

**APPROVED MINUTES
KING WILLIAM COUNTY ECONOMIC DEVELOPMENT AUTHORITY
WORK SESSION OF JULY 12, 2023**

A work session meeting of the King William County Economic Development Authority Board of Directors was held on the 12th day of July 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
Charles F. Piersa	Absent
Kenneth A. Holderied – Vice Chair	Aye
Jason Brown - Chair	Aye

AGENDA ITEM 4. REVIEW AND ADOPTION OF AMENDED MEETING AGENDA

An update on the Director Search was added as Item 8.a. to Unfinished Business and the Round Table discussion was moved to 8.b. A Closed Meeting was added as Item 11, moving Adjournment to Item 12. Ms. Williams made a motion to approve the meeting agenda with the above additions; Mr. Campbell seconded. The Chair called for any discussion. All were in favor with none opposing.

Agenda Item 5. APPROVAL OF MINUTES

5.a. June 14, 2023 Regular Meeting Draft Minutes

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

Agenda Item 6. TREASURER'S REPORT

Mr. Ashcraft said the resolution to roll the unexpended EDA FY23 budget to the FY24 budget will be presented to the Board of Supervisors on July 24, 2023 and an EDA representative might want to be present in case there are any questions. The funds could be used for Farmers Market or Director expenses and grant matches. Chairman Brown said he would attend.

Agenda Item 7. CHAIR'S REPORT

Chairman Brown said he and Mr. Hudgins spoke with Ian Ginger from Go Virginia Region 6 regarding funding opportunities including a two-to-one match for infrastructure projects. Go Virginia does the work of completing the application for these grants with as little or as much input from the EDA as they'd like.

Mr. Hudgins said the process would be a bit different for any project with Commerce Park because neither the County nor EDA own it. The grant covers hard costs and site characterization as well as whatever would take a site from Tier 2 to Tier 3 (Tier 5 is pad-ready).

Chairman Brown said the match will be changing to one-to-one soon. Mr. Hudgins said the County could qualify to go back to two-to-one because we are rural.

Chairman Brown will forward the program manual and application to the members.

Agenda Item 8. UNFINISHED BUSINESS

8.a. Economic Development Director Update – Percy C. Ashcraft, County Administrator

Mr. Ashcraft said there is one application pending and has been no consensus on an interview yet. If the EDA wanted to consider switching to a consultant position, Board of Supervisors approval would be necessary.

Mr. Rhoads asked if we should be getting more applicants. Mr. Ashcraft said it is a traditionally hard-to-fill position and the salary offered is below average. Applicants may also find an urban area more exciting than a rural one.

Vice Chair Holderied suggested keeping the position posted as is. Ms. Williams agreed and said to perhaps reassess in the fall. She asked if they are asking for too much responsibility for the salary being offered. Mr. Ashcraft said the position could be called a Specialist rather than a Director, which would be more in line with the salary.

Chairman Brown said more conversation with Administration is needed before shifting strategy. Mr. Ashcraft said he and Mr. Hudgins are keeping up with what they're receiving but are not visiting current businesses. They follow up every lead. Someone needs to get to know existing businesses and encourage them. Mr. Ashcraft said there are a lot of good things happening and the EDA and County should be proud of the Nestle expansion.

8.b. Local Business Round Table – Percy C. Ashcraft, County Administrator

Mr. Ashcraft said he sent EDA members a list of local businesses he received from the Commissioner of the Revenue after the last meeting. He said each EDA member should recommend two businesses. Fourteen is a good size for a Round Table.

He said they would meet bi-monthly and lunch meetings are good but may not always fit with people's schedules. Those present would update the EDA after every meeting.

Mr. Ashcraft said Round Table members must be allowed to talk freely. This develops a better relationship between local businesses and government. EDA members must be willing to listen to criticism.

Guest speakers are a possibility and perhaps the new Superintendent of King William Public Schools could be invited.

Mr. Ashcraft said to invite the business and let them choose what representative to send. They may like to send a different staff member to each meeting.

Vice Chair Holderied said he's willing to spearhead this and perhaps the first meeting could be in September. Mr. Ashcraft said it should be no more than 90 minutes to two hours. The first meeting would be a time to get to know each other and there would be no agenda. The Board of Supervisors should be invited to attend as well.

Mr. Rhoads said evenings are easier and hors d'oeuvres could be served.

Mr. Ashcraft said they could meet at the Ruritan Club, Parks & Rec, and different places.

Mr. Rhoads made a motion to establish an EDA Business Round Table; Ms. Williams seconded. The Chairman called for any discussion. The members were polled:

Robert Hardwick	Aye
Charles F. Piersa	Absent
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

Chairman Brown asked each member to bring two names to the next meeting and then a date could be set. Mr. Rhoads said to stick to people with a physical address in the County. Vice Chair Holderied will coordinate and keep a list to make sure members aren't choosing the same businesses.

Agenda Item 9. NEW BUSINESS

Mr. Campbell provided members with a copy of Rappahannock Electric Cooperative's Economic Development brochure and said their Economic Development Director is willing to come talk with the EDA if they'd like.

Agenda Item 10. NEXT MEETING

The next meeting is the August 9, 2023 regular meeting.

Agenda Item 11. CLOSED MEETING**11.a. Motion to Convene Closed Meeting**

Mr. 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 a prospective business or industry or expansion of an existing business or industry where no previous announcement has been made. Ms. Williams seconded the motion. The Chairman called for any discussion. The members were polled:

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

11.b. Motion to Reconvene in Open Session

Mr. Rhoads made a motion to Reconvene in Open Session; seconded by Ms. Williams. The Chairman called for any discussion. The members were polled:

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

11.c. Certification of Closed Meeting

Mr. Rhoads 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. Hardwick. The Chairman 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
Charles F. Piersa	Absent
Jason Brown - Chair	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 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 12th day of July, 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 12th day of July, 2023.

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

Not needed

Agenda Item 12. ADJOURN OR RECESS

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

COPY TESTE:

Jason Brown
Chair

Christine H. Branch
Clerk to the Board of Supervisors