

**MINUTES  
ESSEX COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY  
March 7, 2024**

A meeting of the Economic Development Authority of Essex County was held on the 7th day of March 2024, with the following present:

Present:

Lisa S. Andrews, Chair - remote  
William A. Croxton, Vice-Chairman  
Tim Smith – Treasurer  
David Holt  
Jamie Segar  
Ronnie Sidney – remote

Absent:

Skip Weiss

Also present:

Kay Carlton – Town of Tappahannock Council  
Tommy Blackwell – Public

**RE: CALL TO ORDER**

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

**RE: APPROVAL OF MINUTES**

Mr. Holt made a motion for approval of the February 1, 2024 meeting minutes. Motion was seconded.  
Ayes: 6 Nays: 0

**RE: TREASURER'S REPORT**

Mr. Smith stated that the checking account balance was \$16,702.63. The 12-month CD value was \$15,712.86. Interest to date this fiscal year is \$712.86. The total fund balance is \$32,415.49. The 12-month CD matured on 2/13/24 and a new CD acquired with a 5.00% APY. \$920.00 was deposited for the Keep Essex Clean campaign. Motion to approve the report was made and seconded. Ayes: 6 Nays: 0

**RE: GUEST SPEAKER – No Guest this month**

**RE: OLD BUSINESS**

Tourism Initiatives:

Ms. Andrews reported that planning sessions for the tourism community with Laura Messer of the Virginia Tourism Corporation (VTC) have been scheduled for March 28, 2024 and April 25, 2024. The sessions are planned for 1:00pm to 5:00 pm each day. The venue is the Hampton Inn. The sessions are intended for businesses engaged in tourism related businesses (e.g., lodging, restaurants, marinas, etc.).

Facade Grant Applications:

None pending.

Historic Downtown Tappahannock (HDT):

Mr. Sidney reported the Farmer's market begins in April. There was a huge response to the double dollars program. There was also discussion of the HDT possibly pursuing a Marketing Leverage grant from the VTC.

Ms. Carlton also provided an update on the sewer line replacement in town and indicated that it would be taking place throughout the summer and will affect Farmer's markets and placements.

EDA Website:

The development of the website continues and input (additions, edits, etc.) from EDA members is requested for the slides that were provided after the February meeting.

Board of Supervisors:

Ms Andrews reported that the BOS meeting was focused on the budget. While Economic Development was not an item discussed, discussions will continue next month. There is a line item in the proposed budget for a part-time director.

Chamber of Commerce:

The recent meeting of the Chamber at Romas was well attended.

Mr. Croxton reported that in a recent meeting of some Chamber members the idea of electronic rolling community calendar sign on the courthouse green. Such a sign may help to increase attendance at community events and meetings. The town, judges and county would all need to agree to such a project on the green. Other locations are also possible. The possibility of an online community calendar could also be developed.

Zoning:

Mr. Smith shared with the EDA members' additional business/industry zoning related maps and charts that will be considered for placement on the EDA website; those being:

- 1) 2022 VDOT traffic count for public roads
- 2) Business and Industrial Zoning in Essex County, VA map with business and industrial district requirements
- 3) Business and Industry Zoned District Requirements Spreadsheet
- 4) Business and Industry Properties listing
- 5) Essex County / Town of Tappahannock Business Encouragement Guide drafted in 2021 as part of the Foundation for the Future initiative. This document proposes possible initiatives to be considered.

**RE: NEW BUSINESS**

No new business

**RE: NEXT MEETING**

The next meeting will be Thursday, April 4, 2024 at 9:00AM.

**RE: ADJOURNMENT**

Motion was made to adjourn and seconded. All Ayes

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Secretary, David Holt