Economic Development Authority

Thursday, August 6, 2026 @ 8:00 a.m.
Winchester Regional Airport
491 Airport Rd. Winchester, VA 22602

1. **Call to Order**

2. **Approval of Minutes || ACTION**
   Review and consideration of minutes from previous meetings.

3. **Treasurer's Report || ACTION**
   Review and consideration of latest Treasurer's Reports.

4. **Laurel Ridge Scholarship Funding || ACTION**
   Consideration of authorizing the carryover of remaining scholarship funds into the next fiscal year.

5. **Recognition of Service || ACTION**
   Consideration of resolutions recognizing the service of past EDA board members: Gary Lofton, Judith McCann-Slaughter, and Rick Till.

6. **EDA Director Search || Information**
   Update on the process and timeline for the EDA director search.

7. **Winchester Regional Airport Update || Information**
   Presentation by Winchester Regional Airport executive director Nick Sabo.

8. **Other Business**
   Any additional matters brought before the Authority

MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
| THURSDAY, June 11, 2026 |

A meeting of the Frederick County Economic Development Authority was held on Thursday, June 11, 2026, at 8:00 a.m. in the County Administration Building, 1st Floor Conference Room, 107 N. Kent Street, Winchester, Virginia.

PRESENT: Jason Aikens, Bryan Fairbanks, Diane Kearns, Christine Kriz, Tina Murphy, and Doug Rinker.

STAFF: Wendy May, Interim Director, and Shayla Rickard, Business Retention Manager, Frederick County Economic Development Authority; Jay Tibbs, Deputy County Administrator; Michael Bollhoefer, County Administrator, and Michael Bryan, EDA Attorney.

MEETING CALLED TO ORDER: Bryan Fairbanks, Acting Chair, called the meeting to order at 8:00 a.m. The Board observed a moment of silence in remembrance of former Authority Board member Gary Lofton.

APPROVAL OF MINUTES

The minutes of the May 7, 2026, meeting were presented. On motion duly made by Mr. Aikens and seconded by Ms. Kearns, the minutes were approved as presented by the following recorded vote:

Jason Aikens	Aye
Bryan Fairbanks	Aye
Diane Kearns	Aye
Christine Kriz	Aye
Tina Murphy	Aye
Doug Rinker	Aye

TREASURER'S REPORTS

Ms. May submitted the following reports:

Checking Account – Bank of Clarke as of March 31, 2026 - $126,956.22
IntraFi Account – Bank of Clarke as of March 31, 2026 - $3,248,360.76

Checking Account – Bank of Clarke as of April 30, 2026 - $13,214.72

IntraFi Account – Bank of Clarke as of April 30, 2026 - $3,245,399.87

On motion of Mr. Rinker, seconded by Ms. Kriz, the Treasurer's Reports were approved by the following recorded vote:

Jason Aikens	Aye
Bryan Fairbanks	Aye
Diane Kearns	Aye
Christine Kriz	Aye
Tina Murphy	Aye
Doug Rinker	Aye

ELECTION OF CHAIR AND VICE CHAIR

Counsel opened the floor for nominations for the positions of Chair and Vice Chair. Mr. Aikens nominated Mr. Fairbanks for Chair. There being no further nominations, Mr. Fairbanks was unanimously elected Chair. Mr. Fairbanks nominated Mr. Aikens for Vice Chair, and Ms. Kriz nominated Ms. Kearns for Vice Chair. Following a vote, Mr. Aikens was elected Vice Chair.

BUDGET RESTRUCTURE REVIEW

Mr. Bollhoefer and Ms. May provided an overview of the restructuring of the EDA budget to account for the new site readiness fund.

On motion of Mr. Rinker, seconded by Mr. Aikens, the Restructured Budget was approved by the following recorded vote:

Jason Aikens	Aye
Bryan Fairbanks	Aye
Diane Kearns	Aye
Christine Kriz	Aye
Tina Murphy	Aye
Doug Rinker	Aye

EDA DIRECTOR SEARCH

Mr. Bollhoefer provided an update on the EDA Director search process and timeline. At the time of the meeting, 17 candidates had applied. Mr. Bollhoefer anticipated selecting at least four candidates for initial interviews within the next few weeks. The position will remain open until filled.

VIRGINIA BUSINESS READY SITES PROGRAM

Ms. May reported that One Logistics Park had been awarded an Accelerated Site Characterization Grant through the Virginia Economic Development Partnership's Virginia Business Ready Sites Program. The EDA will serve as the conduit for the funding between VEDP and the developer. The EDA and VEDP are finalizing the performance agreements, which will be presented to the Board at a future meeting for review and approval.

AGRICULTURAL SUPPORT UPDATE

Ms. May reported that, moving forward, the EDA will continue to serve as a facilitator for business development across all industry sectors. For agricultural businesses, the EDA will continue to lead larger projects that may qualify for state or local incentives. The Laurel Ridge Small Business Development Center will continue to assist with the needs of small businesses and entrepreneurs, while the Winchester-Frederick County Convention and Visitors Bureau will continue to support agritourism efforts.

EDA AUGUST MEETING

Ms. May shared that the August 6 meeting will be held at Winchester Regional Airport. In addition to the EDA's regular meeting agenda, Executive Director Nick Sabo will provide an overview of the economic development opportunities associated with the airport.

SUCH OTHER BUSINESS AS MAY COME BEFORE THIS AUTHORITY

Ms. May shared that resolutions recognizing the service of former EDA Board members Gary Lofton, Judith McCann-Slaughter, and Rick Till will be presented at the August meeting for the Board's consideration.

Mr. Fairbanks shared proposed evaluation criteria based on key areas of expertise for consideration when reviewing prospective EDA Board appointees. The proposed criteria will be brought back for further discussion and consideration at a future Board meeting.

ADJOURN

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

_____ _____

Bryan Fairbanks
Acting Chairman

Jay Tibbs
Secretary

MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
CLOSED SESSION
| WEDNESDAY, July 22, 2026 | 9:00 A.M.
BOARD ROOM, COUNTY ADMINISTRATION BUILDING
107 N. KENT ST. WINCHESTER, VA 22601

PRESENT: Jason Aikens, Bryan Fairbanks, Christine Kriz

STAFF: Wendy May, Interim EDA Director, Michael Bollhoefer, County Administrator, Wyatt Pearson, Deputy County Administrator, and Ann Phillips Deputy Clerk to the Board of Supervisors

MEETING CALLED TO ORDER: Chairman Fairbanks called the meeting to order at 9:00 a.m.

CLOSED SESSION

EDA member Christine Kriz moved that the Economic Development Authority of Frederick County enter a closed session pursuant to Virginia Code Section 2.2-3711(A)(1) for personnel matters, specifically to interview applicants for the Economic Development Director. EDA member Jason Aikens seconded the motion, which carried on a voice vote.

At 10:41 a.m., the Authority members, assembled in the designated meeting place in the presence of members of the public and the media desiring to attend, reconvened the meeting by voice vote following the motion of Ms. Kriz, seconded by Mr. Aikens.

Ms. Kriz moved that the members of the Economic Development Authority of Frederick County certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Authority members. Mr. Aikens seconded the motion, which carried as follows on a recorded vote:

Bryan Fairbanks	Aye
Jason Aikens	Aye
Christine Kriz	Aye

ADJOURN

There being no further business to come before this Authority, the meeting was adjourned at 10:42 a.m.

_____ _____

Bryan Fairbanks
Chairman

Jay Tibbs
Secretary

MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
CLOSED SESSION
| THURSDAY, July 23, 2026 | 1:00 PM
BOARD ROOM, COUNTY ADMINISTRATION BUILDING
107 N. KENT ST. WINCHESTER, VA 22601

PRESENT: Jason Aikens, Bryan Fairbanks, Christine Kriz

STAFF: Wendy May, Interim EDA Director, Michael Bollhoefer, County Administrator, Wyatt Pearson, Deputy County Administrator, and Ann Phillips Deputy Clerk to the Board of Supervisors

MEETING CALLED TO ORDER: Chairman Fairbanks called the meeting to order at 2:18 p.m.

CLOSED SESSION

EDA member Christine Kriz moved that the Economic Development Authority of Frederick County enter a closed session pursuant to Virginia Code Section 2.2-3711(A)(1) for personnel matters, specifically to interview applicants for the Economic Development Director. EDA member Jason Aikens seconded the motion, which carried on a voice vote.

At 4:22 p.m., the Authority members, assembled in the designated meeting place in the presence of members of the public and the media desiring to attend, reconvened the meeting by voice vote following the motion of Ms. Kriz, seconded by Mr. Aikens.

Ms. Kriz moved that the members of the Economic Development Authority of Frederick County certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Authority members. Mr. Aikens seconded the motion, which carried as follows on a recorded vote:

Bryan Fairbanks	Aye
Jason Aikens	Aye
Christine Kriz	Aye

ADJOURN

There being no further business to come before this Authority, the meeting was adjourned at 4:24 p.m.

_____ _____

Bryan Fairbanks
Chairman

Jay Tibbs
Secretary

TREASURER'S REPORT SYNOPSIS
ECONOMIC DEVELOPMENT AUTHORITY
May 31, 2026

BANK OF CLARKE COUNTY

Beginning Bank Statement Balance - as of April 30, 2026		**$13,214.72**
Total Deposits	$0.00	
Total Disbursements	$0.00	
BANK STATEMENT BALANCE AS OF May 31, 2026		**$13,214.72**

BANK OF CLARKE - INTRAFI ACCOUNT

Beginning Bank Statement Balance - as of April 30, 2026		**$3,245,399.87**
Total Deposits	$7,256.15	
Total Disbursements	$0.00	
BANK STATEMENT BALANCE AS OF May 31, 2026		**$3,252,656.02**

TREASURER'S REPORT

ECONOMIC DEVELOPMENT AUTHORITY

May 31, 2026

BANK OF CLARKE COUNTY

Beginning Bank Statement Balance - as of April 30, 2026		**$13,214.72**
Deposits		
TOTAL DEPOSITS	**$0.00**	
Disbursements		
TOTAL DISBURSEMENTS	**$0.00**	
BANK STATEMENT BALANCE AS OF May 31, 2026		**$13,214.72**

Bank of Clarke

2 East Main Street
Berryville, VA 22611

Statement Ending 05/31/2026

ADDRESS SERVICE REQUESTED

[redacted]

ECONOMIC DEVELOPMENT AUTHORITY OF THE CO
107 N KENT ST
WINCHESTER VA 22601-5039

[redacted]

[redacted]

Summary of Accounts

Account Type	Account Number	Ending Balance
Public Fund Chk	[redacted]	$13,214.72

Public Fund Chk - [redacted]

Account Summary

Date	Description	Amount
05/01/2026	**Beginning Balance**	**$13,214.72**
	0 Credit(s) This Period	$0.00
	0 Debit(s) This Period	$0.00
05/31/2026	**Ending Balance**	**$13,214.72**

Daily Balances

Date	Amount
05/01/2026	$13,214.72

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	$0.00	$0.00
Total Returned Item Fees	$0.00	$0.00

[redacted]

[redacted]

EQUAL HOUSING LENDER Member FDIC

CHANGE OF ADDRESS Please visit one of our nearest branch locations (go to www.bankofclarke.bank for location information), contact our Customer Support Center at 540-955-2510 (toll-free: 800-650-8723) or log into online banking and update your information.

IMPORTANT NOTICE CONCERNING ELECTRONIC FUND TRANSFERS In case of errors or questions about your electronic transfers: call us at 540-955-2510 (toll-free: 800-650-8723) or write us at P.O. Box 391, Berryville, Virginia 22611, as soon as you can, if you think your statement is wrong or if you need more information about a transfer listed on the statement. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared. A. Provide us your name and account number. B. Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information. C. Tell us the dollar amount of the suspected error. We will tell you the results of our investigation within 10 business days after we hear from you and will correct any error promptly. If we need more time, we will re-credit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation. For information or help on Electronic Fund Transfers, please call us at the telephone number indicated above.

IMPORTANT NOTICE CONCERNING FAIR CREDIT BILLING In case of errors or inquiries about your ACCOUNT statement Send your inquiry in writing on a separate sheet to: P.O. Box 391, Berryville, Virginia 22611. We must receive it within 60 days after your statement was mailed to you. Your written inquiry must include: 1.Your name and account number; 2. A description of the error and why (to the extent you can explain) you believe it is an error; and 3. The dollar amount of the suspected error. You can call us, but doing so will not preserve your rights. You remain obligated to pay the part of your statement not in dispute, but you do not have to pay any amount in dispute during the time we are resolving the dispute. During the same time, we may not take any action to collect disputed amounts or report disputed amounts as delinquent. This is a summary of your rights; a full statement of your rights and our responsibilities under the Federal Fair Credit Billing Act will be sent to you both upon request and in response to an Account Statement error notice.

IMPORTANT NOTICE FOR BANK OF CLARKE LOAN CUSTOMERS FINANCE CHARGES Begin to accrue on the day an advance is taken on your account. The FINANCE CHARGE is computed by applying the daily periodic rate to the "average daily balance" of your loan account for the billing cycle and multiplying that amount by the total number of days in the billing cycle. The "average daily balance" is computed by applying new advances and principal reductions to the beginning balance of the account each day to get the daily balance. Then, we add up all of the daily balances for a billing cycle and divide the total by the number of days in the billing cycle to obtain the "average daily balance."

TREASURER'S REPORT

ECONOMIC DEVELOPMENT AUTHORITY

May 31, 2026

BANK OF CLARKE - INTRAFI ACCOUNT

Beginning Bank Statement Balance - as of April 30, 2026			**$3,245,399.87**
Deposits			
5/31/2026	Interest	$7,256.15	
TOTAL DEPOSITS		**$7,256.15**	
Disbursements			
TOTAL DISBURSEMENTS		**$0.00**	
BANK STATEMENT BALANCE AS OF May 31, 2026			**$3,252,656.02**

** $1,907,000 represents proceeds from the sale of the Robinson School properties.

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Bank of Clarke
PO Box 391
Berryville, VA 22611

RETURN SERVICE REQUESTED

Economic Development Authority of the Co
107 N Kent Street
Winchester, VA 22601

Contact Us
[redacted]

[redacted]

Account
Economic Development Authority of the Co

Date
05/31/2026

Page
1 of 2

IntraFi Cash Service℠, or ICS®, Monthly Statement

The following information is a summary of activity in your account(s) for the month of May 2026 and the list of FDIC-insured institution(s) that hold your deposits as of the date indicated. These deposits have been placed by us, as your agent and custodian, in deposit accounts through IntraFi Cash Service. Funds in your deposit accounts at the FDIC-insured institutions at which your funds have been placed will be "deposits," as defined by federal law. Certain conditions must be satisfied for "pass-through" FDIC deposit insurance coverage to apply. To meet the conditions for pass-through FDIC deposit insurance, deposit accounts at FDIC-insured banks in IntraFi's network that hold deposits placed using an IntraFi service are titled, and deposit account records are maintained, in accordance with FDIC regulations for pass-through coverage.

Summary of Accounts

Account ID	Deposit Option	Interest Rate	Opening Balance	Ending Balance
[redacted]	Demand	2.62%	$3,245,399.87	$3,252,656.02
TOTAL			**$3,245,399.87**	**$3,252,656.02**

IntraFi and ICS are registered service marks, and IntraFi Cash Service is a service mark, of IntraFi Network LLC.

Member FDIC

DETAILED ACCOUNT OVERVIEW

Account ID: [redacted]
Account Title: **Economic Development Authority of the Co**

Account Summary - Demand

Statement Period	5/1-5/31/2026	Average Daily Balance	$3,245,633.94
Previous Period Ending Balance	$3,245,399.87	Interest Rate at End of Statement Period	2.62%
Total Program Deposits	0.00	Annual Percentage Yield Earned	2.66%
Total Program Withdrawals	(0.00)	YTD Interest Paid	36,038.36
Interest Capitalized	7,256.15		
Current Period Ending Balance	**$3,252,656.02**		

Account Transaction Detail

Date	Activity Type	Amount	Balance
05/29/2026	Interest Capitalization	$7,256.15	$3,252,656.02

Summary of Balances as of May 31, 2026

FDIC-Insured Institution	City/State	FDIC Cert No.	Balance
BOKF, National Association	Tulsa, OK	[redacted]	$247,552.25
Banc of California	Los Angeles, CA		247,552.25
City National Bank of Florida	Miami, FL		247,552.25
Columbia Bank	Roseburg, OR		247,552.25
First-Citizens Bank & Trust Company	Raleigh, NC		247,552.25
Flagstar Bank, N.A.	Hicksville, NY		34,476.77
Manufacturers and Traders Trust Co	Buffalo, NY		247,552.25
Pinnacle Bank	Nashville, TN		247,552.25
Raymond James Bank	St. Petersburg, FL		247,552.25
The Huntington National Bank	Columbus, OH		247,552.25
Truist Bank	Charlotte, NC		247,552.25
Valley National Bank	Morristown, NJ		247,552.25
Western Alliance Bank	Phoenix, AZ		247,552.25
Zions Bancorporation, N. A.	Salt Lake City, UT		247,552.25

IntraFi and ICS are registered service marks, and IntraFi Cash Service is a service mark, of IntraFi Network LLC.

Member FDIC

Frederick CO. VA
ECONOMIC DEVELOPMENT AUTHORITY

TREASURER'S REPORT SYNOPSIS
ECONOMIC DEVELOPMENT AUTHORITY
June 30, 2026

BANK OF CLARKE COUNTY

Beginning Bank Statement Balance - as of May 31, 2026		**$13,214.72**
Total Deposits	$5,970.93	
Total Disbursements	-$4,143.00	
BANK STATEMENT BALANCE AS OF June 30, 2026		**$15,042.65**

BANK OF CLARKE - INTRAFI ACCOUNT

Beginning Bank Statement Balance - as of May 31, 2026		**$3,252,656.02**
Total Deposits	$7,024.02	
Total Disbursements	$0.00	
BANK STATEMENT BALANCE AS OF June 30, 2026		**$3,259,680.04**

ECONOMIC DEVELOPMENT AUTHORITY
June 30, 2026

BANK OF CLARKE COUNTY

Beginning Bank Statement Balance - as of May 31, 2026			**$13,214.72**
Deposits			
	6/12/2026	Deposit - (EDA City of Winchester - Westminster-Canterbury Bond Admin Fee)	$5,970.93
TOTAL DEPOSITS			**$5,970.93**
Disbursements			
1653	5/28/2026	Michael L. Bryan (Legal Fees)	-$621.00
1654	6/10/2026	Michael L. Bryan (Legal Fees)	-$1,656.00
1655	6/10/2026	Laurel Ridge Workforce Solutions	-$1,866.00
TOTAL DISBURSEMENTS			**-$4,143.00**
BANK STATEMENT BALANCE AS OF June 30, 2026			**$15,042.65**

Bank of Clarke

2 East Main Street
Berryville, VA 22611

Rec'd 7/3/26

Statement Ending 06/30/2026

ADDRESS SERVICE REQUESTED

[redacted]

ECONOMIC DEVELOPMENT AUTHORITY OF THE CO
107 N KENT ST
WINCHESTER VA 22601-5039

[redacted]

Managing Your Accounts

[redacted]

Summary of Accounts

Account Type	Account Number	Ending Balance
Public Fund Chk	[redacted]	$15,042.65

Public Fund Chk - [redacted]

Account Summary

Date	Description	Amount
06/01/2026	**Beginning Balance**	**$13,214.72**
	1 Credit(s) This Period	$5,970.93
	3 Debit(s) This Period	$4,143.00
06/30/2026	**Ending Balance**	**$15,042.65**

Deposits

Date	Description	Amount
06/12/2026	Deposit	$5,970.93

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
1653	06/03/2026	$621.00	1654	06/22/2026	$1,656.00	1655	06/30/2026	$1,866.00

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
06/01/2026	$13,214.72	06/12/2026	$18,564.65	06/30/2026	$15,042.65
06/03/2026	$12,593.72	06/22/2026	$16,908.65		

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	$0.00	$0.00
Total Returned Item Fees	$0.00	$0.00

[redacted]

EQUAL HOUSING LENDER Member FDIC

CHANGE OF ADDRESS Please visit one of our nearest branch locations (go to www.bankofclarke.bank for location information), contact our Customer Support Center at 540-955-2510 (toll-free: 800-650-8723) or log into online banking and update your information.

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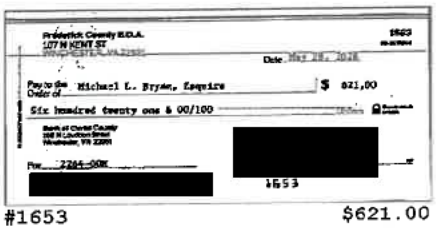
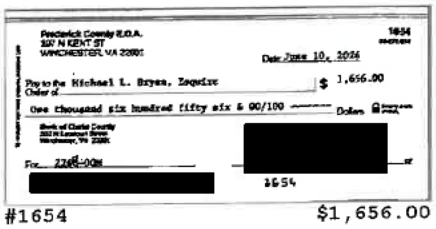
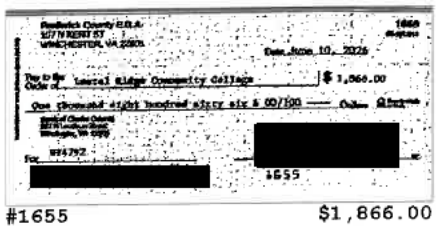


#1653 $621.00



#1654 $1,656.00



#1655 $1,866.00

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TREASURER'S REPORT

ECONOMIC DEVELOPMENT AUTHORITY

June 30, 2026

BANK OF CLARKE - INTRAFI ACCOUNT

Beginning Bank Statement Balance - as of May 31, 2026			**$3,252,656.02**
Deposits			
6/30/2026	Interest	$7,024.02	
TOTAL DEPOSITS		**$7,024.02**	
Disbursements			
TOTAL DISBURSEMENTS		**$0.00**	
BANK STATEMENT BALANCE AS OF June 30, 2026			**$3,259,680.04**

** $1,907,000 represents proceeds from the sale of the Robinson School properties.

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Bank of Clarke
PO Box 391
Berryville, VA 22611

RETURN SERVICE REQUESTED

Economic Development Authority of the Co
107 N Kent Street
Winchester, VA 22601

Contact Us
[redacted]

Account
Economic Development Authority of the Co

Date
06/30/2026

IntraFi Cash Service℠, or ICS®, Monthly Statement

The following information is a summary of activity in your account(s) for the month of June 2026 and the list of FDIC-insured institution(s) that hold your deposits as of the date indicated. These deposits have been placed by us, as your agent and custodian, in deposit accounts through IntraFi Cash Service. Funds in your deposit accounts at the FDIC-insured institutions at which your funds have been placed will be "deposits," as defined by federal law. Certain conditions must be satisfied for "pass-through" FDIC deposit insurance coverage to apply. To meet the conditions for pass-through FDIC deposit insurance, deposit accounts at FDIC-insured banks in IntraFi's network that hold deposits placed using an IntraFi service are titled, and deposit account records are maintained, in accordance with FDIC regulations for pass-through coverage.

Summary of Accounts

Account ID	Deposit Option	Interest Rate	Opening Balance	Ending Balance
[redacted]	Demand	2.63%	$3,252,656.02	$3,259,680.04
TOTAL			**$3,252,656.02**	**$3,259,680.04**

IntraFi and ICS are registered service marks, and IntraFi Cash Service is a service mark, of IntraFi Network LLC.

Member FDIC

DETAILED ACCOUNT OVERVIEW

Account ID: [redacted]
Account Title: Economic Development Authority of the Co

Account Summary - Demand

Statement Period	6/1-6/30/2026
Previous Period Ending Balance	$3,252,656.02
Total Program Deposits	0.00
Total Program Withdrawals	(0.00)
Interest Capitalized	7,024.02
Current Period Ending Balance	**$3,259,680.04**

Average Daily Balance	$3,252,977.18
Interest Rate at End of Statement Period	2.63%
Annual Percentage Yield Earned	2.66%
YTD Interest Paid	43,062.38

Account Transaction Detail

Date	Activity Type	Amount	Balance
06/23/2026	Interest Capitalization	$372.96	$3,253,028.98
06/30/2026	Interest Capitalization	6,651.06	3,259,680.04

Summary of Balances as of June 30, 2026

FDIC-Insured Institution	City/State	FDIC Cert No.	Balance
BOKF, National Association	Tulsa, OK	[redacted]	$247,533.39
Citizens Bank, National Association	Providence, RI		247,533.39
City National Bank of Florida	Miami, FL		247,533.39
Columbia Bank	Roseburg, OR		247,533.39
First-Citizens Bank & Trust Company	Raleigh, NC		247,533.39
Flagstar Bank, N.A.	Hicksville, NY		42,148.68
Manufacturers and Traders Trust Company	Buffalo, NY		247,533.39
Pinnacle Bank	Nashville, TN		247,533.39
Raymond James Bank	St. Petersburg, FL		247,533.39
The Huntington National Bank	Columbus, OH		247,160.22
Truist Bank	Charlotte, NC		247,533.39
Valley National Bank	Morristown, NJ		247,533.39
Western Alliance Bank	Phoenix, AZ		247,533.39
Zions Bancorporation, N. A.	Salt Lake City, UT		247,503.85

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Frederick CO. VA
ECONOMIC DEVELOPMENT AUTHORITY

DATE: July 29, 2026

TO: Board of Directors
Frederick County Economic Development Authority

FROM: Wendy May, CEcD
Interim Director

CC: Jay Tibbs
Deputy County Administrator

RE: Laurel Ridge Scholarship Funding

In September 2025, the EDA approved $200,000 in scholarship funding to support Frederick County residents pursuing select FastForward credential programs offered through Laurel Ridge Community College Workforce Solutions. This funding was designed to address critical industry workforce needs and was available until exhausted or until June 30, 2026.

Demand for short-term career training at Laurel Ridge has grown significantly. New program offerings, combined with rising enrollment, quickly outpaced the Virginia Workforce Credential Grant funding previously provided by the General Assembly, which had covered two-thirds of FastForward program costs for eligible students. New programs such as Fiber Installer Technician and Power Line Worker contributed to this surge, leaving the college with limited grant funds for the remainder of the fiscal year. The EDA's contribution helped bridge this gap and ensured continued access to affordable training for county residents.

As of June 30, 2026, $160,136 of the $200,000 has been utilized. Of the 59 students awarded funding, 23 have completed their classes, and all 23 earned their industry credentials—a 100% credentialing rate.

Laurel Ridge is requesting that the EDA Board allow the remaining $39,864 to roll forward into the current fiscal year. Although state funding has been fully restored for FY27, Laurel Ridge continues to see many residents who are not eligible for the state grant. These individuals either cannot establish Virginia domicile under their parents (required for those under age 24) or have lived in Frederick County for less than 12 months.

Thank You Letters

CDL student:

> I am truly grateful for the opportunity to be considered for this scholarship and for the support it represents. Receiving assistance for my CDL class would mean more than just financial help; it would be a chance to move forward toward a stable and rewarding career. I appreciate the time, effort, and generosity of those who make this scholarship possible, and I do not take that support lightly. This opportunity would motivate me to work even harder, complete my training successfully, and use the skills I gain to build a better future for myself. Thank you for believing in individuals who are striving to improve their lives through hard work and determination.

CDL student:

> I moved here from Europe family unification purposes and I've been stock trying to find job here. If you would help me to get this opportunity it will mean a lot for all of us as getting me over here has been very costly and time consuming. It will be an opportunity of lifetime for me as otherwise I wouldn't know what to do. Many thanks for considering helping me out.

CDL student:

> Dear Frederick County EDA Scholarship Committee,
>
> I am writing to express my sincere gratitude for being selected as a recipient of the Frederick County EDA Scholarship. I am truly honored to receive this award and deeply appreciate your generosity and support toward my education.
>
> This scholarship will greatly help me pursue my goals at Laurel, where I am currently enrolled in the CDL program. Your support not only eases my financial burden but also motivates me to continue working hard toward earning my commercial driver's license and building a successful career in the field.
>
> Your generosity inspires me to stay dedicated and to one day give back to others in my community, just as you have supported students like me. Thank you again for believing in my potential and helping me move closer to achieving my dreams.

CDL student:

> I have been a gig driver for the last 6 years, but economic conditions have changed so drastically this year that it is no longer viable, so I am seeking a CDL to further my career and meet current state demands for CDL drivers. My financial need is a direct result of my wife becoming permanently disabled last year after an accident. Thank you for your consideration and assistance with my career goals.

CDL student:

> To whom it may, I just want to thank you from the bottom of my heart, for your generosity ,you have no idea the decision you made by picking me for the scholarship is truly a life changing one for me and my family I will be able to make more money to finally get me and

my family where we should be in life in a career for me. Also, I really do appreciate it from the bottom of my heart. Thank you sincerely.

Electrical 1 student:

I have spent a lot of time struggling to find something I enjoy doing and have been bouncing around a lot. Recently I have become engaged and am looking for something active and partially outdoors that can help me be able to afford a wedding a starting a family and electrical work seems like the best possible option for me with lots of flexibility within the field to avoid burnout! I am going to be eternally grateful for the financial assistance given so I can continue my education and begin a real career for the sake of my family. I am an incredibly hard worker and if I can I would break my back for years to pay this back.

Electrical student:

I am writing this to express my sincere gratitude for being selected as a recipient of this scholarship. Receiving this scholarship is a tremendous honor. I am deeply thankful for your belief in my potential and your investment in my future. Your generosity has lifted a significant financial hardship from my shoulders, allowing me to focus more intently on my studies and my goals of becoming a skilled journeyman electrician. This scholarship is particularly meaningful to me because it directly supports my aspirations in the electrical field. With the financial assistance provided, I can now afford the necessary tools, equipment and advanced training courses that are essential for hands-on learning and skill development. This opportunity will enable me to immerse myself fully in my apprenticeship, gaining practical experience and mastering the technical aspects of electrical work. I am excited to dedicate myself to this craft and contribute to the growing demand for skilled electrician in our community. I am committed to making the most of this opportunity and giving back to the community that has supported me. I plan on excel in my apprenticeship, continuously improve my skills, and eventually mentor aspiring electricians. Thank you once again for your support.

HVAC student:

Thank you for awarding me this HVAC scholarship. Your support will continue my training and really grow and build a strong foundation in this trade I am passionate in. Again I am very appreciative of this chance at bringing myself closer to being certified in the field of HVAC.

CDL student:

I just want to say how truly thankful I am for being chosen for this scholarship. This means more to me than I can put into words. Being on my own has taught me a lot , and it hasn’t always been easy trying to move forward and stay on the right path. Getting this support gives me a real chance to focus on earning my CDL-A and building a solid future for myself.

HVAC student:

I am a graduate of the HVAC level 1 course at the LRCC Middletown campus. Thank you for considering me as an applicant for financial assistance. I am interested in this class and plan on completing the other 3 levels that are offered. My goal is to obtain the proper knowledge

and licensure to progress my career in HVAC. This scholarship would greatly help to advance my knowledge and experience to excel in this field. I am excited to hear of any opportunities to assist in furthering my education. Thank you for helping me to learn and improve my future while advancing my skill set

Welding student:

I would to thank you for the opportunity to apply for this scholarship. This money would help pay for my balance to go into a trade for welding. Although I do qualify for a federal loan to get a two year degree, I have realized the importance trade is in my area. This would also help me to not have to get a student loan in order to go to college. I don't think enough emphasis is put on how important trades are and how they are needed.

HVAC:

Thank you for awarding me the scholarship. I truly appreciate it.

This scholarship helps me focus on my studies and continue working toward my goals and less on worrying about finances. I am really grateful for the opportunity to continue learning and growing thanks to you.

Thank you again for investing in my education. I will keep working hard towards my goals.

CDL student:

I would like to express my deepest and most sincere gratitude for your generous scholarship support. Receiving this opportunity means more to me than words can really capture. It removes a major financial barrier that would have otherwise prevented me from pursuing the Commercial Driver's License (CDL) training at Laurel Ridge Community College. Your kindness and belief in students like me inspire hope and make a real change possible in our community. I truly want to thank you from the bottom of my heart for investing in my future and in the futures of hard-working individuals who are ready to take the next step.

This scholarship directly helps me personally by securing a career that will allow me to provide for my kids the way they deserve, and thanks to you, without the added stress of tuition costs that I would not be able to afford otherwise. I am confident that, given this chance, I will not only finish the program successfully but also excel in it, earning my CDL-A and starting a stable, well-paying career as a professional truck driver. This career change will not only enable me to provide better financial support, but it will also provide greater security and opportunities we haven't had before. Ultimately, it brings me one very meaningful step towards my lifelong goal of owning my own home, a dream that will create lasting stability for my loved ones.

Your support doesn't have a profound impact on just one person; it strengthens our local workforce, helps meet the demands for skilled drivers, and shows the power of community investment in education and opportunity. I am committed to honoring your generosity by working hard, succeeding in this field, and eventually being able to give back to others in similar situations. Looking ahead, I am excited about the road this opens up, not just for my

career, but for building a brighter future for my family. Thank you again for making this possible. Your contribution truly changes lives.

CDL student:

I would like to start of by saying thank you to all those organizations, staff and others that make these decisions and contributions available to make our education better, accessible and affordable. I would also like to start by saying that I'm also currently a student pilot (I'm currently working on obtaining my private pilots license). It's not easy trying to keep up with the classes due to how much I earn at work, bills that I have to pay and the constant struggle to try and keep up on all payments that I currently have. Ever since I started working and attending aero elite flight training at Winchester regional airport, I've barely have anything left for either myself or parents, the couple of times i do tend to have some is when I'm not able to afford classes due to the lack of working hours at work or my paycheck coming a few dollars short. All of my training and supplies I've gotten has only been paid for by myself, as well as my training, all done through whatever I have available at the end of the pay period. If I could afford the CDL classes, trust me, I would definitely do it knowing I'm financially stable, as I previously stated in the last couple of sentences. Before finding out what aviation is about, I was starting to study to drive trucks, but then some personal things came along so I had to put that on hold, now that I look back, I wish I could've done it when I had the chance, when I still had the financial freedom of not having massive bills or any due dates on payments. One of the main reasons i would like and love to be able to obtain my CDL is to be able to work beside my father, who is also a truck driver. Knowing that each day he is getting older, his strength is not the same when I was younger. He would often talk to me about the day I were to obtain our CDLs, we would try and start our own business of truck lines, along with my younger brother who is also in the process of obtaining his CDL. My ambition as the oldest son in the family is and will always be to make my father life easier, even if that means putting my pilot training on hold to be able to help him with any unexpected bill or just to be able to help him in any way. I would also like to explore new routes in life, specially in the trucking industry, if that means that I'll have to put my training on hold, I'll gladly do it. But I also hope that if this opportunity I have gets granted, I also wish to be able to afford classes once more and not have to worry or stress about when I'll be able to afford classes once more. I hope this letter or my words don't get mixed, thinking it's AI (all of this comes truly from my heart and soul). But I would definitely like to say, thank you. Not only are you helping me but others like me, get a step closer to being able to afford their chosen career goals. And to be able to be a better version of themselves in the near future.

SHRM student:

Dear Frederick County EDA Scholarship Committee,

I am honored and deeply grateful to have been selected for this scholarship. Thank you for your generosity, kindness, and belief in my future. Having participated in many community volunteering campaigns - including heading up our own workplace United Way campaign - I know the work that goes into raising funds for such a great cause. To be the recipient of what is the hard work of those that care to see our community succeed is truly humbling. It is

incredibly encouraging to know that there are people who choose to support others in such a meaningful way, and I am so thankful for the opportunity.

Human resources is a field I truly enjoy, and I take great pride in supporting the employees who serve our public schools each day. This opportunity will allow me to strengthen my knowledge, grow in my career, and become a more well-rounded human resources professional. It is meaningful to me to continue developing in a role where I can help others in a way that directly supports the people who make a difference in the lives of students.

Your support will have a lasting impact on my future and on the future of our local public schools system. By helping me work towards SHRM certification, you are investing not only in my development, but also in the strength of the employees and schools I serve. As public education continues to face challenges, knowledgeable and compassionate support professionals are more important than ever. Because of your generosity, I will be better prepared to contribute in a positive and meaningful way to our school community. Thank you again for making this opportunity possible and for making a difference in both my future and the future of public education.

Electrical student:

Thank you for choosing my application, I work 3 jobs as of lately and I’m still making ends meet. This helps me and my family out tremendously. With this funding that I have received I will be able to continue my studies without delay and be able to focus on school and work. I will be able to tell my family that we will not struggle anymore.

CDL student:

I'm very grateful for the opportunity that's being provided. I don't know how I would be able to obtain this type of training so that I can have a career without you guys. The scholarship will help me so much because it will provide training so that I could have a career also so that I have some type of structure in my life I'm just so tired and I'm getting older. To whom it may concern this is major for somebody like me because without this I wouldn't be able to afford it. Again I'm grateful and thankful for the opportunity that has been provided thank you and goodbye hopefully I hear from you guys soon

Electrical student:

Hello I wanted to say thank you for making my life quite a bit better with this scholarship. It's enabling to pursue a better future for myself and my family in a way I couldn't on my own.

I grew up in a family that was, when I was born, slightly below the poverty line. Things got better from there but not by a whole lot, me and my mom are still barely above the poverty line. To be honest I'm kinda shocked I was able to graduate

high school, and with honors no less, both given my anxiety and the fact that I'm slow to take in new information if I'm not learning hands on. A fact that would rear its ugly head when I got to college and was expected to learn, purely through lectures and reading, the same amount of information in a semester that I was in a year before. I ended up having a mental breakdown after my first semester and dropping out. Now might be a good time to mention I'm mildly autistic and, generally speaking, autistic people tend to do better in trade

school/apprenticeships than college. All that being said, thank you again for making trade school possible for me.

I will, thanks to your support, continue to look to the future, beginning a type of learning much more suited to me. Hopefully securing a job in the future that is lucrative for both me and my future employer while helping my community.

Electrical Student:

I really appreciate being selected for this financial aid grant. Becoming an electrician is something I have dedicated my mind to and have already started doing work in the field and love it. I'm dedicated to having clean and organized work and ensuring a good work ethic and pushing my limits to be the best electrician I can possibly be in the future as a move up the totem pole.

Electrical student:

I am sincerely grateful for the generosity you have shown through this scholarship. Thanks for taking the time to give me this opportunity. It will help me greatly through my life . Your kindness is unmatched. And a special thank you from my boss.

Electrical student:

Thank you for your help. With this opportunity I can finish my education and give my family a better future and the right boost in order be better in life.

Welding student:

I want to sincerely thank you for this scholarship and the opportunity it gives me to continue my journey in welding. My interest in this trade began in high school when I took a beginner class, and it sparked a passion that I've carried with me ever since. Your generosity not only eases the financial stress of rent, utilities, and medical costs, but it also gives me the chance to focus fully on building a career that I can be proud of. Knowing that someone believes in me enough to support my education motivates me to work even harder, and I will carry that encouragement with me as I grow in this field.

HEO student:

I want to express my gratitude and most sincere appreciation for the opportunity of this scholarship. I have spent many years building my experience as a manufacturing machine technician and I have always looked forward to the opportunity to change my field of expertise and continue learning.

This scholarship would absolutely help me so much because it has been very hard recently trying to find a job in my field. It has been severely stressful and this scholarship would help so much and put a lot of my worries at ease.

The impact this would have on my life is tremendous as I've always wanted to have new and better opportunities for myself and those closest to me. Since I haven't been able to find a job in my field for a while, living expenses and groceries have been quite a hurdle. I'm a great employee and a hard worker, so entering a field I've always wanted to be associated

with would definitely give me a new found sense of motivation. Deciding to go back to school has made me look towards the future and has given me a newfound purpose.

Again, thank you so much for this opportunity. Have a blessed day.

CDL student:

Words cannot describe the amount of gratitude for even having the opportunity to go back to college, let alone having the support needed to make it a reality that I have.

This scholarship will allow me to support my family and watch them thrive as it will open up job opportunities that will give us financial security. I hope to inspire my girls to work just as hard as they get older and see the good that is left in this world.

Everyone needs a helping hand at some point in life. The impact that scholarships have on students trying to better themselves and the world is so strong. It helps motivate and drive one's to achieve their goals and make them a reality. Thank you for this amazing opportunity and the means to help my family grow.

Electrical student:

Thank you very much for choosing me to receive this scholarship. I am very grateful for your generosity and support. It means a lot to know that people are willing to help students continue their education.

This scholarship will help me reach my goal of becoming an electrician. It will help with the cost of my education and training so I can focus on learning the skills I need for my future career.

I really appreciate the impact your support has on students like me. Your generosity motivates me to work hard and succeed, and I hope to use this opportunity to build a successful future.

Electrical student:

Thank you from the bottom of my heart for your consideration and for providing this scholarship for me to attend classes (Electrical Level 1) at Laurel Ridge. I am so grateful that you have found it in your heart to select me to award the scholarship to. Some would say a scholarship is awarded to them as an individual but I would have to disagree. This scholarship is awarded to my family- my wife and daughter. With this I can work within the electrical field and finally have some job security and have peace of mind knowing that electricians are always on high demand and needed. I appreciate that there are great people like you who become donors who are able to help others within our Frederick County community. The financial relief and help you have provided to me will not be a waste. I plan to use this opportunity to shape and better my future both in learning and also in a financial aspect. I cannot thank you enough. I am truly grateful. Praying that God blesses you today and continuously in the future.

CDL student:

After company-wide layoffs at the beginning of the year, I’ve struggled to find a career I truly enjoy. Currently, I am assisting with farm work, earning $400 a week. I love driving and

believe that obtaining my CDL is the best career choice for both my passion and financial stability. This scholarship will help me reach my career goals with minimal setbacks and allow me to have the best possible start. It is truly an honor to have received this scholarship. Thank you.

CDL student:

ive always needed an official cdl but havent been able to afford it. there is a definite difference in potential income but the up front costs were prohibitive. this scholarship will open that door for me and allow me a better opportunity to provide for my family.

CDL student:

Thank you so much for the scholarship. I have a 3 year old son that I need to support and your donation has helped me develop professional skills and training that I could never affordd without your help. Thank you so much for the opportunity to make a change for the better in my llife this will help a lot and hopefully the good that it does will inspire people to help as much as possible to make a change for people that want more out of life.....thank you so much.

CDL student:

this scholarship would greatly help me in many ways such as i am living on my own and unable to to provide myself a better career and to be able to succeed in life.the impact of this scholarship would greatfully impact my life. i am very thankfull for this life career that i have chosen to do.

Electrical student:

I am sincerely grateful for being considered to recieve the Frederick County EDA Scholarship.

As I pursue training in the electrical field at Laurel Ridge Community College, this opportunity provides significant relief of finacial burden. This relief allows me to focus on and hone new skills as I continue supporting myself. It also allows me take the time to attend class and complete course work.

I plan to utilize this opportunity to become a licensed electrician, and aid in providing safe and efficient energy sytems locally. The generosity o8f this scholarship is an investement in this plan and into the community.

CDL student:

I will be thankful to receive the help to get my cdl. The CDL will help me grow as a person and financially. The CDL is a great opportunity that i see for achieving future goals and commitments. One of my future goals is to buy my own house. My long-term goals is to own my own trucking company. I want to have a better quality of life for myself and my family. I recognize that the donor would be a great help to my career and my future personal growth.

CDL student:

I would like to sincerely express my gratitude for the opportunity to be considered for the Frederick County EDA Scholarship. Being given the opportunity to pursue my CDL training with the support of this scholarship means more to me than I can fully express. This opportunity represents more than financial assistance; it represents hope, second chances, and the belief that hard work deserves support. I am truly thankful for donors like you who believe in investing in individuals striving to better their lives through dedication and perseverance.

CDL student:

Words would barely be able to express the gratitude I have for the opportunity in being granted a scholarship. If it weren't for the people behind the financial support of this scholarship I absolutely would not be able to obtain my CDL and be on a career path that will keep my family and myself in a stable position for many many years to come. It would be a dream come true and I can't thank you enough!

CDL student:

Thank you for offering this scholarship.The funding provided allows me to complete the CDL program and begin my career without the burden of the financial cost of the program. I am very excited to be able to be a part of this program and even more excited to obtain my license upon completion. I am extremely grateful for the opportunity and the options I have available to me.

HVAC student:

Thank you for selecting me for a scholarship. It means a lot as you will be helping me start my career in HVAC. I've had such a passion for this class for the past couple of years and you've given me the opportunity to learn and achieve that goal. Thank you.

HVAC student:

Thank you for granting me with the Frederick County EDA Scholarship. Me and my family are so grateful for this opportunity. I already work two jobs, and I wasn't sure how I was going to be about to pay to continue school and support my family's needs. This scholarship is allowing me to continue working towards my goal of getting my Journeyman's license and a career change into the HVAC field without burdening my family and our well-being. Thank you so much from the bottom of my heart.

HVAC student:

Thank you so much for awarding me with the EDA Scholarship. This scholarship will help me get one step closer to my career goal of becoming a certified HVAC technician. Receiving this scholarship is allowing me to focus on my studies instead of worrying about how I'm going to pay for my class and books. I am so thankful for this opportunity.

HVAC student:

When I graduated high school my life completely turned upside down. Given this financial help I am so unbelievably thankful that words would not be able to describe. All I can do is thank you so much to whomever is making this possible. I am currently working for a small

HVAC company in Winchester and I only make 16$ and hour. So this financial help would seriously take so much weight off of my shoulders. I understand the choices between applicants and if it is between me and somebody else and you truly believe they are better off than sure, I can understand. But if nothing else know that I want it more than him. I have missed one day of work in the last year, and have missed one day of school, which I had strep. I want to become successful and provide a life for my children that I never had.

HVAC student:

Thank you so much for giving me this opportunity. Your support truly means more to me than I can express. Knowing that you believe in my potential motivates me to work even harder. I'm committed to using this scholarship to its fullest and making you proud of the investment you've made in my future.

I'm deeply grateful for your generosity, and I won't forget the doors you're helping open for me. Thank you again for everything.

CDL student:

Thank you for this amazing opportunity to progress my life. this not only gives me a chance at a brighter future but also my families. I have dedicated time to researching what it takes to work in the trucking industry and feel that it is best suited for my goals in life. This scholarship would provide the opportunity to pursue education and training that will open the door to a more secure and fulfilling career, ultimately allowing me to better support my family and contribute to my community.

CDL student:

I want to thank you for this opportunity to further my career and achieve my goals this a been a lifelong dream of mine and I can't express the words of how happy I am for this opportunity I really hope I get approved for this. This opportunity will help my family and put me in a better financial position to help them. Thank you so much for this.

Electrical student:

I would like to thank you for this generous help. A scholarship and a nice job as an electrician would be extraordinary helpful and I would have you to thank as a main reason. This scholarship will help me find my way in life that I've never had before. My family has always had trouble with finances now more than ever. I, once again, thank you for your generosity in helping me with my education and future. Once this is all said and done, I'll finally be able to live a good life and help those who've helped me along the way.

Electrical student:

Thank you so much for even considering on giving me this opportunity. I'm really grateful to be given the option to continue my education, because there are many individuals who aren't given these opportunities. With this scholarship, I'll be able to afford to continue building my career path into the Electical field and my skills in the trade. You're assistance will greatly impact my life by providing me even the option of an education and the chance to create a career for myself and help my mom. Thank you again for even giving me the chance to continue growing.

Electrical student:

> Dear Scholarship Donor, I wanted to send a sincere thank you for considering me for financial aid for the Electrical 1 class. After spending over 20 years on the data center floor, being laid off in August 2023 was a huge hit. I've always relied on my work ethic and hands-on experience to get the job done, but lately, I've realized that without a certification or degree to "prove" my competence on paper, I'm getting stuck in roles that don't pay enough to support my family. This opportunity to transition from the customer side of the data center to the facilities side means everything to me. My two decades of experience mean I'm already comfortable in these environments, and this class is exactly what I need to bridge the gap and get back into a career with a real future. Thank you for giving me a shot at getting back into the workforce at a level that actually reflects my years of hard work. It's a huge step toward taking care of my family and growing my career again.

Electrical student:

> Thank you for considering me for the Frederick County EDA scholarship. I truly appreciate the opportunity and support given to students like myself pursuing careers.
>
> As a 19 year old working towards a electrical level 3 certification, this scholarship would greatly help and ease the financial aspect of continuing my education and allow me to focus more on learning and improving my skills for the future.

Electrical student:

> As I have never been a wealthy person, I truly and sincerely appreciate the opportunity to go after my goals with this scholarship. I am a single father who does his best to provide for my six year old daughter. She is the light of my life and all I aspire to do is provide as best I can for her. As such, I am in the position where I need to be able to work my way towards a career, not just a job. Sadly, being able to afford any sort of secondary schooling was out of the question for me and still would be without your very generous help. Assisting myself and others with our dreams of doing more with our lives is an unforgettable thing that I will treasure for all time. Thank you very much for you support.

Electrical student:

> I thank you for this opportunity you all have given me and know that it comes with the upmost appreciation. It will not be for nothing that's my promise. God bless

Frederick CO. VA
ECONOMIC DEVELOPMENT AUTHORITY

DATE: July 29, 2026

TO: Board of Directors
Frederick County Economic Development Authority

FROM: Wendy May, CEcD
Interim Director

CC: Jay Tibbs
Deputy County Administrator

RE: Resolutions Recognizing Service of Former EDA Board Members

The Frederick County Economic Development Authority has prepared resolutions honoring the dedicated service of three former board members: Gary Lofton, Rick Till, and Judith McCann-Slaughter. Each resolution expresses the Authority's gratitude for their contributions to advancing economic opportunity and supporting the community.

In addition, the resolution for Gary Lofton includes special recognition of his recent passing. His commitment and long-standing service left a meaningful and lasting impact on the EDA and on Frederick County. The Authority extends its deepest condolences to his family and friends.

These resolutions are presented for review and adoption.

RESOLUTION IN MEMORIAM
OF GARY A. LOFTON

WHEREAS, Gary A. Lofton served the County of Frederick, Virginia, faithfully, for over 12 years, first as the Board of Supervisors' liaison to the Industrial Development Authority of the County of Frederick, Virginia from January 2008 through September 2014, then as a member of the Economic Development Authority of the County of Frederick, Virginia from September 2014 through December 2019 and January 2023 through May 2026; and

WHEREAS, during Mr. Lofton's tenure, the Economic Development Authority provided a business grant program during the COVID-19 pandemic and funded several site assessments as part of the Virginia Business Ready Sites Program; and

WHEREAS, Mr. Lofton performed a valuable role in the economic development of Frederick County; and

WHEREAS, the Board will always consider Mr. Lofton a colleague and friend.

NOW, THEREFORE BE IT RESOLVED, that the Economic Development Authority of the County of Frederick, Virginia extends its deepest sympathy to the family of Gary A. Lofton, an outstanding individual, a dedicated family man, and a friend to all who knew him.

BE IT FURTHER RESOLVED, that this resolution be spread across the minutes of the Economic Development Authority of the County of Frederick, Virginia for all citizens to reflect upon the accomplishments of this citizen volunteer and that a true copy of this resolution be presented to his family.

ADOPTED this 6th day of August, 2026.

Brian Fairbanks
Chairman

Doug Rinker

Jason Aikens
Vice Chairman

Christina Kriz

Diane Kearns

Tina Murphy

Wendy L. May
Interim Director

RESOLUTION OF APPRECIATION
JUDITH MCCANN-SLAUGHTER

WHEREAS, Judith McCann-Slaughter served the County of Frederick, Virginia, faithfully, for over 5 years, as a member of the Economic Development Authority of the County of Frederick, Virginia from January 2020 through December 2025; and

WHEREAS, Mrs. McCann-Slaughter served as Vice-Chair from October 2022 through February 2023; and

WHEREAS, during Mrs. McCann-Slaughter's tenure, the Economic Development Authority provided up to $250,000 for the Laurel Ridge Community College – Workforce Solutions Fast Forward Scholarship Program and obtained a Virginia Business Ready Sites Grant totaling approximately $7.2 million for Valley Innovation Park; and

WHEREAS, Mrs. McCann-Slaughter performed a valuable role in the economic development of Frederick County; and

WHEREAS, the Economic Development Authority appreciates Mrs. McCann-Slaughter's service and will always consider Mrs. McCann-Slaughter a colleague and friend.

NOW, THEREFORE BE IT RESOLVED, that the Economic Development Authority of the County of Frederick, Virginia extends its deepest appreciation to Judith McCann-Slaughter for her work to further economic development in Frederick County.

BE IT FURTHER RESOLVED, that this resolution be spread across the minutes of the Economic Development Authority of the County of Frederick, Virginia for all citizens to reflect upon the accomplishments of this citizen volunteer.

ADOPTED this 6th day of August, 2026.

Brian Fairbanks
Chairman

Doug Rinker

Jason Aikens
Vice Chairman

Christina Kriz

Diane Kearns

Tina Murphy

Wendy L. May
Interim Director

RESOLUTION OF APPRECIATION
RICHARD J. TILL

WHEREAS, Richard J. Till served the County of Frederick, Virginia, faithfully, for over 7 years, as a member of the Economic Development Authority of the County of Frederick, Virginia from September 2018 through April 2026; and

WHEREAS, Mr. Till served as Chairman from January 2023 through April 2026; and

WHEREAS, under Mr. Till's leadership, the Economic Development Authority assisted with funding the Laurel Ridge Small Business Development Center – Bilingual Counseling Services and provided up to $250,000 for the Laurel Ridge Community College – Workforce Solutions Fast Forward Scholarship Program; and

WHEREAS, Mr. Till performed a valuable role in the economic development of Frederick County; and

WHEREAS, the Economic Development Authority appreciates Mr. Till's service and leadership and will always consider Mr. Till a colleague and friend.

NOW, THEREFORE BE IT RESOLVED, that the Economic Development Authority of the County of Frederick, Virginia extends its deepest appreciation to Richard J. Till for his work to further economic development in Frederick County.

BE IT FURTHER RESOLVED, that this resolution be spread across the minutes of the Economic Development Authority of the County of Frederick, Virginia for all citizens to reflect upon the accomplishments of this citizen volunteer.

ADOPTED this 6th day of August, 2026.

Brian Fairbanks
Chairman

Doug Rinker

Jason Aikens
Vice Chairman

Christina Kriz

Diane Kearns

Tina Murphy

Wendy L. May
Interim Director

Frederick CO. VA
ECONOMIC DEVELOPMENT AUTHORITY

DATE: July 29, 2026

TO: Board of Directors
Frederick County Economic Development Authority

FROM: Wendy May, CEcD
Interim Director

CC: Jay Tibbs
Deputy County Administrator

RE: EDA Director Search

Frederick County, led by its Human Resources Department, is seeking a dynamic Economic Development Director to lead the County's economic growth strategy and drive business expansion, tax base growth, and high-quality job creation. This highly visible leadership role oversees strategic initiatives in Site Readiness, Business Development, and Workforce Readiness, and builds strong partnerships with developers, businesses, and community stakeholders to turn opportunities into impactful projects.

The EDA has received more than 30 applications to date and has conducted five virtual interviews and two in-person interviews.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Lead Frederick County's economic development strategy, including long-range planning to support business growth, investment attraction, tax base expansion, and high-quality job creation.
- Oversee the inventory, assessment, and advancement of commercial and industrial sites, with a focus on site readiness, infrastructure coordination, and accelerating speed-to-market.
- Establish and manage public-private partnerships (P3s) to support site development and infrastructure improvements, while negotiating development agreements and incentive packages.
- Serve as the primary liaison between developers, property owners, brokers, and County departments (planning, engineering, utilities) to streamline development processes.
- Execute proactive business recruitment, retention, and expansion strategies, including direct engagement with site selectors, corporate executives, and local employers.

- Manage inbound inquiries, RFP responses, prospect tours, and project pipeline activity while promoting Frederick County as a competitive investment location.

- Collaborate with educational institutions, workforce partners, and regional organizations to align talent development with employer needs.

- Maintain a highly visible presence in the business and development community through active engagement with industry partners, civic organizations, and regional economic development stakeholders.

- Build and maintain strong partnerships with organizations such as the Chamber of Commerce, Winchester Regional Airport, Small Business Development Center, and the Winchester-Frederick County Convention and Visitors Bureau.

- Provide regular reporting to County Administration, the EDA Board, and the Board of Supervisors on project pipeline activity, BRE efforts, and site readiness status.

- Manage all administrative aspects of the department, including personnel, budgeting, and County processes.

The position was listed May 26, 2026, and will remain open until filled.

Frederick CO. VA
ECONOMIC DEVELOPMENT AUTHORITY

DATE: July 29, 2026

TO: Board of Directors
Frederick County Economic Development Authority

FROM: Wendy May, CEcD
Interim Director

CC: Jay Tibbs
Deputy County Administrator

RE: Winchester Regional Airport Update

The Winchester Regional Airport is a key economic development partner for Frederick County and a valuable asset as the county works to grow its aviation and aerospace industry sector. Nick Sabo, Executive Director, will provide an overview of the airport's recent growth, its strategic vision, and the economic development opportunities it presents.