

**APPROVED MINUTES
KING WILLIAM COUNTY ECONOMIC DEVELOPMENT AUTHORITY
WORK SESSION OF MAY 10, 2023**

A work session meeting of the King William County Economic Development Authority Board of Directors was held on the 10th day of May 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

Chairman Brown 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	Aye

Agenda Item 4. REVIEW AND ADOPTION OF MEETING AGENDA

Chairman Brown asked that three items be added to Unfinished Business: (1) Farmer's Market; (2) Search for Economic Development Director; and (3) Matrix for prioritizing EDA actions and efforts. Mr. Piersa made a motion to approve the meeting agenda with the above additions; Ms. Williams seconded. The Chair called for any discussion. All were in favor with none opposing.

Agenda Item 5. APPROVAL OF MINUTES

5.a. April 12, 2023 Regular Meeting Draft Minutes

Vice Chairman Holderied made a motion to approve the April 12, 2023 minutes as presented; Mr. Piersa seconded. The Chair called for any discussion. All were in favor with none opposing.

Agenda Item 6. TREASURER'S REPORT

Mr. Ashcraft provided a current printout of expenditures (Attachment A).

Mr. Piersa made a motion to approve the establishment of an EDA bank account with Primis Bank. Mr. Campbell seconded. The Chair called for any discussion. The members were polled:

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
Sarah Williams	Aye
C. Meade Rhoads, Jr.	Aye
Jason Brown - Chair	Aye

Mr. Piersa made a motion to approve the Treasurer’s report as presented, seconded by Ms. Williams. The Chair called for any discussion. All were in favor with none opposing.

Agenda Item 7. CHAIR’S REPORT

Chairman Brown had no report.

Agenda Item 8. UNFINISHED BUSINESS

Farmers Market – Ms. Williams gave an update on the status of the Farmers Market. She noted the first one will be held Friday, June 2 from 4-7 p .m. at King William High School. There are 23 vendors who have expressed interest in attending. Mr. Ashcraft mentioned an ordinance change for Special Events that would guide vendors is still being formulated and is scheduled to be before the Board of Supervisors at its May 22 meeting.

Economic Development Director Update – Vice Chairman Holderied gave an update on the search for an Economic Development Director. He mentioned an offer had been extended to one of the applicants, but it was turned down. Chairman Brown asked if there was a single reason the offer was not accepted and Mr. Ashcraft said in large part it was the salary that was offered. Future interviews will be scheduled.

Matrix for Prioritizing EDA Actions & Efforts – Chairman Brown led the discussion about the EDA setting priorities. After discussion, the body agreed to set two priorities: (1) Establish a Business Roundtable; and (2) Prepare ‘shovel ready’ sites for the recruitment of economic development. Both of these will be on the agenda for further discussion at the June meeting.

Agenda Item 9. NEW BUSINESS

9.a. Commerce Park Financial Analysis – Percy C. Ashcraft, County Administrator

Mr. Ashcraft went over the information provided regarding a financial analysis of Commerce Park. He recommended the EDA invite Mr. David Martin to the next meeting to share his vision regarding Commerce Park.

Agenda Item 10. NEXT MEETING

The next meeting is the June 14, 2023 regular meeting.

Agenda Item 11. ADJOURN OR RECESS

Mr. Piersa made a motion to adjourn. Motion was seconded by Mr. Rhoads.

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	Aye

COPY TESTE:

Jason Brown
Chair

Percy C. Ashcraft
County Administrator

Range of Accounts: 100-081500-1100-000-000				to 100-081500-9999-999-999		Include Cap Accounts: Yes		As of: 05/10/23	
						Skip Zero Activity: No			
NOTE: This report includes ONLY activity originally Budgeted/charged to Budget Year 3.									
Prior Year Budgeted/Encumbered/Payable amounts rolled to Budget Year 3 have been EXCLUDED.									
Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used	
100-081500-2100-000-00	FICA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
100-081500-2210-000-00	VRS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
100-081500-2300-000-00	HOSPITL/MEDICAL PLANS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
100-081500-2400-000-00	GROUP INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
100-081500-2510-000-00	SHORT TERM DISABILITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
100-081500-2600-000-00	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
100-081500-2710-000-00	WORKERS COMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
100-081500-3160-000-00	PROFESSIONAL SERVICES	35,750.00	0.00	0.00	26,220.00	0.00	9,530.00	73	
100-081500-3165-000-00	EDA MEMBERSHIP-NPA	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0	
100-081500-5210-000-00	POSTAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
100-081500-5340-000-00	TRAVEL(CONVENTION & EDUCATION)	2,500.00	0.00	0.00	0.00	0.00	2,500.00	0	
100-081500-5810-000-00	DUES & ASSOCIATION MEMBERSHIPS	0.00	0.00	0.00	400.00	0.00	400.00-	0	
100-081500-6008-000-00	VEHICLE FUEL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
100-081500-6014-000-00	OTHER OPERATING SUPPLIES	500.00	0.00	0.00	135.00	0.00	365.00	27	
100-081500-8200-000-000	GRANT WATCH	12,500.00	0.00	0.00	0.00	0.00	12,500.00	0	
100-081500-9001-000-00	UNEXPENDED PRIOR YEAR FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Control: NOC Total		56,250.00	0.00	0.00	26,755.00	0.00	29,495.00	48	
Fund: 100	GENERAL FUND Budgeted Total	56,250.00	0.00	0.00	26,755.00	0.00	29,495.00	48	
Fund: 100	GENERAL FUND Non-Budgeted Total	0.00	0.00	0.00	0.00	0.00	0.00	0	
Fund: 100	GENERAL FUND Total	56,250.00	0.00	0.00	26,755.00	0.00	29,495.00	48	
Final Budgeted		56,250.00	0.00	0.00	26,755.00	0.00	29,495.00	48	
Final Non-Budgeted		0.00	0.00	0.00	0.00	0.00	0.00	0	
Final Total		56,250.00	0.00	0.00	26,755.00	0.00	29,495.00	48	