

**King and Queen County
Economic Development Authority
Minutes
July 13, 2023**

A regular meeting of the King and Queen County Industrial Development Authority/Economic Development Authority was held July 13, 2023 at 8:30 a.m. in the Hearing Room in the King and Queen County Courts and Administration Building.

Members Present: George Longest, Jesse Holmes, Robert Fraser, Plunard Robinson, Melinda Coleman

Call To Order

Chairman Longest called the meeting to order at 8:33 a.m.

Introduction of New Member

County Administrator Vivian Seay and Chairman Longest introduced the new member representing the Stevensville District, Mrs. Melinda Coleman

Approval of Minutes

A motion was made by Mr. Fraser and seconded by Ms. Robinson to approve the minutes as presented. Motion was approved unanimously.

Financial Report

A motion was made by Mr. Fraser and seconded by Mr. Holmes to approve the financial report as presented and to ratify all prior expenditures to date. Motion was approved unanimously.

Local Updates

- a. Board of Supervisors - The county administrator provided an update on Board of Supervisors discussions and activity from the June workshop meeting and the July regular meeting. The Board of Supervisors agreed to meet with the EDA and the Planning Commission at its workshop on September 25, 2023 at 6:00 p.m. Charles Hartgrove will be contacted to confirm that meeting date. The EDA would like to ensure that the School Board also is invited to participate in the meeting.
- b. Planning Commission – No update.

Business Updates

Premier Tech and Fulcrum – The economic development consultant, Kelly Evko, provided an update regarding grant and other activity with the referenced businesses.

Bylaws Update

Draft bylaws were presented to the EDA for review on June 1, 2023. The changes to the bylaws included updating the recent formal name change, adding the availability of electronic meeting attendance as well as other minor fixes to language. Following further discussion, a motion was made by Mr. Fraser and seconded by Ms. Robinson to adopt the bylaws as drafted. Motion was approved unanimously.

Website Update

The County Administrator updated the EDA on the new tourism website, revised and updated county website and the possibility of updating the EDA website as part of the project.

Strategic Action Plan Update

The County Administrator updated the EDA on the progress of this project. Staff has received the plan document from Mr. Hartgrove that came from the planning session held in May. The next step is for the Planning Commission and EDA to meet with the Board of Supervisors at the Board's September 25th work session.

(The order of the agenda was changed to accommodate guest presenters.)

Campground Development in the County

Mr. and Mrs. Jack Knapp shared with the EDA their desire to establish a campground in the County. The campground would have very large sites, all with water, wastewater, electrical and internet hook-ups. The Knapps would live on the property to oversee operations. They are requesting support from the EDA on this project. No action was taken at this time.

There was discussion regarding presentations from outside parties. Mr. Fraser restated his desire to limit the length of presentations made. A motion was made by Mr. Fraser and seconded by Mr. Holmes to reconsider the previous adoption of the bylaws to edit Article IV, Section 4.5 to insert a new item I. Presentations (not to exceed 15 minutes) and relabel Item I to Item J. Adjournment. Motion was approved unanimously.

Destination Marketing Organization (DMO) Designation

Staff provided an update on the reason for this designation and the process for approval of the County becoming a DMO.

A motion was made by Mr. Fraser and seconded by Ms. Coleman to request the Board of Supervisors to take action necessary for the County to become a Destination Marketing Organization in order to make the County eligible for certain grant programs. Motion was approved unanimously.

Development of EDA Properties

There was general discussion regarding development in Walkerton, opportunities at the Marriott School facility, potential development of the two properties owned by the EDA and development generally throughout the County.

Closed Meeting

A motion was made by Ms. Robinson and seconded by Ms. Coleman to enter closed meeting to discuss the following:

Pursuant to Va. Code § 2.2-3711(A)(5) to discuss one or more prospective businesses or industries where no previous announcements have been made of the business' interest in locating facilities in the County, the subject being an update from the economic development consultant regarding various business prospect meetings during the recent months.

Pursuant to Va. Code § 2.2-3711(A)(29) to discuss the award of a public contract involving the expenditure of public funds regarding the terms and scope of the economic development consultant contract where the discussion in an open session would adversely affect the bargaining position or negotiating strategy of the EDA.

Closed Meeting Certification

Chairman Longest reconvened the meeting in open session. A motion was made by Mr. Fraser and seconded by Ms. Robinson to certify as required by the Freedom of Information Act as follows:

Mr. Chairman, I move that each director of the Economic Development Authority of King and Queen County, Virginia certify that, to the best of each director's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered, and (iii) no action was taken in the closed meeting.

Certification:

Mr. Fraser – so certified

Mr. Holmes – so certified

Ms. Coleman – so certified

Ms. Robinson – so certified

Mr. Longest – so certified

Approval of Consultant Contract

A motion was made by Mr. Fraser and seconded by Mr. Holmes to approve a new contract with Kelly Evko, Economic Development Consultant, in the form of the prior contract and upon the amended terms as outlined by Mr.s Evko, and to authorize the Chairman to sign the contract on behalf of the EDA. Motion was approved unanimously.

Adjournment

The meeting was adjourned to the next meeting on August 3, 2023 at 8:30 a.m., 242 Allen's Circle, King and Queen Court House, Virginia, First Floor Hearing Room.

Jesse Holmes, Secretary