

MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
| THURSDAY, JANUARY 6, 2022 |

A meeting of the Frederick County Economic Development Authority was held on Thursday, January 6, 2022, 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, Susan Brooks, and Bryan Fairbanks. Stan Crockett participated remotely due to being out of state and his participation by this method was approved by the Board members present.

STAFF: Patrick Barker, Shayla Rickard, Wendy May (remote), 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.

ANNUAL MEETING

According to the EDA By-Laws, there is to be an annual meeting prior to March 1 for the purpose of electing officers.

Ms. McCann-Slaughter made a motion to nominate Doug Rinker for Chairman and Ms. Heather McKay for Vice Chairman.

The motion was seconded and approved by the following recorded vote:

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

Mr. Rinker made a motion to nominate Jay Tibbs for Secretary/Treasurer. Motion was seconded and approved by the following recorded vote:

J. Stanley Crockett	Aye
Susan Brooks	Aye
Bryan Fairbanks	Aye

Heather McKay	Absent
Doug Rinker	Aye
Judy McCann-Slaughter	Aye
Rick Till	Absent

Per the By-Laws, EDA Board meetings will continue to be held on the first Thursday of each month at 8 a.m.

APPROVAL OF MINUTES

The minutes from the November 4, 2021, meeting were presented.

On motion of Ms. Brooks, seconded by Mr. Fairbanks, the minutes were approved by the following recorded vote:

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

TREASURER'S REPORT

Mr. Barker submitted the following reports:

Checking Account - Bank of Clarke County as of October 31, 2021 - \$7001.45
Savings Account - Scott & Stringfellow as of October 31, 2021 - \$1,465,745.67

Checking Account - Bank of Clarke County as of November 30, 2021 - \$3793.56
Savings Account - Scott & Stringfellow as of November 30, 2021 - \$1,465,757.68

On motion of Ms. McCann-Slaughter, seconded by Ms. Brooks, the Treasurer's Reports were approved by the following recorded vote:

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



TARGET BUSINESS STUDY

Mr. Barker explained that staff has now completed Step 3 of the study to identify main types of industry segments as priority targets and a November analysis confirmed those findings. In addition to these, he recommended the inclusion of existing industry manufacturing sectors with significant cluster value. He also reviewed sectors well positioned to thrive in a post-COVID economy identified in a VEDP study performed by Boston Consulting Group. One sector was EV batteries and parts and staff recommends this sector be added to the EDA study as a priority target. In summary, he recommended for additional analysis for additional analysis. Staff is seeking the Authority's discussion and endorsement, if desired, of this recommendation.

Computer Systems Design and Related Services	Dairy Product Manufacturing
Data Processing, Hosting, and Related Services	Lime and Gypsum Product Manufacturing
Depository Credit Intermediation	Plastics Product Manufacturing
Management of Companies and Enterprises	Boiler, Tank, and Shipping Container Manufacturing
Management, Scientific, and Technical Consulting Services	Cement and Concrete Product Manufacturing
Medical and Diagnostic Laboratories	Spring and Wire Product Manufacturing
Navigational, Measuring, Electromedical, and Control Instruments Manufacturing	Animal Food Manufacturing
Nondepository Credit Intermediation	Veneer, Plywood, and Engineered Wood Product Manufacturing
Office Administrative Services	Architectural and Structural Metals Manufacturing
Other Professional, Scientific, and Technical Services	Grain and Oilseed Milling
Pharmaceutical and Medicine Manufacturing	Other Wood Product Manufacturing
Scientific Research and Development Services	Rubber Product Manufacturing
Motor Vehicle Parts Manufacturing	Fruit and Vegetable Preserving and Specialty Food Manufacturing
Other Electrical Equipment and Component Manufacturing	Printing and Related Support Activities
Petroleum and Coal Products Manufacturing	Other Nonmetallic Mineral Product Manufacturing
Bakeries and Tortilla Manufacturing	Converted Paper Product Manufacturing
Other Food Manufacturing	



Mr. Fairbanks asked Mr. Barker what kind of feedback he receives from industries looking to locate here; i.e. how do we rate with other areas, is workforce major issue now.

Ms. Brooks inquired if we are looking at what is needed to bring the needed workforce to the area; i.e. child care, dry cleaners, etc.

Mr. Barker stated these should be in step 4 when we start aligning drivers.

The EDA Board gave its consensus to staff's proposal of moving forward with industries confirmed in November for additional analysis.

Discussion then turned to the recommended sectors for additional analysis as proposed by staff.

Ms. McCann-Slaughter asked if those with a higher LQ would be given priority. Mr. Barker responded that all will be reviewed.

The Board then gave its consensus to the sectors proposed by staff for additional analysis.

Mr. Barker then reviewed staff's recommendation of 6 major sectors: Corporate Services, Information Technology, Finance & Insurance, Bio-Science, Advanced Manufacturing, and Food & Beverage. He also reviewed the timeline for the study.

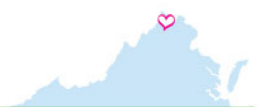
Ms. Brooks stated she would like to know what is in those 6 sectors so the Board can stay updated.

LORD FAIRFAX SMALL BUSINESS DEVELOPMENT CENTER FOR BILINGUAL COUNSELING SERVICES TO FREDERICK COUNTY BUSINESSES

Mr. Barker reminded Board members that, in September, they authorized giving the Lord Fairfax Small Business Development Center \$15,000 for the purpose of providing bilingual counseling services in Spanish to Frederick County businesses. He then reviewed a quarterly progress report submitted by the Center.

EPA BROWNFIELDS ASSESSMENT GRANTS

Mr. Barker reported that, in October, staff provided an update on changes to the U.S. Environmental Protection Agency's Brownfield Assessment Grants application. The most significant change was the EPA would no longer be accepting coalition grant applications and only accepting "community-wide" applications. After discussion with Draper Aden and the City



of Winchester, staff's conclusion was to delay applying as additional research is required for a successful application.

FREDCO EATS RESTAURANT WEEK

Ms. May reviewed plans for this event to be held January 31 – February 6, 2022. Restaurant Week seeks to showcase Frederick County's growing restaurant scene by sharing stories of local restaurants, featuring the diversity of local menus, increasing camaraderie among Frederick County eateries, and elevating the County's overall restaurant sector. Participating restaurants will offer special multi-course menus, meal deals and/or promotional discounts during that week.

GROCERY STORE ATTRACTION

Mr. Barker reviewed the monthly progress report of contacts with grocery stores encouraging their location in Frederick County.

SUCH OTHER BUSINESS AS MAY COME BEFORE THIS AUTHORITY

Mr. Barker introduced Shayla Rickard, the EDA's new Business Retention Manager.

ADJOURN

There being no further business to come before this Authority, the meeting was adjourned at 8:45 a.m.

Doug Rinker
Chairman

Jay Tibbs
Secretary

