

**MINUTES OF THE INDUSTRIAL DEVELOPMENT  
BOARD OF THE CITY OF BRISTOL TENNESSEE  
MAY 22, 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

**Also present:**

Clay Walker – NETWORKS  
April Eads - BTES

**Call to order:** Chairman Raj Venkataraman opened the May 22, 2023 Industrial Development Board Regular Meeting at 12:00 P.M. Roll call was made and Chairman Venkataraman declared a quorum present.

**Consent Agenda:** April 24,2023 Regular Meeting Minutes and Financial Reports for Month Ending April 30, 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 Ms. Cook and seconded by Mr. Dougherty. Motion passed with Mr. Booher abstaining.

**Authorization to sign TNECD grant accounting forms for Tri-City Extrusion (Formerly Project Tadpole):** Mr. Anderson reviewed the process TNECD had to process accounting forms for projects. Mr. Anderson explained that there was a need for the IDB to authorize him to sign accounting forms on the IDB’s behalf. With no further discussion, Mr. Booher made a motion to approve the authorization. Mr. Jones seconded the motion. Motion passed unanimously.

**IDB 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. Anderson reviewed the work and grant submissions that would be taking place to provide a coworking space in the downtown area. Mr. Booher stated that an IDB Member needed to be on the Sync.Space Board. Mr. Anderson stated that an IDB Director would be placed on the Sync.Space Board. Mr. Dougherty asked if the \$35,000 was for a building and Mr. Anderson stated that it was for operating capital. Mr. Booher made a motion to table the resolution till the June 2023 IDB meeting

and the motion was seconded by Ms. Cook. Motion passed.

**714 Shelby Update:** Mr. Anderson discussed the 714 property, and that Staff was awaiting direction from City Council regarding the project. Mr. Anderson explained that the property was currently held by IDB and City Council recommended that the IDB hold a brain storming session regarding the property. Mr. Anderson stated that a Doodle poll would be sent out to Directors to find the best date and time to have a work session to identify possible uses for the property.

**Industrial Park Tenant Sign Project Update:** Mr. Garland presented to Directors the preposed location of the sign and the proposed use of the sign. Mr. Garland provided cost estimates related to the project and when the project could begin and be completed. Directors discussed the use and location of the sign and suggested that a new location for the sign be considered. Mr. Booher and Ms. Powers advised Staff to work with Mr. Brian Ramsey and TDOT officials on a potential new location for the sign. Mr. Anderson stated that Staff would begin working on this project as soon as possible.

**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.

**Directors' Discussion:** Mr. Booher requested information regarding the previous round of Façade Grants that IDB provided funding for. Mr. Booher suggested that a presentation regarding the completed project be provided to Directors. Mr. Anderson stated that an updated on the grants would be provided to Directors at the next regular meeting.


**Adjournment:** There being no further business Chairman Venkataraman adjourned the meeting at 1:03 p.m.

Approved:

  
Raj Venkataraman, Chairman

Attest:

  
Jeff Jones, Secretary/Treasurer

  
Jason C. Booher, Vice Secretary/Treasurer

Attachments:

1. Agenda

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

**REGULAR BOARD MEETING**

**MONDAY MAY 22, 2023 – 12 PM**

**AGENDA:**

1. Call to Order
2. Roll Call
3. Consent Agenda
  - a. Minutes – April 24, 2023 Regular Meeting
  - b. Financial Report – Month Ending April 30, 2023
4. Authorization to sign TNECD grant accounting forms for Tri-City Extrusion (Formerly Project Tadpole)
5. IDB RESOLUTION 23-2 - RESOLUTION AUTHORIZING A GRANT OF \$35,000 TO SYNC SPACE ENTREPRENEUR CENTER
6. 714 Shelby Update
7. Industrial Park Tenant Sign Project Update
8. Updates by local partners:
  - State of TN – Lynn Tully
  - NETWORKS – Clay Walker
  - BTES – April Eads
  - BTCS – Deidre Pendley
9. Directors Discussion
10. Adjourn