

AGENDA

ECONOMIC DEVELOPMENT AUTHORITY

| THURSDAY, JANUARY 6TH |

| 8:00 AM |

COUNTY ADMINISTRATION BUILDING @ BOARD OF SUPERVISORS MEETING ROOM

107 KENT STREET WINCHESTER, VA

1. Call to Order
2. Annual Meeting || ACTION
 - *Election of Chair and Vice Chair and establish days, times, and places for its regular meetings (First Thursdays of each month at 8:00 am, 107 North Kent Street)*
3. Approval of Minutes – November 4th || ACTION
4. Treasurer’s Report || ACTION
5. Target Business Study || ACTION
 - Process on identifying target business sectors will be briefed
6. Lord Fairfax Small Business Development Center for Bilingual Counseling Services to Frederick County Businesses || INFORMATION
 - *Update on results from Lord Fairfax Small Business Development Center’s bilingual counseling services in Spanish to Frederick County businesses.*
7. EPA Brownfields Assessment Grants | INFORMATION
 - *Update on program to complete environmental studies on actual or perceived sites containing hazardous substances, pollutants, or contaminants.*
8. FredCo Eats: Restaurant Week || INFORMATION
 - *Update on the initiative that will celebrate Frederick County’s local restaurants and promote this sector*
9. Grocery Store Attraction || INFORMATION
 - *Update on progress of contacting grocery stores.*
10. Such other business as may come before this Authority

MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
| THURSDAY, NOVEMBER 4, 2021 |

A meeting of the Frederick County Economic Development Authority was held on Thursday, November 4, 2021, at 8:00 A.M. in the County Administration Building, Board of Supervisors Room, 107 North Kent Street, Winchester, Virginia.

PRESENT: Judy McCann-Slaughter, Doug Rinker, Susan Brooks, Rick Till, Heather McKay and Stan Crockett. Bryan Fairbanks participated remotely due to business reasons and his participation by this method was approved by the Board members present.

STAFF: Patrick Barker, Wendy May, and Donna McIlwee, Frederick County Economic Development Authority; Jay Tibbs, Deputy County Administrator; and Michael Bryan, Attorney

MEETING CALLED TO ORDER: Chairman Rinker called the meeting to order at 8:00 a.m.

APPROVAL OF MINUTES

The minutes from the October 7, 2021, meeting were presented.

On motion of Ms. McCann-Slaughter, seconded by Ms. Brooks, the minutes were approved by the following recorded vote:

J. Stanley Crockett	Aye
Susan Brooks	Aye
Bryan Fairbanks	Abstain (was not present at that meeting)
Heather McKay	Aye
Doug Rinker	Aye
Judy McCann-Slaughter	Aye
Rick Till	Aye

TREASURER'S REPORT

Mr. Barker submitted the following report:

Checking Account - Bank of Clarke County as of September 30, 2021 - \$10,590.95
Savings Account - Scott & Stringfellow as of September 30, 2021 - \$1,475,733.24

On motion of Mr. Crockett, seconded by Ms. McCann-Slaughter, the Treasurer's Report was approved by the following recorded vote:

J. Stanley Crockett	Aye
Susan Brooks	Aye
Bryan Fairbanks	Aye
Heather McKay	Aye
Doug Rinker	Aye
Judy McCann-Slaughter	Aye
Rick Till	Aye

EDA STRATEGY

Mr. Barker explained that at the October meeting, a revised EDA Strategy was presented, which guides staff as they pursue Frederick County's economic development activities. The consensus was to pause action on the Strategy until the November meeting so it could be closely examined by EDA Board members.

To complete the Strategy update, a strategic session was held with the EDA Board. Based on that insight, staff restructured the objectives and measurements for each main goal. This structure provides more direct connectivity between an objective and measurement, thus providing staff more clarity to evaluate effectiveness. The overall objectives remain with some exceptions to remove redundancy. Mr. Barker stated staff is seeking the Authority's comments and adoption, if appropriate, of the overall document.

Mr. Till suggested including a statement for both charts shown on page 7 of the Strategy that Covid had an impact on the data shown and that Frederick County fared better than other localities in Virginia.

Mr. Crockett complimented staff on the document and made a motion to adopt the Strategy as presented. Motion was seconded by Ms. McKay and approved by the following recorded vote:

J. Stanley Crockett	Aye
Susan Brooks	Aye
Bryan Fairbanks	Aye
Heather McKay	Aye
Doug Rinker	Aye
Judy McCann-Slaughter	Aye
Rick Till	Aye



EDA BUDGET FY23

Mr. Barker reviewed each section of the draft EDA budget for FY23 explaining the proposal aims to further elevate the EDA's efforts of attracting and retaining workforce talent, retaining and expanding existing businesses, recruiting target businesses and employing policies that keep Frederick County a competitive business location. The request is consistent with past budget appropriations and reflects an increase of 2.3% or \$14,756. Staff is seeking approval of the proposed FY23 budget before submission to Frederick County.

Included in the proposal is funds to update and redesign the EDA's website. Mr. Barker explained it is generally recommended that websites be redesigned every 2-3 years so it is not outdated. Mr. Rinker stated he is hearing the same message from other organizations he is involved in.

Mr. Till stated an organization's website is an excellent source for recruiting purposes.

Mr. Crockett made a motion to accept the draft FY23 budget as presented. Motion was seconded by Mr. Till and approved by the following recorded vote:

J. Stanley Crockett	Aye
Susan Brooks	Aye
Bryan Fairbanks	Aye
Heather McKay	Aye
Doug Rinker	Aye
Judy McCann-Slaughter	Aye
Rick Till	Aye

TARGET BUSINESS STUDY

Mr. Barker explained that the Board's October meeting served as a kick-off to the update of the EDA's Target Industry Analysis. As a reminder, the effort's end goal is to quantitatively and qualitatively identify the County's best fits relative to traded-sector industries, being those industries that would most benefit from Frederick County's assets and would be willing to expand and/or relocate to the area. In addition, this analysis will identify those industries that bring value to Frederick County in the form of investment, jobs, payroll and local purchasing.

Working through established steps, staff compared current and future industry trends with announcement data and wage rates of identified sectors for Step 2 of the analysis. The preliminary results from this step were provided to Board members for review and comment.

A question was asked if any wages near Frederick County's average wage should be included. Mr. Barker stated he will insert existing clusters if they do not make the "cut" at the end. Mr. Rinker reminded Board members this is for targets, not what is already here.



Mr. Till stated it would be helpful to have the standard definition of those listed on the slide titled "Very preliminary priority targets." Mr. Barker will distribute to the Board.

Ms. McCann-Slaughter asked if there was a timeline for completing the analysis. Mr. Barker stated he hopes to give the Board monthly updates.

Mr. Crockett inquired as to the significance of using a 45-mile radius for the charts showing industry sectors with positive 10-year growth rate and cluster concentration. Mr. Barker explained that, typically, site selectors look 45 miles beyond an area. Mr. Crockett stated it might be good to expand the radius to include the I81 corridor rather than limiting it to 45 miles. Mr. Barker will explore that possibility to see how easily it might be accomplished.

Board members were asked to send Mr. Barker any areas not on the list they think should be included for consideration.

PERFORMANCE MEASURES 1ST QUARTER

As information, Mr. Barker reviewed performance measures for the 1st quarter 2021. He explained that, based on the strategy just adopted at this meeting, measures will change.

SUCH OTHER BUSINESS AS MAY COME BEFORE THIS AUTHORITY

Mr. Crockett asked if it would be advantageous to change the EDA By-Laws to include provisions for remote attendance of Board meetings. Mr. Barker explained the Board must follow State guidelines and did adopt a Remote Meeting Policy in November 2020 incorporating the stipulations for remote meeting participation as directed by the Code of Virginia.

Ms. McCann-Slaughter asked for an update on grocery store contacts. Mr. Barker stated he continues his attempts to contact stores on his list and also make follow-up calls.

Ms. May reported that 55 employers participated in the recent Employer Expo and there were 116 attendees. Mr. Barker stated quantity of attendees was down this year but the quality of those attending was higher. Results will be shared when completed.

Mr. Barker reported an appraiser has visited the EDA's property on Hope Drive but the road needs to be completed before she can complete an updated appraisal.

ADJOURN

There being no further business to come before this Authority, the meeting was adjourned at 8:50 a.m.



Doug Rinker
Chairman

Jay Tibbs
Secretary



DATE: December 30, 2021

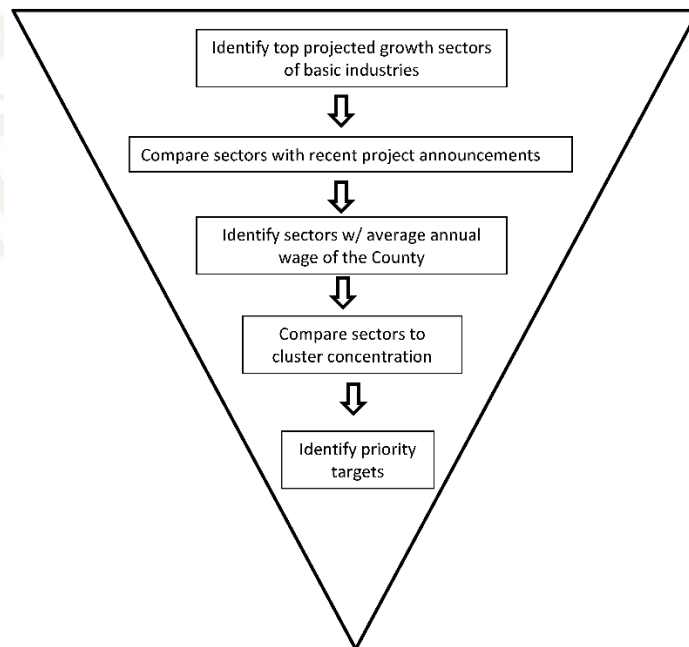
TO: Board of Directors,
Frederick County Economic Development Authority

FROM: Patrick Barker, CEcD
Executive Director

CC: Jay Tibbs
Deputy County Administrator

RE: Target Industry Analysis Update

Working through established steps (see the flow chart below), the staff led update of the EDA's Target Industry Analysis moves into industry drivers and project needs steps. As a reminder, the effort's end goal is to quantitatively and qualitatively identify the County's best fits relative to traded-sector industries, being those industries that would most benefit from Frederick County's assets and would be willing to expand and/or relocate to the area. In addition, this analysis will identify those industries that bring value to Frederick County in the form of investment, jobs, payroll, and local purchasing.



Since the last meeting, staff did verify the analysis from November. Therefore, staff recommends moving forward with the following industries for additional analysis. Economic information (jobs, forecasted jobs, etc) for each sector for Frederick County and a 45 mile radius of Frederick County is listed below.

NAICS	Industry	Empl	Avg Ann Wages	LQ	Ann % Growth
5415	Computer Systems Design and Related Services	3,320	\$ 93,034	0.75	2.7%
5182	Data Processing, Hosting, and Related Services	509	\$ 85,234	0.68	1.5%
5221	Depository Credit Intermediation	4,206	\$ 66,186	1.26	0.5%
5511	Management of Companies and Enterprises	3,262	\$ 79,073	0.74	0.6%
5416	Management, Scientific, and Technical Consulting Services	3,069	\$ 80,534	0.88	2.2%
6215	Medical and Diagnostic Laboratories	407	\$ 59,863	0.71	1.4%
3345	Navigational, Measuring, Electromedical, and Control Instruments Manufacturing	582	\$ 76,652	0.73	1.1%
5222	Nondepository Credit Intermediation	719	\$ 65,641	0.61	1.6%
5611	Office Administrative Services	1,181	\$ 74,058	0.98	1.2%
5419	Other Professional, Scientific, and Technical Services	2,473	\$ 67,580	1.18	1.2%
3254	Pharmaceutical and Medicine Manufacturing	471	\$ 67,086	0.76	1.8%
5417	Scientific Research and Development Services	305	\$ 88,637	0.19	0.6%

In addition to these, staff recommends the inclusion of existing industry manufacturing sectors with significant cluster value. Economic information (jobs, forecasted jobs, etc) is below.

NAICS	Industry	Empl	LQ
3115	Dairy Product Manufacturing	840	22.49
3274	Lime and Gypsum Product Manufacturing	80	22.18
3261	Plastics Product Manufacturing	1,892	13.42
3324	Boiler, Tank, and Shipping Container Manufacturing	201	9.64
3273	Cement and Concrete Product Manufacturing	420	8.91
3326	Spring and Wire Product Manufacturing	82	8.46
3111	Animal Food Manufacturing	106	6.44
3212	Veneer, Plywood, and Engineered Wood Product Manufacturing	99	5.01



	Architectural and Structural Metals		
3323	Manufacturing	395	4.20
3112	Grain and Oilseed Milling	63	4.13
3219	Other Wood Product Manufacturing	226	3.78
3262	Rubber Product Manufacturing	98	3.17
	Fruit and Vegetable Preserving and Specialty		
3114	Food Manufacturing	121	2.84
3231	Printing and Related Support Activities	242	2.56
	Other Nonmetallic Mineral Product		
3279	Manufacturing	48	2.51
3222	Converted Paper Product Manufacturing	147	2.32
3241	Petroleum and Coal Products Manufacturing	61	2.31
3118	Bakeries and Tortilla Manufacturing	133	1.76
3119	Other Food Manufacturing	103	1.76

Recently, the Virginia Economic Development Partnership contracted with Boston Consulting Group to develop post COVID region-oriented business attraction and expansion strategies and post-COVID economic growth strategies. This effort included: identifying subindustries and companies that are interested in reshoring their operations and/or are well positioned to thrive in a post-COVID economy, aligning sub industries to regions that are most attractive to relevant companies, and developing steps for stakeholders to take to capture subindustry growth.

This analysis revealed the following subindustry sectors for the Northern Shenandoah Valley region, which includes the City of Winchester, Clarke County and Frederick County.

- Sensing technologies
- Plastic packaging
- Paper packaging
- Cybersecurity
- Biotech
- Business process outsourcing
- Engineered Wood
- Automation & robotics
- EV batteries & parts
- Plant-based food & beverage
- Data centers
- Pharma-biologics



Previous work captured most of these sectors with a few exceptions. The following table provides a conversion from Boston Consulting Group's sectors to NAICS codes.

VEDP Sector	NAICS	Previously Identified
Sensing technologies	3345	Yes
Plastic packaging	3261	Yes
Paper packaging	3222	No
Cybersecurity	5415	Yes
Biotech	3254	Yes
Business process outsourcing	5511	Yes
Engineered Wood	3261	Yes
Automation & robotics	3339	No
EV batteries & parts	3363 or 3359	No
Plant-based food & beverage	3119	Yes
Data centers	5182	Yes
Pharma-biologics	3254	Yes

Staff performed some analysis of those not previously identified and recommends including EV batteries & parts for additional evaluation. This recommendation comes from the sector's wage rate and Boston Consulting Group's analysis. based on a data review.

NAICS	Industry	Empl	Avg Ann Wages	LQ	Ann % Growth
3222	Paper packaging	511	\$46,440	1.03	-0.6%
3339	Automation & robotics	181	\$57,490	0.37	-0.6%
3363	Motor Vehicle Parts Manufacturing	376	\$48,840	0.37	0.5%
3359	Other Electrical Equipment and Component Manufacturing	150	\$58,360	0.56	0.2%

In summary, the following sectors are recommended for additional analysis. Staff is seeking the Authority's discussion and endorsement, if desired, of this recommendation.

Computer Systems Design and Related Services	Dairy Product Manufacturing
Data Processing, Hosting, and Related Services	Lime and Gypsum Product Manufacturing
Depository Credit Intermediation	Plastics Product Manufacturing
Management of Companies and Enterprises	Boiler, Tank, and Shipping Container Manufacturing
Management, Scientific, and Technical Consulting Services	Cement and Concrete Product Manufacturing
Medical and Diagnostic Laboratories	Spring and Wire Product Manufacturing
Navigational, Measuring, Electromedical, and Control Instruments Manufacturing	Animal Food Manufacturing



Nondepository Credit Intermediation	Veneer, Plywood, and Engineered Wood Product Manufacturing
Office Administrative Services	Architectural and Structural Metals Manufacturing
Other Professional, Scientific, and Technical Services	Grain and Oilseed Milling
Pharmaceutical and Medicine Manufacturing	Other Wood Product Manufacturing
Scientific Research and Development Services	Rubber Product Manufacturing
Motor Vehicle Parts Manufacturing	Fruit and Vegetable Preserving and Specialty Food Manufacturing
Other Electrical Equipment and Component Manufacturing	Printing and Related Support Activities
Petroleum and Coal Products Manufacturing	Other Nonmetallic Mineral Product Manufacturing
Bakeries and Tortilla Manufacturing	Converted Paper Product Manufacturing
Other Food Manufacturing	

In addition, staff recommends organizing subsectors into six (6) major sectors. These will serve as a baseline for many of the additional steps.

- Corporate Services
- Information Technology
- Finance & Insurance
- BioScience
- Advanced Manufacturing
- Food & Beverage

Staff is seeking the Authority's discussion and endorsement, if desired, of this recommendation.

The recommended sectors will be further analyzed through the previously listed steps.

4. Understand industry drivers and location criteria (qualitative and quantitative)
5. Develop prototype project needs and specifications
6. Identify relevant benchmark locations
7. Gather comparative data and benchmark with competing locations
8. Identify key strengths (selling points)
9. Identify weak points to be improved
10. Develop current product profile of the location
11. Define most promising industry segments
12. Develop value proposition per sector that includes both qualitative and quantitative attributes specific to Frederick County, VA

Staff's tentative timeline is for the presentation of steps 4 to 6 at the February meeting and steps 7 to 9 for March, steps 10 and 11 for April and final step in May.



Frederick County - 45miles

NAICS	Industry	Current			5-Year History		10-Year Forecast		
		Empl	Avg Ann Wages	LQ	Empl Change	Ann %	Total Demand	Empl Growth	Ann % Growth
5415	Computer Systems Design and Related Services	3,320	\$ 93,034	0.75	205	1.3%	3,862	993	2.7%
5182	Data Processing, Hosting, and Related Services	509	\$ 85,234	0.68	-296	-8.7%	543	82	1.5%
5221	Depository Credit Intermediation	4,206	\$ 66,186	1.26	309	1.5%	4,353	214	0.5%
5511	Management of Companies and Enterprises Management, Scientific, and Technical	3,262	\$ 79,073	0.74	688	4.9%	3,239	214	0.6%
5416	Consulting Services	3,069	\$ 80,534	0.88	290	2.0%	3,791	730	2.2%
6215	Medical and Diagnostic Laboratories Navigational, Measuring, Electromedical, and	407	\$ 59,863	0.71	60	3.3%	418	61	1.4%
3345	Control Instruments Manufacturing	582	\$ 76,652	0.73	131	5.3%	612	67	1.1%
5222	Nondepository Credit Intermediation	719	\$ 65,641	0.61	-1,489	-20.1%	849	121	1.6%
5611	Office Administrative Services Other Professional, Scientific, and Technical	1,181	\$ 74,058	0.98	209	4.0%	1,314	150	1.2%
5419	Services	2,473	\$ 67,580	1.18	164	1.4%	2,716	315	1.2%
3254	Pharmaceutical and Medicine Manufacturing	471	\$ 67,086	0.76	144	7.6%	579	90	1.8%
5417	Scientific Research and Development Services	305	\$ 88,637	0.19	23	1.6%	277	17	0.6%

[Source: JobsEQ®](#)

Data as of 2021Q2

Frederick County, Virginia

NAICS	Industry	Current			5-Year History		10-Year Forecast		
		Empl	Avg Ann Wages	LQ	Empl Change	Ann %	Total Demand	Empl Growth	Ann % Growth
5415	Computer Systems Design and Related Services	190	\$ 93,034	0.34	-14	-1.4%	243	73	3.3%
5182	Data Processing, Hosting, and Related Services	17	\$ 85,234	0.18	6	8.9%	20	4	2.2%
5221	Depository Credit Intermediation	2,004	\$ 66,186	4.70	495	5.8%	2,400	317	1.5%
5511	Management of Companies and Enterprises Management, Scientific, and Technical	568	\$ 79,073	1.01	239	11.6%	735	152	2.4%
5416	Consulting Services	233	\$ 80,534	0.52	-35	-2.8%	320	78	2.9%
6215	Medical and Diagnostic Laboratories Navigational, Measuring, Electromedical, and	38	\$ 59,863	0.51	15	10.7%	48	12	2.8%
3345	Control Instruments Manufacturing	16	\$ 76,652	0.16	-9	-8.4%	19	3	1.8%
5222	Nondepository Credit Intermediation	176	\$ 65,641	1.16	59	8.6%	240	53	2.7%
5611	Office Administrative Services Other Professional, Scientific, and Technical	46	\$ 74,058	0.30	4	1.7%	58	11	2.1%
5419	Services	257	\$ 67,580	0.96	17	1.4%	341	72	2.5%
3254	Pharmaceutical and Medicine Manufacturing	401	\$ 67,086	5.09	96	5.7%	517	92	2.1%
5417	Scientific Research and Development Services	2	\$ 88,637	0.01	1	11.1%	2	0	0.0%

Source: JobsEQ®

Data as of 2021Q2

Frederick County, Virginia

NAICS	Industry	Current		5-Year History		10-Year Forecast		
		Empl	LQ	Empl Change	Ann %	Total Demand	Empl Growth	Ann % Growth
3111	Animal Food Manufacturing	106	6.44	84	36.8%	176	38	3.1%
	Architectural and Structural Metals							
3323	Manufacturing	395	4.20	45	2.5%	549	86	2.0%
3118	Bakeries and Tortilla Manufacturing	133	1.76	-5	-0.7%	225	27	1.9%
	Boiler, Tank, and Shipping Container							
3324	Manufacturing	201	9.64	28	3.1%	304	57	2.5%
3273	Cement and Concrete Product Manufacturing	420	8.91	-68	-3.0%	439	-3	-0.1%
5415	Computer Systems Design and Related Services	190	0.34	-14	-1.4%	243	73	3.3%
3222	Converted Paper Product Manufacturing	147	2.32	23	3.4%	187	18	1.2%
3115	Dairy Product Manufacturing	840	22.49	266	7.9%	1,202	158	1.7%
	Fruit and Vegetable Preserving and Specialty							
3114	Food Manufacturing	121	2.84	22	4.0%	165	14	1.1%
3112	Grain and Oilseed Milling	63	4.13	6	2.1%	81	7	1.0%
3274	Lime and Gypsum Product Manufacturing	80	22.18	10	2.6%	93	4	0.5%
3119	Other Food Manufacturing	103	1.76	-373	-26.4%	166	30	2.6%
	Other Nonmetallic Mineral Product							
3279	Manufacturing	48	2.51	17	9.0%	54	2	0.3%
3219	Other Wood Product Manufacturing	226	3.78	-11	-0.9%	272	17	0.7%
3241	Petroleum and Coal Products Manufacturing	61	2.31	6	2.0%	76	11	1.7%
3261	Plastics Product Manufacturing	1,892	13.42	757	10.8%	2,386	218	1.1%
3231	Printing and Related Support Activities	242	2.56	-22	-1.8%	312	22	0.9%
3262	Rubber Product Manufacturing	98	3.17	-126	-15.2%	142	22	2.1%
3326	Spring and Wire Product Manufacturing	82	8.46	-35	-6.9%	105	11	1.3%
	Veneer, Plywood, and Engineered Wood Product							
3212	Manufacturing	99	5.01	93	75.2%	144	24	2.2%

Source: JobsEQ®

Data as of 2021Q2

DATE: December 30, 2021

TO: Board of Directors,
Frederick County Economic Development Authority

FROM: Patrick Barker, CEcD
Executive Director

CC: Jay Tibbs
Deputy County Administrator

RE: EDA Brownfields Program | Update

In October, staff provided an update to changes to the U.S. Environmental Protection Agency's Brownfield Assessment Grants application. The most significant change was the EPA would no longer be accepting coalition grant applications this year and is only accepting "community-wide" applications.

After some discussion with Draper Aden and the City of Winchester, staff's conclusion was to delay applying until next year, as additional research is required to make a successful application. Specifically, the priority brownfield sites within the target areas need to demonstrate clear leveraging sources and concrete redevelopment plans for these sites and must describe how the project or revitalization plans will help promote Environmental Justice. Specifically, any project will need to demonstrate how disadvantaged communities (i.e., minority, low income) can benefit from assessment and redevelopment activities.



EPA Brownfields Assessment Grants— Assessment Coalitions

EPA's Brownfields Program is designed to empower states, communities, and other stakeholders in economic redevelopment to work together in a timely manner to prevent, assess, safely clean up, and sustainably reuse brownfield sites. A brownfield site is a property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. EPA's Brownfields Program provides financial and technical assistance for brownfield revitalization, including grants for environmental assessment, cleanup, and job training.

What are EPA Brownfields Assessment Grants?

Assessment grants provide funding for a grant recipient to:

- Inventory Sites: *Compile a listing*
- Characterize Sites: *Identify past uses*
- Assess Sites: *Determine existing contamination*
- Conduct Planning for Cleanup and Redevelopment: *Scope and plan process*
- Conduct Community Involvement: *Inform and engage community*

What are Assessment Coalitions?

An Assessment Coalition is comprised of three or more eligible entities. The lead coalition member submits a Community-wide Assessment Grant proposal on behalf of itself and the other members. The coalition may request up to **\$600,000** to work on a **minimum** of **five** hazardous substance and/or petroleum sites.

Who is Eligible to Apply as a Coalition for an Assessment Grant?

Eligible entities, including those with existing brownfields assessment grants, are: state, local and tribal governments, with the exception of certain Indian tribes in Alaska; general purpose units of local government, land clearance authorities, or other quasi-governmental entities; regional councils; redevelopment agencies; government entities created by state legislatures; 501(c)(3) nonprofit organizations; and qualified community development entity as defined in section 45D(C) (1).

- **Coalition** members are **not** eligible to apply for an individual Community-wide or Site-specific Assessment Grant **in the year they apply as part of a coalition.**
- Some **properties** are **ineligible** for funding unless EPA makes a site-specific funding determination.

Why Should an Entity Form an Assessment Coalition?

- Increases access to assessment resources for communities that might have limited resources to administer a brownfield grant.
- Helps a state or county to focus assessment dollars on geographical areas with the greatest need over a given time. The larger pool of funding allows the coalition to shift geographic focus to new areas as revitalization needs are identified.

Assessment Coalitions – The Basics

- The grant recipient (lead coalition member) **must** administer the grant, be accountable to EPA for proper expenditure of the funds, and be the point of contact for the other coalition members.
- Assessment Coalition Grants are **community-wide**.
- Assessment Coalitions **must** assess a minimum of five sites regardless of funding request (e.g., less than or up to \$600,000).
- Assessment Coalitions may request hazardous substance *and/or* petroleum funding as long as the request is not over \$600,000.
- A **Memorandum of Agreement** (MOA) documenting the coalition's site selection process must be in place prior to the expenditure of any funds that have been awarded to the lead coalition. It is up to the coalition to agree internally about the distribution of funds and the mechanisms for implementing the assessment work.



Revitalized Kassenberg House, Moorehead, MN

- Assessment Coalitions can cross regional boundaries, but will be managed out of the EPA Region where the grant recipient is located.
- An eligible city entity and a redevelopment authority from the same locality can be coalition members provided the entities are separate legal entities under state and local law.
- No more than \$200,000 can be expended on a site.
- For Assessment Coalitions involving state entities:
 - *Only **one** eligible state entity can apply as the lead coalition member (e.g., state environmental agency, state economic development agency) or be part of a coalition. An eligible state entity **cannot** be a member of two or more Assessment Coalitions.*
 - *If an eligible state entity is part of a coalition that receives an Assessment Grant, no additional Assessment Grants can be awarded to state entities from the grant recipient's state.*

What are Some Examples of How Assessment Coalitions Work?

Example #1

A state agency applies for EPA Brownfields Grant funding together with several smaller communities as members of a coalition. The state assumes the role of “recipient” (i.e., the entity that would administer the grant, is accountable to EPA for proper expenditure of the funds, and acts as point of contact for other coalition members). These entities have formed a coalition to target numerous sites that have become blighted and/or under-utilized along an historic highway running through the communities.

Example #2

A coalition of metro municipalities, such as one large city and several surrounding cities/towns, could apply for \$600,000. In a given year, one coalition member's site assessment needs may be relatively minimal compared to another member's, or the ability to assess a targeted site may be complicated by legal access issues. Priorities can

Brownfields Assessment Grants do not provide resources to conduct cleanup or building demolition activities. Cleanup assistance is available under EPA's Multipurpose, Cleanup, and Revolving Loan Fund (RLF) Grants. Information on EPA's Brownfields Grants, please visit www.epa.gov/brownfields.

be set each year to conduct assessments on the properties that have the most immediate need.

How Do I Apply as a Coalition for an Assessment Grant?

A single, eligible entity applies as a coalition for a Community-wide Assessment Grant on behalf of itself and other eligible entities. A proposal submitted by a coalition **must** include:

- Applicant information (e.g., describe all jurisdictions covered under the proposal, and provide their general populations).
- Applicable mandatory attachments (e.g., coalition applicants for Assessment Grants must document how all coalition members are eligible entities; and all coalition members must submit a letter to the potential grant recipient in which they agree to be part of the coalition).
- Responses to evaluation criteria.

How Long is the Performance Period for an Assessment Coalition Grant?

The period of performance is three years.



The Consumer Energy Headquarters Property in Jackson County, Michigan, before revitalization (above) and after (below).



DATE: December 30, 2021

TO: Board of Directors,
Frederick County Economic Development Authority

FROM: Patrick Barker, CEcD
Executive Director

CC: Jay Tibbs
Deputy County Administrator

RE: FredCo Eats Restaurant Week | Update

FredCo Eats Restaurant Week will be held January 31 – February 6, 2022. Participating restaurants will offer special multi-course menus, meal deals, and/or promotional discounts during the week.

Restaurant Week seeks to showcase Frederick County's growing restaurant scene by sharing stories of local restaurants; featuring the diversity of local menus, increasing camaraderie among Frederick County eateries; and elevating the County's overall restaurant sector by highlighting individual restaurants.

Restaurant Week will communicate the unique character of Frederick County's dining experience, an important aspect of the Northern Shenandoah Valley Talent Initiative messaging – One region, multiple cities, and towns, each with their own unique character.

A survey from a sampling of County restaurants was utilized to determine the week Restaurant Week would occur, participation criteria, and how the success of the event would be measured. The FredCo Eats logo, web, and social presence have been developed and registration of restaurants is underway.

Follow FredCo Eats at www.FredCoEats.com, www.Facebook.com/FredCoEats, and www.Instagram.com/FredCoEats.

FREDCO EATS

RESTAURANT WEEK



A SHOWCASE OF FREDERICK COUNTY RESTAURANTS



Dine-in & Take-out

Special restaurant week menus and pricing

#FredCoEatsRW social media prize drawings

Get to Know FredCo Eats - content features

JANUARY 31 - FEBRUARY 6, 2022

Enjoy multi-course menus, promotional discounts, and meal deals at participating Frederick County restaurants!

Content features at FredCoEats.com will showcase local cuisines, our favorite neighborhood hangouts, creative chefs, and restaurant families.

Join us this winter as we rally around and support the Frederick County, Virginia, restaurant industry.

Stay Up-to-Date ➔ FredCoEats.com

#FredCoEatsRW

FREDCO EATS
FREDERICK COUNTY, VIRGINIA

FredCoEats.com

DATE: December 30, 2022

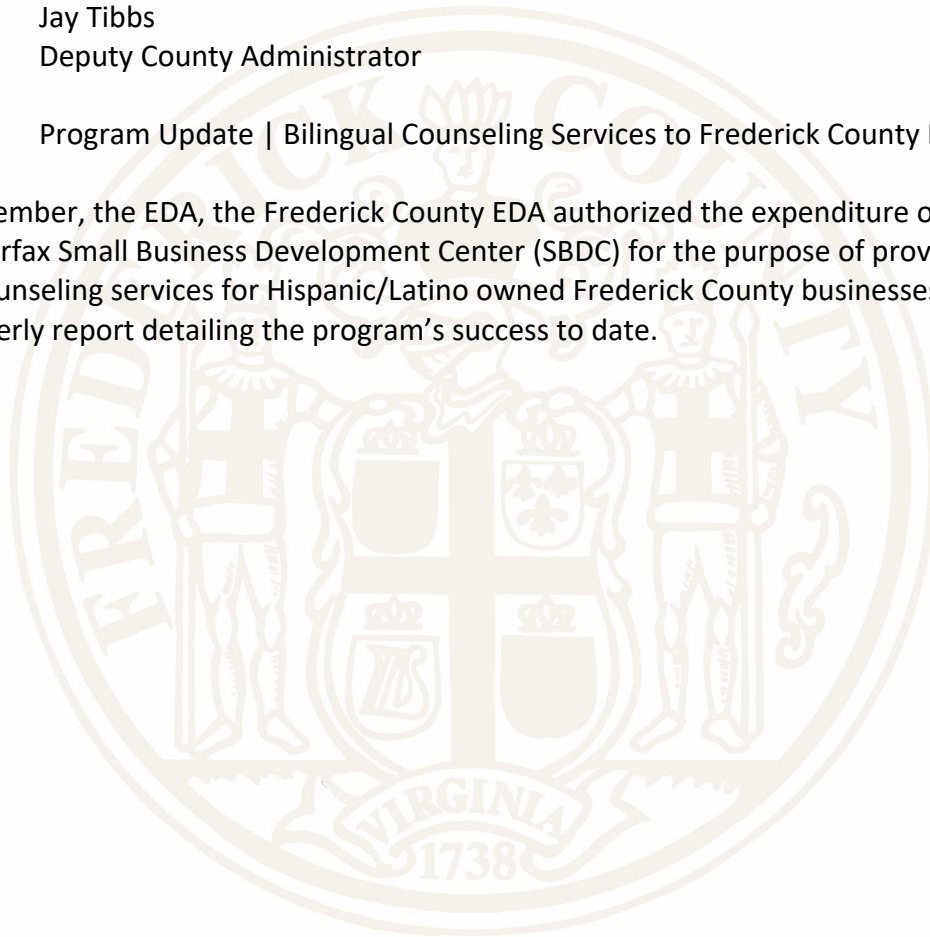
TO: Board of Directors,
Frederick County Economic Development Authority

FROM: Patrick Barker, CEcD
Executive Director

CC: Jay Tibbs
Deputy County Administrator

RE: Program Update | Bilingual Counseling Services to Frederick County Businesses

At the September, the EDA, the Frederick County EDA authorized the expenditure of \$15,000 to the Lord Fairfax Small Business Development Center (SBDC) for the purpose of providing bilingual counseling services for Hispanic/Latino owned Frederick County businesses. Attached is the quarterly report detailing the program's success to date.





LFSBDC Bilingual Services Update

November 11, 2021

Prepared by Diana Patterson and Christine Kriz, LFSBDC

Since beginning of our bilingual services in early September, we have had a tremendous response from local Hispanic/Latino business owners! We've helped 25 Hispanic/Latino small business owners that are so grateful to have an advisor to reach out to for help.

Our bilingual accountants are educating new and existing business clients on financial management to run their businesses more efficiently. Counselors are explaining local, state, and federal taxes and helping businesses to pay correctly and on time.

Frederick	
	Sept-Oct 2021
Clients who signed up for counseling	18
Grants/Loans received by SBO's	
Facebook page followers	
Number of sessions	43
Total Counseling Hours	121.5
Sales Increase Amounts Reported	\$80,000
Business Startups	3

- This month we will be holding the first ever Contractor Licensing Course in Spanish. There are 16 people enrolled. This seminar will help them to understand how to study for the exam, how to apply for licensure, and how to keep their license current once they get it.
- The LFSBDC has created a committee made up of Spanish clients, our LFBDC bilingual consultant, our bilingual accountants, bankers, and economic development to evaluate the financial needs of local Hispanic/Latino business clients. This committee also helped to market a bilingual job opening at one of our local banks.
- One Hispanic/Latino clients were helped through the Go VA SBRT program during this last quarter and in total they received \$1500 in funding to receive financial services.

DATE: December 30, 2022

TO: Board of Directors,
Frederick County Economic Development Authority

FROM: Patrick Barker, CEcD
Executive Director

CC: Jay Tibbs
Deputy County Administrator

RE: Grocery Store Attraction | Update

Staff is providing a regular update on its progress regarding efforts to encourage grocery stores to locate in Frederick County. A request was made for monthly updates for this project.

GROCERY STORES

- Aldi
- Amazon Fresh
- Harris Teeter
- Kroger
- MOM's Organic Market
- Publix
- Safeway
- Sprouts Farmers Market
- Trader Joe's
- Wegmans
- Weis Markets
- Whole Foods

CONNECTION STATUS

- Successful | 9
- Awaiting | 4
 - Each contact received a follow-up email and two phone calls once a month. Calls typically placed on Wednesday and Thursday between 4:00 pm – 5:00 pm. These times are considered best practices.

INTEREST LEVEL

- Moderate | 3
 - Actively looking for locations in a larger geographic area, which includes Frederick County
- Long Term | 3
 - No current plans to enter the market, but our area is part of their long-term market consideration
- None | 1