

VIRGINIA: At a meeting of the Economic Development Authority of Hanover County held in the Economic Development Conference Room at 8200 Center Path Lane, Suite E, Mechanicsville, Virginia, on the 8th day of March, 2023, at 7:30 a.m.

Present: Mr. Trey Hayden, Chairman
Mr. James Kickler, Vice Chairman
Mr. Page Pigg
Mr. James Zemp
Ms. Carey Carlisle
Mr. Linwood Thomas, Secretary
Mr. Brandon Turner, Deputy Director
Ms. Angela Wright, Recording Secretary
Mr. Jeff Waters, Hanover County Infrastructure Division Director, Information Technology

Absent: Ms. Elizabeth Rafferty
Mr. Christopher Johnson, Treasurer

Mr. Trey Hayden, Vice Chairman called the meeting to order at 7:32 a.m.

This meeting was a public meeting following public notice posted at the Hanover County Government Building three (3) days prior to the meeting.

Public Comment

Mr. Hayden asked if there were any public comments.

There were none.

Approval of Minutes – December 14, 2022

Authority members were provided with copies of the draft minutes from the Authority meeting held on December 14, 2022.

Mr. Hayden asked for a motion to approve the December 14, 2022 minutes as written.

Mr. Kickler motioned to approve minutes as written.

Mr. Pigg seconded the motion.

Upon the vote being taken:

Mr. Hayden	voted	Aye
Mr. Kickler	"	Aye

Mr. Zemp	"	Aye
Mr. Pigg	"	Aye
Ms. Carlisle	"	Aye

Motion approved.

Chairman's Report

Mr. Hayden welcomed Mr. James Zemp and Ms. Carey Carlisle as newly appointed members of the Authority. Mr. Hayden invited round table introductions to be made amongst the members and economic development staff.

Mr. Hayden updated the members concerning a recent meeting held with John Budesky, County Administrator seeking clarification of the Authority's role in executing economic development initiatives and plans for future funding available to the Authority. Mr. Hayden further emphasized to Mr. Budesky that the Authority stands ready to serve a more active role in executing economic development initiatives set forth by the County's Comprehensive Plan. Mr. Hayden relayed that Mr. Budesky supports the Authority in efforts to educate the citizens on the role and capabilities of an Economic Development Authority, and has stated that the current comprehensive plan must be updated and approved prior to the undertaking of any new initiatives. Mr. Hayden stressed to the members that the Authority exists to execute initiatives in the Comprehensive Plan, and it does not establish policy as that is a function of the Board of Supervisors.

The Authority discussed recent economic development activity and answered questions posed by the newest members. Mr. Thomas added that the County's per capita growth rate of 1% is below the state and national average, and the current ratio of residential to commercial is 81%/19% with a healthy tax base ratio of 70%-residential/30%-commercial being ideal to help alleviate more tax burden on citizens. Mr. Thomas further explained that approximately 66,000 acres is allocated in the Suburban Services Area (SSA) with approximately 17% of the land mass area of the SSA currently developed.

Director's Economic Development Activity Report

Mr. Thomas announced his acceptance of an outside employment opportunity and stated that he will be leaving Hanover County's employment before the end of March, 2023. He thanked the Authority for their service and the opportunity to work with them.

Mr. Thomas introduced Brandon Turner, Deputy Director to the Authority and informed the Authority that Mr. Turner will be named as Interim Director of Economic Development. Mr. Turner gave a brief introduction of his experience, and proceeded to update the Authority with project updates including development in Winding Brook, an impending announcement concerning the lease of East Coast Commerce Center, and Owens & Minor selling its corporate headquarters building and property.

Mr. Thomas briefed the Authority on the progress of the County's Industry Cluster Analysis being conducted by Virginia Tech. He explained that the analysis will be used to determine return on investment of various industries that can be used when developing land use strategies. Business and civic stakeholders were engaged to provide feedback during work sessions for the analysis. The analysis is projected to be completed before the end of May 2023.

Mr. Thomas presented the Authority with the County's Tourism Sponsorship Application Form and Application Guidelines as reviewed by the County Attorney and approved by the County Administrator. The sponsorship is available to entities within the County who host events that attract sizeable attendance from outside the County. The Authority will act as the entity reviewing and approving applications meeting the criteria as set forth in application guidelines.

Other Business

Mr. Thomas introduced Mr. Jeff Waters, Infrastructure Division Director of Hanover County's department of Information Technology. Mr. Waters discussed County email protocols and emphasized that county emails received at their personal email accounts are subject to the Freedom of

Information Act. Mr. Waters remained after the meeting to assist the Authority with setting up County emails on mobile devices, and to answer specific questions about email accounts.

Next Meeting

The next meeting of the Economic Development Authority is scheduled for Wednesday, June 14, 2023 at 7:30 a.m.

Adjourn

At 8:49 a.m., Mr. Hayden asked for a motion for the Economic Development Authority of Hanover County to adjourn.

Mr. Kickler motioned that the meeting adjourn.

Mr. Zemp seconded the motion.

Upon the vote being taken:

Mr. Hayden	voted	Aye
Mr. Kickler	"	Aye
Mr. Zemp	"	Aye
Mr. Pigg	"	Aye
Ms. Carlisle	"	Aye

Motion approved

Minutes submitted by Angela Wright.