



**ECONOMIC DEVELOPMENT AUTHORITY BOARD MEETING  
FEBRUARY 9, 2022 - 7:00 PM  
KING WILLIAM COUNTY ADMINISTRATION BUILDING  
KING WILLIAM, VIRGINIA**

**AMENDED AGENDA**

- 1. Call to Order**
- 2. Roll Call**
- 3. Review and Adoption of Meeting Agenda**
- 4. Approval of Meeting Minutes**
  - a. October 13, 2021 Regular Meeting Draft Minutes (Attachment Added)
  - b. November 10, 2021 Regular Meeting Draft Minutes (Attachment Added)
  - c. January 12, 2022 Organizational & Regular Meeting Draft Minutes (Attachment Added)
- 5. Treasurer's Report**
- 6. Chairperson's Report**
- 7. Presentations**
  - a. Bay Consortium Workforce Development Board - Jackie Davis, Executive Director
  - b. RKG Preliminary Findings - Kyle S. Talente, President
  - c. Virginia Cooperative Extension, Small Farm Outreach Program - Tracy Porter, Agriculture Management Agent
- 8. Public Comment Period** *One Opportunity of Three Minutes per Individual or Five Minutes per Group*
- 9. Next Meeting - February 14, 2022 Joint Work Session w/BOS & PC**
- 10. Unfinished Business**
  - a. Vacant Position Recommendations - Percy C. Ashcraft, County Administrator

## 11. Closed Meeting

- a. Motion to Convene 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. **(Attachment Added)**
- b. Motion to Reconvene in Open Session
- c. Certification of Closed Meeting **(Attachment Added)**
- d. Action on Closed Meeting (if necessary)

## 12. Adjourn

### NOTES REGARDING AGENDA:

This agenda is tentative only and subject to change by the Economic Development Authority (EDA) Board of Directors.

During the Public Comment Period and Public Hearing periods, speakers shall be provided one opportunity of three minutes per individual or five minutes per group. Speakers shall provide their name, address, and if applicable, the group they are representing. The EDA Board of Directors may modify and/or set other rules governing the conduct of Public Hearings.

**Those wishing to speak via Zoom during a Public Comment Period must register by noon on the day of the meeting at <https://www.kingwilliamcounty.us/461/Public-Comment-Public-Hearings>.**

# AGENDA ITEM 4.a.

October 13, 2021 Regular Meeting Draft Minutes  
(Attachment Added)

**DRAFT MINUTES  
KING WILLIAM COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY  
MEETING OF OCTOBER 13, 2021**

A regular meeting of the King William County Economic Development Authority Board of Directors was held on the 13th day of October 2021, 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. ROLL CALL**

The members were polled:

Eugene L. Campbell, Jr.	Present
Travis W. Longest	Present – via Zoom
C. Meade Rhoads, Jr. – Vice Chair	Present
W. Brian Hodges (non-voting pending swearing in)	Present
Kenneth A. Holderied	Present
Charles F. Piersa	Present
Jay Brown – Chairman	Present

**Agenda Item 3. REVIEW AND ADOPTION OF MEETING AGENDA**

Vice Chair Rhoads made a motion to adopt the Meeting Agenda as presented; seconded by Authority Member Piersa. There being no discussion or opposition, the Meeting Agenda was adopted as presented.

**Agenda Item 4. APPROVAL OF MINUTES**

**4.a. August 11, 2021 Regular Meeting**

Vice Chair Rhoads made a motion to approve the minutes as presented. Authority Member Piersa seconded. With no discussion or opposition, the minutes were approved as presented.

**Agenda Item 5. TREASURER’S REPORT**

No Report

**Agenda Item 6. CHAIRPERSON’S REPORT**

No Report

## **Agenda Item 7. OTHER REPORTS**

No Reports

## **Agenda Item 8. UNFINISHED BUSINESS**

### **8.a. RKG Update – Kyle S. Talente, President of RKG Associates, Inc.**

Vice Chair Rhoads explained the purpose of engaging RKG Associates is to bring focus to the EDA. They have multiple offices and specialize in EDA research. The work will be done in phases. Phase 1 involves defining the scope of the project and identifying the County's assets, opportunities for growth, and obstacles to overcome. The goal is for the EDA to have the ability to make informed decisions they can be confident with as they strive to increase the County's tax base and economy.

Tonight's goals are to discuss the project scope, steps, and schedule, and form a united vision and purpose. Mr. Talente asked the following questions:

#### **How would you define economic development?**

Vice Chair Rhoads – expansion of tax base, economic growth;

Authority Member Campbell – developing business in an orderly fashion, thinking ahead, being open to any businesses;

Authority Member Piersa – helping tax base, attracting businesses that benefit the County with jobs and offer something the people and other businesses in the County need and want;

Authority Member Longest – diversify and shift to industry, Option A may be best for economic development but Option B is better for developing community;

Chairman Brown – same as others have mentioned, County has historically been focused on activity in the EDA but not on the why/what do you want, focus on goal to drive activity.

#### **What return on investment do you want (output)?**

Authority Member Holderied asked does it become like the chicken and the egg with establishing the tax base and the jobs will come?

Mr. Talente said it will naturally bring some jobs but it depends on the type of industry you're introducing. What is most important to King William County?

Authority Member Hodges asked if RKG has done this for a rural area with limited infrastructure like King William County. He said there is a different formula for success here than elsewhere.

Mr. Talente said they worked with Shenandoah County and others. The goal is to identify strengths and desires. The metrics and scale are what change as you focus on the County's natural and regulatory advantages.

Authority Member Hodges asked if they look at the skills required for different jobs. Mr. Talente said yes, as well as size and capabilities. Then you decide if you want to develop the workforce that is needed or do you want to focus resources elsewhere.

Authority Member Hodges asked what the EDA is looking to do. Chairman Brown said the goal in engaging RKG is to gain focus for the EDA as a group by getting better information.

[Authority Member Longest lost Zoom connection to the meeting at 7:35pm and rejoined at 7:36pm.]

Vice Chair Rhoads said the EDA is looking for low investment, high return for the County's tax base.

Chairman Brown said the EDA needs to attract a business they know can succeed and do so within the zoning areas the Planning Department identifies.

Authority Member Piersa said his biggest concern is the lack of infrastructure. Mr. Talente said that would be considered when they identify what might work where based on what's available. He said there has to be a narrow focus and you have to understand what you want and be able to address barriers.

Authority Member Hodges asked if the RKG study will consider the issues and limitations of the County. Mr. Talente said yes.

Vice Chair Rhoads asked how the EDA Board stays involved throughout the process. Mr. Talente said with holding regular meetings as information is discovered to see how it effects goals, visions, wants, the Comprehensive Plan, etc. and reengaging discussion as new information is discovered.

Mr. Talente will send a detailed schedule with milestones. He said it is a three-month process to get through Phase I.

Vice Chair Rhoads asked Mr. Talente's recommendation for a meeting schedule and how it should be done. Mr. Talente said the meeting should be focused on this effort only and should take 1 to 1.5 hours. He will send the information beforehand so Authority Members have time to review it before the meeting. He suggested the next meeting should be held in 4-6 weeks.

Chairman Brown asked the Authority Members if they'd be able to make a second meeting in November. Vice Chair Rhoads said yes and he'd like to schedule it now. Mr. Talente proposed November 17<sup>th</sup> or December 1<sup>st</sup>. The Authority Members chose December 1<sup>st</sup>.

Authority Member Campbell asked if RKG will meet with the community to gather information. Mr. Talente said no, they will depend on the EDA to have the needed information.

## **8.b. Board Skills Assessment – Jay Brown, Chair**

Authority Member Holderied said he completed the matrix in the cloud version however it does not appear on this copy. Authority Member Hodges still needs to complete it. Authority Member Longest just completed it.

Chairman Brown suggested discussing this at the November 10<sup>th</sup> meeting. Authority Member Hodges asked what the purpose of this document is. Chairman Brown said to give the Board an idea of what skills and expertise are needed so they can relay that information to the Board of Supervisors for them to fill the remaining vacancies. The EDA Board can brainstorm and encourage people to apply.

## **Agenda Item 9. NEW BUSINESS**

### **9.a. Discussion of EDA Involvement with Commerce Park – Sherry Graham, Director of Planning**

Ms. Graham asked the Board if they want to be involved in promoting Commerce Park. There are currently 28 lots, 8 buildings (including an old house), and unfinished roads. Ms. Graham believes the Park could flourish with proper attention. With the potential of expanding water and sewer services, some of the lots currently reserved for septic could be opened up. The lots are currently for sale and are not very expensive.

Authority Member Hodges asked how big the lots are. Ms. Graham said she did not know off-hand but would find out.

Authority Member Holderied asked who owns the lots. Mr. Graham said they are owned by multiple people.

Vice Chair Rhoads said before investing, he'd like to know the potential return on investment.

Mr. Hudgins said there may be grant avenues available through the EDA to make improvements and finish the infrastructure in the Park.

Vice Chair Rhoads said the Board needed more information to know if they did have funding available, would this be where they wanted to put it. He said this information would come out of the RKG study.

Authority Member Hodges asked what the Board of Supervisor's want the EDA to do with Commerce Park. Ms. Graham said she was bringing it to the EDA to find out if they were interested in learning more. Chairman Brown said he would like more information presented at the November 10<sup>th</sup> meeting and said it would be good information to have before the next RKG meeting on December 1<sup>st</sup>. Vice Chair Rhoads said he will ask Mr. Talente to tour Commerce Park as well.

Ms. Graham said she would get more information together including any grant possibilities.

Authority Member Piersa said Supervisor Moren mentioned there may be grants available to extend the infrastructure into Commerce Park. He asked if the Board of Supervisors want the EDA to apply for grants.

Authority Member Holderied said it seems like every locality has a Commerce Park they're trying to fill and asked what kinds of people want to go in one. Ms. Graham said no one at this point.

Vice Chair Rhoads said he wants to make sure we don't throw good money after bad. Authority member Piersa said the opportunity is there but a decent road structure is needed. Mr. Hudgins said there is the possibility of having utilities there as well.

Chairman Brown asked if the EDA had the time or talent to research and write grants. Authority Member Hodges said that is not in his realm.

Authority Member asked how close Commerce Park is to REC utilities. Mr. Hudgins said pretty close.

Authority Member Hodges said he heard that getting septic to Commerce Park's entrance was about 1.2 miles, then you had to go from the entrance to each building. It would have cost about \$5 million dollars.

Authority Member Holderied said Commerce Park was fighting the Flex Use areas going in now. He asked if the County negotiates with developers who want to come in. Ms. Graham and Mr. Hudgins said they can offer suggestions but can't ask for proffers anymore.

Ms. Graham said the Planning Commission would like a joint work session with the EDA and Board of Supervisors in November to discuss the first draft of the Comprehensive Plan. Mr. Hudgins said there is a possibility the EDA can review it by paper rather than in person. Chairman Brown asked what the EDA's function is with the Comp Plan. Mr. Hudgins said they are a stakeholder and need to provide input. The Comp Plan is scheduled to be done in January.

Authority Member Hodges said if the Comp Plan is signed and approved in January, RKG has to fit their suggestions within it. Vice Chair Rhoads said RKG will make them aware of any inconsistencies in the data. Authority Member Hodges asked if it will be too late. Ms. Graham said the Comp Plan will be revisited annually and changed/updated every five years.

**Agenda Item 10. PUBLIC COMMENT PERIOD**

Chairman Brown opened the Public Comment Period.

Don Wagner of the 5<sup>th</sup> District said the RKG presentation was excellent. He said County citizens are looking for the EDA to do something and he hopes they continue to move forward. He said in the July Planning Commission meeting, the demographics of the County were discussed and we're not in good shape. He said the majority of people in the County leave it to work and shop. He said RKG needs to build on the work Hill Studio has already done for the Comp Plan so they can figure out how to get those jobs and businesses back in the County. The EDAs help and input is needed in developing the future land use maps which determine where you can do what and he hopes the EDA will attend the joint work session. He said the Comp Plan is a living document and will be revisited to make changes. He said he looks forward to working with the EDA and thanked Vice Chair Rhoads for getting things going.

There being no further speakers, the Public Comment Period was closed.

**Agenda Item 11. NEXT MEETING - NOVEMBER 10, 2021**

Chairman Brown said he hoped Hill Studio would provide answers to the questions posed at the last joint work session.

Vice Chair Rhoads welcomed Authority Member Hodges back to the EDA Board.

**Agenda Item 12. ADJOURN OR RECESS**

Authority Member Campbell made a motion to adjourn. Motion was seconded by Vice Chair Rhoads. There being no discussion and no opposition, Chairman Brown adjourned the Economic Development Authority Board.

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Jay Brown  
EDA Chairman

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Christine H. Branch  
Deputy Clerk



# AGENDA ITEM 4.b.

November 10, 2021 Regular Meeting Draft Minutes  
(Attachment Added)

**DRAFT MINUTES  
KING WILLIAM COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY  
MEETING OF NOVEMBER 10, 2021**

A regular meeting of the King William County Economic Development Authority Board of Directors was held on the 10th day of November 2021, 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 Rhoads called the meeting to order.

**Agenda Item 2. ROLL CALL**

The members were polled:

Eugene L. Campbell, Jr.	Present
Travis W. Longest	Present – via Zoom
C. Meade Rhoads, Jr. – Vice Chair	Present
W. Brian Hodges	Present
Kenneth A. Holderied	Present
Charles F. Piersa	Absent
Jay Brown – Chairman	Absent

**Agenda Item 3. REVIEW AND ADOPTION OF MEETING AGENDA**

Vice Chair Rhoads made a motion to adopt the Meeting Agenda with one change – adding Update on RKG Visit – Steve Hudgins, Interim County Administrator as Item 4.b. under Unfinished Business; seconded by Authority Member Hodges. There being no discussion or opposition, the Meeting Agenda was adopted with the changed noted above.

**Agenda Item 4. UNFINISHED BUSINESS**

**4.a. Board Skills Assessment – Jay Brown, Chair**

Vice Chair Rhoads presented the updated spreadsheet. Authority Member Hodges said more specific skill sets were needed such as grant writing and ROI. The ones on the spreadsheet now are very broad.

Vice Chair Rhoads said it would be nice to have a lawyer on the EDA Board. Authority Member Hodges said they'd have to be careful with having a lawyer because the County already has a lawyer and they can be brought in when needed. Vice Chair Rhoads said he was thinking more of the critical thinking component rather than serving as legal counsel.

Authority Member Campbell suggested someone with loan experience.

Authority Member Hodges asked if the Board were more concerned with members with these skill sets or with having representation from each district. Authority Member Campbell said representation from the districts were needed first and the form should be revised to specify what's most needed/wanted.

Steve Hudgins, Interim County Administrator, suggested writing what skill sets they're looking for as part of the advertisement for applicants. Authority Member Hodges said the County application is general. Authority Member Campbell said it could be revised for the EDA.

Authority Member Hodges said the EDA Board is supposed to be fluent. For example, those with Broadband knowledge and experience are needed while working on that subject. Members are needed who can be actively involved and cover all districts.

Authority Member Holderied said other County's EDAs with wins have a full-time employee for Economic Development.

Sherry Graham, Director of Planning, said her department does not have the ability to pull available properties and suggested the Commissioner of the Revenue may.

Authority Member Hodges asked what the EDA can do and what they expect from getting people with these skill sets. He noted that people who have been on the Board and left are still in the applicant file.

Authority Member Holderied said King William County would benefit from having a Chamber of Commerce like West Point has. Authority Member Hodges said Larkin Davis with the West Point Chamber of Commerce has expressed an interest in working with the County.

#### **4.b. Update on RKG Visit – Steve Hudgins, Interim County Administrator**

Mr. Hudgins said he went on a driving tour with Kyle Talente of RKG Associates, Inc. They went to West Point and saw the mills. They came in on Route 30; went down Sharon Road to Commerce Park to Prestley's Barn to Central Garage to River Road. They turned around at the solar farm. They went to the kitty litter plant. He mentioned a jug plant which may be coming to the County and said he gave them a map with zoning areas.

Mr. Talente is supposed to provide feedback at the Special Called Meeting on December 1<sup>st</sup>.

#### **Agenda Item 5. PUBLIC COMMENT PERIOD**

There were no speakers.

**Agenda Item 6. NEXT MEETING – DECEMBER 1, 2021**

Special Called Meeting with an update from RKG.

**Agenda Item 12. ADJOURN OR RECESS**

Authority Member Holderied made a motion to adjourn. Motion was seconded by Authority Member Hodges. There being no discussion and no opposition, Vice Chair Rhoads adjourned the Economic Development Authority Board.

COPY TESTE:

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C. Meade Rhoads  
EDA Vice-Chairman

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Christine H. Branch  
Deputy Clerk

DRAFT

# AGENDA ITEM 4.c.

January 12, 2022 Organizational & Regular Meeting  
Draft Minutes (Attachment Added)

**DRAFT MINUTES  
KING WILLIAM COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY  
ORGANIZATIONAL AND REGULAR MEETING OF JANUARY 12, 2022**

An organizational and regular meeting of the King William County Economic Development Authority Board of Directors was held on the 12th day of January 2022, 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. ROLL CALL**

Chairman Brown asked for a motion to approve Authority Member Holderied's participation via Zoom due to illness. Vice Chair Rhoads made a motion to approve Authority Member Holderied's electronic participation in the meeting. Authority Member Piersa seconded the motion. The Chairman called for any discussion. The Chairman called for any opposition. There being none, Authority Member Holderied's electronic participation via Zoom was approved.

The members were polled:

Travis W. Longest	Present
C. Meade Rhoads, Jr. – Vice Chair	Present
W. Brian Hodges	Absent
Kenneth A. Holderied	Absent
Charles F. Piersa	Present
Eugene L. Campbell, Jr.	Present
Jay Brown – Chairman	Present

**Agenda Item 3. REVIEW AND ADOPTION OF MEETING AGENDA**

Chair Brown said discussion of the Board Matrix needed to be added after Item 7. Vice Chair Rhoads made a motion to adopt the Meeting Agenda with the above amendment; seconded by Authority Member Campbell. There being no discussion or opposition, the Meeting Agenda was adopted with one amendment.

**Agenda Item 4. APPROVAL OF MINUTES**

None presented.

## **Agenda Item 5. TREASURER'S REPORT**

Percy Ashcraft introduced himself to the Board as the new County Administrator and thanked Steve Hudgins, Deputy County Administrator, for his service on the EDA Board as the Interim County Administrator.

Mr. Hudgins gave the Authority Members copies of past expenditures and budget requests (Attachment A). The FY22 budget appropriated \$10,000 for Professional Services; \$5,000 for the MPA membership, \$500 for Other Operating Expenses; and \$18,789.94 carried over from FY21 for engaging RKG. As of January 12, 2022, expenditures included \$5,000 for the MPA membership and \$200 for the Civil War Trails sign. This leaves a balance of \$29,089.94. An invoice from RKG was just received this week and is not included on this report yet.

Discussion of the FY23 Budget Request included \$25,750 for Phase II of the RKG study and \$5,000 for the MPA membership.

[Authority Member Holderied arrived via Zoom at 7:07pm.]

Mr. Hudgins said a District 2 citizen had applied for and received an AFID Grant which has a County match. He said this was a great opportunity for the EDA to distribute in the future. There is one grant available per locality per year. Vice Chair Rhoads asked how much the County match was. Mr. Hudgins said it's a two-to-one match with a State maximum of \$25,000 and a County maximum of \$12,500.

He suggested a new budget line item be created for this in the EDA's budget request. He also said there is room for outside donors to contribute towards the County's match.

Chairman Brown asked if the County anticipated anything with the Purina expansion.

Vice Chair Rhoads said he thought the AFID grant was a good opportunity for the EDA since they have a lot of agriculture experience.

Authority Member Piersa said it's also a good resource for new people just getting into agriculture. He asked if the EDA would have to ask the Board for additional funding if another opportunity came along. Mr. Hudgins suggested asking for \$10,000 over the AFID match amount.

Authority Member Longest said the full amount for professional services is needed for RKG and funds may be needed elsewhere. He suggested the grant line item could stay at \$12,500 and they could request or move funds from another line item if more were needed.

Authority Member Piersa asked the County Administrator's plans for the future. Mr. Ashcraft said he will address this a bit later in the meeting.

Chairman Brown summarized the FY23 Budget request per the discussion so far:

- \$35,750 for Professional Services (RKG amount + \$10,000)
- 12,500 AFID Grant
- 5,000 MPA (He said this may need to be moved to another department since it is a County membership, not an EDA membership.)
- 500 Other Operating Supplies
- 1,000 Training, Travel, Education

Authority Member Piersa said \$1,000 for travel doesn't go far and recommended \$2,500. He asked about funding for infrastructure projects.

Mr. Hudgins said Capital Infrastructure, not the EDA's, is included in the CIP at \$1,388,622.

Authority Member Campbell asked if funds for Broadband were still included in that amount. Mr. Hudgins said yes, \$275,000 had already been deducted from the above amount.

Authority Member Piersa asked if the EDA would have to get the Board of Supervisors' approval to use those funds. Mr. Hudgins said yes, they'd need to request and get Board approval if they had a project in mind.

Chairman Brown asked if anyone had anything else to add.

Vice Chair Rhoads made a motion to approve the FY23 EDA Budget request as follows:

- \$35,750 for Professional Services (RKG amount + \$10,000)
- 12,500 AFID Grant
- 5,000 MPA
- 500 Other Operating Supplies
- 2,500 Training, Travel, Education
- \$56,250 Total

Authority Member Piersa seconded the motion. The Chairman called for any discussion. There being none, the members were polled:

W. Brian Hodges	Absent
Kenneth A. Holderied	Aye
Charles F. Piersa	Aye
Eugene L. Campbell, Jr.	Aye
Travis W. Longest	Aye
C. Meade Rhoads, Jr. – Vice Chair	Aye
Jay Brown – Chairman	Aye

Chairman Brown asked when they had to come before the Board to make this request. Mr. Hudgins said it might not be necessary for anyone from the EDA to come. The Board has Budget Work Sessions planned for January 31, February 22, and March 2.

Mr. Ashcraft said he'd get a good feel if someone will need to come and he will let them know. He said the Board of Supervisors is excited for the EDA to be active.

**Agenda Item 6. ANNUAL MEETING MATTERS**

Chairman Brown asked if it's better to have a Secretary/Treasurer be a member of the EDA Board or a County staff member. Mr. Ashcraft said he recommends an EDA member fill this position. Authority Member Piersa said the EDA would need a checking account for the kitty litter plant expansion project. If they will be transferring money, the Treasurer should be a member of the EDA.

Authority Member Piersa made a motion to combine the Secretary and Treasurer positions. Authority Member Campbell seconded. There being no discussion or opposition, the motion passed.

**6.a. Election of EDA Board Chairman**

Authority Member Campbell nominated Vice Chair Rhoads for the position of Board Chairman. Vice Chair Rhoads accepted the nomination.

Authority Member Campbell made a motion to elect C. Meade Rhoads as Chairman of the EDA Board of Directors. Authority Member Longest seconded the motion. The Chairman called for any discussion. There being none, the members were polled:

Kenneth A. Holderied	Aye
Charles F. Piersa	Aye
Eugene L. Campbell, Jr.	Aye
Travis W. Longest	Aye
C. Meade Rhoads, Jr. – Vice Chair	Aye
W. Brian Hodges	Absent
Jay Brown – Chairman	Aye

The consensus of the Board was to have Mr. Brown continue to Chair the remainder of this meeting.

**6.b. Election of EDA Board Vice-Chairman**

Authority Member Piersa nominated Chairman Brown for the position of Board Vice-Chairman. Chairman Brown declined the nomination.

Chairman Brown nominated Authority Member Piersa for the position of Board Vice-Chairman. Authority Member Piersa accepted the nomination.

Authority Member Longest made a motion to elect Charles F. Piersa as Vice-Chairman of the EDA Board of Directors. Authority Member Holderied seconded the motion. The Chairman called for any discussion. There being none, the members were polled:

Charles F. Piersa	Aye
Eugene L. Campbell, Jr.	Aye
Travis W. Longest	Aye
C. Meade Rhoads, Jr. – Vice Chair	Aye
W. Brian Hodges	Absent
Kenneth A. Holderied	Aye
Jay Brown – Chairman	Aye

#### **6.c.d. Election of EDA Board Secretary/Treasurer**

Authority Member Piersa nominated Authority Member Campbell for the position of Board Secretary/Treasurer. Authority Member Campbell accepted the nomination.

Authority Member Piersa made a motion to elect Eugene L. Campbell, Jr. as Secretary/Treasurer of the EDA Board of Directors. Authority Member Longest seconded the motion. The Chairman called for any discussion. There being none, the members were polled:

Eugene L. Campbell, Jr.	Aye
Travis W. Longest	Aye
C. Meade Rhoads, Jr. – Vice Chair	Aye
W. Brian Hodges	Absent
Kenneth A. Holderied	Aye
Charles F. Piersa	Aye
Jay Brown – Chairman	Aye

#### **Agenda Item 7. COUNTY ADMINISTRATOR’S REMARKS (Attachment B)**

Mr. Ashcraft congratulated those elected to leadership positions and said County staff will support them. He thanked Mr. Brown for serving as Chairman over the past two years.

Mr. Ashcraft said a positive, “do not fail” attitude must be developed. He said a script is needed for staff to follow when dealing with potential opportunities. He wants to get the County out of being in a crisis management position and develop a plan for a more diverse tax base.

The roadmap to doing this will be Mr. Ashcraft and Mr. Hudgins heading up Economic Development for the County. They will work on it daily and make it a priority. They will be aggressive and send the message that “King William County is open for business.”

Mr. Ashcraft said the fundamentals include:

1) Board of Supervisors: He said they are willing to support the EDA and let staff do their job to encourage economic development. He said the Board of Supervisors is 100% committed to advancing economic development in the County.

2) An Active EDA: There has to be that support network and members must understand critical effort requirements to being on the EDA.

3) Staff Leadership: Mr. Ashcraft, Mr. Hudgins, and Ms. Graham (Director of Planning) are the EDA's staff leadership team. The Comprehensive Plan is a living document which will direct them. They will be investing public funds and a lot of time in this effort.

Mr. Ashcraft said major considerations include:

Water – collecting and disposing of water is a big piece of economic development. We have the new tank coming soon and have a good relationship with HRSD. We need to come up with creative ways to use well and septic for economic development.

Labor Force – County unemployment is 2.4% as of November. This equates to less than 100 people. While this is a great thing, where you're going to recruit workers for new businesses must be considered.

Incentives – identify areas where enterprise zones with incentives can be developed (waiving fees, taxes, etc.). We must engage with the State to see where we fit.

Cash Reserve Fund – we have a good base already and we need to use it to help get businesses in the County.

Transportation – we are not far from interstates 95 and 64. Route 360 is also a great artery and is good for trucks. It's safe, not intrusive, and easy to find. The County must work with VDOT to make improvements to be responsive to business.

Education – we need to understand and maybe take a refresher course – things have changed. The State gets a lead, then it goes to a regional entity (MPA), and eventually it is passed to the locality. We need to get to know the MPA and market the County so they can then champion for us. Mr. Ashcraft said he'd like to get the MPA and State staff here to meet the EDA Board at a meeting.

Mr. Ashcraft said the purpose of the EDA is to promote economic development in the County. A County strategy must be developed and include the Board of Supervisors, EDA, and County staff working together. We must make sure we can respond when opportunity knocks. This starts with good communication.

Mr. Ashcraft said the EDA should consider forming subcommittees with every member involved and engaged between meetings (Zoom can be used for this). Some subcommittees mentioned were lead development, business retention/support, site development/enterprise zones, identifying properties on the market, incentives/proffers/amenities, analyzing business taxes (collected vs. billed, compared to neighboring localities), ordinance development to benefit businesses, and federal and state laws and lawmakers - to make sure we're being represented well.

Mr. Ashcraft suggested forming a business round table with local business leaders. The appointment would be for one year and meet a few times with EDA members. They'll tell you what it's like to be a business person in the County.

Mr. Ashcraft said growth is often met with mixed emotions. He said there is a difference between growth and development. Growth takes over and sprawls. Development is planned, orderly, and on the County's terms. We want to develop King William County.

Authority Member Piersa asked if there is any property ready for development in the County now. Mr. Ashcraft said nothing now but there are some things in the pipeline. Ms. Graham said she has two or three happening in the Planning Dept. Some things could also be spinning off the recent Nestle expansion.

Authority Member Holderied asked when the EDA gets notified by Zoning about any permits issued. Mr. Ashcraft said when the leads come in, if possible. Sometimes confidentiality needs to be protected. He said staff will give the EDA as much as they can as soon as they can.

Chairman Brown said he appreciated Mr. Ashcraft's stable leadership and transparency and thanked Mr. Hudgins for his work on the EDA as Interim County Administrator.

Mr. Ashcraft asked if it would be agreeable with the Authority Members to discuss subcommittee creation at the next meeting.

Vice Chair Rhoads asked for a contact list of Authority Members and County staff. He said he will work with staff, Authority Member Campbell, and Authority Member Piersa to form a game plan before the next meeting and to put together a packet for the Board of Supervisors before the next EDA meeting.

## **Agenda Item 8. UNFINISHED BUSINESS**

### **8.a. Board Matrix – Jay Brown, Chairman (Attachment C)**

Vice Chair Rhoads said he added the EDA's purpose to the matrix and how the skills listed help fulfill that purpose. He asked the Authority members to recruit people with these skills to apply to be on the EDA. He said this will be revisited at the next meeting with a

recommendation for the Board of Supervisors to fill the vacant positions. He thanked Chairman Brown for serving as Chairman for the past two years.

Authority Member Piersa said it's difficult to get people to even apply and asked what could be done to get people interested. Mr. Ashcraft said staff has some ideas. Vice Chair Rhoads said it's easier to get people engaged when exciting things are happening. Authority Member Piersa said the government's stability with a new County Administrator will also help.

#### **Agenda Item 9. NEW BUSINESS**

There was no new business.

#### **Agenda Item 10. PUBLIC COMMENT PERIOD**

Chairman Brown opened the Public Comment Period.

Mr. Donald Wagner of the 5<sup>th</sup> District said he hasn't seen much from the EDA in the past and they now have an opportunity with what Mr. Ashcraft has proposed. He said many things have been coming to the Planning Commission and the County now has Broadband coming, the Purina expansion, and opportunities with Commerce Park. He said it takes the involvement of the County and Mr. Ashcraft has offered that now. Someone has to get out there and meet with potential businesses and go outside the County and seek people. He said to look at what the Planning Commission is doing and get involved with the Comprehensive Plan update. He said this is the vision for the County and they all need to work together to move it forward. He thanked the EDA members for their service and said he looks forward to working together.

Chairman Brown shared his observations regarding previous attempts to engage inter-Board. He said questions were asked but answers were never given. He said he'd like to receive feedback and answering the questions would make them feel they're being heard.

There being no further speakers, Chairman Brown closed the Public Comment Period.

#### **Agenda Item 11. ADJOURN OR RECESS**

Mr. Hudgins said the Planning Commission has asked for a Joint Work Session with the EDA and Board of Supervisors to go over the Comprehensive Plan with Hill Studio. The meeting will be held on Monday, February 14<sup>th</sup>, at 7:00pm in the Board Room and via Zoom. Ms. Graham provided a copy of the draft Future Land Use Map and Mr. Hudgins said he would send the current draft of the Comprehensive Plan prior to the meeting.

The next Regular Meeting of the EDA will be held on Wednesday, February 9<sup>th</sup>, at 7:00pm in the Board Room and via Zoom.

Chairman Brown made a motion to adjourn. Motion was seconded by Authority Member Longest. There being no discussion and no opposition, the meeting was adjourned.

COPY TESTE:

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Jay Brown  
EDA Chairman

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Christine H. Branch  
Deputy Clerk

DRAFT

# ATTACHMENT A

January 12, 2022  
02:09 PM

King William County  
2022 Detail Expenditure Year Analysis

Page No: 1

Range of Accounts: 100-081500-0000-000-00 to 100-081500-9999-999-999      Include Cap Accounts: Yes      As Of: 01/12/22  
Skip Zero Activity: Yes

NOTE: This report includes ONLY activity originally Budgeted/charged to Budget Year 2.  
Prior Year Budgeted/Encumbered/Payable amounts rolled to Budget Year 2 have been EXCLUDED.

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
100-081500-0000-000-00	ECONOMIC DEVELOPMENT						10,000.00	0
100-081500-3160-000-00	PROFESSIONAL SERVICES	10,000.00	0.00	0.00	0.00	0.00	0.00	100
100-081500-3165-000-00	EDA MEMBERSHIP-MPA	5,000.00	0.00	0.00	5,000.00	0.00	200.00-	0
100-081500-5810-000-00	DUES & ASSOCIATION MEMBERSHIPS	0.00	0.00	0.00	200.00	0.00	500.00	0
100-081500-6014-000-00	OTHER OPERATING SUPPLIES	500.00	0.00	0.00	0.00	0.00	18,789.94	0
100-081500-9001-000-00	UNEXPENDED PRIOR YEAR FUNDS	18,789.94	0.00	0.00	0.00	0.00	29,089.94	15
<b>Control: 081500</b>	<b>Total</b>	<b>34,289.94</b>	<b>0.00</b>	<b>0.00</b>	<b>5,200.00</b>	<b>0.00</b>		
Fund: 100	GENERAL FUND Budgeted Total	34,289.94	0.00	0.00	5,200.00	0.00	29,089.94	15
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	34,289.94	0.00	0.00	5,200.00	0.00	29,089.94	15
Final Budgeted		34,289.94	0.00	0.00	5,200.00	0.00	29,089.94	15
Final Non-Budgeted		0.00	0.00	0.00	0.00	0.00	0.00	0
Final Total		34,289.94	0.00	0.00	5,200.00	0.00	29,089.94	15

	ACTUAL FY 2021	ADOPTED FY 2022	Request FY 2023	CO ADMIN RECOMMENDS	DEPT REQ INCREASE/ DECREASE	CO ADMIN INCREASE/ DECREASE
<b>81500 ECONOMIC DEVELOPMENT</b>						
081500-3160	PROFESSIONAL SERVICES	3,710	10,000		\$ (10,000.00)	\$ (10,000.00)
081500-3165	MPA MEMBERSHIP	-	5,000		\$ (5,000.00)	\$ (5,000.00)
081500-5210	POSTAL SERVICES	-			\$ -	\$ -
081500-5540	TRAVEL(CONVENTION & EDUCATION)	-			\$ -	\$ -
081500-5810	DUES & ASSOCIATION MEMBERSHIPS	-			\$ -	\$ -
081500-6014	OTHER OPERATING SUPPLIES	-	500		\$ (500.00)	\$ (500.00)
	<b>TOTAL</b>	<b>3,710</b>	<b>15,500</b>	<b>-</b>	<b>\$ (15,500.00)</b>	<b>\$ (15,500.00)</b>

## ATTACHMENT B

### Remarks to the King William County Economic Development Authority January 12, 2022 7:00 p.m. – Board Room

Good Evening Mr. Chairman, Members of the Authority. I appreciate the opportunity to speak to you this evening and discuss some thoughts I have on economic development and commercial and industrial growth in the County.

First, let me acknowledge members of the Board of Supervisors who are here. Also with me is no stranger to you, now Deputy County Administrator Steve Hudgins.

#### Early Weeks in the County

I have been your County Administrator now just over five weeks. As you might expect, I am still feeling my way around both the government circles and the County as whole. I thank the Board of Supervisors for their confidence in me.

I see bringing stability to government operations among my highest priorities. That begins with getting Staff on the same page on what we need to accomplish. Then getting people to have a "do not fail" attitude regarding problem solving and project development. Whether it be by individual or a team of workers, there is nothing ever accomplished by blaming someone else, or sitting back waiting on somebody else to move the ball down the field.

I have learned in my short time here we have a talented workforce. Coming up with a script for them to follow is what is in the works now. We want to get away from crisis management and more to developing a plan that ends in results. In the economic development world, that equates to private investment, creation of jobs, expansion of services and a more diverse tax base.

#### Developing an Economic Development Strategy

In the last five weeks, King William has gone from not having an economic development director to two people in charge of that effort – Mr. Hudgins and myself. That is not to say we will not eventually hire an Economic Development Director, but in the short term, Steve and I will head up that effort.

We will develop the framework for promoting economic development. It will be a function of our government that deserves daily attention and not a reactive posture where we answer the phone when it rings, follow-up on a referral when we get one or make up our strategy as we go along just to fit who we might be talking to at the time.

Not that all of those things aren't important. They are essential. But we have to be set on what our message is far in advance of leads being generated. And the theme to our strategy has to be the message that "King William County is open for business and we want your investment if it fits into our culture, our history and future landscape development.

### **What Does that Economic Development Framework Look Like?**

If you are looking to check some boxes, local government has to commit to certain fundamental ideals to be successful in economic government.

1. A commitment by the Board of Supervisors.
2. An active Economic Development Authority. (Define the role in a little while).
3. Staff leadership which you have in me and Steve and Planning and Zoning Director Sherry Graham.
4. A Comprehensive Plan that is a living document that tells us where we want development and where we don't.
5. The presence of water and the ability to collect and dispose of sewer. The preferred way is through public utilities. However, you can't dismiss altogether the use of well and septic. Either way, you need a utility strategy.
6. A labor force. In November, the unemployment rate in King William was 2.4 percent. Not many people left without a job in the County. Less than 100. So we have to be able to recruit from other places.
7. Incentives. We need to identify areas where we can establish Enterprise Zones, which qualifies businesses for certain incentives such as deferment of paying Machinery & Tools taxes. We might have to develop a cash reserve fund that helps put a business just over the hump when they are deciding property in our County vs. another locality.
8. Transportation. Working with state officials to establish road patterns that are safe and non-intrusive to businesses, especially those who are manufacturing goods where products need to come and go.
9. Understanding the business recruitment process. State, regional and local contacts coming together. Steve and I have had conversations with VDEP and we are scheduling a meeting with the Middle Peninsula Alliance, which will field leads from the state and VDEP.

### **What is the Role of the King William EDA?**

1. All of us get behind one strategy. It is not BOS driven, Planning Commission driven, Staff driven or EDA driven. It is all of us doing our part and saying the same things. City of Danville is a leader in this state and it all started with communication.

2. Appoint subcommittees that Staff can work with to nurture and massage topics and situations. For example:
  - a. Lead Development
  - b. Business Retention
  - c. Site Development, which includes establishment of Enterprise Zones.
  - d. Incentives & Proffers
  - e. Analysis of Business Taxes
  - f. Ordinance Development
  - g. Federal & State Law Monitoring
3. Establish a Business Roundtable

**Closing**

Growth is always met with mixed emotion. But there is a difference between growth and development. Development is planned and orderly on the County's own terms. Growth just takes over without oversight and input and 10-15 years later you ask yourself "How did we get here?"

I look forward to working with you to reach our maximum potential and expand opportunities for our residents.

Thank you for listening.

# ATTACHMENT C

**ECONOMIC DEVELOPMENT AUTHORITY - BY-LAWS: Article 1, Purpose and Scope, Section 1.2, Purpose:** The purpose of creating the Authority is so that such Authority may acquire, own, lease and dispose of properties, to the end that such Authority may be able to promote industry and develop trade by inducing manufacturing, industrial, governmental and commercial enterprises to locate in or remain in the Commonwealth, and further the use of its agricultural products and natural resources.

**PURPOSE 1 - Acquire, own, lease and dispose of properties**  
 Accomplishing may require: KW market study, property market study, feasibility study, listing agreement, business plan, project proforma, operating budget, replacement reserves, purchase/sale/lease agreement, management agreement, construction scope, development agreement, creation of partnership/tenancy, construction contract, environmental study, listing agreement, sales projections, condominium documents, property/insurance, performance bonds, builders risk....  
**Skills required:** Legal, financial, tax & accounting, underwriting, risk management, marketing, ability to prioritize, strategic thinking, business planning, and thoroughness.

**PURPOSE 2 - Promote industry and develop trade by inducing manufacturing, industrial, governmental and commercial enterprises**  
 Accomplishing may require: KW industry sector analysis, KW competitive advantage, KW tax structure, underwriting industrial bonds, tax incentives/abatement, transportation/utility/real property infrastructure, rezoning....  
**Skills required:** Legal, financial, tax & accounting, underwriting, risk management, marketing, ability to prioritize, strategic thinking, business planning, and thoroughness.

**PURPOSE 3 - Further the use of agricultural products and natural resources**  
 Accomplishing may require: KW soil and natural resources, KW competitive advantages, zoning, real estate tax, funding resources and programs, cheasapeake bay act, spot markets, climate zones...  
**Skills required:** Legal, financial, tax & accounting, underwriting, risk management, marketing, ability to prioritize, strategic thinking, business planning, and thoroughness.

## EDA - Board Matrix - Skills/Competencies

Director Name	Agriculture PURPOSE 3	Business/Development/Sales PURPOSE 2	Real Estate PURPOSE 1	Banking/Finance PURPOSE 1, 2, 3	Compliance/Risk Management PURPOSE 1, 2, 3	Legal PURPOSE 1, 2, 3	Technology PURPOSE 1, 2, 3	Utility/Public Utilities PURPOSE 1, 2, 3	Marketing/Public Relations PURPOSE 1, 2, 3	Construction PURPOSE 1 & 2	Other
Jay Brown Chairman Gene Campbell	raised on a dairy farm	CEO of a manufacturer for profit	5+ years of real estate development experience worked for real estate firm	20 years of managing budgets in the real estate industry	30 years of compliance and risk management in the real estate industry developing plans and compliance manuals	Equal Opportunity Advisor	Professor in Microsoft Office Software, Microsoft, GPS, Imaging, services building of personal computing systems	engineer for a consulting firm		project manager for commercial construction firm	
Brian Hodges	Owner and Breeder of Fainting Goat and Dairy goats and raising cheasapeake for eggs production 3 years as assistant farm manager for horse farm	Business development in the real estate industry -Contract Approval									
Kenny Holderied	Degree in Mechanical Design Degree, Distributor of Ag Equipment, 19yrs.	Network independent dealer network for equipment manufacture 15 yrs	Used knowledge of local zoning laws and TOC, Commercial property landowner on RT300								
Travis Longest	Raised Market Farming Cattle/sheep and pig/bears	31 years in equipment sales experience in business operations	Property owner in King William County								
Charles Pivra	Individual Farming (65yrs) / Bee Keeping (10yrs)	Principal Enterprises: Individual Farming / Commercial Farming (25yrs) / Sea Keying Estate (20 years)	Purchased/Traded/Own Real Property in King William / Caroline / Fairfax Counties	Enterprise Banking / Real Property Finance	Part time employment in Compliance / OSHA / Compliance / Farm Bureau Insurance / Chesapeake Bay Act / No Till projects	Business Enterprise / Real Estate Purchase Sale Agreements	Professor in Microsoft Office Programs / Agricultural Guidance Systems, Water / Resource Management & Related Systems				
Mark Shields Vice Chairman	Raised hog raised sheep	Registered Broker/Real Estate (20 years)	Acquisition Primarily Multi-Family & Mix Use	Ability (Underwriting) / Financing (overseeing grade real estate transactions)	10+ years of real estate underwriting / real estate development & construction / corporate business promises	Real Estate Broker / Real Estate Broker / Bank / Credit	Professor in Microsoft Excel / Word / Power / Blackboard / CAD / Auto / task management.	Development & Construction of Real Property / Millwork / Coordination / Availability / Design / Installation	Commercial Real Estate Brokerage / Land / Other / Warehouse / Mixed Use / Multi-Family	Primarily Multi-Family	Former Custom Cabinet Maker / Homebased Business / Robotics / Farming - Individual Facilities / Equipment
Michael Ward											
Steve Hodges Secretary/Treasurer (not Board member)					7 yrs. architecture career complying with all manner of building and planning codes and the construction process - compliance, permitting		Microsoft Office products, Adobe Suite products, AutoCAD, InRoads	1+ year as Director of 14 years working with as part of construction projects		7 yrs. architect predominantly historic rehab, multi-family housing projects, 7 yrs. Building Code enforcement - various projects - construction and permitting process	

ATTACHMENT C

EDA - Board Matrix - Diversities												
Director Name	Experience	Gender	Education Level	District	Employer	Other Board Service	Volunteer Exp.	King William Connections	Titular Connection	Length of EDA Service	Contributions to EDA	Other
Jay Brian Chairman	15 years	male	BA - Philosophy, MTS, MBA	5th	Commonwealth Catholic Churches English Churches (USA) & Anglican Leathers & Goods Project mgr for Southwood Buildings, now retired	BSC Board of Directors, past Chair & V Chair. BSC Seniors MPMC Community Advisory Board	Mission Committee, Crisp Ray Reinwood High School Ruralist Club	King William Connections Taxpayer since 2014 KWI Historical Society, KWI Historical Museum Council, KWI Historical Commission, KWI Revolving Committee, KWI Historical Committee, KWI		Fall 2018?	past Chair EDA	born and raised in King William County, Chairman of McKendree United Methodist Church Board of Trustees and Church Finance Committee
Brian Hodges	20 years military and 11 years in defense industry (5 additional years of general work experience) 36 years total work experience	male	BS - Civil Engineering w/ Tech BS - Psychology/General Justice MA - International Technology and Design	2nd	Visa President for Sonalytix Inc.	Previous EDA Chairman	Urban Abolition Uniform Victim Advocate Guardian Ad Litem American Legion Post 314 Volunteer of Foreign Miss	Moved to West Coast in 2008 and then into the county		4 years	past Chair EDA	Born in Roanoke, VA, raised in New Kent, VA
Kenny Holsford	15 yrs	Male	BT Agricultural Engineering	3rd	Self Employed - Entrepreneur, Work Ready Equipment LLC			Resident since 2010		2 yrs?	"Attending a burlesque in KWI county event" Bought KLR equipment from Holsford to display at the event. Has knowledge of burlesque on 360 and has helped place businesses	
Travis Longest	31	Male	High School	3rd	New Kent County Fire-Rescue Company	Previous member King William Fire-Rescue Farm Bureau Insurance Company - Chairman of Board	King William Fire-Rescue 1027 EDA	Lifetime	No	2003-Current	Look forward to helping get the BKG work	
Charles Perez	45 years	Male	Attended College & Various Agricultural Programs		Self Employed / Entrepreneur NHP Foundation	Board of Directors - International verteil & marketing corp. /	Board Vice-Chair - Christmas in April	Lifetime		1 year	BKG Economic Dev't. Analysis in EDA	Christchurch School - Alumni Council
Michelle Rhoads Vice Chairman	30 years	Male	BS - Business Admin / MBA - Real Estate Development & Finance / Accounting - Board Secretaries	4th				Purchased Farm in KWI 2017 / KWI EDA KWI - BDE		Oct. 20		
Vacant												
Steve Hudgins Secretary / Treasurer (past Board member)	14 years	male	B.Srch, M.Arch.	2nd	King William County for OPSA, MPOC, Bay Coastment, others	Client to the BSC County mp- for OPSA, MPOC, Bay Coastment, others		resident since 2013, employed by County since 2014	Member for County	Fall, 2021	staff support	

# AGENDA ITEM 10.a.

Vacant Position Recommendations - Percy C.  
Ashcraft, County Administrator



Percy C. Ashcraft  
County Administrator

William L. Hodges, First District  
Travis J. Moskalski, Second District  
Stephen K. Greenwood, Third District  
C. Stewart Garber, Jr., Fourth District  
Edwin H. Moren, Jr., Fifth District

## **MEMORANDUM**

**DATE:** February 7, 2021  
**TO:** King William County Economic Development Authority Board  
**FROM:** Percy C. Ashcraft, County Administrator  
**SUBJECT:** Recommendation to Board of Supervisors

### **REQUEST FOR ACTION**

- Recommendation to the Board of Supervisors the professions of an accountant and lawyer be considered to fill the current vacancies to the Economic Development Authority.

### **SUMMARY & BACKGROUND**

After about a year of considering qualifications for future appointments to the Economic Development Authority, Chairman Rhoades is asking the members of the EDA to consider recommending to the Board of Supervisors the professions of an accountant and lawyer be considered to fill the current vacancies.

### **ATTACHMENTS**

- No attachments

# AGENDA ITEM 11.a.

Motion to Convene 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.

**(Attachment Added)**

## **CLOSED MEETING MOTIONS - EDA**

**PERSONNEL** – In accordance with Section 2.2-3711 (A)(1) of the Code of Virginia, I move that the Economic Development Authority Board convene in Closed Meeting to consider a personnel matter involving the (choose from below):

1. appointment of individuals to Boards and Commissions.

2. interview of a prospective candidate for employment.

(or the)

3. Employment

6. Promotion

9. Salary

4. Assignment

7. Performance

10. Discipline

5. Appointment

8. Demotion

11. Resignation

of a specific public officer / appointee / employee.

**PUBLIC PROPERTY** – In accordance with Section 2.2-3711 (A)(3) of the Code of Virginia, I move that the Economic Development Authority Board convene in Closed Meeting regarding real property used for a public purpose, specifically pertaining to (choose from below):

1. the acquisition of real property for a public purpose.

2. the disposition of (name publicly held real property involved).

because discussion in an open meeting may adversely affect the bargaining position or negotiating strategy of the Board.

**PROTECTION OF PRIVACY OF INDIVIDUALS** – In accordance with Section 2.2-3711 (A)(4) of the Code of Virginia, I move that the Economic Development Authority Board convene in Closed Meeting regarding a personal matter not related to public business in order to protect the privacy of individuals.

**X** **PROSPECTIVE BUSINESS OR INDUSTRY OR EXPANSIONS OF EXISTING BUSINESS OR INDUSTRY** –

In accordance with Section 2.2-3711 (A)(5) of the Code of Virginia, I move that the Economic Development Authority Board convene in Closed Meeting to discuss a prospective business or industry or expansion of an existing business or industry where no previous announcement has been made.

**INVESTING OF PUBLIC FUNDS** – In accordance with Section 2.2-3711 (A)(6) of the Code of Virginia, I move that the Economic Development Authority Board convene in Closed Meeting to discuss the investing of public funds where competition or bargaining is involved and where discussion in open session would adversely affect the financial interest of the County.

# AGENDA ITEM 11.c.

Certification of Closed Meeting (Attachment  
Added)

**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]**