



**ECONOMIC DEVELOPMENT AUTHORITY BOARD
MEETING WORK SESSION - AUGUST 17, 2022 - 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 Minutes**
 - a. June 8, 2022 Work Session Draft Minutes
 - b. July 13, 2022 Regular Meeting Draft Minutes
- 5. Presentations**
 - a. Securing Bonding and Buying & Selling Properties - Daniel M. Siegel, Sands Anderson PC
 - b. Rural Results Public Affairs & Consulting - Beck Stanley, Principal (Zoom)
- 6. Work Session Matters**
 - a. Farmer's Market & Family Fun Night Update - Sarah Williams, EDA Member
 - b. Secretary of Trade and Commerce Tour on August 24th - Percy C. Ashcraft, County Administrator
 - c. Ag Education Facility Update - Steve Hudgins, Deputy County Administrator
 - d. KWHS Greenhouse - Charles Piersa, EDA Vice Chair
 - e. EDA Website - Percy C. Ashcraft, County Administrator
 - f. Establishing a Business Roundtable - Percy C. Ashcraft, County Administrator
 - g. October 12, 2022 Joint Work Session with the Planning Commission - Percy C. Ashcraft, County Administrator
 - h. Meat Processing Plant Discussion - Meade Rhoads, EDA Chair & Sarah Williams, EDA Member

7. Next Meeting - September 14, 2022 Regular Meeting

8. Adjourn or Recess

NOTES REGARDING AGENDA:

This agenda is tentative only and subject to change by the Economic Development Authority Board.

There is no Public Comment period during Work Sessions.

Detailed instructions for viewing live-streams of meetings are available from the [King William County website](#).

AGENDA ITEM 4.a.

June 8, 2022 Work Session Draft Minutes

**DRAFT MINUTES
KING WILLIAM COUNTY
ECONOMIC DEVELOPMENT AUTHORITY
WORK SESSION MEETING OF JUNE 8, 2022**

A Work Session meeting of the King William County Economic Development Authority Board of Directors was held on the 8th day of June 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 Rhoads called the meeting to order.

Chairman Rhoads asked for a motion to approve participation via Zoom for Ms. Barber who was unable to attend in person due to personal illness. Vice Chair Piersa made a motion to approve participation via Zoom for Ms. Barber. Mr. Brown seconded the motion. All were in favor with none opposing.

Ms. Barber's participation by electronic means from her home was approved.

Agenda Item 2. ROLL CALL

The members were polled:

Jason Brown	Present
W. Brian Hodges	Absent
Kenneth A. Holderied	Present
Charles F. Piersa – Vice Chair	Present
Tiffany K. Barber	Present (Zoom)
Sarah Williams	Present
Eugene L. Campbell, Jr. – Secretary/Treasurer	Present
C. Meade Rhoads, Jr. – Chairman	Present

Agenda Item 3. REVIEW AND ADOPTION OF AMENDED MEETING AGENDA

Percy Ashcraft, County Administrator said Agenda Items 5.c. and 5.d. could be removed.

Vice Chair Piersa made a motion to approve the Amended Meeting Agenda with the above changes. Mr. Brown seconded. The Chairman called for any discussion. There being no discussion or opposition, the Meeting Agenda was adopted with the above changes.

Agenda Item 4. APPROVAL OF MINUTES

4.a. April 23, 2022 Special Called Planning Meeting Revised Draft Minutes

4.b. May 11, 2022 Regular Meeting Draft Minutes

Mr. Campbell made a motion to approve April 23, 2022 and May 11, 2022 minutes as presented. Vice Chair Piersa seconded. The Chairman called for any discussion. There being no discussion or opposition, the minutes were approved.

Agenda Item 5. WORK SESSION MATTERS

5.a. Phase One Final Report from RKG - Kyle Talente, President (Zoom)

Mr. Talente said he'd send a revised version after tonight's discussion. He highlighted the County's strengths and weaknesses and identified opportunities and threats.

Mr. Holderied asked if restaurants are a good goal. Mr. Talente said yes. Mr. Holderied asked if owner/operator or chains should be targeted. Mr. Talente said more likely independent or destination-style restaurants. Mr. Holderied asked if restaurants are looking for sites with a building already established or not. Mr. Talente said it depends on the site.

Mr. Campbell asked about waterfront restaurants and said he doesn't see that happening here. Mr. Talente said possibly a place with views of the waterfront.

Mr. Talente went over preliminary strategies, assets, operations, and next steps.

Chairman Rhoads asked Mr. Talente to walk through incremental physical impact. Mr. Brown said there is on average, less than one child per household in the County. Mr. Talente said you want the cost per square foot of revenue over expenses to be net positive. As the County creates more jobs, more interest in people wanting to live here grows as well.

Vice Chair Piersa said he didn't think the RKG numbers coincide with the numbers presented by Chris Couch at a previous meeting. Mr. Brown said Mr. Couch used national averages and RKG is using King William statistics. Chairman Rhoads said the important thing to the EDA is non-residential.

Ms. Williams asked about the \$0 impact for a household with no children. Mr. Talente said it's not literally \$0; it means the net revenue is not a large number. It also means the average personal property and sales tax cover most of the cost of the household.

Ms. Williams asked what percentage of sales tax the assumption was based on. Mr. Talente said they assumed 60% of the household's purchases were local and 40% were outside the County. He can change the model if necessary to see different impacts. He said these are averages based on RKG's research and experience.

Chairman Rhoads said RKG is showing a primary, high-level overview whereas Mr. Couch included all the minutia. He said the answers are not that different. Mr. Talente said Phase 2 includes a much deeper analysis.

Mr. Brown said we already know the average cost of a home is not sufficient to cover costs to the County. He said we can move the needle by focusing on non-residential development.

Chairman Rhoads said the EDA needs to bring business to the County.

Vice Chair Piersa suggested waiting until the final revised document was received before making a motion to accept the results.

Mr. Holderied made a motion to accept the Phase 1 report. Mr. Brown seconded the motion. The Chairman called for any discussion. The members were polled:

Kenneth A. Holderied	Aye
Charles F. Piersa – Vice Chair	Nay
Tiffany K. Barber	Aye (Zoom)
Sarah Williams	Aye
Eugene L. Campbell, Jr. – Secretary/Treasurer	Nay
Jason Brown	Aye
W. Brian Hodges	Absent
C. Meade Rhoads, Jr. – Chairman	Aye

5.b. Ag Education Project - Tracy M. Porter, Sr. - Regional Program Assistant, Eastern Virginia ESU Small Farm Outreach Program (Zoom)

A meat processing plant for small farmers was discussed. There is a great need right now as people are experiencing an 8-month delay before they can get an appointment. Right now, local farmers have to travel. Having a local plant would help the whole region.

An educational farm was discussed. Farm incubation programs to train beginning farmers could be an option. Food grown on the farm can be donated to food banks. It would require at least one salaried person to run.

5.c. Secretary of Trade and Commerce Tour on August 24th - Percy C. Ashcraft, County Administrator

5.d. Business Roundtable Discussion - Percy C. Ashcraft, County Administrator

5.e. Farmer's Market & Family Fun Night Update - Sarah Williams, EDA Member

The two pilot dates chosen were July 22nd and August 19th from 4-7pm at the King William High School parking lot. Ms. Williams said she has six local farmers who have committed selling meat, dairy, and veggies. Glow Holistic also said yes.

Vice Chair Piersa asked if anyone had talked with Tommy's Produce. Mr. Ashcraft said not yet. Mr. Brown suggested Vice Chair Piersa talk to them since he knows them.

Mr. Porter said he can reach out to people who may be interested in participating as well.

5.f. Meat Processing Plant Update - Meade Rhoads, EDA Chair

Chairman Rhoads said he participated in a meat processing plant webinar. He believes there are a lot of benefits to doing it as a co-op. He shared a link to the video of the webinar.

Ms. Williams said she was contacted about one in Essex. They were 100% ready to do it but decided they are so busy, it's not worth it to them. There is great need for a USDA inspected facility.

5.g. Project Prioritization Tools - Meade Rhoads, EDA Chair

Mr. Brown made a motion to skip this item and move on to Item 5.h. Vice Chair Piersa seconded. With no discussion or opposition, the motion passed.

5.h. Discussion: Establish King William County prominence as "The" regional hub in Virginia for commercially viable and financially profitable agricultural-based activities by 2037 - Jay Brown, EDA Member

Mr. Brown presented a motion and plan for moving forward. He said the EDA should start with a meat processing plant and then add to it.

Mr. Holderied asked how adding a meat processing plant makes more revenue for the County. Chairman Rhoads said the motion sets an objective for King William to be an agricultural hub by 2037. Vice Chair Piersa asked if it's something we want in front of the public – smells, etc. Mr. Brown said it would generate personal property tax revenue. Chairman Rhoads said it engages the agricultural community and a co-op would keep money in the County. Ms. Williams said she thinks it is a great idea and asked how the EDA would be part of it. Mr. Brown said by applying for grants and loans. He said the EDA may be able to hire a grant writer plus they can use Mr. Porter and other co-op members' expertise. Vice Chair Piersa asked if the meat would be processed for sale or personal use. Ms. Williams said both. She said no one here does chickens. A value-added option could be dried, smoked meats. Chairman Rhoads said there are a lot of resources – federal, state, etc. He said a feasibility study would need to be done and RKG could possibly be used for that. Ms. Williams asked if there were sources who funded feasibility studies.

Ms. Williams said she remembered a County survey about agritourism in the past. Mr. Brown said it was Luke Hallman, a past EDA member's study. Chairman Rhoads said it lost traction. Mr. Brown said he thought Mr. Hallman contacted Melissa Anderson about creating a map. Ms. Williams said the map needed to be online and suggested bringing visibility to local farmers with "taste of" days.

Mr. Holderied asked if a separate motion needed to be made just for the meat processing plant. Mr. Brown said a number of things need to happen simultaneously. We need to move along a path to get to ag-related things, guide development, and can pivot as needed. Mr. Holderied asked if it would be better to put it out to an entrepreneur. Mr. Brown there is grant funding that can only be accessed through the EDA/County. Ms. Williams asked if the motion limits the EDA. Mr. Campbell said this is a very broad motion and asked how the public is going to react to it. Mr. Brown said meat is only a part of this. It gives a direction to work towards which includes a lot of things. It doesn't lock the EDA into any one thing and programs are available to work towards.

Vice Chair Piersa said he wants to see the greenhouse at the High School.

Mr. Holderied made a motion that the Economic Development Authority of King William County further its purpose by inducing manufacturing that will further the use of its agricultural products and natural resources by concentrating its effort to establish King William County's prominence as "The" regional hub in Virginia for commercially viable and financially profitable agricultural-based activities by 2037. To accomplish the proposed agricultural objective(s) by 2037, the EDA will:

- Engage RKG to complete Phase 2 of their Economic Development Analysis to obtain "specific recommendations tied to goals" and a road map for the Authority to follow "with granular action steps" for among other things, "site identification" and "capital costing"; and
- Remain willing to work in cooperation with other local jurisdictions in pursuit of establishing King William's prominence as an Agricultural Hub; and
- "Focus on 1 -2 sites" in gateway locations for centerpiece regional Agricultural Business Park(s) in the County on Route 360 south of Route 30 to be the centerpiece with "ready to go assets" to "expand industrial (and light industrial) boundaries in Central Garage"; and
- "Engage key site owners" and "engage agriculture community to explore potential of value-added economic development assets" like a "processing facility or cannery" to create synergies to "preserve existing production-based clusters" in the County; and
- Identify "funding resources to accomplish goals" to move to "be more proactive rather than reactive"; and
- "Initiate comprehensive community engagement to build support and garner insight"; and
- "Enhance [the EDA's] virtual economic development presence"; and
- Prioritize "Target Industry Clusters" in:
 - o "Transportation & Warehousing" uses like "distribution and fulfillment centers," "cold storage facilities."

- “Agriculture and forestry,” opportunities like “county / regional agri-business incubator,” agricultural “upper market trends (local-source, free range, hemp, etc.),” “Environmentally friendly products (e.g. soybeans for tires etc.),” “WWOOF,” “Agritourism” uses like “Distilleries, breweries, wineries, etc.,” “crop-picking (tree-farming etc.),” “retreat and rendezvous centers,” “Farmers Markets,” and “Nature Centers.”
- “Industrial” prospects in “wood product manufacturing,” “agricultural “artisan / home good production,” “Food product manufacturing.”
- “Research laboratories” in furtherance of “Fullers Earth and local minerals for human uses,” Wetland’s research,” Cooperatives with Virginia Tech Agricultural and Extension Center” or other agricultural educational opportunities; and
- Explore Cooperative Ownership structures and how that or similar ownership structures might “engage the agricultural community” and its profitability; and
- Create agricultural brand(s) to benefit King William County (e.g. Hanover Tomatoes); and
- Maximize the use of federal and state funding and grant opportunities.

Ms. Williams seconded the motion. The Chairman called for any discussion. The members were polled:

Tiffany K. Barber	Aye (Zoom)
Sarah Williams	Aye
Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
Jason Brown	Aye
W. Brian Hodges	Absent
Kenneth A. Holderied	Aye
Charles F. Piersa – Vice Chair	Aye
C. Meade Rhoads, Jr. – Chairman	Aye

Agenda Item 6. NEXT MEETING – July 13, 2022

Agenda Item 7. CLOSED MEETING

Mr. Brown made a motion to convene in closed meeting in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia to consider a personnel matter involving the appointment of individuals to Boards and Commissions. Vice Chair Piersa seconded. The Chairman called for any discussion. With no discussion and none opposing, the Closed Meeting was convened.

7.b. Reconvene in Open Session

Mr. Brown made a motion to reconvene in open session. Ms. Williams seconded. The Chairman called for any discussion. With no discussion and none opposing, the open meeting was reconvened.

7.c. Certification of Closed Meeting

Mr. Brown made a motion to 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. Ms. Williams seconded. The Chairman called for any discussion. The members were polled:

Jason Brown	Aye
W. Brian Hodges	Absent
Kenneth A. Holderied	Aye
Charles F. Piersa – Vice Chair	Aye
Tiffany K. Barber	Aye (Zoom)
Sarah Williams	Aye
Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
C. Meade Rhoads, Jr. – Chairman	Aye

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

Mr. Brown made a motion to recommend to the Board of Supervisors Elizabeth Copeland, Brian Hodges, and Straughan Robinson for consideration for the two open positions on the EDA Board. Vice Chair Piersa seconded. The Chairman called for any discussion. The members were polled:

Jason Brown	Aye
W. Brian Hodges	Absent
Kenneth A. Holderied	Aye
Charles F. Piersa – Vice Chair	Aye
Tiffany K. Barber	Aye (Zoom)
Sarah Williams	Aye
Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
C. Meade Rhoads, Jr. – Chairman	Aye

Agenda Item 8. ADJOURN OR RECESS

Chairman Rhoads adjourned the meeting.

COPY TESTE:

C. Meade Rhoads, Jr.
Chairman

Christine H. Branch
Deputy Clerk

DRAFT

AGENDA ITEM 4.b.

July 13, 2022 Regular Meeting Draft Minutes

**DRAFT MINUTES
KING WILLIAM COUNTY
ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING OF JULY 13, 2022**

A regular meeting of the King William County Economic Development Authority Board of Directors was held on the 13th day of July 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

Vice Chair Piersa called the meeting to order.

Agenda Item 2. MOTION TO APPROVE ELECTRONIC PARTICIPATION

Mr. Brown made a motion to approve participation via electronic means for Chairman Rhoads who was out of town. Ms. Williams seconded the motion. The Vice Chair called for any discussion. The members were polled:

Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
D. Straughan Robinson, III	Aye
Jason Brown	Aye
Robert Hardwick	Aye
Kenneth A. Holderied	Aye
Charles F. Piersa – Vice Chair	Aye
Tiffany K. Barber	Aye
Sarah Williams	Aye
C. Meade Rhoads, Jr. – Chairman	Aye (Phone)

Chairman Rhoads' participation by electronic means (telephone) from his vacation spot was approved.

Agenda Item 3. ROLL CALL

The members were polled:

D. Straughan Robinson, III	Aye
Jason Brown	Aye
Robert Hardwick	Aye
Kenneth A. Holderied	Aye
Charles F. Piersa – Vice Chair	Aye
Tiffany K. Barber	Aye
Sarah Williams	Aye
Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
C. Meade Rhoads, Jr. – Chairman	Aye (Phone)

Agenda Item 4. REVIEW AND ADOPTION OF MEETING AGENDA

Mr. Campbell asked why there was no approval of meeting minutes on the agenda. Ms. Branch said they were not ready.

Mr. Campbell made a motion to approve the Meeting Agenda as presented. Mr. Brown seconded. The Vice Chair called for any discussion. All were in favor with none opposed.

Agenda Item 5. PRESENTATIONS

5.a. RKG Phase 2 Work Schedule – Kyle S. Talente, President

Vice Chair Piersa asked when we'd receive the revised copy of the Phase 1 report. Mr. Talente said he had sent it but would send it again tonight. [Report was received and forwarded to all EDA members via email.]

Vice Chair Piersa said he would like to receive the information being presented by RKG in advance of the meetings so members can review it. Mr. Talente said he would do that in the future. Vice Chair Piersa said he would be signing the Phase 2 agreement in Chairman Rhoads' absence.

Mr. Talente went over the scope and timeline for Phase 2 which includes a detailed real estate market analysis, comprehensive fiscal impact analysis, and expanded economic development goals and recommendations.

In July and August, RKG will perform the detailed real estate and opportunity site analysis. The findings will be presented at the September EDA meeting.

In September, they will work on the fiscal impact analysis and goals refinement. This information will be provided at the October EDA meeting.

In October and November, RKG will compile a detailed implementation plan and present a draft strategy plan at the November EDA meeting. The final report will be complete on November 15, 2022.

Mr. Campbell asked if RKG will meet with the Planning Commission. Mr. Talente said they welcome the opportunity and suggested they attend the October EDA meeting. The general consensus of the Board was to invite the Planning Commission to the October EDA Work Session meeting. [The Planning Commission accepted the invitation.]

Mr. Talente asked EDA members to let him know of any modifications or issues they have with the timeline.

Agenda Item 6. TREASURER’S REPORT

Mr. Hudgins said the EDA was in good shape with the FY 22 budget. The only expense was RKG and dues to the MPA. The FY 23 budget was approved as follows:

Professional Services	\$35,750
Travel/Training	2,500
Grant Match	12,500
Other	7,500

Mr. Hudgins said there is \$1 million in the capital budget for infrastructure and property. \$275,000 has already been allocated and \$225,000 is allocated for the Broadband initiative. Using the funds would require pre-approval by the Board of Supervisors.

Mr. Brown asked if the \$12,500 in the EDA budget was already allocated. Mr. Hudgins said no, it was open for AFID grant matching. Mr. Brown asked if the only funds needing access approval are the capital funds. Mr. Hudgins said yes.

Mr. Campbell asked Mr. Hudgins to give a brief overview of the AFID grant for new members. Ms. Williams said the grant is available twice a year now and there are other opportunities available as well such as USDA and VDACS.

Agenda Item 7. CHAIRPERSON’S REPORT

There was no Chairperson’s report.

Agenda Item 8. UNFINISHED BUSINESS

8.a. Farmer's Market & Family Fun Night Update – Sarah Williams, EDA Member

Ms. Williams said things were going very well. There are ten food and farmer vendors signed up, six craft, seven County departments, two food trucks, and four others. The Farm Bureau will have free water available at their tent. Registration is still open. The work group will meet next week to draw up the map.

Mr. Holderied asked if the EDA is having a tent. Ms. Williams said there were no plans to have one currently. Mr. Holderied said at least one or two members should be there with information. Mr. Brown said he would bring copies of the RKG report, Comp Plan initiatives, and EDA member contact information and be at the EDA booth at 3:30pm. Mr. Campbell will be roaming taking photos. Ms. Williams and Vice Chair Piersa will be present and running booths. They will help at the EDA booth as needed. Ms. Branch and Mr. Ashcraft will also be there. The EDA will share a tent with General Government.

Agenda Item 9. NEW BUSINESS

9.a. Secretary of Trade and Commerce Tour on August 24th - Steve Hudgins, Deputy County Administrator

The tour is being coordinated by VEDP. Mr. Hudgins said he has not received details or clarification from them. As soon as he learns more, he will let the EDA know.

Mr. Campbell asked what they mainly wanted to see. Mr. Hudgins said potential for new business and expansion of existing business.

9.b. Six-Month Work Plan - Steve Hudgins, Deputy County Administrator

Mr. Hudgins presented staff's goals for the next six months regarding economic development.

The County received ARPA funding from the Virginia Department of Tourism. This is in addition to the \$30,000 tourism/marketing funding received which is shared with West Point. Some of those funds are being spent on Melissa Anderson's services and her VisitWestPointKingWilliam.com website.

One item listed under the vision of the EDA is a new website. Mr. Campbell asked what we have now. Mr. Hudgins said there is a link on our site to the VEDP site which shows the top properties available. Our website can list all available sites. Mr. Holderied said he would like to do something similar to other counties and their "Yes" sites. Mr. Hardwick suggested looking at the King & Queen site.

Agenda Item 10. PUBLIC COMMENT PERIOD

Vice Chair Piersa opened the Public Comment Period. As there were no speakers, Vice Chair Piersa closed the Public Comment Period.

Agenda Item 11. NEXT MEETING - August 10, 2022

Agenda Item 12. CLOSED MEETING

Mr. Brown made a motion to convene in Closed Meeting in accordance with Section 2.2-3711 (A)(5) of the Code of Virginia to discuss prospective business or industry or expansion of existing business or industry where no previous announcement has been made. Mr. Campbell seconded the motion. The Vice Chair called for any discussion. The members were polled:

Robert Hardwick	Aye
Kenneth A. Holderied	Aye
Charles F. Piersa – Vice Chair	Aye
Tiffany K. Barber	Aye
Sarah Williams	Aye
Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
D. Straughan Robinson, III	Aye
Jason Brown	Aye
C. Meade Rhoads, Jr. – Chairman	Aye (Phone)

12.b. Reconvene in Open Session

Mr. Brown made a motion to reconvene in open session. Mr. Campbell seconded. The Vice Chair called for any discussion. The members were polled:

Kenneth A. Holderied	Aye
Charles F. Piersa – Vice Chair	Aye
Tiffany K. Barber	Aye
Sarah Williams	Aye
Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
D. Straughan Robinson, III	Aye
Jason Brown	Aye
Robert Hardwick	Aye
C. Meade Rhoads, Jr. – Chairman	Aye (Phone)

12.c. Certification of Closed Meeting

Mr. Brown made a motion to 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. Ms. Williams seconded. The Vice Chair called for any discussion. The members were polled:

Charles F. Piersa – Vice Chair	Aye
Tiffany K. Barber	Aye
Sarah Williams	Aye
Eugene L. Campbell, Jr. – Secretary/Treasurer	Aye
D. Straughan Robinson, III	Aye
Jason Brown	Aye
Robert Hardwick	Aye
Kenneth A. Holderied	Aye
C. Meade Rhoads, Jr. – Chairman	Aye (Phone)

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

No action was taken on the Closed Meeting.

Agenda Item 13. ADJOURN OR RECESS

Mr. Brown made a motion to adjourn to April 23, 2022 at 9am. Motion was seconded by Ms. Williams. There being no discussion and no opposition, the meeting was adjourned.

COPY TESTE:

Charles F. Piersa
Vice Chairman

Christine H. Branch
Deputy Clerk

AGENDA ITEM 6.h.

Meat Processing Plant Discussion - Meade Rhoads, EDA Chair & Sarah Williams, EDA Member

8.2.2022 Phone Call w/ Tony Banks

Virginia Fairs

Sarah Williams

Meade Rhoads

Notes from Discussion with Tony Banks Follow:

Schedule

- Process from start to finish will take 2 ½ to 3 years
- Financing / grants process will take 6 to 8 months

Outline of Processes

- Site
- Utilities
- Financing
- Permitting
 - o Local
 - o State
 - o Federal
- Market Study
- Organizational Docs

Action Items

- Sarah to get copy **Essex Processor market study** and **proposal to refresh** same
- Tony to **provide links for grants** and due dates for same
- Tony to coordinate **proposals for Feasibility Study and Business Plan**. James “Jim” Matson subcontractor to VA Fairs for Feasibility Study and Business Plan and Steve Richards is at Clemson and subs to Jim.
 - o Order of magnitude is \$60K for both – EDA will be responsible for approximately 25% or \$15K.

Federal & Health Permitting

- Virginia Department of Agriculture & Consumer Services (VDACS)
- 4 types of permits
 - o Custom Exempt VDACS permit
 - Can sell whole or parts of animal pre-slaughter
 - o VA Slaughter Permit
 - Limited to within VA only
 - o TA permit
 - State inspectors do Federal Inspections
 - Can ship anywhere
 - o Federal permit
 - Can be delegated to state inspectors if no Federal Inspector in area
 - Can ship anywhere

- Slaughter staff need to be trained permitted.

Project Permitting

- VDACS Site Plan review
 - o will want to review
 - o permitting takes about 1 month

Market Study

- Need to contact producer within a 2 hour radius of proposes plant location
- Funding will want to see producers interested in slaughterhouse
- Essex producer did market study recently.
 - o They have stayed busy enough with Exempt Permit they haven't needed more.
- Farm Bureau or VA Fairs guidebook
 - o Has active links
 - o Tony will send
 - o Looked as 6 options

Financing

- Farm Bureau's affiliate "Special Affairs" – Financing specialty assistance
- AFID Grant Program
 - o Requires 30% of the business be VA based
 - o Two types
 - Soft Costs
 - Matching grant up to \$25K with EDA doing 50% matching
 - Hard Costs
 - Matching grant up to \$500K with EDA at 50% matching
- USDA Grants – requires showing producers to have business benefit
 - o Two types
 - USDA Rural Development Grants
 - Hard Cost
 - Public works – water and sewer with EDA doing 25% matching
 - USDA Rural Business Grant
 - Soft Costs
 - o Planning costs, FF&E, and early operating loss



ECONOMIC DEVELOPMENT AUTHORITY OF KING WILLIAM COUNTY, VIRGINIA

BOARD MOTION

The By-Laws for the Economic Development Authority of King William County define this Authority's purpose as the following:

"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."

WHEREAS the Economic Development Authority (EDA) of King William County intends to further its purpose by inducing manufacturing that will further the use of its agricultural products and natural resources by concentrating its effort to establish King William County's prominence as "The" regional hub in Virginia for commercially viable and financially profitable agriculturally based activities by 2037.

WHEREAS the King William County EDA wishes to verify the business viability of a meat processing facility located in King William County which will require funding soft costs like feasibility research, business planning, financial underwriting, local, state, & federal permitting, and entity formation.

THEREFORE, I move that the Economic Development Authority of King William County approve the following initiatives:

- 1.) Engage Farm Bureau's Virginia FAIRS nonprofit to assist in advancing feasibility and business planning for a meat processing facility in King William, earmarking the EDA's unspent consulting dollars to fund Virginia FAIRS' 25% matching requirement; and
- 2.) Immediately apply for the Governor's Agricultural and Forestry Industries Development Fund (AFID) Planning grant to fund soft costs, stipulating an application for the maximum Single Locality AFID grant amount of \$20,000 requiring the EDA to earmark \$2,000 of its unspent consulting budget to meet grant matching requirements.

DONE this 17th day of August, 2022.

The vote on the foregoing was as follows:

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