

**APPROVED MINUTES
KING WILLIAM COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING OF JUNE 14, 2023**

A regular meeting of the King William County Economic Development Authority Board of Directors was held on the 14th day of June 2023, beginning at 7:00 p.m. in the Board Room of the County Administration Building and via Zoom.

Agenda Item 1. CALL TO ORDER

Vice Chair Holderied called the meeting to order.

Agenda Item 2. APPROVAL OF ELECTRONIC PARTICIPATION BY A BOARD MEMBER

Not necessary.

Agenda Item 3. ROLL CALL

The members were polled:

Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
Sarah Williams	Aye
C. Meade Rhoads, Jr.	Aye
Robert Hardwick	Aye
D. Straughan Robinson, III	Absent
Charles F. Piersa	Aye
Kenneth A. Holderied – Vice Chair	Aye
Jason Brown - Chair	Absent

Agenda Item 4. REVIEW AND ADOPTION OF AMENDED MEETING AGENDA

Mr. Piersa made a motion to approve the amended meeting agenda as presented; Ms. Williams seconded. The Vice Chair called for any discussion. All were in favor with none opposing.

Agenda Item 5. APPROVAL OF MINUTES

5.a. March 8, 2023 Draft Work Session Minutes (Updated)

Ms. Williams made a motion to approve the March 8, 2023 minutes as presented; Mr. Campbell seconded. The Vice Chair called for any discussion. All were in favor with none opposing.

5.b. May 10, 2023 Draft Work Session Minutes

Mr. Piersa made a motion to approve the May 10, 2023 minutes as presented; Ms. Williams seconded. The Vice Chair called for any discussion. All were in favor with none opposing.

Agenda Item 6. PRESENTATION

6.a. Commerce Park Discussion – David Martin

Mr. Martin said he is attempting to develop 13 vacant lots (26 acres). He has three tenants ready to sign a contract but is held up because of road issues with the County. He said all the lots were assessed differently and he is not sure why he's paying taxes on lots that can't be developed until the infrastructure is complete. He said it took ten years to get the abandoned cars removed from vacant lots.

Mr. Martin asked what the County is prepared to do and said he needs a commitment from the County before he commits to improvements and development as part of a public/private partnership. He said the vacant lots have septic and sewage is a five-year project. If the septic lots were gone, there would be 35% more property that could be used for revenue-generating. He said it is mandated that people have to tie into water and sewage if it comes.

Commerce Park currently generates \$92,000 in revenue for the County. Some tenants may not have business licenses or pay BPOL. The Commissioner of Revenue has no method in place to follow-up. Mr. Martin said to focus on enforcing and collecting current taxes before focusing on bringing in new revenue.

Mr. Campbell asked if Mr. Martin bought all the lots. Mr. Martin said he bought all the lots in Section 2. The six vacant lots in Section 1 are owned by someone else. He said former County Attorney Stuck said the bond was unenforceable and he doesn't believe that was correct.

Mr. Martin said now is a good time economically to develop but other projects have to be completed first.

Mr. Rhoads asked what happened to the VDOT bond. Mr. Martin said the roads were supposed to be completed according to VDOT specifications and then the County would take over. He said it's been determined that the bond is unenforceable because of changing owners. He believes the bond travels with them.

Mr. Rhoads asked if it were enforced, who would be responsible. Mr. Martin said he only purchased Section 2. He thinks the County should condemn the road and take ownership. He said the front road does not meet VDOT specs.

Mr. Hardwick asked who owns the road. Mr. Hudgins said not the County. The contract language said, once rented, the roads would be privately owned. He said the Bowman legal team is currently looking into it.

Mr. Martin said property values in Commerce Park have gone down.

Vice Chair Holderied asked how many units can be fully built out. Mr. Martin said the Comprehensive Plan shows three buildings, however, that is not financially viable. He needs at least 8-10 buildings. He said starting just one positive thing would attract more interest.

Vice Chair Holderied asked if Mr. Martin had any interest in developing other properties in the County. Mr. Martin said he can only do so many things at a time, and it would have to have potential.

Vice Chair Holderied asked how they would get an estimate on how much it would cost to fix. Mr. Ashcraft said the most recent cost estimate was sent to Mr. Rhoads last year and was \$1.3 million for the road and stormwater issues.

Mr. Hudgins said the County applied for a \$4.6 million grant to cover expanding sewage in Commerce Park but didn't get it. He said the water line bid is out now for the whole area, not just Commerce Park.

Vice Chair Holderied asked if Commerce Park could run on a mass drain field. Mr. Martin said it depends on the property. Some are now crossing lots to get to their drain field.

Mr. Piersa asked if it would be better to do it all at once. Mr. Martin said it doesn't make sense to do the road, then tear it up later to lay the pipe. He said the best option is for the County to condemn the road and take ownership.

Agenda Item 7. TREASURER'S REPORT

Mr. Hudgins said there have been no changes since the last meeting.

Ms. Williams said she knows invoices were sent for the Farmer's Market. Mr. Hudgins said he'd look into it.

Mr. Piersa made a motion to approve the treasurer's report; Mr. Campbell seconded. The Vice Chair called for any discussion. All were in favor with none opposing.

Agenda Item 8. CHAIR'S REPORT

No report.

Agenda Item 9. UNFINISHED BUSINESS

9.a. Farmers Market Update – Ms. Williams said the vendors were happy with the first market and she heard that things went well. Mr. Campbell said he would have liked to see more people and there were not as many vendors or people as the previous one. Ms. Williams said there are 32 vendors signed up for the next market and there was an article in the Tidewater Review. She said they are trying to keep a balance of informational booths and products, but anyone can apply to have a space. Mr. Campbell said he'd contact REC to see if they're interested in having a space.

There was a discussion about purchasing picnic tables but the EDA would have to find somewhere to store them. The County does not have space. Vice Chair Holderied said they cost about \$150 each from Lowe's and are in stock. Mr. Rhoads said the school would have to give permission to leave them on the grounds during the duration of the market season. Mr. Piersa said folding tables and chairs would be easier to store. Vice Chair Holderied said

the market could get a trailer to store their assets and that could be a goal to work towards. Ms. Williams said the goal is to get nonprofit status and apply for grants for trailers and other necessary equipment.

9.b. Local Business Round Table Discussion – Mr. Ashcraft said he has experienced two methods for gathering participants: 1) staff identifies businesses; or 2) each Board of Supervisors and EDA member brings forth a businessperson who is ready and willing to serve. Each serves for one year and meetings are held bi-monthly. Meetings include dinner and offer an opportunity for business owners to share experiences, concerns, ideas, and suggestions. He felt 15 was a good number and there should be a balance of small and large businesses. The event lasts about two hours and could include a guest speaker.

Mr. Rhoads asked Mr. Ashcraft to suggest what worked well. Mr. Ashcraft asked if the EDA wants staff to pick or each member to pick. He said it is quicker if they each pick someone. He said to keep it as simple as possible. He will provide members with a list of businesses from the Commissioner of Revenue.

Mr. Rhoads asked Mr. Ashcraft to put together a list of best practices. Mr. Ashcraft said it depends on what they want to get out of it.

OTHER

Budget Rollover

Ms. Williams made a motion to ask the Board of Supervisors to roll over the EDA budget balance to the new fiscal year after the two Farmer's Market invoices are paid. Mr. Rhoads seconded. The Vice Chair called for any discussion. The members were polled:

Charles F. Piersa	Aye
Kenneth A. Holderied – Vice Chair	Aye
Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
Sarah Williams	Aye
C. Meade Rhoads, Jr.	Aye
Robert Hardwick	Aye
D. Straughan Robinson, III	Absent
Jason Brown - Chair	Absent

Economic Development Director Update

Ms. Williams asked for an update on the hiring of an Economic Development Director. Vice Chair Holderied said an offer was made but was declined. They are still looking.

Agenda Item 10. NEW BUSINESS

10.a. Local Small Business Data – Kenny Holderied, EDA Vice Chair

Vice Chair Holderied presented information on County small businesses (Attachment A).

Mr. Rhoads asked what we do to collect taxes from those not paying. Mr. Ashcraft said only the Treasurer has that authority. The Treasurer receives the data from the Commissioner of Revenue.

Agenda Item 11. CITIZEN'S COMMENT PERIOD

There was no one in attendance.

Agenda Item 12. NEXT MEETING

The next meeting will be a Work Session on July 12, 2023.

AGENDA ITEM 13. CLOSED MEETING

13.a. Motion to Convene Closed Meeting

Mr. Piersa made a motion to Convene Closed Meeting in accordance with Section 2.2-3711 (A)(3) of the Code of Virginia regarding real property used for a public purpose, specifically pertaining to the acquisition of real property for a public purpose. Motion was seconded by Ms. Williams. The Vice Chair called for any discussion. The members were polled:

Kenneth A. Holderied – Vice Chair	Aye
Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
Sarah Williams	Aye
C. Meade Rhoads, Jr.	Aye
Robert Hardwick	Aye
D. Straughan Robinson, III	Absent
Charles F. Piersa	Aye
Jason Brown - Chair	Absent

13.b. Motion to Reconvene in Open Session

Mr. Campbell made a motion to Reconvene in Open Session; seconded by Mr. Piersa. The Vice Chair called for any discussion. The members were polled:

Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
Sarah Williams	Aye
C. Meade Rhoads, Jr.	Aye
Robert Hardwick	Aye
D. Straughan Robinson, III	Absent
Charles F. Piersa	Aye
Kenneth A. Holderied – Vice Chair	Aye
Jason Brown - Chair	Absent

13.c. Certification of Closed Meeting

Mr. Piersa moved for the adoption of Standing Resolution 1 (SR-1) in accordance with Section 2.2-3712 (D) of the Code of Virginia, 1950, as amended; seconded by Mr. Campbell. The Vice Chair called for any discussion. The members were polled:

Sarah Williams	Aye
C. Meade Rhoads, Jr.	Aye
Robert Hardwick	Aye
D. Straughan Robinson, III	Absent
Charles F. Piersa	Aye
Kenneth A. Holderied – Vice Chair	Aye
Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
Jason Brown - Chair	Absent

STANDING RESOLUTION – 1 (SR-1)

A RESOLUTION TO CERTIFY COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT REGARDING MEETING IN CLOSED MEETING

WHEREAS, the King William County Economic Development Authority Board has convened a closed meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 (D) of the Code of Virginia requires a certification by the King William County Economic Development Authority Board that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the King William County Economic Development Authority Board on this 14th day of June, 2023, hereby certifies that, to the best of each member's knowledge:

1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were heard, discussed, or considered in the closed meeting to which this certification resolution applies, by the King William County Economic Development Authority Board.
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the King William County Economic Development Authority Board.

DONE this the 14th day of June, 2023.

13.d. Action on Closed Meeting (if necessary)

No action was taken.

Agenda Item 14. ADJOURN OR RECESS

Mr. Campbell made a motion to adjourn; seconded by Ms. Williams. All were in favor with none opposed.

COPY TESTE:

Kenneth A. Holderied
Vice Chair

Christine H. Branch
County Clerk

ATTACHMENT A

KW SMALL BUSINESS DATA POINTS

KENNY HOLDERIED

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DATA POINTS

- 2021 740 Business Licenses
- 2022 748 Business Licenses
- 2023 362 Business were assessed the \$30 minimum charge <50K in sales. 386 businesses <50K

Gross Receipt and Payment Calculations	
1. Enter Prior Year Gross Receipts or for a new business enter Yearly Estimate	\$
2. If your gross receipts are \$50,000 or less annually, the minimum tax is \$30	\$
3. Enter Category name (see Rate Table on right hand side)	
4. Enter Rate (see Rate Table on right hand side)	
5. Net Tax (if 1 is < or = \$50,000 enter \$30)-(if 1 is > \$50,000 enter line 1 X line 4)	\$
6. Late Payment Penalty (10% of Net Tax)	\$
7. Total Payment (5+6) Make checks payable to Treasurer, King William County	\$

Category	Rates
Contractor	.0016
Retail Sales	.0020
Business Serv	.0016
Professional	.0038
Wholesale	.0005

I hereby declare that the statements and figures herein given are true, full and correct to the best of my knowledge and belief.

Signature: _____ Date: ____/____/____

Account # _____
License Year _____

Received Date: ____/____/____ Issued Date: ____/____/____ Check #: _____ Amount: _____

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ATTACHMENT A

LOCATIONS OF BUSINESSES

- 167 Aylett
- 88 King William
- 46 Manquin
- 40 West Point

☒ ARLINGTON	☒ CHANTILLY	☒ COVINGTON	☒ HAMPTON
☒ ASHLAND	☒ CHARLES CITY	☒ DALLAS	☒ HANOVER
☒ ATLANTA	☒ CHARLOTTE	☒ DEERFIELD BEACH	☒ HENRICO
☒ AYLETT	☒ CHARLOTTESVILLE	☒ DUNDEE	☒ HIGHLAND SPRINGS
☒ BARHAMSVILLE	☒ CHESAPEAKE	☒ DUNNSVILLE	☒ HOPEWELL
☒ BELLEVUE	☒ CHESTER	☒ FREDERICKSBURG	☒ HOUSTON
☒ BOCA RATON	☒ CHESTERFIELD	☒ GLEN ALLEN	☒ HUME
☒ BRENTWOOD	☒ CLAYTON	☒ GLOUCESTER	☒ JAMSVILLE
☒ BURLINGTON	☒ COLUMBUS	☒ GOOCHLAND	☒ JAMESVILLE

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STRATEGY/ SUGGESTION

- 386 businesses that are over 50K in sales.
 - Make personal visit/ call to the top 150 based in the county
 - Make personal visit/ call to the top 100 based outside the county.
 - Understanding the sales volume the out of county businesses to justify investing in a location in the county.

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