

**MINUTES  
ESSEX COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY  
FEBRUARY 6, 2025**

A meeting of the Economic Development Authority of Essex County was held on the 3rd day of January, 2025, with the following present:

Present:

Lisa S. Andrews, Chair  
William A. Croxton, Vice-Chairman  
David Holt - Secretary  
Jamie Segar  
Victor Burrell  
Woodie Walker –Director of Economic Development

Absent:

Ronnie Sidney  
Skip Weiss

Also present:

Chris Rose – Rappahannock Times

**RE: CALL TO ORDER**

Chairman Lisa Andrews called the meeting to order at 9:03 am. A quorum was met.

**RE: APPROVAL OF MINUTES**

Motion was made for approval of January 3, 2025 meeting minutes as amended. Motion was seconded. Ayes: 5, Nays: 0

Minutes of a meeting with the Middle Peninsula Planning District Commission (MPPDC) on January 22, 2025 were presented. Motion was made and seconded to approve the minutes. Ayes: 5, Nays 0

**RE: TREASURER'S REPORT**

Mr. Burrell reported that the checking account balance is \$43,912.12. The 12-month CD value is \$16,305.77. This CD matures February 13, 2025. The total fund balance is \$60,217.89. There are checks totaling \$4,701.32 that are pending. Motion to approve the report was made and seconded. Ayes: 5, Nays: 0

**RE: ECONOMIC DEVELOPMENT DIRECTOR REPORT – Woodie Walker**

Mr. Walker reviewed his activity report, which is attached.

**RE: OLD BUSINESS**

Historic Downtown Tappahannock (HDT):

No report

Piscataway Creek Potential Project:

Discussion of the project centered around the adjacent property owners and the outreach effort ongoing with them. In addition, it was noted that MPPDC can assist with acquiring the parcel owned by the Commonwealth Transportation Board.

FOIA Training:

Every member of the EDA is required to have FOIA training every two years. The online program has been halted and we will have FOIA training on February 19, 2025 from 10:00 to noon via a webinar.

EDA Website:

No report this month

Board of Supervisors:

No Report

Chamber of Commerce/Town Council:

Mr. Croxton reported that on February 25, 2025 there will be an event for businesses at Act XII beginning at 5:00 pm. Tickets are \$20/person. Mr. Croxton will provide information on registering for the event.

Ms. Andrews also reported on the tourism meeting with Tappahannock (Town Manager, Eric Pollitt and Town council member Troy Balderson) that she and Messrs. Segar and Walker attended. Discussion centered on the town and county website. Ms. Andrews will arrange a follow-up meeting.

Strategic Plan and Budgets:

After presenting the budget to the county, it was requested that we break the budget down between operating requests and project requests with appropriate documentation/justification. After review, discussion and amending, a motion was made to approve the budget as amended. The motion was seconded. Ayes: 5, Nays: 0.

Tourism:

Chesapeake Gateways Communities – There is a summit conference next week and Mr. Walker is attending

VA250 – Mr. Holt reported that there was a meeting on January 30, and that only three members attended. It was agreed that with the overlap of members between the VA250 committee and the committee putting together the Literary Festival that the two committees will be combined for this year. Next meeting is February 11 at 10:30 am at the Historical museum.

Public Relations:

No report

**RE: NEW BUSINESS**

Mr. Holt reported on his informational meeting with the Central Rappahannock River Habitat for Humanity. This organization covers Caroline, Essex, King and Queen, Westmoreland and Richmond counties.

**RE: CLOSED SESSION**

No closed session

**RE: NEXT MEETING**

The next meeting will be Thursday, March 6, 2025 at 9:00AM.

**RE: ADJOURNMENT**

Motion to adjourn was made at 10:50 am. Ayes: 5, Nays: 0

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Secretary, David Holt