

REGULAR MEETING AGENDA

Warren County Government Center: Caucus Room, 220 N. Commerce Ave, Front Royal, VA
March 28, 2025

1. Call to Order 8:05 AM

A. Roll Call – Mr. MacDougall, Mr. Townshend, Mr. McDermott, Mr. Cullers and Mr. Fox all present. Counsel G. Rodney Young attended remotely via Zoom. Counsel noted a quorum.

2. Adoption of Agenda – Additions and Deletions. None noted.

3. Approval of Minutes 8:14 AM – January and February minutes being revised and finalized with minor edits. Will be redistributed to members for approval.

4. Reports:

A. Executive Committee 8:20 AM

i. Introduction to Laurel Ridge Small Business Development Center (SBDC) Director, Mr. Andy Gyurisin. Mr. Gyurisin gave a brief description of the LRSBDC and how the EDA can work with referrals to the SBDC and zoning assistance, and other business assistance (permitting, licensing, etc.) (andy@laurelridge.edu). Funding through FDA grant. LRCC is fiscal agent but LRSBDC not part of it.

ii. Joe Duggan Associates (JDA) Park Signage Project Update. Landscape architect and project manager. 8:30 AM Signage on Happy Creek Industrial Park, Stephens -Toray/Stephens Industrial Park, Kelly Industrial Park. Type of signage, layout and aesthetics. The primary concern is if new signage is needed. A 9-page proposed structural ideas was proposed by Mr. Duggan. The idea is to execute signage on Happy Creek and have the plan for the other three in the future.

iii. Discussion of budgetary considerations for FY 2025 9:07 AM. United Bank is a judgment creditor of EDA and has taken action to garnish EDA bank accounts. They have agreed to accept cash payment in order to dismiss garnishments. Best deal was a payment of \$200K out of EDA operating account to United Bank. EDA has roughly \$55K in operating account for remainder of FY25. United has stated that they are not interested in putting the EDA out of business. Also as for First Bank and Trust, it is in their interest to continue to work with EDA on the property issues and sales to pay down the debts. Discussion only – no action. EDA priority on funds through end of FY25 is to remain current on all other bills (SBDC, legal counsel).

iv. Discussion of EDA FY 2026 Budget Request. 9:16 AM. Board chair Mr. MacDougall has given notice to county manager that the EDA is submitting a plan for FY26 funding. He asked members for their ideas and priorities for funding, such as website updates and reactivating the small business loan program, which are minimal costs. Questions remain on whether the EDA will receive further information on USDA grants and if so, would they be subject to garnishment?

B. Asset Committee Update. 9:26 AM. Closed sale on 1325 Progress Drive property.

C. Board Member Updates. 9:29 AM. Mr. McDermott – nothing to report. Mr. Fox – familiarizing with EDA actions and background. Interested in project on walking path along the old Avtex property and working on the small business loan website. Mr. Townshend – nothing to report. Mr. Cullers – nothing to report. Mr. MacDougall – nothing further to report.

5. Closed Session. 9:41 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 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.

10:52 AM. On a motion by Mr. Townshend and seconded by Mr. Cullers 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

On a motion by Mr. Townshend, seconded by Mr. MacDougall and the following vote, that the board retain Jim Guisewhite, SVN, of Winchester, VA to continue marketing and listing

117 acres of the Avtex development, subject to legal counsel review. MacDougall – Aye; Cullers – Aye; McDermott – Aye; Fox – Aye; Townshend – Aye.

6. New Business. 10:54 AM. On a motion by Mr. Townshend, seconded by Mr. MacDougall and the following vote, that the board retain Jim Guisewhite, SVN, of Winchester, VA to continue marketing and listing the EDA owned properties across the Shendandoah river from the Avtex development (Rivermont Acres), subject to legal counsel review. These properties are not intended for residential development. MacDougall – Aye; Cullers – Aye; McDermott – Aye; Fox – Aye; Townshend – Aye.

7. Additional Action Items. Mr. McDermott has compiled an attendance sheet for the purpose of the monthly stipends for those who wish to receive them.

8. Adjournment. On a motion by Mr. McDermott, seconded by Mr. Townshend and the following vote, the meeting was adjourned at 10:57 AM. MacDougall – Aye; Cullers – Aye; McDermott – Aye; Fox – Aye; Townshend – Aye.