

**King and Queen County
Economic Development Authority
Minutes
September 5, 2024**

A regular meeting of the King and Queen County Economic Development Authority was held September 5, 2024, at 9:30 a.m. in the conference room of the King and Queen County Administration Building, 242 Allen's Circle, King and Queen Court House, VA 23085.

Members Present: George Longest, Jesse Holmes, Plunard Robinson, Melinda Coleman, Joseph McGuire, Sarah Massey (electronically)

Staff Present: Vivian Seay, Tina Ammons, Kelly Evko, Erin Lazar, Dr. Carol Carter, Dr. David Curran, Donna Sprouse

Call To Order

Chairman Longest called the meeting to order at 9:30 a.m. Member Sarah Massey advised that she was attending electronically from her place of work. Chairman Longest approved her electronic attendance.

Chairman Longest advised of a reorder of the agenda to move the Timmons Presentation to the beginning of the meeting.

Joe Hines, Mac McKenzie, Clay Cundiff and Leandra Zavacky with Timmons provided an overview of the process so far in the property study authorized by the EDA. Timmons has developed a tool that will assist in providing a list of the top 10 properties for development throughout the county with a focus on the businesses most suitable for the areas based on several criteria including location of utilities, proximity to highways, topography, parcel size, ownership as well as many other categories.

A motion was made by Plunard Robinson and seconded by Melinda Coleman to enter into closed session pursuant to VA Code section 2.2-3711A(3) for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body and 2.2-3711A(6) for the discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.

Motion was approved unanimously.

Chairman Longest brought the authority back into open session.

A motion was made by Melinda Coleman and seconded by Jesse Holmes that each member of the King and Queen County Economic Development Authority certify that, to the best of each member'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 by the King and Queen

County Economic Development Authority, and (iii) no action was taken in the closed meeting.

All members certified.

Approval of Minutes

There were no minutes to approve.

Citizens Comments

There were no comments received.

Treasurer's Report

Ms. Ammons provided copies of the July financial report. She advised that she has worked with the new Director of Finance at Fulcrum to resolve the issue with lease payments and the catch-up payment will be reflected in the next financial report.

After brief discussion, a motion was made by Plunard Robinson and seconded by Joseph McGuire to approve having the investment funds that had been previously held for COF grant match to be held for possible "claw back" by VDACS for the Premier Tech AFID grant. Motion was approved unanimously.

Chairman's Report

Chairman Longest had no report.

Committee Reports

There were no committee reports.

Old Business

- a. Timmons Site Study – There was brief discussion of what the next steps would be regarding the site study. Timmons will present to the Board of Supervisors before a decision is made on whether to continue with phase two.
- b. Economic Development Update – Kelly Evko advised that she has begun reaching out to property and business owners in the community and that there has been some interest in the near the airport that is owned by the Town of West Point.

New Business

- a. Community Programming Update – Erin Lazar advised that a grant has been received from the Virginia Tourism Corporation in the amount of \$10,000 for a project to promote tourism and business in the county. There will be a photo shoot tomorrow to be used in the promotional materials. She also has a grant for 2 LOVE signs. One will be placed at the library and one will be at the Telework Center.
- b. Local Government Update – Vivian Seay advised that staff is working on updates to the Comprehensive Plan and Zoning Ordinance. Both will go to the Planning Commission for review and then to the Board of Supervisors. The Board is actively

- involved in the elementary school project and the Telework Center project which should be completed in November.
- c. King and Queen County Public Schools Update - Dr. Carter advised that there will be a dumpster at KQES for the next few days as the division removes the last of unused items. All three school are fully accredited. The School Board adopted a budget for this year that did not include VAVA (virtual) students, so funding is based on actual King and Queen students. Both elementary schools are having lower ADMs which supports the current direction of having a combined elementary school campus on the property purchased behind the high school. The school division has purchased an additional modular building that will be used for a cafeteria for the elementary school. The division has purchased some playground equipment to be located at the temporary KQES campus and there have been some upgrades restrooms at Central High School.
 - d. Economic Development New Matters – Kelly Evko advised that the focus over the next few months will be on smaller businesses and to foster cohesiveness in current business owners. She will recommend that that EDA have input in the Economic Development section of the Comprehensive Plan update. She also provided an update on the former Bennett Mineral property and advised that the new owner may want to meet with the EDA in the future.

Adjournment

The meeting was adjourned at 11:50 a.m. to the next meeting on October 3, 2024, at 9:30 a.m., King and Queen County Administration Building, 242 Allen's Circle, King and Queen Court House, VA 23085.

Jesse Holmes, Secretary