NRGRDA/WV Hive – Board Meeting
May 26, 2026 and 11 a.m.
Fayette County Commission Chambers

Call to Order
Allison Taylor called the meeting to order at 11 a.m.

ATTENDANCE
NRGRDA BOARD MEMBERS:
IN-PERSON: Heather Johnson, Anita Groves, Donnie Holcomb, Dave Harper
VIRTUAL: Allison Taylor, Craig Chapman, Tamara Mullins, Ted Kula, Lisa Eads, Heather Ouimette, Bill Baker, Evan Dewey (serving as proxy for Phil Jarrell)

WV HIVE BOARD MEMBERS (also NRGRDA Advisory Board members)
VIRTUAL: Zack Statler, Michelle Rotellini

STAFF:
IN-PERSON: Jozy Moore, Amy Showalter, Andy Davis

Approval of Minutes:

1. April 28, 2026 NRGRDA/WV Hive Board Meeting
    a. A motion to approve the April 28, 2026 minutes was made by Bill Baker; seconded by Donnie Holcomb. Motion carried with none opposed.
2. May 5, 2026 NRGRDA/ WV Hive Special Board Meeting
    a. A motion to approve the May 5, 2026 minutes was made by Donnie Holcomb; seconded by Anita Groves. Motion carried with none opposed.

Financials:

1. Treasurer Donnie Holcomb presented the financial report, noting that the financial statements reflected a net income of $621,414.25 and that significant progress had been made in correcting prior balance sheet issues. He commended staff for their work in improving the organization's financial reporting and recommended that the Board accept the financial statements. Holcomb also suggested incorporating brief

project status updates into future financial reports to provide Board members with additional context on ongoing projects.

2. Additional discussion regarding finances included:
    a. The outstanding note payable associated with the revolving loan fund and the possibility of evaluating repayment after Executive Director Jina Belcher's return.
    b. Southern Industrial Drive project documentation, including ensuring contractor responsibility for any corrective work.
    c. Appalachian Heights funding, including confirmation that the Town of Mount Hope would transmit the $250,000 in committed Fayette County contribution and that ARPA funds must be expended by the end of 2026.
    d. The importance of continued monitoring of major capital projects.
    e. A request for additional information regarding the Coalbed Methane accounts reflected on the balance sheet, including their intended purpose and use.

Project Discussion:

1. **Food Incubation Hub Grant**
    a. Amy Showalter provided an update on the Fayette County Food Incubation Hub project. The Board was informed that while grant funds could be used for leased space, the project remained unfeasible due to:
        i. Limited time remaining before the grant expiration;
        ii. Staffing capacity;
        iii. Inability to transfer the grant to another organization; and
        iv. Challenges identifying an appropriate facility that met program requirements.
    b. Staff also noted that approximately $13,000 in grant funds had already been expended and would need to be repaid upon closeout.
    c. Following discussion, the Board agreed that the remaining timeline was insufficient to successfully complete the project.
    d. <u>Heather Johnson moved to authorize staff to formally close out the grant and submit the required de-obligation letter. Dave Harper seconded the motion. Motion carried with none opposed.</u>

2. **Wolf Creek Park**
    a. Andy Davis provided an update on the Wolf Creek Park project.
    b. Updates included:

    i. Progress toward a potential conservation partnership with the West Virginia Land Trust and The Conservation Fund.
    ii. Completion of a conservation easement appraisal.
    iii. Continued coordination with the City of Oak Hill regarding utility planning and potential future annexation discussions.
    iv. Progress toward preliminary engineering for sewer infrastructure improvements.
    v. Completion of a financial analysis and development model for future housing and mixed-use development.
  c. Board discussion focused on:
    i. Infrastructure funding opportunities.
    ii. Housing and mixed-use development strategies.
    iii. Potential tax incentive programs.
    iv. Developer recruitment.
    v. Preservation of recreational assets while pursuing development.
  d. The Board supported creation of a working group consisting of representatives from NRGRDA, Fayette County, the City of Oak Hill, Region 4 Planning and Development Council, and additional stakeholders to continue advancing the project.

3. **Pence Springs Hotel and Resort**
  a. Andy Davis reported on ongoing efforts to support redevelopment of the Pence Springs Resort in Summers County.
  b. Updates included:
    i. Continued assistance identifying acquisition financing opportunities.
    ii. Coordination with the U.S. Small Business Administration.
    iii. Plans to prioritize the site's glamping facilities as an initial revenue source.
    iv. Potential use of Opportunity Zone designation and other redevelopment incentives.
  c. The Board acknowledged that additional progress depends upon acquisition of the property by the prospective developers and reaffirmed its willingness to continue providing technical assistance.

4. **Beckley Landfill Remediation and Redevelopment project**
  a. Donnie Holcomb requested an update on the Beckley Landfill reclamation project, noting that it had not been discussed for several meetings. Andy

Davis advised that the project was progressing and would provide a more detailed update at a future meeting.

5. **Retail Incubation Hub Grant**
    a. Amy Showalter provided an update on the Retail Incubation Hub grant, originally intended to support redevelopment of 111 Main Street in Beckley. Following previous Board direction, staff explored repurposing the grant in partnership with the Beckley-Raleigh County Chamber of Commerce and the City of Beckley to support the Main Street Market Incubator. However, the effort was no longer feasible due to the lack of an identified use for the building's second floor, the absence of the required local match from the City of Beckley, and grant expenditure deadlines. Amy also reported that due to these challenges, grant closeout was initiated and finalized on May 4, 2026.
    b. The Board ratified staff's previous decision to formally close out the grant.
    c. <u>A motion to that effect was made by Donnie Holcomb; seconded by Heather Johnson. Motion carried with none opposed.</u>

Old Business:

1. **Discuss/Decision on Legislative Committee structure & meeting schedule**
    a. This item was moved to the next meeting due to time constraints.

2. **Tamarack Foundation subaward grant discussion**
    a. Allison Taylor updated the Board regarding correspondence with the Tamarack Foundation concerning dissolution of the ARC subaward.
    b. The Board was informed that:
        i. The anticipated state matching funds had not materialized.
        ii. Both organizations agreed that dissolving the subaward was appropriate.
        iii. ARC would be kept informed throughout the process.
    c. No Board action was required.

3. **Accounting Services**
    a. Allison Taylor provided an update regarding the procurement of accounting services. She reported that only one response had been received to the Request for Proposals (RFP) and recommended seeking additional proposals from firms recommended by Board members before making a selection.

b. Board members recommended the following firms for consideration: Brown Edwards, Baker Tilly and Suttle & Stalnaker.
c. Staff was directed to request cost proposals from the identified firms and present recommendations to the Board at a future meeting.

New Business:

1. **Summersville Office Lease**
    a. Allison Taylor led a discussion regarding the NRGRDA office lease in Summersville. She noted that current staffing levels had been reduced, the office was only being used occasionally by one staff member, and the organization should evaluate opportunities to reduce operating expenses.
    b. Allison also reported that legal counsel was reviewing the lease agreement and would provide guidance regarding potential options for terminating the lease.
    c. <u>Following discussion, Heather Johnson made a motion to direct staff to pursue termination of the Summersville office lease, subject to legal review and discussions with the property owner. Motion seconded by Dave Harper. Motion carried with none opposed</u>

2. **Discussion/Decision on board meeting expenses and meeting structure**
    a. The Board discussed reducing routine meeting expenses.
    b. The Board agreed to:
        i. Discontinue purchasing meals for regular Board meetings.
        ii. Utilize public meeting spaces whenever possible rather than renting meeting facilities.
    c. <u>Motion to that effect made by Bill Baker; seconded by Donnie Holcomb. Motion carried with none opposed</u>

3. **Discussion/Decision on Proposed Rescheduling of the June 23, 2026 Board Meeting to June 30, 2026**
    a. <u>Donnie Holcomb made a motion to move the regular June meeting date to June 30. Motion seconded by Bill Baker. Motion carried with none opposed.</u>

Old Business cont.

1. **Discussion/Decision on Updates to NRGRDA Bylaws and Policies**
    a. <u>Motion to approve the amendments to the organization's bylaws and policies made by Donnie Holcomb; seconded by Dave Harper. Motion carried with none opposed.</u>

2. **Board Involvement in NRGRDA Functions / NRGRDA Projects and Priorities**
    a. Allison Taylor introduced a discussion on increasing Board involvement in NRGRDA functions, including fundraising, site development, business recruitment, and establishing priorities for future projects. Due to time constraints, the Board did not have an opportunity to fully discuss these agenda items. Allison indicated that both topics would be brought back as substantive agenda items for further discussion at a future meeting.

Adjournment:

1. Meeting adjourned at 12:26 p.m. following motion by Dave Harper.

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Larry Meador, Secretary