



**ECONOMIC DEVELOPMENT AUTHORITY
COUNTY OF POWHATAN**

February 9, 2026 at 6:00 P.M.

**Village Building
Conference Room
3910 Old Buckingham Road
Powhatan, Virginia 23139**

MEETING AGENDA

- A. Call to Order**
- B. Minutes from September 24th, October 14th, October 23rd, 2025
and January 12th, 2026 (Action Item)** Pages 2-12
- C. Treasurer's Report**
 - a. Monthly Report
- D. Old Business-**
 - a. Workforce Discussion with Powhatan Public Schools
 - b. EDA Property Update
 - c. Economic Development Project Updates & Monthly ReportPages 13-15
- E. New Business-**
 - a. Regional Economic Development Organization Discussion
- F. Closed Session & Certification (If needed)**
- G. Adjournment**

September 24, 2025

**MEETING OF THE POWHATAN COUNTY ECONOMIC DEVELOPMENT AUTHORITY
HELD IN THE PUBLIC WORKS BUILDING CONFERENCE ROOM, 2322 SKAGGS ROAD
IN POWHATAN COUNTY, VIRGINIA, SEPTEMBER 24, 2025 AT 6:00 PM**

EDA Members Present: Frank Rennie, Chairman
Matt Schiefer, Vice-Chairman
Tim Benusa, Treasurer
John Saber

EDA Members Absent: Chris Shust

Staff Members Present: Roxanne Salerno, Director of Economic Development
Kalli Jackson, County Attorney

Guests: Robert Powers – BOS, District 3
T.W. Bruno, McGuireWoods Counsel
Austin Sacks, Davenport & Co.
Bill Donati, Sr.

A. Call to Order

Mr. Rennie called the meeting to order at 6:00 p.m. and noted that all members were present with the exception of Mr. Shust. A quorum was established.

B. New Business-

- 1. By-Laws Update- Virtual Meetings** – Ms. Jackson gave an update on the changes to the by-laws to be allowed to hold virtual meetings when necessary and also on the ability for members to attend a meeting remotely when that meeting is in person.
Mr. Schiefer made a motion to amend the by-laws as presented with updates for virtual options and Mr. Saber seconded the motion. Mr. Schiefer, Mr. Saber, Mr. Benusa, and Chairman Rennie voted AYE. **MOTION Passed (4/0).**

- 2. Bond Application & Documents Review** – Mrs. Salerno provided the board with a draft bond application which was reviewed and updated by T.W. Bruno for legal compliance and oversight. The board discussed the contents of the application and the application fee which would accompany the application. The board discussed the inclusion of making sure the applicant was responsible for all attorneys' fees. The board discussed the fee of \$3,500 to be set in the application.

September 24, 2025

Mr. Saber made a motion to approve the bond application with all additions and the application fee of \$3,500. Mr. Benusa seconded the motion. Mr. Schiefer, Mr. Saber, Mr. Benusa, and Chairman Rennie voted AYE. **MOTION Passed (4/0).**

C. Old Business-

- 1. EDA Shady Oaks Property Proffer Discussion** – Mrs. Salerno discussed the proposed proffers for the rezoning of the EDA Shady Oaks site. The proffers would include a conceptual plan, access control, future Carter Gallier Boulevard Extension right-of-way, setback and buffering and pedestrian/bicycle pathway. The board discussed the proffer on setback and buffering to adjust the verbiage of “shall to may” in relation to preserving existing trees within the front Anderson Highway setback of 75 feet.

D. Closed Session and Certification-

WHEREAS, the Economic Development Authority of Powhatan County desires to discuss in Closed Meeting the following matter(s):

Va. Code 2.2-3711A8:

Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

WHEREAS, pursuant to: 2.2-3711A8 of the Code of Virginia, such discussions may occur in Closed Meeting;

NOW, THEREFORE, BE IT RESOLVED that the Economic Development Authority of Powhatan County does hereby authorize discussion of the aforesated matters in Closed Meeting. Mr. Schiefer made a motion to approve a closed meeting by the state code of Virginia. Mr. Benusa seconded the motion. Mr. Schiefer, Mr. Saber, Mr. Benusa, and Chairman Rennie voted AYE. **MOTION Passed (4/0).**

Closed Session Time In: 6:52 PM

Certification of Closed Meeting as authorized by the Code of Virginia.

To the best of your knowledge, were the only matters discussed in the closed meeting public business matters lawfully exempted from open meeting requirements, and that only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.

Director	Aye	Nay	Abstain	Absent from Meeting
Frank Rennie Jr.	X			

Economic Development Authority Meeting Minutes

September 24, 2025

Timothy Benusa	X			
Matt Schiefer	X			
Chris Shust				X
John Saber	X			
Staff	Aye	Nay	Abstain	Absent from Meeting
Roxanne Salerno	X			
Board of Supervisors				
Bill Donati				X
Robert Powers	X			
County Attorney				
Kalli Jackson	X			
Guest				
T.W. Bruno	X			
Austin Sacks	X			

Closed Session Time Out: 7:46 PM

E. Adjournment

There being no further business, Mr. Rennie moved to adjourn the meeting. Mr. Schiefer made the motion and Mr. Saber seconded the motion. Mr. Schiefer, Mr. Saber, Mr. Benusa, and Chairman Rennie voted AYE. **MOTION Passed (4/0).**

The meeting was adjourned at 7:55 p.m.

 Frank Rennie IV, Chairman Date
 Economic Development Authority

 Roxanne Salerno, Secretary Date
 Economic Development Authority

October 14, 2025

**MEETING OF THE POWHATAN COUNTY ECONOMIC DEVELOPMENT AUTHORITY
HELD IN THE VILLAGE BUILDING CONFERENCE ROOM, 4290 ANDERSON HIGHWAY
IN POWHATAN COUNTY, VIRGINIA, OCTOBER 14, 2025 AT 6:00 PM**

EDA Members Present: Frank Rennie, Chairman
Matt Schiefer, Vice-Chairman
Tim Benusa, Treasurer
Chris Shust
John Saber

Staff Members Present: Roxanne Salerno, Director of Economic Development
Kalli Jackson, County Attorney

Guests: Bill Donati Jr. – BOS, District 1
Robert Urbine
Cabell Metts

A. Call to Order

Mr. Rennie called the meeting to order at 6:00 p.m. and noted that all members were present. A quorum was established.

B. Treasurer’s Report-

Mr. Benusa presented the board with the treasurer’s report for September. The balances of the EDA accounts were \$35,266.58 for the checking account and \$76,958.60 in the Money Market account.

C. New Business-

- 1. Conduit Bond Revenue Prospect- Shamin Hotels** – Mrs. Salerno presented board with the application from Shamin Hotels for conduit bond. The application was reviewed by the board with various questions asked that were in need of additional information from the applicant. Mrs. Salerno presented the offer from Shamin Hotels of a lump sum up-front payment of \$175,000.

The board asked for clarification for questions 13-16 and 39-45 on the application which revolved around ownership of the company and project impact in Chesterfield. The board also requested clarification on the 40-year bond versus the 25-year period of real estate tax grants from Chesterfield.

Mr. Shust suggested a counteroffer of \$250,000 to the original lump sum payment of \$175,000. Mr. Saber seconded the motion. Mr. Shust, Mr. Saber and Mr. Schifer voted Aye. Mr. Benusa and Mr. Rennie voted Nay. **MOTION Passed (3/2).**

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Mrs. Salerno asked the board whether they would prefer the request for counteroffer to be made in writing by email or verbal. Chairman Rennie said via email was fine.

D. Old Business-

- 1. EDA Property Due Diligence and Rezoning** – Mrs. Salerno provided an update for the EDA Shady Oaks property rezoning at the Board of Supervisors meeting at the end of October. The board discussed who from the EDA besides staff would be present and be available for questions from the BOS. Also, requested an EDA member to be present to read a letter of support for the Province rezoning. Mr. Schiefer offered to attend and represent the EDA.
- 2. ED Project Updates** Mrs. Salerno updated the board on various projects that have been newly opened, under construction and under site plan review as well as rezonings and CUPs of interest to the board.

E. Closed Session and Certification-

WHEREAS, the Economic Development Authority of Powhatan County desires to discuss in Closed Meeting the following matter(s):

Va. Code 2.2-3711A3:

Discussion or 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 public body.

Va. Code 2.2-3711A7:

Discussion or 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 public body concerning parcels along Rt. 60.

Va. Code 2.2-3711A8:

Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

WHEREAS, pursuant to: 2.2-3711A3, 2.2-3711A7 & 2.2-3711A8 of the Code of Virginia, such discussions may occur in Closed Meeting;

NOW, THEREFORE, BE IT RESOLVED that the Economic Development Authority of

October 23, 2025

**MEETING OF THE POWHATAN COUNTY ECONOMIC DEVELOPMENT AUTHORITY
HELD IN THE PUBLIC WORKS BUILDING CONFERENCE ROOM, 2322 SKAGGS ROAD
IN POWHATAN COUNTY, VIRGINIA, OCTOBER 23, 2025 AT 6:00 PM**

EDA Members Present: Frank Rennie, Chairman
Matt Schiefer, Vice-Chairman
Chris Shust
John Saber

Absent: Tim Benusa, Treasurer

Staff Members Present: Roxanne Salerno, Director of Economic Development
Kalli Jackson, County Attorney

Guests: Robert Powers – BOS, District 3
Neil Amin, Shamin Hotels LLC
Mike Graff, McGuireWoods
T.W. Bruno, McGuireWoods
Jeff Swanson, Truist Securities
Alex Scarola, Greenburg Traurig, LLP

A. Call to Order

Mr. Rennie called the meeting to order at 6:00 p.m. and noted that all members were present. A quorum was established.

B. Old Business-

- 1. Shamin Hotels Conduit Bond Request** - Chairman Rennie re-introduced the application and resolution from Shamin Hotels LLC to request the EDA to issue conduit bonds for the Chesterfield Hotel Project to include a hotel conference center. The project would include the following:
 - i. To provide financing for the acquisition, construction and furnishing of a new Hilton hotel and conference center located in Chesterfield, Virginia; and
 - ii. financing other eligible costs associated with such revenue bonds, including the funding of reserves, capitalized interest and issuance costs.

The board discussed various aspects of the project and heard from Mr. Bruno, who acted as counsel for the EDA regarding the process for EDA's to issue conduit bonds and the protections built in to cover the board. The board also heard from Mr. Swanson on the market's analysis of the bonds and then from Mr. Amin for detailing project overview.

Mr. Shust made a motion to adopt the resolution to issue the bonds not to exceed \$150,000,000 with the fifteen items stipulated in the resolution. Mr. Saber seconded the

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motion. Mr. Shust, Mr. Saber, Mr. Schiefer and Chairman Rennie voted AYE.
MOTION Passed (4/0).

C. Adjournment

There being no further business, Mr. Rennie moved to adjourn the meeting. Mr. Schiefer made the motion and Mr. Saber seconded the motion. Mr. Schiefer, Mr. Saber, Mr. Shust and Chairman Rennie voted AYE. **MOTION Passed (4/0).**

The meeting was adjourned at 7:07 p.m.

Frank Rennie IV, Chairman Date
Economic Development Authority

Roxanne Salerno, Secretary Date
Economic Development Authority

January 12, 2026

**MEETING OF THE POWHATAN COUNTY ECONOMIC DEVELOPMENT AUTHORITY
HELD IN THE VILLAGE BUILDING CONFERENCE ROOM, 4290 ANDERSON HIGHWAY
IN POWHATAN COUNTY, VIRGINIA, JANUARY 12, 2026 AT 6:00 PM**

EDA Members Present: Frank Rennie, Chairman
Tim Benusa, Treasurer
John Saber
Chris Shust

EDA Members Absent: Matt Schiefer, Vice-Chairman

Staff Members Present: Roxanne Salerno, Director of Economic Development
Lauren Baird, Economic Development and Tourism Assistant

Guests: Robert Powers – BOS, District 3

A. Call to Order

Mr. Rennie called the meeting to order at 5:54 p.m. and noted that all members were present with the exception of Mr. Schiefer. A quorum was established.

B. Election of Chairman

1. **Chairman** – Mrs. Salerno opened the floor for nominations for Chairman of the EDA. Mr. Benusa made a motion to nominate Mr. Rennie as Chairman. Mr. Shust seconded the motion. Mr. Benusa, Mr. Saber, and Mr. Shust voted AYE. **MOTION Passed (3/0).**

C. Election of Officers

1. **Vice-Chair** – Chairman Rennie opened the floor for nominations for Vice-Chairman of the EDA. Mr. Benusa made a motion to nominate Mr. Schiefer as Vice-Chairman. Mr. Saber seconded the motion. Mr. Benusa, Mr. Shust, Mr. Saber, and Chairman Rennie voted AYE. **MOTION Passed (4/0).**
2. **Treasurer**- Chairman Rennie opened the floor for nominations for Treasurer of the EDA. Mr. Rennie made a motion to nominate Mr. Benusa as Treasurer. Mr. Saber seconded the motion. Mr. Shust, Mr. Saber, and Chairman Rennie voted AYE. **MOTION Passed (3/0).**
3. **Secretary** – Chairman Rennie opened the floor for nominations for Secretary of the EDA. Mr. Benusa made a motion to nominate Mrs. Salerno as Secretary. Mr. Saber seconded the motion. Mr. Benusa, Mr. Shust, Mr. Saber, and Chairman Rennie voted AYE. **MOTION Passed (4/0).**

D. Adoption of the 2026 By-laws

January 12, 2026

The by-laws were presented as 2026 by-laws with no changes. The board did not request any additions or deletions. Mr. Shust motioned to approve the 2026 by-laws as presented. Mr. Benusa seconded the motion. Mr. Benusa, Mr. Shust, Mr. Saber, and Chairman Rennie voted AYE. **MOTION Passed (4/0).**

E. Adoption of 2025 Meeting Schedule – Mrs. Salerno presented the draft 2026 meeting schedule. Mr. Benusa made a motion to adopt the schedule. Mr. Shust seconded the motion. Mr. Benusa, Mr. Shust, Mr. Saber, and Chairman Rennie voted AYE. **MOTION Passed (4/0).**

F. Meeting minutes from November 10th & December 16, 2025 – Mr. Benusa motioned to approve the meeting minutes as presented. Mr. Saber seconded the motion. Mr. Benusa, Mr. Shust, Mr. Saber, and Chairman Rennie voted AYE. **MOTION Passed (4/0).**

G. Treasurer’s Report-

Mr. Benusa presented the board with the treasurer’s report, which was to be more detailed moving forward. The starting balances of the EDA accounts on December 1, 2025, were \$40,266.58 for the checking account and \$76,958.60 in the Money Market account. Mr. Benusa reported that the deposit of \$250,000 from the bond closing was deposited into the checking account and then moved into the Money Market account in December.

There was a deposit of \$3,000 for Habitat’s rent for November and December. \$37,000 was paid out for due diligence work done by Kimley Horn. Mr. Benusa also reported \$593.57 in interest for the Money Market account. The final balances of the EDA accounts on January 12, 2026, were \$56,266.58 in the checking account \$277,552.17 in the Money Market account.

H. Old Business-

- 1. PLI Business Night** – Mrs. Salerno provided details on the upcoming PLI Business Economic Development Night at Independence Golf Course on January 27th at 7:00 PM. Mrs. Salerno stated she would update the presentation and send it to Chairman Rennie for his review. Chairman Rennie also discussed other events coming up related to PLI: History of Powhatan bus tour on February 28th at 8:00 AM and the PLI Graduation Dinner on May 5th at 6:00PM.
- 2. EDA Property Update** - Mrs. Salerno provided an update for the EDA Shady Oaks property. The geotech survey is in progress and is being conducted by Froehling and Robertson, which should be completed in four to six weeks. Kimley-Horn is to start the VBRSP report after the geotech survey is completed. Mrs. Salerno also updated that a right-of-way would need to be filed for the Carter Gallier Extension Road to connect Carter Gallier Boulevard to Luck Stone Road.

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- 3.
4. **Developers Roundtable Discussion** – Mrs. Salerno discussed changing from a Developers Advisory Committee to a Developers Roundtable after discussions with Chesterfield County Economic Development and Planning and Zoning. This would be one meeting with 10-15 in attendance versus multiple meetings. Topics and questions would be discussed and reviewed by the EDA Board and the Economic Development Department ahead of time and should be linked to the ED Strategic Plan. Mrs. Salerno discussed trying to facilitate this roundtable sometime in April.
5. **Strategic Plan Review** – Mrs. Salerno presented the board with a slideshow with Strategic Plan Actions and placed black checkmarks next to items ED is currently working on/in progress and orange checkmarks next to easily attainable/to work on in the near future. The orange checkmarks included developing an RFP for marketing and branding, which the board asked to review the RFP prior to publishing. Also, continuing relationship with VTC to analyze the creation of a Tourism Zone, implementing an ED Development Review Process, creation of an Ombudsman/Business Manager position for ED department, facilitation of 288/711 Master Plan, development of an incentive policy, leveraging Sports Tourism with surrounding localities, and encouraging PLI members to be ED Strategy Advocates.

Mrs. Salerno also presented the board with a Big-Ticket Item review which included the previously mentioned Business Manager position, 288/711 Small Area Plan, Tourism Development Marketing Match Funds, and Sports Tourism Leverage Fund. A VCU internship was brought up by the board members and could be utilized towards marketing.

6. **ED Project Updates & Monthly Report** – Mrs. Salerno reviewed the January Economic Development report and updated the board on various projects that have been newly opened, under construction and under site plan review as well as rezonings and CUPs of interest to the board. The Lighthouse Learning Academy Re-Zoning from Light Industrial to Commerce Center was discussed at length by the board regarding appropriate location and the safety of the location for pedestrians and children.

Mrs. Salerno also gave the board project updates to include Wawa at Stavemill, which is working out loading zone and interconnectivity issues and an Outdoor Recreation Project for motorcross and ATV trails on 750 acres that requested an ordinance amendment and may need a CUP in A-10.

I. New Business-

January 12, 2026

- 1. Incentive Package Discussion** – Mrs. Salerno presented the board with a slide presentation on high points of incentive packages and opened the discussion to the board for feedback. The board suggested it be a structured plan with guidelines such as financial levels/thresholds. The incentive package would be open for established and new businesses with the discussion of a Community Land Trust. Mrs. Salerno said she would plug numbers into a ROI calculator and bring them back to the board in February.
- 2. EDA Council Discussion** – Chairman Rennie discussed how busy County Attorney Ms. Jackson can be with county business. Outside council for the EDA was discussed by the board and the board asked whether it would be “pay-as-you-go”, retainer, or hourly as well as if this would need to go through the RFP process.
- 3. Additional Items-** The board discussed continuing the Habitat contract amount from December.

J. Adjournment

There being no further business, Mr. Rennie moved to adjourn the meeting. Mr. Shust made the motion and Mr. Rennie seconded the motion. Mr. Benusa, Mr. Shust, Mr. Saber, and Chairman Rennie voted AYE. **MOTION Passed (4/0).**

The meeting was adjourned at 7:50 p.m.

Frank Rennie IV, Chairman Date
Economic Development Authority

Roxanne Salerno, Secretary Date
Economic Development Authority

February 2026

Monthly Report

Business Highlights

January Business Licenses: Approved for 21 businesses (20 home businesses)

- **Contractors - 4**
- **Retail - 0**
- **Services (Professional and Non-Professional) - 17**



Powhatan Chamber Annual Celebration at Fairview Farm



Updates from Previous Reports

Under Construction:

- North Ridge Solar
- Quillwort Solar
- Biringer Auto- Douthit Ct.
- South Creek Office/Warehouse - Carter Gallier Blvd.
- Beldale Solar- Cartersville Rd
- RJ Wade Electric- South Creek Industrial
- Goochland/Powhatan Community Services

Under Revision/Review:

- Auto Zone- Academy Rd Development
- Stroud Shop- Anderson Hwy/Ballsville
- Goddard Daycare - Oakbridge
- Morris Steel Storage Site - South Creek
- Powhatan Youth Wrestling Expansion
- Royal Pump Connector Road
- Jefferson Industrial Park
- Southside Electric Storage Yard/Truck Maintenance
- Wawa at Stavemill
- Industrial Building (CP Assets) - South Creek
- Foundry Golf Club- Villas
- The Depot at Fighting Creek- Phasing Plan
- Powhatan Gatewat- Phasing Plan

REZONING's:

- Berk & Alp Rezoning - Tax Map 43-34 &43-34A (GC &CC to Light Industrial and CC) proposed self storage facility.
- Lighthouse Learning Academy - Tax Map 42E-1-8 (I-1 to Commerce Center) proposed private school.

CUP's:

- Super Structures CUP - Tax Map 25-18C (Automotive Repair, Sales & Servicing)

Businesses Staff Worked With

Kimley»»Horn

Richmond
BIZSENSE

VEDP

Virginia
Economic
Development
Partnership

VIRGINIA
IS FOR
LOVERS

New Horizon Bank

Powhatan in the News



Champion Go Kart Driver Garrett Manes of Powhatan featured in Richmond Magazine

Manes was the 2025 Adult E-World Champion and competed in the K1 Speed VA State Championship on Sunday to earn second place.

Upcoming Events

Powhatan Chamber's Business Builders Luncheon

February 19th 11:30 AM

BUSINESS BUILDERS
LUNCHEON
A MENU OF CONNECTION OPPORTUNITIES
FEBRUARY 19TH 11:30-1:00
THE COUNTY SEAT RESTAURANT
SPONSORED BY:

LH
Leader Haven

POWATAN
CHAMBER OF COMMERCE

CHAMBER EVENT
CALENDAR

