

**MINUTES  
KING WILLIAM COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY  
MEETING OF MAY 12, 2021 VIA ZOOM**

A regular meeting of the Economic Development Authority of King William County, Virginia, was held on the 12<sup>th</sup> day of May 2021, beginning at 7:00 p.m. via Zoom.

**Agenda Item 1. CALL TO ORDER**

Chairman Brown called the meeting to order.

**Agenda Item 2. ROLL CALL**

The members were polled:

Eugene L. Campbell, Jr.	Aye
Travis Longest	Aye
Meade Rhoads	Aye
Luke Hallman	Absent (Arrived at 7:55pm)
Kenneth Holderied	Aye
Charles Piersa	Aye
Jay Brown - Chairman	Aye

Also present:

Steve Hudgins, County Administrator  
Paul C. Jacobson, Sands Anderson

**Amended Agenda Item. REVIEW AND ADOPTION OF MEETING AGENDA**

Chairman Brown noted the absence of this item on the agenda, added it, and called for discussion and willingness to move Agenda Item #7 Closed Session after Agenda Item #4 to allow members who need to leave early to be included in the discussion and to allow counsel the opportunity to leave if desired.

Authority Member Piersa made a motion to add the Review and Adoption of Meeting Agenda item as well as to move the current Agenda Item 7 after current Agenda Item 4. Authority Member Rhoads seconded the motion. With no discussion and no opposition, the motion passed.

**Agenda Item 4. CHAIRPERSON'S REPORT**

There were no updates to report.

**Agenda Item 4. TREASURER'S REPORT**

**a. FY2021 Funds Available**

Mr. Hudgins reported \$16,289.94 remained from the \$20,000 budgeted for professional services, \$5,000 remained for membership dues, and \$2,500 remained for other operational supplies. These amounts must be expended before June 30, 2021 or a request must be made to the Board of Supervisors to carry the amounts forward to FY2022.

Chairman Brown asked if the county had received an invoice for the EDA's membership dues. Mr. Hudgins said he would look into it.

**b. FY2022 Budget**

The FY2022 Budget includes \$10,000 for professional services, \$5,000 for membership dues, and \$500 for other operational supplies.

**Agenda Item 7. CLOSED MEETING**

**a. Motion to Convene in Closed Meeting**

Authority Member Rhoads made a motion to convene in Closed Meeting in accordance with Section 2.2-3711 (A)(5) of the Code of Virginia to discuss the proposed expansion of an existing industry in King William County. Authority Member Campbell seconded the motion. The motion was adopted with no discussion and no opposition.

**b. Reconvene in Open Session**

Chairman Brown reconvened the meeting in Open Session.

**c. Certification of Closed Meeting**

Authority Member Piersa moved for adoption of Standing Resolution 1 (SR-1) in accordance with Section 2.2-3717(D) of the Code of Virginia, 1950, as amended; the motion was seconded by Authority Member Rhoads.

The members were polled:

Luke Hallman	Aye
Kenneth Holderied	Aye
Charles Piersa	Aye
Eugene L. Campbell, Jr.	Aye
Travis Longest	Absent
Meade Rhoads	Aye
Jay Brown - Chairman	Aye

**STANDING RESOLUTION – 1 (SR-1)**  
**A RESOLUTION TO CERTIFY COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT**  
**REGARDING MEETING IN CLOSED MEETING**

**WHEREAS**, the King William County Economic Development Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and,

**WHEREAS**, Section 2.2-3711 of the Code of Virginia requires a certification by the King William County Economic Development Authority that such closed meeting was conducted in conformity with Virginia law,

**NOW, THEREFORE, BE IT RESOLVED** that the King William County Economic Development Authority on this 12th day of May, 2021, hereby certifies that, to the best of each member’s knowledge:

1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were heard, discussed, or considered in the closed meeting to which this certification resolution applies, by the King William County Economic Development Authority.
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the King William County Economic Development Authority.

**DONE** this the 12th day of May, 2021.

**d. Action on Closed Meeting (if necessary)**

The Closed Meeting was recessed to continue on Wednesday, May 19, 2021, at 7:00pm.

**Agenda Item 5. OLD BUSINESS**

**a. All Points Broadband Status Report**

Chairman Brown said he is unaware of any formal update from All Points Broadband (APB) since the last update in February. Mr. Hudgins confirmed that APB has not provided the County with any update. He stated he contacted them within the last week and was trying to set up a time to speak with them but hasn’t confirmed one yet. Authority Member Holderied said he had also tried calling APB and received an answering message stating the office was currently closed.

Chairman Brown suggested the EDA transfer oversight of the APB project back to King William County staff since payments must come from the County anyway.

Authority Member Rhoads made a motion that the Economic Development Authority Board of Directors assign responsibility of the All Points Broadband project to the King William County Administrator. Authority Member Campbell seconded the motion. Chairman Brown called for discussion.

Authority Member Hallman said it was a smart thing to do. Authority Member Holderied said there was a situation in Culpepper where their broadband project was hindered by a large landowner refusing to allow access. Mr. Campbell said he was aware of that project and that it was solved by going around the property rather than through it, however, the landowner filed suit against REC contesting the constitutionality of the General Assembly legislation allowing electric right of way to be used for broadband. The matter is being pursued by the Attorney General.

The motion passed with no opposition. Chairman Brown said he would coordinate the necessary modifications and actions with Mr. Hudgins.

#### **b. Retail Study Proposal – Hill Studio**

Chairman Brown said he and Authority Member Rhoads have spoken with Mr. Hill of Hill Studio and were put in touch with their Retail Leakage Analysis consultant. They discussed adding to the scope of Hill Studio's current engagement to include a deeper economic analysis with retail, commercial, and traffic components. Hill Studio is providing a cost proposal which he should have Monday or Tuesday, May 17<sup>th</sup> or 18<sup>th</sup>. Authority member Piersa asked if the matter could be addressed next Wednesday, May 19<sup>th</sup>, at the EDA continued meeting determined to be necessary during closed session. Chairman Brown said it depended on when the proposal was received as he'd like to give the members sufficient time to review the proposal. He recognized the time sensitive nature of the matter with regard to expending FY2021 funding by June 30<sup>th</sup>.

#### **Agenda Item 6. NEW BUSINESS**

##### **a. Board Skills Assessment**

Chairman Brown presented a Board Matrix assessing the skills/competencies and demographics of current EDA Board Members as well as what skills and experience are needed to recruit for the two vacant positions on the Board. The Board discussed additional considerations of value. Chairman Brown will add those to the spreadsheet and redistribute to Authority Members for their completion.

Authority Member Hallman asked members if they were using their county-issued email accounts. Communications within the Board was discussed. Chairman Brown pointed out that the original reason Authority Members were issued kingwilliamcounty.us email accounts was to facilitate and ease compliance with any FOIA requests. Chairman Brown asked all Authority Members to email [deputyclerk@kingwilliamcounty.us](mailto:deputyclerk@kingwilliamcounty.us) their best contact information in the next two days.

#### **Agenda Item 8. OTHER BUSINESS**

No Other Business was presented.

#### **Agenda Item 9. NEXT MEETING**

Chairman Brown noted the current meeting will be recessed at this time and continued on Wednesday, May 19, 2021, at 7:00pm.

The next regularly scheduled monthly meeting of the King William County Economic Development Authority will take place on Wednesday, June 9, 2021.

**Agenda Item 10. ADJOURN OR RECESS**

Authority Member Campbell made a motion to recess the current meeting to be continued on May 19, 2021, seconded by Authority Member Piersa. There being no opposition, the meeting was recessed.

COPY TESTE:

---

Jay Brown  
Chairman

---

Christine H. Branch  
Deputy Clerk

**MINUTES  
KING WILLIAM COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY  
MEETING OF MAY 19, 2021 VIA ZOOM  
CONTINUED FROM RECESS OF MAY 12, 2021 MEETING**

A continuation of the May 12, 2021 regular meeting of the Economic Development Authority of King William County, Virginia, was held on the 19<sup>th</sup> day of May 2021, beginning at 7:00 p.m. via Zoom.

**Agenda Item 1. CALL TO ORDER**

Chairman Brown called the meeting to order.

**Agenda Item 2. ROLL CALL**

The members were polled:

Eugene L. Campbell, Jr.	Absent
Travis Longest	Absent
Meade Rhoads	Aye
Luke Hallman	Aye
Kenneth Holderied	Aye
Charles Piersa	Aye
Jay Brown - Chairman	Aye

Also present:

Karena L. Funkhouser, Commission of the Revenue  
Steve Hudgins, County Administrator  
Paul C. Jacobson, Sands Anderson

**Agenda Item 7. CLOSED MEETING**

Continuation of Closed Meeting from May 12, 2021

**a. Motion to Convene in Closed Meeting**

Authority Member Rhoads made a motion to convene in Closed Meeting in accordance with Section 2.2-3711 (A)(5) of the Code of Virginia to discuss the proposed expansion of an existing industry in King William County. Authority Member Holderied seconded the motion. The motion was adopted with no discussion and no opposition.

**b. Reconvene in Open Session**

Chairman Brown reconvened the meeting in Open Session.

**c. Certification of Closed Meeting**

Authority Member Rhoads moved for adoption of Standing Resolution 1 (SR-1) in accordance with Section 2.2-3717(D) of the Code of Virginia, 1950, as amended; the motion was seconded by Authority Member Piersa.

The members were polled:

Luke Hallman	Absent
Kenneth Holderied	Aye
Charles Piersa	Aye
Eugene L. Campbell, Jr.	Absent
Travis Longest	Absent
Meade Rhoads	Aye
Jay Brown - Chairman	Aye

**STANDING RESOLUTION – 1 (SR-1)  
A RESOLUTION TO CERTIFY COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT  
REGARDING MEETING IN CLOSED MEETING**

**WHEREAS**, the King William County Economic Development Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and,

**WHEREAS**, Section 2.2-3711 of the Code of Virginia requires a certification by the King William County Economic Development Authority that such closed meeting was conducted in conformity with Virginia law,

**NOW, THEREFORE, BE IT RESOLVED** that the King William County Economic Development Authority on this 19th day of May, 2021, hereby certifies that, to the best of each member’s knowledge:

1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were heard, discussed, or considered in the closed meeting to which this certification resolution applies, by the King William County Economic Development Authority.
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the King William County Economic Development Authority.

**DONE** this the 19th day of May, 2021.

**d. Action on Closed Meeting (if necessary)**

No action was required.

**Agenda Item 5. OLD BUSINESS**

**b. Retail Study Proposal – Hill Studio**

Chairman Brown said there was no additional information received from Hill Studio at this time.

Chairman Brown asked if any members of the public present on the call wished to speak.

No members of the public present wished to speak.

**Agenda Item 10. ADJOURN OR RECESS**

Authority Member Rhoads made a motion to adjourn, seconded by Authority Member Holderied. There being no opposition, the meeting was adjourned.

COPY TESTE:

---

Jay Brown  
Chairman

---

Christine H. Branch  
Deputy Clerk