

**MINUTES  
ESSEX COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY  
July 6, 2023**

A meeting of the Economic Development Authority of Essex County was held on the sixth day of July 2023, with the following present:

Present:

Lisa Andrews, Chairman  
William A. Croxton, Vice-Chairman  
Tim Smith – Treasurer  
Ronnie Sidney - Remote  
David Holt

Also present:

Tommy Blackwell – Commissioner of Revenue  
Chris Rhodes – Rappahannock Times  
Kay Carlton – Tappahannock Town Council

Absent:

James Acors  
Jamie Segar

CALL TO ORDER

Chairman Andrews called the meeting to order. A quorum was met.

APPROVAL OF MINUTES

Chairman Lisa Andrews asked for the approval of the minutes from the June 1, 2023 meeting as modified. David Holt made the motion to approve. Tim Smith seconded. Ayes: 4 Nays: 0

TREASURER'S REPORT

Tim Smith stated that the checking account balance was \$15,857.63. A check was written for \$200 to support the purchase of an endzone camera for Essex High School The 12-month CD was \$15,170.81. The \$170.81 was the interest earned is more than what we earned in the previous years. The total fund balance is \$31,028.44. David Holt made the motion to approve the report. Tim Smith seconded.  
Ayes: 4 Nays: 0

OLD BUSINESS

Tappahannock Main Street – No report

There was also brief discussion of the Mt. Clement project to construct and manage housing for low-income seniors. After the project was presented to the Planning Commission and met with objection

from the Zoning Department, the developers have begun to make modifications to address concerns raised by the Commission. The project will be reconsidered at the next Planning Commission meeting.

Intern Program with Rappahannock Community College – No update at this time.

EDA website development – Tim Smith and David Holt will work with Chuck Huntley to determine where the website may reside and how to present the data that we have regarding the county. Most likely the website will be a sub-page within the county website. A freestanding website will require development, security and will cost additional money. Having the website as a sub-page of the county website provides format and security.

Lisa Andrews also asked that a link to commercial properties available for lease or purchase in the county be included on the website. David Holt will work with Chuck Huntley on that. She also proposed that each EDA member identify properties that could be added to the list.

#### LIAISON REPORTS

Chamber of Commerce – Bill Croxton that the meeting at 528 Primeon 6/27 was well attended.

Board of Supervisors – No report

Town Council – Bill Croxton is attending the next meeting.

Zoning – Discussion of the Transient Occupancy Tax was the primary topic. Estimates from Tommy Blackwell were that the EDA could see up to \$25,000 per year. Clarification was provided that the town currently has an occupancy tax for the lodging companies in town. The regulation (58.1-3819) addresses the short-term rentals in the rest of the county.

Tappahannock Main Street - Ronnie Sidney reported that the first third Thursday was very successful. In addition, he noted that the former June Parker Carwash will be the site of food trucks in the future.

#### NEW BUSINESS

The use of the transient occupancy tax was discussed. By law, the revenues are to be earmarked for promoting tourism. Areas that could be considered are:

- Infrastructure – an example given was ballfield improvement in King George which resulted in an increase in motel room rentals and restaurant sales for tournaments using the fields.
- Website/App development – These will let potential visitors know events and activities in the area.
- EDA members agreed to consider how to utilize the funds after the revenue stream commences and the sum of funds available becomes firmer.

#### NEXT MEETING

The next meeting will be Thursday, August 3, 2023 at 9:00 AM.

ADJOURNMENT

Motion was made to adjourn and seconded. All Ayes.

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Secretary, David Holt