

**INDUSTRIAL DEVELOPMENT AUTHORITY
OF THE TOWN OF FRONT ROYAL & COUNTY OF WARREN, VIRGINIA
dba THE ECONOMIC DEVELOPMENT AUTHORITY (EDA)**

At a regular meeting of the Board of Directors of the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia, dba the Economic Development Authority held on Friday, June 23, 2022, at 8:00 AM at the Northern Shenandoah Valley Regional Commission main office, located at 400 Kendrick Lane, Suite E, Front Royal, VA 22630, and with public access online.

Board Members Present: Jeff Browne (Chairman); Greg Harold; Jorie Martin; Jim Wolfe; Scott Jenkins

Others Present: Walt Mabe, Board of Supervisors; Vicky Cook, Board of Supervisors; Sharon Pandak, EDA attorney (by phone); Joe Petty, Warren County Director of Economic Development

Others Present (online): Steven Hicks, Town Manager; Kathleen Leidich, Assistant Town Manager; Robbie Boyer, Director of Public Works; Roger Bianchini, Royal Examiner; Alex Bridges, Northern Virginia Daily

Jeff Browne called the meeting to order at 8:14 AM

Adoption of Agenda

On a motion by Greg Harold , seconded by Jim Wolfe, and by the following vote, the Board of Directors approved the agenda as amended:

Browne, Aye; Harold, Aye; Jenkins, Aye; Martin, Aye; Wolfe, Aye

Approval of Minutes

On a motion by Greg Harold, seconded by Jim Wolfe, and by the following vote, the Board of Directors approved the meeting minutes from May 27, 2022, as presented:

Browne, Aye; Harold, Aye; Jenkins, Aye; Martin, Aye; Wolfe, Aye

New Business

Item 6.C. Utility Easement Request

The Town of Front Royal is requesting a utility and access easement through the parcel along Kendrick Lane in order to upgrade stormwater infrastructure due to flooding that occurs currently. The Board deferred approving the easement given the short review of the document and concerns over notice, engineering, and impact on current users. The Town will send the Right of Entry form for work needed to be completed soon, and both groups with further review the proposed deed of easement.

Committee Reports

Jeff Browne provided the following updates for the Executive Committee Administration:

- CCAP will begin cleaning the suite that they will be leasing.

Jorie Martin and Scott Jenkins provided the following the updates from the Avtex Redevelopment Ad Hoc Committee

- Reports and supplemental documents provided to the Board from the first two meetings.
- The previous strategic plans are consistent with current vision though will likely need some updates. The Ad Hoc Committee will review the covenants and the allowed/prohibited uses.
- The FR-WCEDA Board would like to meet with the Warren County Board of Supervisors to discuss the possibility to convey the Conservancy side to the County to implement the 2000 Master Plan.
- The Ad Hoc Committee will meet again and report back with more information on the Plant Side at the July meeting.

Jim Wolfe provided the following updates for the Finance Committee:

- Jim is requesting that the County provide recent financial reports and possibly meet to go over budget.

Greg Harold provided the following updates for the Asset Committee:

- Expressed that there is increased interest in FR-WCEDA properties, and there is a continued effort and research being completed to understand the feasibility of the Kendrick Village Project.

Joe Petty provided the following update for the Warren County Department of Economic Development

- Continuing to work with prospects on various projects.
- Working on plans regarding coordination between County department and FR-WCEDA

Unfinished Business

Deed of Release regarding the property on Fairground Road. Given they were unable to identify the property at the last meeting the Board did not take action in May. The parcel has been properly identified, therefore:

On a motion by Greg Harold, seconded by Jim Wolfe, and by the following vote, the Board of Directors approved the Deed of Release, as presented:

Browne, Aye; Harold, Aye; Jenkins, Aye; Martin, Aye; Wolfe, Aye

Citi Bank is seeking an amendment to bundle the Royal Arms bond with other bonds for additional funding. The amendment has been reviewed by Dan Siegel with Sands Anderson.

The Board raised concerns over the cost of legal advice regarding the bank's/applicant's request to amend the agreement, and that the bank/applicant should cover said costs.

On a motion by Greg Harold, seconded by Jim Wolfe, and by the following vote, the Board of Directors approved the Deed of Release, with the amendment that the legal fees shall be covered by the bank/applicant:

Browne, Aye; Harold, Aye; Jenkins, Aye; Martin, Aye; Wolfe, Aye

New Business

Joe Petty presented to the Board an option to transition the FR-WCEDAs IT needs to Warren County's new IT Department. With the Board's support a meeting will be scheduled with County staff to discuss options.

Joe Petty presented an update on the current status of the FR-WCEDA's small business loan program. Notice will be sent to all loan holders of their current balance and the Board will explore restarting the small business loan committee. Joe will work with Jeff Browne and Jim Wolfe on next steps.

Closed Meeting

On a motion at 10:45AM by Greg Harold, seconded by Jim Wolfe, and by the following vote, the Board of Directors entered into a closed meeting for the following:

- 4 matters - Discussion of disposition of publicly held real property where discussion in open meeting would adversely affect the bargaining position or negotiating strategy of the public body, Stephens Industrial Park, 1321 Happy Creek Rd, Avtex redevelopment, Happy Creek Industrial Park, and legal advice related thereto, pursuant to Va. Code §§ 2.2-3711.A.3 and 8.
- 2 matters - Consultation with legal counsel pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, EDA vs Jennifer McDonald et al, EDA v. Town of Front Royal et al, pursuant to Va. Code §§ 2.2-3711.A.7 and 8.

Browne, Aye; Harold, Aye; Jenkins, Aye; Martin, Aye; Wolfe, Aye

On a motion at 11:45 AM by Greg Harold, seconded by James Wolfe, and by the following vote, the EDA Board of Directors certified to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under Va. Code § 2.2-3712 of the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body.

Browne, Aye; Harold, Aye; Jenkins, Aye; Martin, Aye; Wolfe, Aye

Adjournment

On a motion by Jorie Martin, seconded by Scott Jenkins, and by unanimous vote the motion was approved.

Browne, Aye; Harold, Aye; Jenkins, Aye; Martin, Aye; Wolfe, Aye

Jeff Browne adjourned the meeting approximately 11:45 AM.