

REGULAR MEETING AGENDA

Warren County Government Center: Caucus Room, 220 N. Commerce Ave, Front Royal, VA
June 27, 2025

1. Call to Order, 8:34 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. Also in attendance at the meeting were Warren County Board of Supervisors members Mr. Jamieson and Mr. Stanmeyer, as well as Warren County Manager Dr. Daley.

2. Adoption of Agenda, 8:35 AM. – Additions and Deletions – Added subparagraph 7 E. Agenda approved unanimously.

3. Approval of Minutes, 8:37 AM – On a motion by Mr. Townshend, seconded by Mr. Cullers and all members voting in favor, the Minutes of the May meeting were approved. On a motion by Mr. Fox, seconded by Mr. Cullers and the following vote, the Minutes fo the Special Meeting held on 17 June, 2025 were approved: MacDougall – Aye; Cullers – Aye; McDermott – Aye; Fox – Aye; Townshend -Abstained

4. Presentation by EDA Consultant Dr. Miles Friedman, 8:40 AM. During this presentation, Dr. Friedman gave his credentials and experience in economic development, both locally and around the nation, as a subject matter expert in the field, for future consideration. Upon the conclusion of this presentation, Dr. Friedman, Dr. Daley, Mr. Stanmeyer and Mr. Jamieson departed the meeting.

5. Reports:

A. Executive Committee. 9:37 AM.

i. FY25 Financial Update. The EDA will continue to use No Doubt Accounting for oversight of EDA funds, revenues and expenditures (properties at 400 Kendrick Lane, Rappahannock Electric, web hosting, legal expenses).

ii. FY26 Budget Discussion. The EDA has a budget from Warren County in the amount of \$73K for FY26, which is significantly less than the \$171K requested. Monthly incoming revenues to the EDA are approximately \$1600 in rent from CCAP.

iii. Policy re: Remote Attendance at Meetings. The EDA adopts the following policy regarding remote attendance: A minimum of four members of the EDA must be physically present to ensure a quorum and have the ability to conduct business. A member may attend remotely due to personal/professional reasons no more than twice during a calendar year.

B. Asset Committee Update, 9:46 AM.

i. Plein Smith Purchase Contract Update. This has been terminated by the client IAW parameters of the agreement.

ii. Potential lease with the VFW re: Avtex parking lot. The local VFW has requested to use several parking spaces in the remaining parking lot formerly used by Avtex. The EDA will determine what is in the best interests of the town, determine a fair market value for rent and make a decision on this matter by the next scheduled meeting (July 25, 2025).

C. Board Member Updates, 9:51 AM.

Mr. MacDougall: Advised that he has received a quarterly update from Andy Gyurisin re: Laurel Ridge Small Business Development Center (SBDC). Mr. McDougall will also be attending a meeting in Harrisonburg, VA on July 11 with Dr. Jay Langston of the Shenandoah Valley Partnership regarding future opportunities that the EDA may have interest in for Warren County.

Mr. Fox: Advised that he has made several updates to the EDA portion of the county website, specifically with the meeting schedule. He also advised the county has informed him that they no longer wish to host EDA's website and the EDA needs to secure its own hosting functions.

No further member reports.

Mr. McDermott: No input

6. Closed Session. 10:32 AM. On a motion by Mr. Townshend, seconded by Mr. Cullers 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 EDA-Owned Properties (Rivermont Acres). 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. Litigation Matters

i. United Bank Litigation and Related Collection Efforts.

ii. Lewisburg Way, LLC

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. FB&T Collection Efforts. Motion to convene in closed session to consult with legal counsel retained by the EDA to discuss the terms of a proposed amended Forbearance Agreement with FB&T where such legal matter requires the provision of legal advice by EDA counsel.

11:21 AM On a motion by Mr. Townshend and seconded by Mr. Fox and the following vote, the members affirmatively voted to certify to the best of each member's knowledge that only such public business matters lawfully exempted from the motions by which the closed meeting was convened were heard, discussed, or considered in the meeting by the Board.

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

7. Additional Action Items.

A. Approval of lease agreement with the VFW. On a motion by Mr. Townshend, seconded by Mr. Fox and the following vote, the board authorizes the chair to engage with the VFW to identify terms and conditions on the lease agreement for a portion of the Avtex area adjacent to the VFW building and directs EDA legal counsel to prepare the lease agreement for finalizing the arrangement. MacDougall – Aye; Townshend – Aye; McDermott – Aye; Culler – Aye; Fox – Aye.

B. Approval of Real Estate Purchase Agreements for Rivermont Acres properties. On a motion by Mr. Fox, seconded by Mr. Townshend and the following vote, the board authorizes the approval through real estate agent Jim Guisewhite. MacDougall – Aye; Townshend – Aye; McDermott – Aye; Culler – Aye; Fox – Aye.

C. Approval of FB&T Amended Forbearance Agreement. On a motion by Mr. MacDougall, seconded by Mr. Fox and the following vote, the EDA adopts the amended forbearance agreement. MacDougall – Aye; Townshend – Aye; McDermott – Aye; Culler – Aye; Fox – Aye.

D. Approval of Policy re: Remote Attendance at Meetings. On a motion by Mr. MacDougall, seconded by Mr. Townshend and the following vote, the board adopts the policy as outlined in paragraph 5, A, iii. MacDougall – Aye; Townshend – Aye; McDermott – Aye; Culler – Aye; Fox – Aye.

E. Consideration of Board Approval of the Renaming of the Happy Creek Technical Park. On a motion by Mr. MacDougall, seconded by Mr. Cullers and the following vote, the board approves the renaming of Happy Creek Technical approval, subject to legal review. MacDougall – Aye; Townshend – Aye; McDermott – Aye; Culler – Aye; Fox – Aye.

8. New Business, 11:31 AM. None noted.

9. Adjournment, 11:31 AM. On a motion by Mr. Townshend, seconded by Mr. Fox and the following vote, the board adjourned at 11:31 AM. MacDougall – Aye; Townshend – Aye; McDermott – Aye; Culler – Aye; Fox – Aye.