

**THE MINUTES OF THE JUNE 15, 2023 MEETING
ECONOMIC DEVELOPMENT AUTHORITY OF MIDDLESEX COUNTY
IN THE BOARDROOM OF THE HISTORIC COURTHOUSE
SALUDA, VIRGINIA**

Present: John Anzivino, Chairman
William Cawthorn, Treasurer
Gerald Crittenden
Joe Heyman
Hallie Holmes

Absent: James Reed, Vice-Chairman
Celane Roden, Secretary

Staff: Trenton Funkhouser, Executive Director

CALL TO ORDER

The June 15, 2023 meeting of the Economic Development Authority of Middlesex County (the “EDA”) was called to order by Chairman Anzivino at 9:30 a.m. in the Boardroom of the Historic Courthouse, Saluda, Virginia. He noted Mr. Reed’s and Ms. Roden’s absence and stated all other members were present and a quorum was present. He recognized Board of Supervisors member Don Harris in attendance. Mr. Harris thanked the EDA for its service commenting positively on their diversity and experience, the work of the BOS-EDA Steering Committee and the EDA taking on a bigger workload.

APPROVAL OF AGENDA

The Chairman asked for any changes to the Agenda. No changes and agenda approved by acclimation as noted by Chairman.

APPROVAL OF MINUTES

The Chairman asked if there were any additions, changes or other revisions to the minutes. The minutes of the May 18, 2023 meeting were unanimously approved on motion of Mr. Heyman, seconded by Mr. Cawthorn.

GUEST SPEAKERS

Virginia’s River Realm – Ms. Susan Cockrell, VRR Team Member and Town of Kilmarnock Manager reviewed past year VRR activities noting a renewed focus on coordination of Instagram and Facebook postings with event listings ad related advertising and publicity. Team is also focusing on Key Performance Indicators (KPIs) through regular collection and review of social media efforts, web advertising, VRR website activity and email subscriptions/participation.

Virginia Economic Development Partnership (VEDP) – Stephen Versen, Business Manager, Regional Talent Solutions & Business Outreach (local/regional liaison) reviewed basic services offered through VEDP noting the VA Scan sites/buildings database, adding Middlesex sites to that database and reviewing them every six months per VEDP requirements to ensure up-to-date information.

TOURISM/MARKETING REPORT

Ms. Whitney Law noted the pending closure of the two active VTC grants and pending reimbursement requests. She reviewed the Deltaville Boating Capital campaign ads that would continue through internet in primary Richmond & DC markets through 23-24 in conjunction with Waterway Guide Preferred Destination program. She noted Chesapeake Bay Magazine was filming at Deltaville Marinas, the Deltaville Maritime Museum and the Deltaville Community Association for future article, advertising and publicity purposes. She also noted the initial success of the Campgrounds Campaign and would be reviewing metrics on both campaigns for planning purposes for FY 23-24.

Ms. Law noted work on developing an outdoor recreation highlights list for future advertising and publicity campaigns. Mr. Crittenden noted a need to help promote the Piankatank River Golf Course and Croquet Club and Gun Club/Shooting Range in Hartfield.

TREASURER'S REPORT

Mr. Funkhouser noted the monthly summary of Savings, CDs and Checking Account information for May including receipt of 2nd and 3rd Quarter Transient Occupancy Tax revenue from Treasurer, Receipt of the County's Annual Contribution to the EDA and the opening of two CD's of \$50,000 each with C&F Bank. Treasurer's Report was approved by acclimation of members.

OLD BUSINESS

A. FY 23-24 Budget – Mr. Anzivino noted his appreciation for budget information provided to the EDA and asked if members had any additional questions or comments on final version. Following brief discussion of line item presentation and agreement on no changes, the FY 23-24 Budget was approved unanimously on motion of Mr. Heyman, seconded by Ms. Holmes.

NEW BUSINESS

A. Airport Improvement Plan – Members extensively discussed the memo and attachments in agenda package regarding the “Airport Layout Plan”, the unsolicited proposal of a Fixed Base Operator (FBO for several proposed replacement facilities at the Airport (Terminal, Fuel Facility and additional Hangars. A series of issues and questions outlined in the memo of the EDA Chairman were discussed relative to Airport Development and other possible Commercial/Industrial Site Development on any available land following the apparent planned relocation of Airport facilities on portions of the site previously identified by a grant funded, County-requested site development readiness study prepared in 2020 that offered hypothetical building placements on approximately 30 acres. The Director reviewed his work to-date on

gathering information to assist the EDA in reviewing both the general development of the airport and, as requested by the Board, the unsolicited FBO proposal.

On motion of Mr. Heyman, seconded by Mr. Crittenden, the EDA unanimously voted to approve to recommendations of the Chair to: 1) Develop a report to present to the Board of Supervisors outlining EDA recommendations for development of the Airport and available property and 2) Coordinate such work through the Infrastructure, Business and Industrial Sites Committee with a report to the full EDA at the EDA's September 21st meeting.

B. Data Centers – The Director reviewed a memo and attachments in agenda regarding possible Data Center development Options in the Harmony Village area (State Routes 33/3) due to the presence of water. Sewer, fiber optics lines, “high-voltage transmission lines” and a “sub-station”. While developable land is available, property owners have not been contacted about any interest in such development pending verification of available infrastructure. A zoning ordinance amendment is also required to provide for such uses as they were not anticipated to be viable options to-date.

C. Part Time Employee – The Director provided a status report on obtaining a part-time employee (full-time shared with Middlesex Water Authority (MWA)). He noted completion of a job description and establishment of a pay grade for the new position consistent with comparable county positions. By acclamation of EDA members, the Director was authorized to continue work with the Assistant County Administrator and MWA Director to advertise the position and proceed with recruitment efforts.

D. Cardinal Program – The Director noted the Virginia Economic Developers Association (VEDA) no longer operates the Cardinal program and he would explore other options to have independent review of the EDA's strategic plan, work program and other current and proposed/planned activities.

REPORTS/INFORMATION

A. BOS/EDA Steering Committee – Next Meeting scheduled for July 13, 2023

B. Committee Reports – Mr. Anzivino asked for comments from Committee members. Several committee members followed up on general work to-date relative to agenda topics previously discussed including, specifically, the need to pursue alternative Marine I-Park sites and economic development in and around Hummel Field

C. Executive Director – Mr. Funkhouser noted he had no additional comments as most activities were discussed in the course of other meeting agenda topics.

CHAIRMAN'S COMMENTS

Mr. Anzivino noted an email from Board of Supervisors Chairman Lud Kimbrough requesting 1-2 EDA members participate in a workforce development committee coordinated by the Virginia

Career Works Bay Consortium Region and scheduling JoAnn Murchison, Business Services Representative at a future EDA to discuss committee needs and participation roles.

He reminded EDA members about the need to attend EDA meetings and options for remote participation in accordance with the Code of Virginia.

He noted his attendance and that of Ms. Holmes at a recent meeting at Free Shade Community Center where Senator John Warner discussed Broadband Funding awards and projects and other topics affecting rural/lower income areas such as Middlesex County.

BOARD MEMBER COMMENTS

None

ADJOURNMENT

Meeting was adjourned at 11:50 by acclimation of members.

John Anzivino, Chairman
Middlesex County Economic Development Authority

Celane Roden, Secretary
Middlesex County Economic Development Authority