



**ECONOMIC DEVELOPMENT AUTHORITY
SPECIAL CALLED MEETING - JUNE 29, 2021 - 7:00 PM
KING WILLIAM COUNTY ADMINISTRATION BUILDING
KING WILLIAM, VIRGINIA**

A G E N D A

- 1. Call to Order**
- 2. Roll Call**
- 3. Review and Adoption of Meeting Agenda**
- 4. Approval of Meeting Minutes**
 - a. April 14, 2021 Meeting Minutes
 - b. May 12, 2021 Meeting Minutes
 - c. May 19, 2021 Meeting Minutes
- 5. Public Comment Period - Speakers: *One Opportunity of 3 Minutes per Individual or 5 Minutes per Group on Non-Public Hearing Matters***
- 6. Old Business:**
 - a. Retail Study Proposal Update - Hill Studio
- 7. Closed Meeting**
 - a. Motion to Convene in Closed Meeting
 - b. Reconvene in Open Session
 - c. Motion to Certify Closed Meeting
- 8. Next Meetings - July 12, 2021 - Joint Work Session with Board of Supervisors
& Planning Commission**

- August 11, 2021 - EDA Regular Meeting
- 9. Adjourn or Recess**

AGENDA ITEM 4.a.
Approval of Meeting Minutes

April 14, 2021 EDA Meeting Minutes

**MINUTES
KING WILLIAM COUNTY
ECONOMIC DEVELOPMENT AUTHORITY
MEETING OF APRIL 14, 2021**

A regular meeting of the Economic Development Authority of King William County, Virginia, was held on the 14th day of April 2021, beginning at 7:00 p.m. via Zoom.

Agenda Item 1. CALL TO ORDER

Chairman Brown called the meeting to order.

Agenda Item 2. ROLL CALL

The members were polled:

Eugene L. Campbell, Jr.	Aye
Travis Longest	Absent
Meade Rhoads	Aye
Luke Hallman	Aye
Kenneth Holderied	Aye
Charles Piersa	Aye
Jay Brown - Chairman	Aye

Agenda Item 3. REVIEW AND ADOPTION OF MEETING AGENDA

Chairman Brown requested the Authority review the meeting agenda and bring any changes forward. He said he would like All Points Broadband to come to the meeting for an update. Mr. Campbell asked if APB was still meeting with county employees and a representative from the EDA. Chairman Brown said he didn't think that was happening and he'd talk with the Interim County Administrator to get that back on track. Mr. Piersa noted a cable laid by APB had been cut because it wasn't buried deep enough. He sent letter to APB and the Interim County Administrator.

There were no changes to the agenda. Authority Member Rhoads made a motion to adopt the meeting agenda, seconded by Authority Member Piersa. The meeting agenda was approved with no discussion and no opposition.

Agenda Item 4. APPROVAL OF MINUTES

Authority Member Piersa made a motion to approve the meeting minutes of March 10, 2021, seconded by Authority Member Rhoads. The minutes were approved with no discussion and no opposition.

Agenda Item 5. NEW BUSINESS

a. Hill Studio Discussion

Sherry Graham, Interim Planning Director, introduced David Hill and Evelyn Slone of Hill Studio Group.

Mr. Hill asked the Authority Members to introduce themselves and give a brief outline of their experience.

Mr. Brown said he is the CEO of Commonwealth Catholic Charities, a local nonprofit, and a volunteer on the Economic Development Authority Board.

Mr. Holderied said he has been on the EDA Board for about 1.5 years which included a period as Vice Chair. He has a business development background and owns an equipment distribution company. He has been recruiting new small businesses to the county.

Mr. Campbell said he is a life-long resident of King William County and has been on the EDA Board for 10-12 years. He has an engineering degree and worked as a project manager for a construction firm after his retirement.

Mr. Hallman was experiencing connection issues and was not available.

Mr. Piersa said he is a farmer, landowner, President of the King William Farm Bureau, and serves on the Wetlands Board.

Mr. Longest was not present.

Mr. Rhoads said he works with NHP Group constructing apartment buildings.

Mr. Hudgins said his background is in architecture and building.

Mr. Hill continued with his presentation outlining the project flowchart and timeline. He asked EDA Board members to consider the following: What is their vision for the County? Where are there opportunities to enhance the County or promote new investments? What recommendations do they have for the best ways to reach and engage citizens and businesses in the process?

VISION DISCUSSION:

Mr. Campbell said he would like to see the County proceed in an orderly fashion, developing the economy while keeping the County's rural flavor. He noted the majority of businesses are located on Route 360 and Route 30. He emphasized the County's infrastructure needs to be brought up to par, particularly water & sewer and broadband.

Mr. Holderied said the County is currently split between those who want it to stay rural and those who want the ability to work and shop locally. He said the County needs an opportunity for professional-caliber employment. He noted that some newer subdivisions have very high standards in roads and infrastructure and others do not. He said citizens want to be able to live, work, and spend in the County. He said the County needs to be easy to do business with and noted a quicker zoning turnaround time or pre-zoned properties were needed.

Mr. Brown said the County needs consistent and stable leadership to be able to articulate and move toward any kind of vision. He reiterated the need to improve the County's infrastructure to attract and maintain citizenry and business.

Mr. Rhoads said the amount of turnover in the County government makes it hard on staff and citizens. He'd like to see a plan to get the County to an economically viable and sustainable future and is excited to start working in a unified direction.

Mr. Piersa agreed and stressed that stable leadership and improved infrastructure is necessary. He'd like County citizens to be more involved in attracting industry while keeping the County rural and attracting the kinds of jobs the citizens need.

WHERE ARE THERE OPPORUNTIES TO ENHANCE OR PROMOTE NEW INVESTMENT?

Ms. Slone said the Hill Studio team is familiar with the current economic areas of Route 360, Route 30, and Central Garage.

Mr. Holderied said Central Garage is looking good and he feels there is room for more robust commerce in Aylett.

Mr. Campbell suggested Mangohick may potentially be a good spot for development because of its proximity to the I95 corridor. He feels this area could really take off in the next 5-10 years.

Mr. Holderied agreed and mentioned that high speed rail was recently approved in that area so Mangohick could have great potential.

Mr. Brown said he didn't have enough information to help draw a conclusion on where growth should be targeted. It depends on what the purpose is and stressed the need to know the County's future plans.

Mr. Rhoads said it was important to realize the Board's suggestions may not be fully informed and said it would be helpful to have more information to help them understand the dynamics for the future.

Mr. Piersa noted there is rail currently from the Pamunkey Indian Reservation to West Point. Mr. Rhoads said it would be helpful to know details on how the rail is currently being used and that industrial opportunities may be available in that area rather than residential.

Ms. Slone mentioned the Hill Studio team are in the fact-finding period right now and asked if there was anything currently happening or planned they would need to be aware of such as the upgrades to the water system and Broadband situation.

Mr. Campbell said to keep the rivers surrounding the county in mind for recreation. Mr. Rhoads said the rivers will impact transportation and growth.

Ms. Slone said the Planner from West Point is part of their Committee and they will work to integrate the County's plans with theirs.

Mr. Holderied said he realized there are a lot of home-based businesses in the County that actually do a large volume of business. He feels if there were more affordable retail spaces available, these businesses would move out of the homes and hire more people. He noted the County's tremendous lack of open retail space.

Ms. Slone presented questions from Hill Group Consultant Aaron Arnett:

How do you feel about the general state of King William County's economy – is it improving, declining, stagnant – and what is driving it.

Mr. Rhoads said they don't fully understand the issues. Mr. Campbell and Mr. Piersa said the economy is stagnant because of leadership turmoil and turnover.

What is the County's competitive advantage when trying to recruit involvement?

Mr. Brown said he is one of the 80% currently leaving the County for work. There are trees, farms, some mining, a few subdivisions but he doesn't know what the County's ticket is to attracting investment. Mr. Holderied said he believes there are high-caliber employees available in the County but they currently leave the County for work.

How is tourism in the county?

Mr. Rhoads said there are no hotels in the County. Mr. Brown said the County has rivers but no access to them. Mr. Piersa said there are the Indian Reservations, plantations, Pocahontas' burial site, and a lot of history but nothing is being done with it to attract tourism.

What tools are needed to better facilitate economic development in the county (incentives, marketing, or recruiting tools)?

Mr. Holderied suggested the County have a paid EDA staff member dedicated to recruitment and retention to drive new business. He said other counties own a lot of property they lease out for economic development and King William County owns very little land. Mr. Campbell said the County is a good location between D.C. and Williamsburg.

Mr. Hallman added that, as a farmer, it's difficult to obtain land in the County because the large fields are being subdivided into 5 acre lots for homes. The County needs to control all the prime farmland and forestry being subdivided for homes as it takes away from the rural character and potential economic development.

Ms. Slone asked the Board members to send any other questions or information to Sherry Graham and she'll get it to them. Mr. Hill thanks the members for their time and said the meeting was incredibly productive. Ms. Slone urged everyone to take the survey when it comes out.

Agenda Item 6. OLD BUSINESS

a. Retail Study Proposal

Authority Member Rhoads discussed homework he had conducted regarding retail and commercial studies with a study regarding traffic components of economics to prioritize actionable items for moving forward.

Chairman Brown discussed the need to put together an RFP to request various proposals. Due to time and money constraints, the Interim County Administrator suggesting utilizing Hill Studio and increasing the scope of their study to include those issues.

Chairman Brown and Authority Member Rhoads will talk with Hill Studio. The Board members had no objection to that approach.

b. 2022 Budget Request

Chairman Jay Brown discussed the 2022 Budget Request stating the following items are requested for the FY2022 Budget:

\$5,000.00: Dues to Middle Peninsula Alliance

\$15,000.00: Travel/Training/Conferences

\$45,000.00: Consultants/Studies

After much discussion from the Authority, the requested grand total of \$65,000.00 will be presented to the Board of Supervisors at the April 16, 2021 daylong budget session.

A motion was made by Authority Member Rhoads, seconded by Authority Member Piersa, approving the budget request as outlined.

Chairman Brown opened a Public Comment Period.

No public comments were made.

Chairman Brown closed the Public Comment Period.

Agenda Item 7. NEXT MEETING

The next meeting will be held on May 12, 2021.

Agenda Item 8. ADJOURN

As there was no other business, Authority Member Campbell made a motion to adjourn, seconded by Authority Member Rhoads. There being no opposition, the meeting was adjourned.

COPY TESTE:

Jay Brown
Chairman

Christine H. Branch (Reviewed via Zoom)
Deputy Clerk

AGENDA ITEM 4.b.
Approval of Meeting Minutes

May 12, 2021 EDA Meeting Minutes

**DRAFT MINUTES
KING WILLIAM COUNTY
ECONOMIC DEVELOPMENT AUTHORITY
MEETING OF MAY 12, 2021 VIA ZOOM**

A regular meeting of the Economic Development Authority of King William County, Virginia, was held on the 12th day of May 2021, beginning at 7:00 p.m. via Zoom.

Agenda Item 1. CALL TO ORDER

Chairman Brown called the meeting to order.

Agenda Item 2. ROLL CALL

The members were polled:

Eugene L. Campbell, Jr.	Aye
Travis Longest	Aye
Meade Rhoads	Aye
Luke Hallman	Absent (Arrived at 7:55pm)
Kenneth Holderied	Aye
Charles Piersa	Aye
Jay Brown - Chairman	Aye

Also present:

Steve Hudgins, County Administrator
Paul C. Jacobson, Sands Anderson

Amended Agenda Item. REVIEW AND ADOPTION OF MEETING AGENDA

Chairman Brown noted the absence of this item on the agenda, added it, and called for discussion and willingness to move Agenda Item #7 Closed Session after Agenda Item #4 to allow members who need to leave early to be included in the discussion and to allow counsel the opportunity to leave if desired.

Authority Member Piersa made a motion to add the Review and Adoption of Meeting Agenda item as well as to move the current Agenda Item 7 after current Agenda Item 4. Authority Member Rhoads seconded the motion. With no discussion and no opposition, the motion passed.

Agenda Item 4. CHAIRPERSON'S REPORT

There were no updates to report.

Agenda Item 4. TREASURER'S REPORT

a. FY2021 Funds Available

Mr. Hudgins reported \$16,289.94 remained from the \$20,000 budgeted for professional services, \$5,000 remained for membership dues, and \$2,500 remained for other operational supplies. These amounts must be expended before June 30, 2021 or a request must be made to the Board of Supervisors to carry the amounts forward to FY2022.

Chairman Brown asked if the county had received an invoice for the EDA's membership dues. Mr. Hudgins said he would look into it.

b. FY2022 Budget

The FY2022 Budget includes \$10,000 for professional services, \$5,000 for membership dues, and \$500 for other operational supplies.

Agenda Item 7. CLOSED MEETING

a. Motion to Convene in Closed Meeting

Authority Member Rhoads made a motion to convene in Closed Meeting in accordance with Section 2.2-3711 (A)(5) of the Code of Virginia to discuss the proposed expansion of an existing industry in King William County. Authority Member Campbell seconded the motion. The motion was adopted with no discussion and no opposition.

b. Reconvene in Open Session

Chairman Brown reconvened the meeting in Open Session.

c. Certification of Closed Meeting

Authority Member Piersa moved for adoption of Standing Resolution 1 (SR-1) in accordance with Section 2.2-3717(D) of the Code of Virginia, 1950, as amended; the motion was seconded by Authority Member Rhoads.

The members were polled:

Luke Hallman	Aye
Kenneth Holderied	Aye
Charles Piersa	Aye
Eugene L. Campbell, Jr.	Aye
Travis Longest	Absent
Meade Rhoads	Aye
Jay Brown - Chairman	Aye

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 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 2.2-3711 of the Code of Virginia requires a certification by the King William County Economic Development Authority that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the King William County Economic Development Authority on this 12th day of May, 2021, 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.
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.

DONE this the 12th day of May, 2021.

d. Action on Closed Meeting (if necessary)

The Closed Meeting was recessed to continue on Wednesday, May 19, 2021, at 7:00pm.

Agenda Item 5. OLD BUSINESS

a. All Points Broadband Status Report

Chairman Brown said he is unaware of any formal update from All Points Broadband (APB) since the last update in February. Mr. Hudgins confirmed that APB has not provided the County with any update. He stated he contacted them within the last week and was trying to set up a time to speak with them but hasn't confirmed one yet. Authority Member Holderied said he had also tried calling APB and received an answering message stating the office was currently closed.

Chairman Brown suggested the EDA transfer oversight of the APB project back to King William County staff since payments must come from the County anyway.

Authority Member Rhoads made a motion that the Economic Development Authority Board of Directors assign responsibility of the All Points Broadband project to the King William County Administrator. Authority Member Campbell seconded the motion. Chairman Brown called for discussion.

Authority Member Hallman said it was a smart thing to do. Authority Member Holderied said there was a situation in Culpepper where their broadband project was hindered by a large landowner refusing to allow access. Mr. Campbell said he was aware of that project and that it was solved by going around the property rather than through it, however, the landowner filed suit against REC contesting the constitutionality of the General Assembly legislation allowing electric right of way to be used for broadband. The matter is being pursued by the Attorney General.

The motion passed with no opposition. Chairman Brown said he would coordinate the necessary modifications and actions with Mr. Hudgins.

b. Retail Study Proposal – Hill Studio

Chairman Brown said he and Authority Member Rhoads have spoken with Mr. Hill of Hill Studio and were put in touch with their Retail Leakage Analysis consultant. They discussed adding to the scope of Hill Studio's current engagement to include a deeper economic analysis with retail, commercial, and traffic components. Hill Studio is providing a cost proposal which he should have Monday or Tuesday, May 17th or 18th. Authority member Piersa asked if the matter could be addressed next Wednesday, May 19th, at the EDA continued meeting determined to be necessary during closed session. Chairman Brown said it depended on when the proposal was received as he'd like to give the members sufficient time to review the proposal. He recognized the time sensitive nature of the matter with regard to expending FY2021 funding by June 30th.

Agenda Item 6. NEW BUSINESS

a. Board Skills Assessment

Chairman Brown presented a Board Matrix assessing the skills/competencies and demographics of current EDA Board Members as well as what skills and experience are needed to recruit for the two vacant positions on the Board. The Board discussed additional considerations of value. Chairman Brown will add those to the spreadsheet and redistribute to Authority Members for their completion.

Authority Member Hallman asked members if they were using their county-issued email accounts. Communications within the Board was discussed. Chairman Brown pointed out that the original reason Authority Members were issued kingwilliamcounty.us email accounts was to facilitate and ease compliance with any FOIA requests. Chairman Brown asked all Authority Members to email deputyclerk@kingwilliamcounty.us their best contact information in the next two days.

Agenda Item 8. OTHER BUSINESS

No Other Business was presented.

Agenda Item 9. NEXT MEETING

Chairman Brown noted the current meeting will be recessed at this time and continued on Wednesday, May 19, 2021, at 7:00pm.

The next regularly scheduled monthly meeting of the King William County Economic Development Authority will take place on Wednesday, June 9, 2021.

Agenda Item 10. ADJOURN OR RECESS

Authority Member Campbell made a motion to recess the current meeting to be continued on May 19, 2021, seconded by Authority Member Piersa. There being no opposition, the meeting was recessed.

COPY TESTE:

Jay Brown
Chairman

Christine H. Branch
Deputy Clerk

AGENDA ITEM 4.c.
Approval of Meeting Minutes

May 19, 2021 EDA Meeting Minutes

**DRAFT MINUTES
KING WILLIAM COUNTY
ECONOMIC DEVELOPMENT AUTHORITY
MEETING OF MAY 19, 2021 VIA ZOOM
CONTINUED FROM RECESS OF MAY 12, 2021 MEETING**

A continuation of the May 12, 2021 regular meeting of the Economic Development Authority of King William County, Virginia, was held on the 19th day of May 2021, beginning at 7:00 p.m. via Zoom.

Agenda Item 1. CALL TO ORDER

Chairman Brown called the meeting to order.

Agenda Item 2. ROLL CALL

The members were polled:

Eugene L. Campbell, Jr.	Absent
Travis Longest	Absent
Meade Rhoads	Aye
Luke Hallman	Aye
Kenneth Holderied	Aye
Charles Piersa	Aye
Jay Brown - Chairman	Aye

Also present:

Karena L. Funkhouser, Commission of the Revenue
Steve Hudgins, County Administrator
Paul C. Jacobson, Sands Anderson

Agenda Item 7. CLOSED MEETING

Continuation of Closed Meeting from May 12, 2021

a. Motion to Convene in Closed Meeting

Authority Member Rhoads made a motion to convene in Closed Meeting in accordance with Section 2.2-3711 (A)(5) of the Code of Virginia to discuss the proposed expansion of an existing industry in King William County. Authority Member Holderied seconded the motion. The motion was adopted with no discussion and no opposition.

b. Reconvene in Open Session

Chairman Brown reconvened the meeting in Open Session.

c. Certification of Closed Meeting

Authority Member Rhoads moved for adoption of Standing Resolution 1 (SR-1) in accordance with Section 2.2-3717(D) of the Code of Virginia, 1950, as amended; the motion was seconded by Authority Member Piersa.

The members were polled:

Luke Hallman	Absent
Kenneth Holderied	Aye
Charles Piersa	Aye
Eugene L. Campbell, Jr.	Absent
Travis Longest	Absent
Meade Rhoads	Aye
Jay Brown - Chairman	Aye

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 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 2.2-3711 of the Code of Virginia requires a certification by the King William County Economic Development Authority that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the King William County Economic Development Authority on this 19th day of May, 2021, 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.
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.

DONE this the 19th day of May, 2021.

d. Action on Closed Meeting (if necessary)

No action was required.

Agenda Item 5. OLD BUSINESS

b. Retail Study Proposal – Hill Studio

Chairman Brown said there was no additional information received from Hill Studio at this time.

Chairman Brown asked if any members of the public present on the call wished to speak.

No members of the public present wished to speak.

Agenda Item 10. ADJOURN OR RECESS

Authority Member Rhoads made a motion to adjourn, seconded by Authority Member Holderied. There being no opposition, the meeting was adjourned.

COPY TESTE:

Jay Brown
Chairman

Christine H. Branch
Deputy Clerk

AGENDA ITEM 6.a.

Retail Study Proposal Update – Hill Studio

AGENDA ITEM 7.a.

Motion to Convene in Closed Meeting

The Board is requested to convene in Closed Meeting by motion with second as follows:

“In accordance with Section 2.2- 3711 (A)(5) of the Code of Virginia, I move that the Economic Development Authority Board of Directors convene in Closed Meeting for the proposed expansion of an existing industry in King William County.”

AGENDA ITEM 7.b.

Reconvene in Open Session

Chairman:

“This meeting of the Economic Development Authority Board of Directors is now reconvened in Open Session.”

AGENDA ITEM 7.c.

Motion to Certify Closed Meeting

Motion, second, and roll call vote required.

CERTIFICATION OF CLOSED MEETING - EDA

Mr. Chairman, I move that the King William County Economic Development Authority Board approve Standing Resolution 1 (SR-1) in accordance with Section 2.2-3712 (D) of the Code of Virginia, 1950, as amended, certifying that the Closed Meeting was conducted in conformity with the requirements of the Virginia Freedom of Information Act.

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 _____ day of _____, 2021, 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 by the King William County Economic Development Authority Board in the Closed Meeting to which this certification resolution applies; and
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.

[ROLL CALL VOTE]