

## REGULAR MEETING AGENDA

Warren County Government Center: Caucus Room, 220 N. Commerce Ave, Front Royal, VA  
April 25, 2025

### 1. Call to Order 8:03 AM

A. Roll Call – Mr. MacDougall, Mr. McDermott, Mr. Cullers, Mr. Townshend and Mr. Fox all present. Counsel G. Rodney Young in attendance remotely via Zoom.

2. Adoption of Agenda. 8:04 AM. – Additions and Deletions - none noted. Agenda approved unanimously.

3. Approval of Minutes 8:05 AM – January and February minutes are under final revision. Will be edited and then redistributed to members for approval.

### 4. Reports:

A. Executive Committee. 8:06 AM. Mr. MacDougall has submitted the formal FY 26 budget request to the county administrator, approx. \$171,480. This is as lean a budget as the EDA can tolerate (legal, signage, accounting services, utilities, stipends, web hosting) to continue functional operations. Mr. Fox's email and website access have been completed. Mr. Fox and Mr. MacDougall are working to reenergize the small business loan program through the USDA. Mr. MacDougall recently met with state delegate Dolores Oates with reporters from Virginia Business Magazine on future economic development in Warren County. Once published, copies will be made available to the other members as well as the online version.

B. Asset Committee Update. 8:19 AM. Working with Equus Development on another extension for the agreement for the purchase of 53 acres at Stevens Industrial Park. The due diligence period has passed. Settlement date now proposed to be moved from the end of May to September 30, 2025.

No real progress on purchaser for the 148 Happy Creek Technology Park (Plein-Smith is still in the study period).

Avtex site sale is being handled through a licensed agent (Jim Guisewhite). It is not yet listed. The question was raised by Mr. Fox about looking into the lots of land on the opposite side of the Shenandoah River, outside the town limits of Front Royal, for sale separately and outside of any MOUs between the Town of Front Royal and Warren County, and within the covenants of the EPA.

Signage at Happy Creek Tech Park is going to be cleaned this week, and then an assessment will be made for either keeping it as is or updating.

Leach Run Parkway Project, from a work standpoint, is complete after inspection from the Dept. of Environmental Quality (DEQ) from the Commonwealth of Virginia. Next and final step is having the Town of Front Royal (the identified owner of the parkway) and DEQ enter into an agreement on its maintenance, and the conveyance of the property to the Town of Front Royal.

C. Board Member Updates. 8:36 AM.

Mr. MacDougall: Advised the members to watch the previous Tuesday night Board of Supervisors (BOS) meeting, especially the presentation by Supervisor Dr. Jamieson (North River District) on the future of economic development in the county.

Mr. Townshend: Retiring from regular job with the federal government at end of April.

Mr. Fox: Granted access to the EDA website and has made updates regarding current membership and accurate emails. Asked for other EDA member input for updates and improvements. He is curious if someone submits a small business loan application through the website, who it goes to for receipt/review. The EDA may work with a team from Laurel Ridge Community College on this. Consideration of creating appropriate social media pages for the EDA (LinkedIn or possibly Facebook).

Mr. Cullers: No input.

Mr. McDermott: No input

5. Closed Session. 8:50 AM. On a motion by Mr. Townshend, seconded by Mr. McDermott. and the following vote, the EDA moved into closed session to discuss the matters below. Mac Dougall – aye; Cullers – Aye; McDermott – Aye; Fox – Aye; Townshend – Aye.

A. Disposition of Avtex Properties. Motion to convene in closed session pursuant to Virginia Code section 2.2-3711(A)(3) to discuss the disposition of publicly owned property where discussion in open session would adversely affect the bargaining or negotiating position of the EDA.

B. United Bank Litigation and Related Collection Efforts. Motion to convene in closed session pursuant to Virginia Code section 2.2-3711 (A)(7) to consult with legal counsel regarding actual litigation where such consultation in open session would adversely affect the EDA's litigation or negotiating posture.

C. Lewisburg Way LLC Litigation. Motion to convene in closed session pursuant to Virginia Code section 2.2-3711 (A)(7) to consult with legal counsel regarding actual litigation where such consultation in open session would adversely affect the EDA's litigation or negotiating posture.

10:11 AM On a motion by Mr. Townshend and seconded by Mr. MacDougall and the following vote, the members affirmatively voted to certify to the best of each member's knowledge that only such business matters lawfully exempted from the motions by which the close meeting was convened were heard, discussed, or considered in the meeting by the Board.

MacDougall: Aye; Townshend: Aye; McDermott: Aye; Cullers: Aye; Fox: Aye

6. New Business. 10:12 AM.

Mr. Fox referenced Dr. Jamieson's points in the most recent BOS meeting on having the EDA be a resource for the planning stages in future business developments and granting of loans. Also, there will be a meeting on May 10 on information regarding data centers. Tentatively to be held at the 6<sup>th</sup> Community Center in Front Royal.

Mr. McDermott brought up the payment of utility charges (over \$1800) for Kendrick Lane properties, regarding water line repair and monthly usage. Normal utility bills will continue to be paid. Mr. McDermott and Mr. MacDougall will work with the town on further billing.

7. Additional Action Items. None noted.

8. Adjournment. 10:20 AM. On a motion by Mr. Townshend and seconded by Mr. Cullers, the meeting was adjourned. Motion carried unanimously at 10:21 AM.