

#### **AGENDA**

# | THURSDAY, SEPTEMBER 2<sup>ND</sup> | 8:00 AM |

COUNTY ADMINISTRATION BUILDING @ BOARD OF SUPERVISORS MEETING ROOM

107 KENT STREET WINCHESTER, VA

- 1. Call to Order
- 2. Approval of Minutes August 12<sup>th</sup> | ACTION
- 3. Treasurer's Report | | ACTION
- 4. Funding Request by the Lord Fairfax Small Business Development Center for Bilingual Counseling Services to Frederick County Businesses | ACTION
  - Lord Fairfax Small Business Development Center is requesting \$15,000 to offer bilingual counseling services in Spanish to Frederick County businesses.
- 5. Virginia Business Ready Sites Program | Next Sites to Tier | ACTION
  - Proposal to tier additional sites
- 6. Grocery Store Attraction | INFORMATION
  - Update on progress of contacting grocery stores.
- 7. Closed Session in accordance with Section 2.2-3711(A)(3) of the Code of Virginia (1950, as amended) for the discussion and consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority.
- 8. Such other business as may come before this Authority



# MINUTES ECONOMIC DEVELOPMENT AUTHORITY | THURSDAY, AUGUST 12, 2021 |

A meeting of the Frederick County Economic Development Authority was held on Thursday, August 12, 2021, at 8:00 A.M. in the County Administration Building, First Floor Conference Room, 107 North Kent Street, Winchester, Virginia.

<u>PRESENT:</u> Judy McCann-Slaughter, Doug Rinker, Stan Crockett, Susan Brooks and Heather McKay. Rick Till participated by phone from home for a medical reason and Board members present approved his remote participation.

**STAFF:** Patrick Barker, Wendy May, Allison Dongoski 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 June 3, 2021, meeting were presented.

Motion made, seconded and carried to approve the minutes by the following recorded vote:

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

#### **TREASURER'S REPORT**

Mr. Barker submitted the following reports:

Checking Account - Bank of Clarke County as of May 31, 2021 - \$132,085.29 Savings Account - Scott & Stringfellow as of May 31, 2021 - \$1,295,158.35

Checking Account – Bank of Clarke County as of June 30, 2021 - \$5253.20 Savings Account – Scott & Stringfellow as of June 30, 2021 - \$1,295,169.33

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

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

# FUNDING REQUEST BY THE LORD FAIRFAX SMALL BUSINESS DEVELOPMENT CENTER (SBDC) FOR BILINGUAL COUNSELING SERVICES TO FREDERICK COUNTY BUSINESSES

Mr. Barker stated the Center is requesting funding (\$15,000) from the EDA to offer bilingual counseling services in Spanish. Over the past year with additional City EDA funding, they have provided such services to businesses in the City of Winchester. Annually, the Frederick County EDA provides funding (\$28,000) from its general fund allocation to the SBDC.

He then introduced Christine Kriz, Executive Director of the SBDC, who gave a presentation on services they offer and demographics on the Frederick County Hispanic/Latino community.

Ms. Kriz introduced Diana Patterson, a local business owner and staff member of the SBDC who provides bilingual translation and interpretation services related to business and legal matters. Ms. Patterson then gave an overview of the program's efforts and accomplishments.

#### **GROCERY STORE ATTRACTION**

Mr. Barker gave an update on the EDA's efforts to attract additional grocery stores to our area. Each targeted grocery store received a mailing in early July and, subsequently, staff performed follow-up outreach with varying levels of connection. Two expressed some moderate interest, meaning they were actively looking for locations in a larger geographic area, which included Frederick County. Conversations with 4 elicited what could be deemed long-term interest, meaning there are no current plans to enter the market but our area is part of their long-term market consideration. Many of these stores have yet to consider expansion further west in Virginia and/or have evaluated Frederick County but a decision was made to focus on other markets. One contact expressed no interest in Frederick County in part due to their corporate shift of capital spending on e-commerce facilities.

Ms. McCann-Slaughter asked if Mr. Barker offered to give these chains a tour of the area to become more familiar with the market. Mr. Barker stated 80% of those contacted had already been to the area.

Mr. Rinker inquired if Mr. Barker felt the County's population needed more growth in order to be considered and could the County fast-track construction of a grocery store should one of the chains express an interest in opening a location here. Mr. Barker stated he did not get the impression that Frederick County's population was an obstacle and that he did not anticipate permitting to be an issue as most of the desired areas for a grocery store are already zoned for them.

Mr. Barker stated staff will continue to attempt to connect with 5 remaining grocery stores and will follow-up with those expressing some level of interest in Frederick County at an appropriate interval.

#### **FREDCO EATS: RESTAURANT WEEK**

Staff members, Wendy May and Allison Dongoski, gave a brief overview of this new initiative explaining it seeks to showcase Frederick County's growing restaurant scene by sharing the stories of local restaurants, featuring the diversity of local menus, increasing camaraderie amongst Frederick County eateries, and elevating the County's overall restaurant sector by sharing the successes of individual restaurants. This initiative also relates to the Talent Attraction Marketing Strategy for the Northern Shenandoah Valley.

A survey of County restaurants is currently underway to determine the week it will be held, goals restaurants hope to achieve through participation, framework of the event, and how the success of the event will be measured. The FredCo Eats: Restaurant Week logo and website are under development. Once launched, all related information will be available at FredCoEats.com.

Ms. McCann-Slaughter suggested a food truck park could be a future idea.

Mr. Rinker encouraged the event be held when fresh produce is in season and Ms. McKay stated that since locally grown produce is not available until later in the year, maybe Restaurant Week could be held twice a year.

#### **EPA BROWNFIELDS ASSESSMENT GRANTS**

Mr. Barker reported that, at its February meeting, the Board expressed interest in partnering with the City of Winchester and Clarke County on a U.S. Environmental Protection Agency grant program that provides funding to assist regions in assessing or cleaning up Brownfield sites, which are properties where there is a confirmed presence of hazardous substances, pollutants and contaminants, or the suspected presence of them. The grant can be used for environmental assessments, cleanup efforts or community engagement, to name a few. It was recommended by Draper Aden that the City serve as the lead given their past involvement with Brownfield grants.

Draper Aden held two meetings of the EDA directors to commence the grant application. Each EDA was tasked to acquire needed information and upon receipt of the information, Draper Aden will start compiling the application.

#### PROGRESS REPORT ON ACTIVITIES FROM JOINT MEETING

Mr. Barker provided the following update on the planned activities which were presented and discussed at the joint meeting.

- Activity #1 | Partner with appropriate local and regional partners to create solutions for current and projected workforce needs
  - Implementation of Shenandoah Valley Talent Solutions Strategy (digital aspects website and resource showcase)

**UPDATE** | Website should launch in September, project specialist (County EDA) has developed a social media campaign to coincide with website launch, funding for initial campaign secured through Virginia Tourism Corporation through Shenandoah County.

- o Assist the Workforce Initiative Board with project implementation
  - A workforce model for manufacturing, information technology, and construction similar to the existing career model which focused on medical careers
  - o Enhanced community outreach/advocacy to parents, guardians, coaches, teachers, counselors

**UPDATE** | Workgroups continue development of workforce models and revised proposal sought for enhanced outreach to shift the way our community views career opportunities.

- Activity #2 | Continue refinement of the business sites program
  - Loan Program is in place
  - Waiting to finalize a Business Ready Sites Loan Program Agreement with one or more of the characterized sites (Artillery Business Center & Carbaugh Business Center)
    - Commencement of Renaissance Boulevard is a key component for development of those sites
  - Complete additional site characterizations when additional sites matching the approved criteria come to market

**UPDATE** | Started the internal process to identify additional sites suitable for characterizations through proactive outreach to property owners and direct communication from property owners.

- Activity #3 | Cooperative marketing match program with agribusiness entities
  - o Creation of a program where two or more agribusiness entities agree to market an event/activity together (i.e. peach/apple festival) as a result the EDA would provide a cash match and Lord Fairfax Small Business Development Center would provide assistance with the marketing plan.

**UPDATE** | Staff has identified agribusinesses to receive call team visits and plans to start scheduling visits in the near future.

- Activity #4 | Expansion of retention activities
  - o Identify "gazelle" businesses to add to call team rotation and other retention activities. "Gazelles" are very fast-growing companies. These types of companies maintain consistent and rapid expansion of both employment and sales.

**UPDATE** | Analysis completed on data identifying potential gazelles in Frederick County. Next step will include broadening business retention visits and deciding best avenue to complete visits.

- Activity #5 | Collaborative marketing with Winchester Regional Airport
  - o Partner with the Winchester Regional Airport (WRA) to identify realistic development opportunities for WRA, develop marketing materials and a marketing plan and engage companies with large government portfolio and direct government user.

**UPDATE** | Plan to start development of postcard mailers with tailored pitch points in late August, per conversation with WRA's executive director.

Staff is seeking general discussion and feedback from the Authority regarding the activities to date.

Ms. McCann-Slaughter stated she thought a collaboration with Frederick Water, along with the airport, was also desired. Mr. Barker stated the EDA does collaborate with Frederick Water, as well as the local electric cooperatives and others, regarding infrastructure.

#### PERFORMANCE MEASURES 4<sup>TH</sup> QUARTER

Mr. Barker distributed and reviewed this report.

#### **SUCH OTHER BUSINESS AS MAY COME BEFORE THIS AUTHORITY**

Mr. Rinker reminded Board members of upcoming EDA activities:

WoW – September 10<sup>th</sup> at Shenandoah University

Widget Cup – date not selected yet

Manufacturing Day – October 1st

Manufacturing Month – October 2021

Employer Expo – October 21 at Jim Barnett Park War Memorial Building/Rec Center

Mr. Crockett asked if the Lord Fairfax Community College Small Business Development Center receives any State funding.

#### **ADJOURN**

There being no further business to come be 9:00 a.m.	efore this Authority, the meeting was adjourned at
Doug Rinker Chairman	Jay Tibbs Secretary



# TREASURER'S REPORT SYNOPSIS ECONOMIC DEVELOPMENT AUTHORITY July 31, 2021

#### **BANK OF CLARKE COUNTY**

Beginning Bank Statement Balance - as of June 30, 2021 \$5,253.20

Total Deposits \$104,444.25

Total Disbursements \$0.00

BANK STATEMENT BALANCE AS OF July 31, 2021 \$109,697.45

**SCOTT & STRINGFELLOW** 

Beginning Bank Statement Balance - as of June 30, 2021 \$1,295,179.94

Total Deposits \$10.98

Total Disbursements \$0.00

BALANCE AS OF July 31, 2021 \$1,295,190.92

# TREASURER'S REPORT ECONOMIC DEVELOPMENT AUTHORITY June 30, 2021

#### **BANK OF CLARKE COUNTY**

Beginning Bank Statement Balance - as of June 30, 2021

\$5,253.20

**Deposits** 

Bond Admin Fee (Orchard Ridge I & II and

 7/1/2021
 Legacy at N. Augusta)
 \$98,790.00

 7/23/2021
 VACoRP (Insurance Claim for Damaged Sign)
 \$5,654.25

 TOTAL DEPOSITS
 \$104,444.25

**Disbursements** 

TOTAL DISBURSEMENTS \$0.00

BANK STATEMENT BALANCE AS OF July 31, 2021

\$109,697.45

# TREASURER'S REPORT ECONOMIC DEVELOPMENT AUTHORITY June 30, 2021

#### **SCOTT & STRINGFELLOW**

Beginning Bank Statement Balance - as of June 30, 2021

\$1,295,179.94

**Deposits** 

7/31/21/2021 Interest \$10.98 **TOTAL DEPOSITS** \$10.98

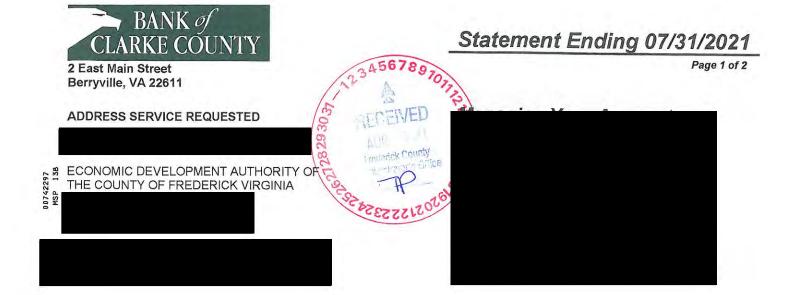
**Disbursements** 

TOTAL DISBURSEMENTS \$0.00

**BALANCE AS OF July 31, 2021** \$1,295,190.92

 $$707,\!000$  represents proceeds from the sale of the

\*\* Robinson School.





### Summary of Accounts

Account Type Account Number Ending Balance
Public Fund Chk \$109,697.45

## Public Fund Chk-

**Account Summary** 

Date Description Amount
07/01/2021 Beginning Balance \$5,253.20
2 Credit(s) This Period \$104,444.25

0 Debit(s) This Period \$0.00 Ending Balance \$109,697.45

**Deposits** 

07/31/2021

 Date
 Description

 07/01/2021
 Deposit
 \$98,790.00

 07/23/2021
 Deposit
 \$5,654.25

**Daily Balances** 

 Date
 Amount
 Date
 Amount

 07/01/2021
 \$104,043.20
 07/23/2021
 \$109,697.45

#### 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



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 COUNTY 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."

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Private Client Group

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services are offered by Truist Advisory Services, Inc., a SEC registered investment adviser.

ECONOMIC DEV AUTH OF THE CNTY OF FREDERICK VA

STATEMENT FOR THE PERIOD JULY 1, 2021 TO JULY 31, 2021

ECONOMIC DEV AUTH OF THE CNTY OF FREDERICK VA - Corporation

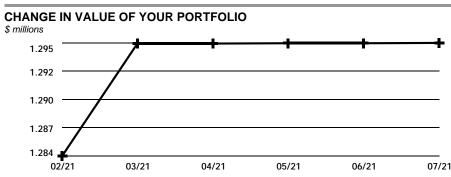
Account Number:

YOUR FINANCIAL ADVISOR IS:

For questions about your accounts:

**TOTAL VALUE OF YOUR PORTFOLIO** 

\$1,295,190.92



Change In Value Of Your Portfolio information can be found in Miscellaneous Footnotes at the end of this statement.

Account carried with National Financial Services LLC, Member NYSE, SIPC



### Private Client Group Truist Investment Services, Inc.

Securities, brokerage accounts and insurance (including annulties) are offered by Truist Investment Services, Inc., a SEC registered broker-dealer, member FINRA, SIPC, and a licensed insurance agency. Investment advisory services are offered by Truist Advisory Services, Inc., a SEC registered investment adviser.

### **Account Overview**

CHANGE IN ACCOUNT VALUE	Current Period	Year-to-Date
BEGINNING VALUE	\$1,295,179.94	\$0.00
Additions and Withdrawals	\$0.00	\$11,072.88
Income	\$10.98	\$56.53
Taxes, Fees and Expenses	\$0.00	\$0.00
Change in Value	\$0.00	\$1,284,061.51
ENDING VALUE (AS OF 07/31/21)	\$1,295,190.92	\$1,295,190.92

Refer to Miscellaneous Footnotes for more information on Change in Value.

INCOME		
TAXABLE	Current Period	Year-to-Date
Taxable Interest	\$10.98	\$56.53
TOTAL TAXABLE	\$10.98	\$56.53
TOTAL INCOME	\$10.98	\$56.53

Taxable income is determined based on information available to NFS at the time the statement was prepared, and is subject to change. Final information on taxation of interest and dividends is available on Form 1099-Div, which is mailed in February of the subsequent year.

#### **ACCOUNT ALLOCATION**



Bank Deposits 100.0%

TOTAL	100.0 %	\$1,295,179,94	\$1,295,190,92
Bank Deposits	100.0 %	\$1,295,179.94	\$1,295,190.92
	Percent	Prior Period	Current Period

Account Allocation shows the percentage that each asset class represents of your total account value. Account Allocation for equities, fixed income, and other categories may include mutual funds and may be net of short positions. NFS has made assumptions concerning how certain mutual funds are allocated. Closed-end mutual funds and Exchange Traded Products (ETPs) listed on an exchange may be included in the equity allocation. The chart may not reflect your actual portfolio allocation. Consult your broker/dealer prior to making investment decisions.

#### **MESSAGES AND ALERTS**

\*NOT FDIC INSURED\*NO BANK GUARANTEE\*MAY LOSE VALUE Services provided by the following affiliates of Truist Financial Corporation. Securities, brokerage accounts and insurance- including annuities-are offered by Truist Investment Services, Inc., a SEC registered broker-dealer, member FINRA, SIPC, and a licensed insurance agency. Investment advisory services are offered by Truist Advisory Services, Inc., and GFO Advisory Services, LLC, SEC registered investment advisers. Mutual fund products are advised by Sterling Capital Management, LLC.

If you have an investment advisory agreement with Truist Advisory Services, Inc., only advisory share class annuities referenced under the Assets Held Away section of this statement are included in your investment advisory assets. Truist Advisory Services, Inc. does not provide ongoing investment advice or charge advisory fees on non-advisory share class annuities.

ECONOMIC DEV AUTH OF THE CNTY OF FREDERICK VA - Corporation Account Number:



Private Client Group

Truist Investment Services, Inc.

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## Account Overview continued

#### **MESSAGES AND ALERTS** continued

Please consult with your financial advisor prior to making investment decisions and promptly inform your financial advisor of any changes to your financial situation or investment objectives or if you wish to impose or modify reasonable restrictions with regard to the management of your account.

Visit www.truist.com/wealth for Truist Investment Services clear, easy-to-understand information related to its products and services, including disclosures relating to the SEC Regulation Best Interest.

ECONOMIC DEV AUTH OF THE CNTY OF FREDERICK VA - Corporation Account Number:



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## Holdings

NFS-provided cost basis, realized gain (loss) and holding period information may not reflect all adjustments necessary for tax purposes. Please refer to Footnotes and Cost Basis Information at the end of this statement for more information.

For additional information regarding your holdings, please refer to the footnotes at the end of the statement.

#### CASH AND CASH EQUIVALENTS - 100.00% of Total Account Value

Description		mbol/Cusip count Type	Quantity	Price on 07/31/21	Current Market Value	Estimated Annual Income	
Bank at which time Bank Deposit Detai	funds may be eligible for FDI section which appears later i	C insurance. Custo In this statement for	omers are responsible for r information on the bank	monitoring their total of holding your deposits	deposits aṫ each Program s. If your account was esta	Bank to determine the extent of a	otected until deposited to a Program vailable FDIC insurance. Refer to the of this month, your statement will not statement period.
	BANK SWEEP NON-MANAGED 11%	QTMNQ CASH	1,295,190.92	\$1.00	\$1,295,190.92		
Total Cash and	Cash Equivalents				\$1,295,190.92		

#### TOTAL PORTFOLIO VALUE

\$1,295,190.92

## Activity

NFS-provided cost basis, realized gain (loss) and holding period information may not reflect all adjustments necessary for tax purposes. Please refer to Footnotes and Cost Basis Information at the end of this statement for more information.

#### CORE FUND ACTIVITY

For more information about the operation of your core account, please refer to your Customer Agreement.

Settlement Date	Account Type	Transaction	Description	Quantity	Amount
07/30/21	CASH	REINVESTMENT	TIERED RATE MULTIBANK SWEEP NON-MANAGED NET INT REINVEST	10.98	(\$10.98)

ECONOMIC DEV AUTH OF THE CNTY OF FREDERICK VA - Corporation Account Number:



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#### **ACTIVITY** continued

TOTAL CORE FUND ACTIVITY Amount (\$10.98)

#### **ACTIVITY** > INCOME > TAXABLE INCOME

Settlement Date	Account Type	Transaction	Description	Quantity	Amount
Taxable I	nterest				
07/30/21	CASH	INTEREST RECEIVED	TIERED RATE MULTIBANK SWEEP NON-MANAGED		\$10.98
Total Tax	xable Intere	est			\$10.98
Total Tax	xable Incon	ne			\$10.98
TOTAL I	NCOME				\$10.98

#### **ACTIVITY** > BANK DEPOSIT DETAIL

Bank deposits are not securities and are not covered by the Securities Investor Protection Corporation (SIPC). Customers are responsible for monitoring their total deposits at each Program Bank to determine the extent of available FDIC insurance. Your Ending Balance at each Program Bank as of the end of this statement period is shown below. If you participate in a Bank Deposit Sweep Program and also hold a Bank Deposit Direct Investment, the Bank Deposit Detail section lists banks and ending balances for both programs. Funds pending settlement reflect deposits to (credit) or withdrawals from (debit) a Program Bank. Subject to the terms of the applicable bank deposit disclosure, customers are reminded that funds are deposited to a Program Bank on the business day following the date that funds are credited to your account and until swept to a Program Bank, funds are covered by SIPC.

Bank	Beginning Balance	Ending Balance
Bank of Baroda	\$246,502.02	\$246,502.09
Citibank NA	\$246,502.02	\$246,502.09
East West Bank	\$62,669.84	\$62,680.47
JPMorgan Chase Bank NA	\$246,502.02	\$246,502.09
Synovus Bank	\$246,502.02	\$246,502.09
Truist Bank	\$246,502.02	\$246,502.09
Total Bank Deposits	\$1,295,179.94	\$1,295,190.92

Truist Investment Services, Inc.



Private Client Group
Truist Investment Services, Inc.

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### Footnotes and Cost Basis Information

Amortization, accretion and similar adjustments to cost basis have been provided for many fixed income securities (and some bond-like equities), however, they are not provided for certain types, such as short-term instruments, Unit Investment Trusts, foreign fixed income securities, or those that are subject to early prepayment of principal (pay downs). Where current year premium or acquisition premium amortization is provided, the prior years' cumulative amortization is reflected in the adjusted cost basis, but we cannot provide a breakdown or the total of such prior amortization amounts.

NFS is required to report certain cost basis and related information to the IRS on the Form 1099-B. Your official 1099-B forms for certain transactions will reflect which lots have been sold for tax purposes. To apply a specific identification cost basis method to 1099-B reporting, appropriate instructions must be on file with NFS or be received by NFS before the trade has settled. Absent such instructions, NFS determines cost basis at the time of sale based on its default methods of average cost for open-end mutual funds and first-in, first-out (FIFO) for all other (including ETFs) unless your broker dealer has elected to use another default method. NFS applies FIFO (or other disposal method, if applicable) based on its records, which may be different from yours. For transactions that are not subject to 1099-B cost basis reporting, you should refer to your trade confirmations and other applicable records to determine which lots were considered sold for tax purposes.

While NFS must meet IRS requirements with respect to certain information required to be reported to the IRS, NFS-provided cost basis, realized gain and loss, and holding period information may not reflect all adjustments necessary for your tax reporting purposes. NFS makes no warranties with respect to and specifically disclaims any liability arising out of a customer's use of, or any tax position taken in reliance upon, such information.

For investments in partnerships, NFS does not make any adjustments to cost basis information as the calculation of basis in such investments requires supplemental information from the partnership on its income and distributions during the period you held your investment. Partnerships usually provide this additional information on a Form K-1 issued by April 15th of the following year.

Consult your tax advisor for further information.

Cost basis and gain/loss information is provided as a service to corporate accounts. The information listed in the year-to-date gain/loss summary section is based on a calendar year (January - December). If your business/entity has a fiscal year end other than December 31st for tax purposes, the year-to-date information will not apply. If you have questions about your tax situation, consult your tax advisor.

### Miscellaneous Footnotes

CHANGE IN VALUE OF YOUR PORTFOLIO is the change in market value of your portfolio assets over the time period shown. The portfolio assets include the market value of all the securities in the account, plus insurance and annuity assets if applicable. The time frame of the graph is from account opening or September 2011, whichever is later, to the current period. Please note that large increases and/or declines in the change in the value of the portfolio can be due to additions, distribution and/or performance.

CHANGE IN VALUE reflects appreciation or depreciation of your holdings due to price changes plus any activity not reflected within Additions and Withdrawals, Income, Taxes, Fees and Expenses, and Other Activity sections. Change in Value does not reflect activity related to assets in which NFS is not the custodian (e.g. Insurance and Annuities, Assets Held Away and Other Assets Held Away).

CALLABLE SECURITIES LOTTERY - When street name or bearer securities held for you are subject to a partial call or partial redemption by the issuer, NFS may or may not receive an allocation of called/redeemed securities by the issuer, transfer agent and/or depository. If NFS is allocated a portion of the called/redeemed securities, NFS utilizes an impartial lottery allocation system, in accordance with applicable rules, that randomly selects the securities within customer accounts that will be called/redeemed. NFS' allocations are not made on a pro rata basis and it is possible for you to receive a full or partial allocation, or no allocation. You have the right to withdraw uncalled fully paid securities at any time prior to the cutoff date and time established by the issuer, transfer agent and/or depository with respect to the partial call, and also to withdraw excess margin securities provided your account is not subject to restriction under Regulation T or such withdrawal will not cause an undermargined condition.

ECONOMIC DEV AUTH OF THE CNTY OF FREDERICK VA - Corporation Account Number:



Private Client Group
Truist Investment Services, Inc.

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## Miscellaneous Footnotes continued

PRICING INFORMATION - Prices displayed are obtained from sources that may include pricing vendors, broker/dealers who clear through NFS and/or other sources. Prices may not reflect current fair market value and/or may not be readily marketable or redeemable at the prices shown.

FOREIGN EXCHANGE TRANSACTIONS - Some transaction types necessitate a foreign currency exchange (FX) in order to settle. FX transactions may be effected by Fidelity Forex, LLC. on a principal basis. Fidelity Forex, LLC., an affiliate of NFS, may impose a commission or markup on the prevailing interbank market price, which may result in a higher price to you. Fidelity Forex, LLC. may share a portion of any FX commission or markup with NFS. More favorable rates may be available through third parties not affiliated with NFS. The rate applicable to any transaction involving an FX is available upon request through your broker-dealer.

COST BASIS LEGISLATION - New IRS Rules will require National Financial Services to report cost basis and holding period information for the sale of shares of open end Mutual Fund holdings purchased on or after January 1, 2012 on Form 1099-B. National Financial Services determines the cost basis for all shares of open end mutual funds using a default method of average cost. Alternatively, account owners or their brokers and advisors can instruct National Financial Services to determine the cost basis for shares of open end mutual funds by 1) setting up their non-retirement accounts with one of our eleven tax lot disposal methods available to investors or 2) identifying specific tax lots to sell at the time of a transaction. Contact your broker or advisor to learn more about the cost basis tracking of your holdings.

GLOSSARY Short Account Balances -If you have sold securities under the short sale rule, we have, in accordance with regulations, segregated the proceeds from such transactions in your Short Account. Any market increases or decreases from the original sale price will be marked to the market and will be transferred to your Margin Account on a weekly basis. Market Value - The Total Market Value has been calculated out to 9 decimal places, however, the individual unit price is displayed in 5 decimal places. The Total Market Value represents prices obtained from various sources, may be impacted by the frequency in which such prices are reported and such prices are not guaranteed. Prices received from pricing vendors are generally based on current market quotes, but when such quotes are not available the pricing vendors use a variety of techniques to estimate value. These estimates, particularly for fixed income securities, may be based on certain minimum principal amounts (e.g. \$1 million) and may not reflect all of the factors that affect the value of the security, including liquidity risk. The prices provided are not firm bids or offers. Certain securities may reflect "IV/A" or "unavailable" where the price for such security is generally not available from a pricing source. The Market Value of a security, including those priced at par value, may differ from its purchase price and may not

CUSTOMER SERVICE: Please review your statement and report any inaccuracy or discrepancy immediately by calling the telephone number of your broker-dealer reflected on the front of this statement. Reports of any inaccuracy or discrepancy regarding your brokerage account or the activity therein should be directed to your broker-dealer at the telephone number and address reflected on the front of this statement and National Financial Services LLC ("NFS").

NFS carries your brokerage account and acts as your custodian for funds and securities that are deposited with NFS by you or your broker-dealer. In addition to your initial contact with your broker-dealer you may contact NFS at (800) 801-9942. Any oral communications regarding inaccuracies or discrepancies should be reconfirmed in writing to protect your rights, including those under the Securities Investor Protection Act ("SIPA"). When contacting either your broker-dealer or NFS, remember to include your entire brokerage account number to ensure a prompt reply.

ADDITIONAL INFORMATION Free credit balances ("FCB") are funds payable to you on demand. FCB are subject to open commitments such as uncleared checks and exclude proceeds from sales of certificated securities without delivery of the certificate. If your FCB is swept to a core position, you can liquidate the core position and have the proceeds sent to you or held in your account subject to the terms of your account agreement. Required rule 10b-10(a) information not contained herein will be provided on written request. Fidelity may use this free credit balance in connection with its business, subject to applicable law.

Credit Adjustment Program. Accountholders receiving payments in lieu of qualified dividends may not be eligible to receive credit adjustments intended to help cover additional associated federal tax burdens. NFS reserves the right to deny the adjustment to any accountholder and to amend or terminate the credit adjustment program.

Options Customers. Each transaction confirmation previously delivered to you contains full information about commissions and other charges. If you require further information, please contact your broker-dealer. Assignments of American and European-style options are allocated among customer short positions pursuant to a random allocation procedure, a description of which is available upon request. Short positions in American-style options are liable for assignment at any time. The writer of a European-style option is subject to exercise assignment only during the exercise period. You should advise your broker-dealer promptly of any material change in your investment objectives or financial situation. Splits, Dividends, and Interest. Expected stock split, next dividend payable, and next interest payable information has been provided by third parties and may be subject to change. Information for certain securities may be missing information. Please consult your broker-dealer for more information about expected stock split, next dividend payable, and next interest payable for certain securities.

**Equity Dividend Reinvestment Customers.** Shares credited to your brokerage account resulted from transactions effected as agent by either: 1) Your broker-dealer for your investment account, or 2) through the Depository Trust Company (DTC) dividend reinvestment program. For broker-dealer effected transactions, the time of the transactions, the exchange upon which these transactions occurred and the name of the person from whom the security was purchased will be furnished upon written request. NFS may have acted as market maker in effecting trades in 'over-the-counter' securities.

Retirement Contributions/Distributions. A summary of retirement contributions/distributions is displayed for you in the activity summary section of your statement. Income Reporting. NFS reports earnings from investments in Traditional IRAs, Rollover IRAs, SEP-IRAs and, Keoghs as tax-deferred income. Earnings from Roth IRAs are reported as tax-free income, since distributions may be tax-free after meeting the 5 year aging requirement and certain other conditions. A financial statement of NFS is available for your personal inspection at its office or a copy of it will be mailed to you upon your written request.

**Statement Mailing.** NFS will deliver statements by mail or, if applicable, notify you by e-mail of your statement's availability, if you had transactions that affected your cash balances or security positions held in your account(s) during the last monthly reporting period. At a minimum, all brokerage customers will receive quarterly statements (at least four times per calendar year) as long as their accounts contain a cash or securities balance.

Sales Loads and Fees. In connection with (i) access to, purchase or redemption of, and/or maintenance of positions in mutual funds and other investment products such as alternative investments or private placements ("funds") or (ii) infrastructure needed to support such funds, some funds, or their investment affiliates, pay your

closely reflect the value at which the security may be sold or purchased based on various market factors. Investment decisions should be made only after consulting your broker-dealer.

Estimated Annual Income (EAI) & Estimated Yield (EY)—EAI for fixed income is calculated using the coupon rate. For all other securities, EAI is calculated using an indicated annual dividend (IAD). The IAD is an estimate of a security's dividend payments for the next 12 months calculated based on prior and/or declared dividends for that security. EY reflects only the income generated by an investment and not changes in its price which may fluctuate. Interest and dividend rates are subject to change at any time and may be affected by current and future economic, political and business conditions. EAI and EY are estimates only and may include return of principal and/or capital gains, which would render them overstated. EAI and EY are provided for informational purposes only and should not be used or relied on for making investment, trading or tax decisions. EAI and EY are based on data obtained from information providers believed to be reliable, but no assurance can be made as to accuracy, timeliness or completeness.

introducing broker dealer and/or NFS sales loads and 12b-1 fees described in the Offering Materials as well as additional compensation for shareholder services, start-up fees, infrastructure support and maintenance, and marketing, engagement and analytics programs. Additional information about the source(s) and amount(s) of compensation as well as other remuneration received by FBS or NFS will be furnished to you upon written request. At time of purchase fund shares may be assigned a load, transaction fee or no transaction fee status. At time of sale, any fees applicable to your transaction will be assessed based on the status assigned to the shares at time of purchase. Margin. If you have applied for margin privileges and been approved, you may borrow money from NFS in exchange for pledging the assets in your account as collateral for any outstanding margin loan. The amount you may borrow is based on the value of securities in your margin account, which is identified on your statement. If you have a margin account, this is a combined statement of your margin account and special memorandum account other than your non-purpose margin accounts maintained for you under Section 220.5 of Regulation T issued by the Board of Governors of the Federal Reserve Board. The permanent record of the separate account, as required by Regulation T, is available for your inspection upon request. NYSE and FINRA. All transactions are subject to the constitution, rules, regulations, customs, usages, rulings and interpretations of the exchange market and its clearing house, if any, where the transactions are executed, and of the New York Stock Exchange (NYSE) and of the Financial Industry Regulatory Authority ("FINRA"). The FINRA requires that we notify you in writing of the availability of an investor brochure that includes information describing FINRA Regulation's BrokerCheck Program ("Program"). To obtain a brochure or more information about the Program or FINRA Regulation, contact the FINRA Regulation BrokerCheck Program Hotline at (800) 289-9999 or access the FINRA's web site at www.finra.org. FINRA Rule 4311 requires that your broker-dealer and NFS allocate between them certain functions regarding the administration of your brokerage account. The following is a summary of the allocation services performed by your broker-dealer and NFS. A more complete description is available upon request. Your broker-dealer is responsible for: (1) obtaining and verifying brokerage account information and documentation, (2) opening, approving and monitoring your brokerage account, (3) transmitting timely and accurate orders and other instructions to NFS with respect to your brokerage account, (4) determining the suitability of investment recommendations and advice, (5) operating, and supervising your brokerage account and its own activities in compliance with applicable laws and regulations including compliance with margin rules pertaining to your margin account, if applicable, and (6) maintaining required books and records for the services that it performs. NFS shall, at the direction of your broker-dealer: (1) execute, clear and settle transactions processed through NFS by your broker-dealer, (2) prepare and send transaction confirmations and periodic statements of your brokerage account (unless your broker-dealer has undertaken to do so). Certain securities pricing and descriptive information may be provided by your broker-dealer or obtained from third parties deemed to be reliable, however, this information has not been verified by NFS, (3) act as custodian for funds and securities received by NFS on your behalf, (4) follow the instructions of your broker-dealer with respect to transactions and the receipt and delivery of funds and securities for your brokerage account, and (5) extend margin credit for purchasing or carrying securities on margin. Your broker-dealer is responsible for ensuring that your brokerage account is in compliance with federal, industry and NFS margin rules, and for advising you of margin requirements. NFS shall maintain the required books and records for the services it performs. Securities in accounts carried by NFS are protected in accordance with the Securities Investor Protection Corporation ("SIPC") up to \$500,000. The \$500,000 total amount of SIPC protection is inclusive of up to \$250,000 protection for claims for cash, subject to periodic adjustments for inflation in accordance with terms of the SIPC statute and approval by SIPC's Board of Directors. NFS also has arranged for coverage above these limits. Neither coverage protects against a decline in the market value of securities, nor does either coverage extend to certain securities that are considered ineligible for coverage. For more details on SIPC, or to request a SIPC brochure, visit www.sipc.org or call 1-202-371-8300. Funds used to purchase or sweep to a bank deposit are SIPC protected until deposited to a Program Bank at which time funds may be eligible for FDIC insurance. Assets Held Away, commodities, unregistered investment contracts, futures accounts, loaned securities and other investments may not be covered. Precious metals are not covered by SIPC protection. Mutual funds and/or other securities are not backed or guaranteed by any bank, nor are they insured by the FDIC and involve investment risk including possible loss of principal.

End of Statement 722239.8.0



DATE: August 27, 2021

TO: Board of Directors,

Frederick County Economic Development Authority

FROM: Patrick Barker, CEcD

**Executive Director** 

CC: Jay Tibbs

**Deputy County Administrator** 

RE: Funding Request by the Lord Fairfax Small Business Development Center for

Bilingual Counseling Services to Frederick County Businesses

At the last meeting, the Lord Fairfax Small Business Development Center (SBDC) presented their funding request for \$15,000 to the Frederick County EDA to offer bilingual counseling services in Spanish. Over the past year, with additional City EDA funding of \$15,000, they have provided such services to businesses in the City of Winchester.

Frederick County EDA annually provides funding (\$28,000) from its general fund allocation from Frederick County to SBDC. In the past two years, SBDC assisted nearly 400 businesses which resulted in over 50 new jobs and nearly \$8 million in capital investment for Frederick County.

Through the additional City funding SBDC has added an additional 61 clients since last July. These clients previously would not have been able to have been served appropriately due to a language barrier.

Research by SBDC suggests a demand for services to Hispanic businesses in Frederick County. They found approximately 1,000 Hispanic businesses in Frederick County with a potential for more which are not currently registered. SBDC believes the additional \$15,000 could help more Frederick County businesses obtain appropriate licensure, improve their business, and improve tax revenue for Frederick County. Moreover, the SBDC believes the amount of money these clients will put back into the tax base and economy in Frederick County will more than cover the \$15,000 investment.

SBDC was requested to provide some additional details related to their overall funding and funding of this specific program. funding. Their response is attached.

Staff recommends providing the additional funding. This recommendation is based on the high rate of return from previous EDA investments into the SBDC and the success of the City of Winchester Bilingual Program.

Staff is seeking the Authority's discussion and action, if desired, regarding this request.

#### **Patrick Barker, CEcD**

From: Christine Kriz <CKriz@lfcc.edu>
Sent: Thursday, August 12, 2021 3:11 PM

**To:** Patrick Barker, CEcD

**Subject:** '[External]'RE: Funding of SBDC

#### Hi Patrick,

Thank you again for the opportunity to present a request to your board. Please find the answers to your two questions below. If there are any other questions please let me know.

#### 1. Can you please provide a summary of your entity's funding sources?

We receive grant funding from the SBA each year. The funding amount is based off of the population of the counties we serve and performance metrics. This year our funding from the SBA is \$118,590. In order to "pull down" or receive the SBA funding the localities we serve must provide a combined match of at least 50%. Last year we received extra funding from the CARES Act which will end in 2022 and also a small amount of Go Virginia funding which is not a normal contribution. As of July 2021, we have confirmation to receive locality funding from City of Winchester, Frederick County, Clarke County and Shenandoah County. In addition, for the first time ever, last November we received the following contributions from local banks:

Bank of Clarke County1,500.00United Bank2,000.00Business Finance Group1,000.00

#### 2. Can you please also provide a response to if any funding through the State has been sought?

The Virginia SBDC management team has contracted with a vendor to conduct a survey of current SBDC clients, non-SBDC clients, and SBDC personnel to assess if the SBDCs are adequately meeting the needs of minorities at SBDCs throughout the state. The LFSBDC team has done a presentation to the other 27 SBDC centers in the state on the success of the Winchester Hispanic/Latino outreach program. Initial discussions have occurred as a request for extra funding from the Virginia SBDC state office. There have been no statements extra funding from the VA SBDC state office as of today. There have been no funding requests to other state agencies at this time.

Please feel free to reach out to me with any follow-up questions.

Your reviews mean the world to us

Facebook: https://www.facebook.com/lfsbdc/reviews/?ref=page\_internal

Google: review: <a href="https://g.page/lordfairfaxsbdc/review?gm">https://g.page/lordfairfaxsbdc/review?gm</a>



Christine Kriz, Director



# Client Testimonials of Lord Fairfax Small Business Development Center for Bilingual Counseling Services

#### Testimonial #1:

As we are starting to build a food truck business, we were completely lost in every part of the process! We heard about Diana's help through the LFSBDC and reached out. It is truly the best decision we've made so far! She is walking us through every step of the way, reaching out directly to supervisors in city departments in order to get the accurate and correct answers. She also referred us to local providers for our business services and emphasized the importance of supporting local and small businesses. Thanks to that recommendation, we obtained our business, food trailer, AND truck insurance policies for less than what I was paying for my truck alone! I am beyond thankful for her help and the help everyone in our local government provides. Very excited to start my new small business in such a wonderful community.

#### Testimonial #2:

When the pandemic began, we were forced to close our doors since we had lost most of our clients, who were afraid to dine out due to the virus. Four months later and with our debt piling up, we decided to re-open once again. Upon re-opening, we were reached out from the LFSBDC about a city grant available to businesses that had been affected by Covid-19. We applied with their guidance and were recipients of the grant. This support allowed us to cover some of our debt. Initially, we had planned on giving our business 2-3 months and then revisit the idea of closing it permanently, but the support from the LFSBDC didn't just stop at the grant. We were coached on a couple occasions about our marketing, adapting our system to the changes the pandemic has brought, and we were even invited to participate in the SBRT program, which will help us organize our finances and talk to a professional CPA, which we were hoping to do but did not have the funds to do it. A couple months after reopening, we have seen an increase in clients. Folks are realizing we have reopened our doors, and after implementing marketing ideas from the LFSBDC, we have been able to increase our audience. We are very grateful for the services the city is providing to a community that is often underserved and struggles with the language barrier, and we are equally excited to keep our doors open and continue to serve Winchester for many more years to come, and at the right time, expand our family business.

#### **Testimonial #3:**

It has been my dream since I moved to the United States to start my own business. I moved to Winchester because it offered a much more peaceful lifestyle for my family, and as I got to know the community, it reminded me of the close-knit feel of my hometown in Mexico. I decided to start a construction business that thankfully took off and helped me provide for my family here and back in Mexico. Nobody tells you this, but being a business owner is incredibly difficult, and mistakes can cost you thousands. One of my close friends and clients talked to me about Diana and some help she had received from the City. I reached out and I can honestly say that was one of the best decisions I ever made. During our initial meeting, Diana advised me on things that I did not know I was supposed to be doing. I had paid someone \$700 to register my company, and trusted they guided me correctly, but during this meeting I was informed that I am supposed to have a city business license, when I had thought that the online license I needed was through the state [SCC]. I immediately resolved that problem and was amazed that there was no cost, since the city provides those services for business owners like myself. Most recently, I was in desperate need to speak to an accountant, and Diana informed me of a new program that is available that will help me pay for an accountant to make sure I follow every law correctly with my taxes while ensuring me that I am in good standing with my company. Thank you so much to such a great organization and an amazing community! This feels more like home than anything ever has, for I know my voice and needs are not just heard, but also fulfilled.



DATE: August 27, 2021

TO: Board of Directors,

Frederick County Economic Development Authority

FROM: Patrick Barker, CEcD

**Executive Director** 

CC: Jay Tibbs

**Deputy County Administrator** 

RE: Virginia Business Ready Sites Program | Next Sites to Tier

As discussed at the recent Joint Meeting with the Board of Supervisors, available land remains a top factor in site selection by corporations. For a community to succeed, they need ready to go sites.

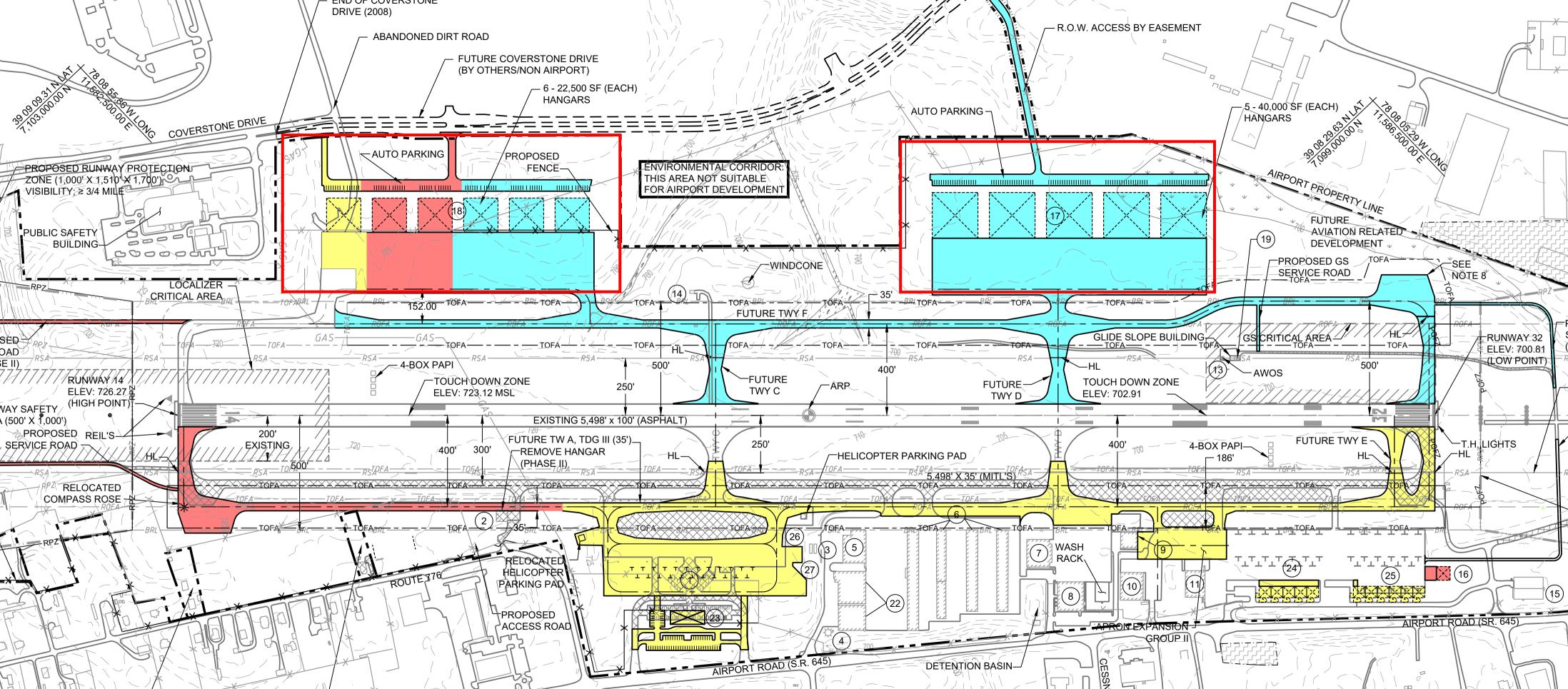
In recognition of this, staff is recommending the assessment of four (4) business sites in Frederick County following the guidelines of the Virginia Business Ready Sites Program. Draper Aden Associates, a licensed civil engineering firm, has previously completed six (6) site assessments for the EDA.

A review of zoned industrial sites with at least 20 continuous acres yielded 4 sites:

- Winchester Regional Airport's Northern Property | 60 acres
- Milton Ray | 45 acres
- Stonewall Industrial Park | 27 acres
- Payne Property | 21 acres

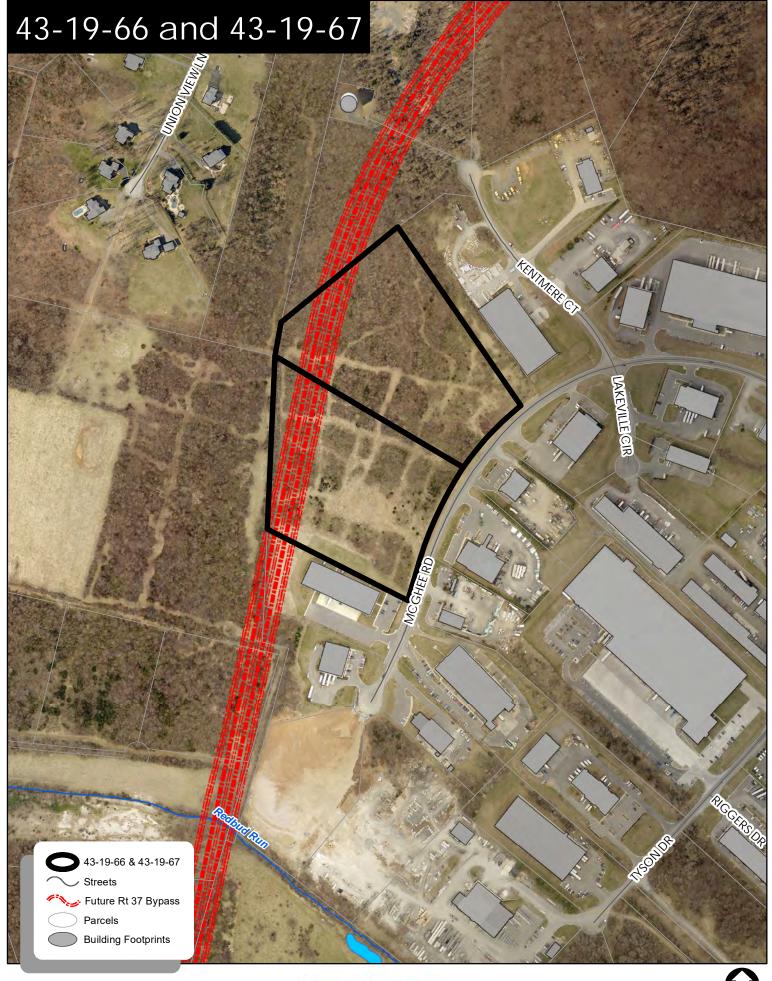
Draper Aden Associates was contacted to provide a verbal quote to characterize these sites to provide reports for each site in the same format as previous reports, which includes a Tier ranking and description on what is required to bring to a Tier IV status. Cost is \$7,500 for all sites and reports.

Staff is seeking the Authority's discussion and action, if desired, regarding this proposal.



# **Milton Ray**









DATE: August 27, 2021

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

At the July meeting, staff reported 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

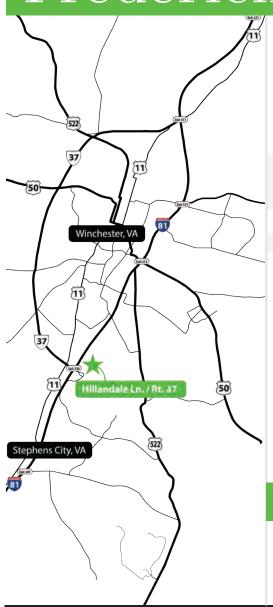
#### **CONNECTION STATUS**

- Successful | 8
- Awaiting | 5
  - Each contact received a follow-up email and two phone calls since the last meeting. Calls typically placed on Wednesday and Thursday between 4:00 pm – 5:00 pm. These times are considered best practices.

#### INTEREST LEVEL

- Moderate | 2
  - Actively looking for locations in a larger geographic area, which includes
     Frederick County
- Long Term | 4
  - No current plans to enter the market, but our area is part of their long-term market consideration
- None | 1





## **AVAILABLE PROPERTY**

Crosspointe Center, VA 87 37 11 Intersection | Rt. 37 & Tasker Road







5 YEAR **AVERAGE RADIUS POPULATION PROJECTED HOUSEHOLDS** HOUSEHOLD **INCREASE** INCOME 1-MILE 390 963 7.3% \$106,131 3-MILE 28,074 10,720 \$97,331 6.3% 10-MILE 112,572 42,218

8.6%

Source: ESRI Business Analyst

\$100,060



**NEW JOBS ANNOUNCED TOP** 10% **AMONG VIRGINIA** 



115,000+ **POPULATION 26%** by 2040





#### **CONTACT**

Patrick Barker, CEcD

(540) 665-0973 pbarker@YesFrederickVa.com



Your Move. Our Commitment.

YesFrederickVA.com