

MINUTES  
ECONOMIC DEVELOPMENT AUTHORITY  
| THURSDAY, SEPTEMBER 2, 2021 |

A meeting of the Frederick County Economic Development Authority was held on Thursday, September 2, 2021, at 8:00 A.M. in the County Administration Building, Board of Supervisors Room, 107 North Kent Street, Winchester, Virginia.

**PRESENT:** Judy McCann-Slaughter, Doug Rinker, Bryan Fairbanks, Stan Crockett and Heather McKay. Rick Till and Susan Brooks participated by phone for medical reasons and Board members present approved their remote participation.

**STAFF:** Patrick Barker, Wendy May, and Donna McIlwee, Frederick County Economic Development Authority; Jay Tibbs, Deputy County Administrator; and Michael Bryan, Attorney

**MEETING CALLED TO ORDER:** Chairman Rinker called the meeting to order at 8:00 a.m.

**APPROVAL OF MINUTES**

The minutes from the August 12, 2021, meeting were presented.

On motion of Ms. McCann-Slaughter, seconded by Mr. Crockett, the minutes were approved by the following recorded vote:

J. Stanley Crockett	Aye
Susan Brooks	Aye
Bryan Fairbanks	Abstain (due to absence at the meeting)
Heather McKay	Aye
Doug Rinker	Aye
Judy McCann-Slaughter	Aye
Rick Till	Aye

**TREASURER'S REPORT**

Mr. Barker submitted the following report:

Checking Account - Bank of Clarke County as of July 31, 2021 - \$109,697.45  
Savings Account - Scott & Stringfellow as of July 31, 2021 - \$1,295,190.92

On motion of Ms. McCann-Slaughter, seconded by Mr. Crockett, the Treasurer's Report was approved by the following recorded vote:

J. Stanley Crockett	Aye
Susan Brooks	Aye
Bryan Fairbanks	Aye
Heather McKay	Aye
Doug Rinker	Aye
Judy McCann-Slaughter	Aye
Rick Till	Aye

**FUNDING REQUEST BY THE LORD FAIRFAX SMALL BUSINESS DEVELOPMENT CENTER (SBDC)  
FOR BILINGUAL COUNSELING SERVICES TO FREDERICK COUNTY BUSINESSES**

Mr. Barker stated the Center is requesting \$15,000 from the EDA to offer bilingual counseling services in Spanish to Frederick County businesses. Over the past year, with additional City EDA funding, they have provided such services to businesses in the City of Winchester and have identified approximately 1000 Hispanic businesses in Frederick County that could benefit from this service. Counseling services on various business topics could result in more businesses obtaining the appropriate licensure, improving their business, and increasing tax revenue for Frederick County. The SBDC's Executive Director provided a memo, as requested, explaining what funding the Center receives. Annually, the Frederick County EDA provides funding (\$28,000) from its general fund allocation to the SBDC.

Mr. Crockett inquired how they identified approximately 1000 Hispanic businesses operating in Frederick County, possibly without a license, and, if that number is correct, it would be in our best interest to support this bilingual counseling service to get them registered and paying taxes.

Mr. Fairbanks asked how the program's success would be measured. Mr. Barker stated he would work with Ms. Kriz, SBDC Executive Director, to get measurements.

Ms. McCann-Slaughter inquired if the request made to the State for additional funding (as explained in the memo from Ms. Kriz) had a deadline for response since none has been received. Mr. Barker with check with Ms. Kriz.

Mr. Crockett made a motion to appropriate the \$15,000 requested by the SBDC from the EDA's investment account and to audit ROI. Motion was seconded by Mr. Fairbanks and approved by the following recorded vote:

J. Stanley Crockett	Aye
Susan Brooks	Aye
Bryan Fairbanks	Aye
Heather McKay	Aye
Doug Rinker	Aye
Judy McCann-Slaughter	Aye



Rick Till

Aye

### **VIRGINIA BUSINESS READY SITES PROGRAM**

Mr. Barker explained that available land remains a top factor in site selection by corporations and a community needs ready-to-go sites to be successful in business attraction. Previously, Draper Aden Associates, a licensed civil engineering firm, completed 6 site assessments for the EDA. Staff is now recommending the assessment of 4 additional sites---Winchester Regional Airport's northern property (60 acres); Milton Ray (45 acres); Stonewall Industrial Park (27 acres); and the Payne property (21 acres). A verbal quote of \$7500 has been obtained from Draper Aden to characterize the 4 sites to provide reports for each in the same format as previous reports, which includes a Tier ranking and description on what is required to bring to a Tier IV status.

Mr. Crockett asked what was preventing the landowners from moving forward on their own. Mr. Barker explained the landowner would have to pay the costs and reminded Board members that the EDA has established a loan program to help them.

Mr. Barker further explained having the characterizations done is a benefit to the EDA because the property owners will know exactly what has to be done to get their land tiered higher for a sale.

On motion of Ms. McCann-Slaughter and seconded by Mr. Crockett, the Board voted to approve Staff's recommendation to move forward with the site assessments for the 4 properties by the following recorded vote:

J. Stanley Crockett	Aye
Susan Brooks	Aye
Bryan Fairbanks	Aye
Heather McKay	Aye
Doug Rinker	Aye
Judy McCann-Slaughter	Aye
Rick Till	Aye

### **GROCERY STORE ATTRACTION**

Mr. Barker gave an update on the EDA's efforts to attract additional grocery stores to our area. Since the last EDA Board meeting, each contact received a follow-up email and two phone calls. Eight potential stores have been successfully contacted and he is awaiting a response from five additional ones.



## **CLOSED SESSION**

Upon Motion duly made and seconded, the Authority unanimously RESOLVED to go into a closed meeting pursuant to Section 2.2-3711(A)(3) of the Code of Virginia (1950, as amended) for the discussion and 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 Authority.

## **RETURN TO OPEN MEETING**

At the conclusion of the closed meeting concerning the discussion or consideration of the acquisition of real property for a public purpose, or the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority, the following Resolution was unanimously adopted upon roll call vote as set forth below:

WHEREAS, the Economic Development Authority of the County of Frederick, Virginia has concluded its “closed meeting” at a meeting held on September 2, 2021, and desires return to an “open meeting”; and

WHEREAS, the adoption of this Resolution is intended to serve as the “Certificate” described in Section 2.2-3712(D) of the Code of Virginia (1950, as amended).

NOW THEREFORE, BE IT RESOLVED that the Economic Development Authority of the County of Frederick, Virginia does hereby reconvene in an “open meeting” at its meeting held on September 2, 2021; and

BE IT FURTHER RESOLVED that each and every Member of said Authority who votes in the affirmative for this Resolution does thereby certify to the best of each Member’s knowledge that only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act were heard, discussed or considered during the closed meeting, and that only such public business matters as were identified in the Motion which convened the closed meeting were heard, discussed or considered during the course of said closed meeting by the Authority:

<u>Roll Call</u>	<u>Vote</u>
J. Stanley Crockett	Aye
Susan Brooks	Aye
Bryan Fairbanks	Aye
Heather McKay	Aye



Doug Rinker	Aye
Judy McCann-Slaughter	Aye
Rick Till	Aye

Following the return to an open meeting, Mr. Crockett made a motion that the EDA postpone indefinitely considering the offer. Motion was seconded by Ms. McCann-Slaughter and approved by the following recorded vote:

J. Stanley Crockett	Aye
Susan Brooks	Aye
Bryan Fairbanks	Aye
Heather McKay	Aye
Doug Rinker	Aye
Judy McCann-Slaughter	Aye
Rick Till	Aye

Mr. Crockett then made a motion that we obtain a current appraisal of the property. Motion was seconded by Ms. McKay and approved by the following recorded vote:

J. Stanley Crockett	Aye
Susan Brooks	Aye
Bryan Fairbanks	Aye
Heather McKay	Aye
Doug Rinker	Aye
Judy McCann-Slaughter	Aye
Rick Till	Aye

#### **SUCH OTHER BUSINESS AS MAY COME BEFORE THIS AUTHORITY**

Mr. Barker announced that the Worlds of Work (WoW) event has been postponed until spring due to several school districts cancelling their participation because of Covid concerns.

Mr. Fairbanks was congratulated on being named to the Virginia 500, The Power List, in the manufacturing category.

#### **ADJOURN**

There being no further business to come before this Authority, the meeting was adjourned at 8:55 a.m.

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Doug Rinker  
Chairman

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Jay Tibbs  
Secretary

