Development Board of the City of Bristol, Tennessee
Money Market**

Investment Amount	\$ 101,969.57
Interest Earned	1,988.68
Balance 07/31/23	<u><u>\$ 103,958.25</u></u>

**Bristol Industrial Development Board of the City of Bristol, Tennessee
For the Period Ending July 31, 2023**

Check Register

Beginning Balance 7/1/23		\$ 119,302.30
Deposits		
	Total Deposits	<hr/> -
Disbursements		
Prior Year Activity		
Check 1376 - Levy Premium Food Services: Lunch for Hiring Expo on 03/16/23	1,778.00	
Check 1391 - Capital One: cookies for 5/22/23 IDB meeting purchased with Walmart Card	13.43	
		<hr/> 1,791.43
Cash Transfer between Accounts		
		<hr/> -
92347100 - Administration		
	Total Disbursements - 92347100	<hr/> -
92347220 - Industrial Development		
	Total Disbursements - 92347220	<hr/> -
92347230 - Chapter 420 Project		
	Total Disbursements - 92347230	<hr/> -
	Total Disbursements	<hr/> 1,791.43
Ending Balance 07/31/23		<u><u>\$ 117,510.87</u></u>

**Industrial Development Board of the City of Bristol, Tennessee
Money Market**

Investment Amount	\$ 101,969.57
Interest Earned to Date	1,988.68
Balance 07/31/23	<u><u>\$ 103,958.25</u></u>

Resolution 23-2

IDB RESOLUTION 23-2

**RESOLUTION AUTHORIZING A GRANT OF \$35,000 TO SYNC SPACE
ENTREPRENEUR CENTER**

WHEREAS, the Industrial Development Board of the City of Bristol, Tennessee (the “IDB”) is a public nonprofit corporation organized and existing under the laws of the State of Tennessee and is a public instrumentality of the City of Bristol Tennessee (the “City”); and

WHEREAS, the IDB was created and organized for the public purpose of promoting industrial development, providing additional employment, and developing trade by inducing manufacturing, industrial, governmental, educational and commercial enterprises to locate in or remain in the State of Tennessee and to further the use of its agricultural products and natural resources; and

WHEREAS, the IDB is authorized under Tennessee Code Annotated Section 7-53-101 *et seq.* (the “IDB Act”) to exercise broad powers in furtherance of economic and commercial development, including the power to donate its property to third parties in furtherance of its public purposes; and

WHEREAS, Sync Space Entrepreneur Center (“Sync Space”) has requested the IDB’s financial assistance as Sync Space seeks to develop a physical location housing a co-working and entrepreneurial research facility in Bristol, Tennessee (the “Project”); and

WHEREAS, Sync Space is a 501(c)(3) non-profit corporation and the state of Tennessee’s entrepreneurial and innovation partner for Northeast Tennessee through Launch Tennessee; and

WHEREAS, Sync Space has the necessary experience and knowledge to accomplish the Project, and has committed to matching the IDB’s contributions with funds from other sources; and

WHEREAS, Sync Space has agreed that a member of the IDB’s Board of Directors, or some other person designated by the IDB, shall be appointed to Sync Space’s Board of Directors as a voting member; and

WHEREAS, the Project will result in furnishing space for tenants whose purpose is the promotion, support, and encouragement of commerce in the state of Tennessee, as contemplated by Tennessee Code Annotated Section 7-53-101(15)(A)(iv); and

WHEREAS, the Board of Directors of the IDB has met pursuant to proper notice, and has considered at such public meeting Sync Space’s grant request; and

WHEREAS, the IDB desires to approve the grant request and enter into an agreement memorializing the terms of the grant.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE
INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF BRISTOL, TENNESSEE:**

1. The grant will support a “project” within the meaning of the IDB Act.

2. The IDB hereby approves a grant of Thirty-Five Thousand Dollars (\$35,000) to be made to Sync Space Entrepreneur Center, in strict accordance with the terms of the Grant Agreement attached hereto as Exhibit A.
3. The Chairman, or in his absence the Vice Chairman, is hereby authorized to execute the Grant Agreement in substantially the same form attached hereto as Exhibit A in the name of and on behalf of the IDB.
4. All other acts of the officers of the IDB, and of its authorized representative as designated hereinabove, which are in conformity with the purposes and intent of this resolution and the Grant Agreement, including each of the transactions and matters contemplated therein, are hereby approved and confirmed.

Adopted this ____ day of _____, 2023.

Raj Venkataraman, Chairman

ATTEST:

Secretary

EXHIBIT A

**GRANT AGREEMENT WITH
SYNC SPACE ENTREPRENEUR CENTER**

This Agreement, made and effective as of the ____ day of August, 2023, by and between The Industrial Development Board of the City of Bristol, Tennessee, a Tennessee industrial development corporation, hereinafter referred to as the “IDB” and Sync Space Entrepreneur Center, a Tennessee nonprofit corporation, hereinafter referred to as “Sync Space.”

Witnesseth:

WHEREAS, Tennessee Code Annotated Section 7-53-302(a)(8) authorizes industrial development corporations to donate any of their properties whenever the board of such corporation shall find any such action to be in furtherance of the purposes for which the corporation was organized; and

WHEREAS, Sync Space is a non-profit corporation devoted to promoting entrepreneurship, start-ups, and innovation, whose programs include early idea validation and accelerator programs focused on northeast Tennessee; and

WHEREAS Sync Space desires to support the establishment of physical location housing a co-working and entrepreneurial research facility in Bristol, Tennessee (the “Project”); and

WHEREAS, the IDB’s purpose is to promote industrial development and provide additional job opportunities in the city of Bristol, Tennessee, and whereas the Project supports the purposes of the IDB; and

WHEREAS, the IDB wishes to support Sync Space’s Project with a financial contribution.

NOW, THEREFORE, for and in consideration of the mutual promises of the parties and the benefits to be derived therefrom, the IDB and Sync Space agree as follows:

1. The IDB shall pay to Sync Space the sum of Thirty-Five Thousand Dollars (\$35,000) within thirty (30) days of the execution of the agreement.
2. The funds shall be used by Sync Space solely to accomplish the Project, as defined above and as more particularly described in the Grant Request attached hereto as Exhibit A. In addition to the IDB’s financial contribution, Sync Space shall use a minimum of \$35,000 of funds from sources other than the IDB to accomplish the Project.
3. During the term of this agreement, a member of the IDB’s Board of Directors, or some other person designated by the IDB, shall be appointed to Sync Space’s Board of Directors as a voting member.

4. Sync Space will submit a written report by January 31, 2025 outlining the services provided by Sync Space during the contract period. This obligation shall survive the termination of this Agreement.
5. The funds shall be used by Sync Space without regard to race, color, religion, national origin, age, sex, or disability. In expending these funds, Sync Space will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, age, sex, or disability. Sync Space will seek to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, national origin, age, sex, or disability. Such action shall include but not be limited to the following: employment, upgrading, demotion or termination; rate of pay and other forms of compensation; and selection for training. Sync Space will post in conspicuous places, available to employees and applicants for employment, notices summarizing the provisions of this equal opportunity clause.
6. The IDB is authorized to audit or otherwise examine the books and records of Sync Space during normal business hours to verify that the funds are being expended in accordance with the terms of this Agreement upon reasonable notice not less than five (5) business days in advance. Sync Space shall provide the IDB with its most recent annual audit or financial review within thirty (30) days of the execution of this Agreement. Should such an audit reveal that funds have been expended in violation of the terms of this agreement, Sync Space shall refund such funds to the IDB within thirty (30) days of demand for such a refund.
7. In any promotional materials where Sync Space recognizes its sponsors, the IDB shall be recognized in a place and manner that is at least as prominent as Sync Space's recognition of other sponsors who have contributed equal amounts to Sync Space.
8. Either party may terminate this Agreement at any time, with or without cause, upon at least 30 days' written notice to the other party. In the event of such termination, Sync Space shall reimburse the IDB for all sums advanced in excess of those expended on a pro-rata basis, less any funds obligated but not yet paid to a third party. Any notice of termination (or other notice related to this Agreement) may be sent by first class mail as follows:

To Sync Space:
 Heath Guinn, President
 227 E. Sullivan St
 Kingsport, TN 37660

To the IDB:
 Chairman
 P.O. Box 1189
 Bristol, Tennessee 37621-1189

Notice may also be delivered by electronic mail with a copy delivered by first class mail.

9. This Agreement does not create a joint venture between the parties, nor do the parties have a principal/agency relationship, a master/servant or employer/employee relationship,

nor any other type of legal relationship which may be construed to be such that the parties are involved in joint activities by virtue of this Agreement. Sync Space shall be an independent contractor for the IDB.

10. The term of this Agreement shall commence as of the date first written above and shall continue through December 31, 2024, unless terminated sooner as provided in Paragraph 7.
11. Each party represents that this Agreement has been received any necessary approvals from its governing body, and that it has full authority to enter into this Agreement.

IN WITNESS WHEREOF, the parties have made and executed this Agreement to be effective as of the day and year first above written.

THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF BRISTOL, TENNESSEE

By: _____
Chairman

SYNC SPACE ENTREPRENEUR CENTER

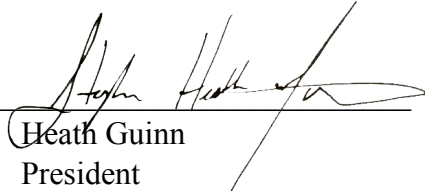
By: 
Heath Guinn
President

Exhibit A
Grant Request
Sync Space Entrepreneur Center

Proposal: Sync Space Entrepreneur Center (Sync Space) is requesting a matching grant of \$35,000 from the City of Bristol, Tennessee to enhance innovative programs and to increase small business growth by fostering entrepreneurship.

About Sync Space: Sync Space Entrepreneur Center is a 501(c)3 and the state of Tennessee's entrepreneurial and innovation partner for Northeast Tennessee through Launch Tennessee. Sync Space programs range from early idea validation and workshops, to accelerator programs uniquely focused on support for local and recruited startups considering northeast Tennessee as a place to grow or expand their business. Sync Space programming aligns startups with key partners and industries that offer mentorship, opportunity for investment, and pilot program opportunities. In an effort to bring high impact accelerator programs for startup companies and innovative technologies to Bristol and the surrounding areas, Sync Space Entrepreneur Center and The City of Bristol will work together to expand existing programs with our community, industry, and higher education partners in Bristol to implement entrepreneurial programming.

Through the grant award, Sync Space plans to co-locate in Bristol with a co-working facility and to deliver entrepreneurial programs, support and connections, including:

Sync Space Entrepreneur Center will:

- Support the opening of a new co-working and entrepreneurial resource facility in Bristol
- Become a paying tenant of the new facility
- Equip and elevate the facility with computer hardware, software and furnishings
- Commitment of \$35,000, as a match to the City of Bristol's commitment of \$35,000, for entrepreneurial programs including Co.Starters, Digital Marketing and more
- Work closely with Bristol Economic Development office and Believe in Bristol to coordinate marketing campaigns and other partnerships to promote the facility and available resources
- Promote Bristol as a center for entrepreneurship and innovation throughout the Launch Tennessee network
- Provide a quarterly progress report of all activities
- Add a representative from Bristol IDB to the Sync Space board
- Make agreement eligible for annual renewal

For further information and references, please contact Heath Guinn, (423) 676-7228 or heath@syncspace.org.

Sincerely,

Heath Guinn
President, Sync Space Entrepreneur Center