

**KING GEORGE COUNTY ECONOMIC DEVELOPMENT AUTHORITY**  
**January 8, 2009**

The Vice-Chairman, Mr. Terry Moore, called the regular meeting of the King George County Economic Development Authority to order at 6:00 p.m. in the Board Room of the Revercomb Building, 10459 Courthouse Drive, King George, Virginia, with a quorum being present. Mr. Moore, Mr. Ballenger, Mr. Hughes, Ms. Philbrick and Mr. Zilic were in attendance. Mrs. Theresa O'Quinn, Economic Development Director, was also in the attendance. Mr. Glen Moore and Ms. Churchill were absent.

**Approval of Minutes:**

Mrs. Feltner was out of town due to a family emergency and the minutes of the December 2008 meeting will be presented for approval at the February 12, 2009 meeting, along with the minutes of this meeting.

**Treasurer's Report:**

On a motion by Mr. Zilic, seconded by Ms. Philbrick, and carried unanimously, each member voting as follows: Mr. Moore, Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye; and Mr. Zilic Aye; the King George County Economic Development Authority approved the payment of \$2,648.81 to Hefty & Wiley for legal services for the period August 1 to October 31, 2008.

**Public Comment , Presentations or Requests from the Public:**

The Chairman opened the floor for public comment. There being none, the Chairman closed that portion of the meeting.

**Comments or Reports from the Directors:**

Mr. Zilic referenced a recent article in the Washington Post on Sunday, January 4<sup>th</sup>, about Arlington County's Economic Development Authority and its use of an innovative on-line approach.

**New Business:**

There were no new issues to bring before the EDA.

**Report from Director of Economic Development:**

- The RFP for Broker Services was issued in late December and was advertised in the Free Lance Star, the Journal, and the Washington Post, as well as the procurement system available through the State of Virginia. Proposals are due back by January 20, 2009. Mrs. O'Quinn recommended the EDA determine who they would like to assist in evaluating the RFP responses and conducting the interviews. Mr. Moore inquired as to whether there would be a pre-screening process to determine qualified bidders. Mrs. O'Quinn responded that this has not been done in the past. There was continued discussion regarding the advantages of a pre-screening process based on the number of potential bidders for this RFP to see if those bidders are responsive to the solicitation before the actual interviews are conducted. Ms. Philbrick expressed her interest in serving on the review panel for the RFP. The EDA concurred in Ms. Philbrick's serving in that capacity and recommended Mrs. O'Quinn add another County staff member to serve on the panel along with herself and Ms. Philbrick. Mr. Hughes asked, and Mrs. O'Quinn will provide the EDA a copy of the RFP process used by the County.

- The RFP for Rail Maintenance Services has been reviewed by the panel, top respondents have been interviewed and some additional questions need to be resolved. Mrs. O'Quinn anticipates the selection committee will have a recommendation of award for the EDA at the February 12<sup>th</sup> meeting.
- Regarding the closing on Lot 2 with Superior Paving, Mrs. O'Quinn reported that Mr. Hewitt began running a title search and learned that there are some lien issues associated with that search. Mr. Hewitt stated that due to the fact that a sale is pending and his time being needed on other assignments, he recommended the EDA seek someone else to handle this purchase. Mrs. O'Quinn contacted Hefty & Wiley and they have had some discussion with an attorney whom they believe can address issues related to this purchase, but have not determined the approximate costs involved. On a motion by Mr. Ballenger, seconded by Mr. Hughes, and carried unanimously, each member voting as follows: Mr. Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye; and Mr. Zilic Aye, the King George County Economic Development Authority authorized the Economic Development Director to engage an attorney for the purposes of resolving the lien issues associated with the title on Lot 2 in the King George Industrial Park in an amount NTE \$4,000, based on the estimate of 20 hours of work at a rate currently paid to the EDA's legal counsel, Hefty & Wiley.
- Mrs. O'Quinn provided a copy of a Community Profile of King George County, as prepared by the Virginia Employment Commission (VEC) as well as a list of the Economic Development accomplishment for the County in 2008.

#### **Unfinished Business:**

##### ***Conflict of Interest Forms***

Mr. Moore reminded the EDA Directors that the annual Conflict of Interest forms are due into the County Administrator's Office no later than Thursday, January 15<sup>th</sup>.

##### ***Approval of Meeting Schedule for 2009***

On a motion by Ms. Philbrick, seconded by Mr. Zilic, and carried unanimously, each member voting as follows: Mr. Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye; and Mr. Zilic Aye, the King George County Economic Development Authority accepted the public notice of the EDA's 2009 meeting schedule as presented, those meetings being held the second Thursday of each month at 6:00 p.m. in the Board Room of the Revercomb Building, 10459 Courthouse Drive, King George, Virginia.

#### **Information Items:**

Mrs. O'Quinn discussed the monthly financial report and the payment of an invoice to Deputy Land Surveying in the amount of \$450.00 pertinent to assisting in the sale of Lot 1 in the King George Industrial Park and an easement issue related to that sale.

#### **Closed Session:**

On a motion by Mr. Ballenger, seconded by Mr. Zilic, and carried unanimously, each member voting as follows: Mr. Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye; and Mr. Zilic Aye, the King George County Economic Development Authority went into closed session pursuant to State Code Section 2.2-3711(A)5 for the purpose of 'discussing a prospective business or industry where no previous announcement has been made of the business' or industry's interest in locating its facilities in the community and invited the Economic Development Director.

On a motion by Mr. Ballenger, seconded by Mr. Zilic, and carried unanimously, each member voting as follows: Mr. Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye; and Mr. Zilic Aye, the King George County Economic Development Authority returned to public session and certified that only public business matters lawfully exempt from open meeting requirements by Virginia law, and only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered.

There being no further business to come before the board, the Vice-Chairman, adjourned the meeting.