

**Waynesboro Economic Development Authority
Minutes of the Regular Meeting
Friday, February 13, 2026**

Members Present: Ms. Jackie Kurtz - Virtual
Ms. Kelly Maggi
Mr. Chris Straight
Ms. Victoria Evans
Ms. Mary Sullivan

Members Absent: Ms. Crystal Farmer
Mr. Mark Snyder

Others Present: Mr. Greg Hitchin- Director of Economic Development & Tourism
Ms. Stephanie Duffy- Assistant Director of Economic Development & Tourism
Ms. Amanda Stone- Admin Assistant of Economic Development & Tourism

Welcome

Ms. Jackie Kurtz called the meeting to order at 8:01am and stated that as permitted by § 2.2-3708.3 of the Code of Virginia, and EDA policy adopted September 2022, she notified staff and the chair that she was unable to attend this meeting in person due to an out-of-town work meeting and was participating remotely. This was also the first in person meeting since Chris Straight was appointed and member introductions were made.

Approval of Minutes

There being no changes to the minutes presented from the regular meeting on December 12, 2025, Ms. Maggi made a motion to approve the minutes as written. The motion was seconded by Ms. Sullivan and passed by unanimous vote.

Financial Report

Mr. Hitchin reported on the January financials with seven bills to approve totaling \$77,869.50 which included a total of \$31,664.50 to Thompson and Litton for Natures Crossing Technology Center (NCTC) engineering; \$31,205.00 to Timmons for NCTC and Waynesboro Commerce and Industry Park (WCIP) engineering as well as \$10,000 to Shenandoah Capital Community Fund for Grow Waynesboro training services. There was also one check totaling \$5,000 for reimbursement to SWAG properties for the facade grant at 150 Race Ave. As detailed in the summary, there were five debt card transactions totaling \$247.10.

Mr. Hitchin additionally reported on the February financials with six bills to approve totaling \$28,412.27 which included a total of \$21,450.27 to Timmons for NCTC engineering; \$3,000 to McGuire Woods for Virginia Museum of Natural History (VMNH) consulting; \$90 to Klines for the Chamber Leadership Greater Augusta program expenses; and \$80 to Mountain Laurel for Grow Waynesboro Rockfish Gateway marketing. A \$3,792.00 reimbursement was provided to Virginia Metalcrafters Acquisition for the facade grant at 1010 E. Main St. As detailed in the summary, there were six debt card transactions totaling \$368.05.

For the record the \$10,000 payment to Shenandoah Creative Community Fund (SCCF) for Grow Waynesboro Rockfish Gap (GWRG) was listed as payment on the January summary, however, is listed on the February bank statement as an ACH.

Ms. Sullivan made a motion to approve the financial summaries and bills to be paid as presented. The motion was seconded by Ms. Maggi and passed by unanimous vote.

Committee Reports

Loan: Ms. Kurtz acknowledged that the EDA currently has one opening on the loan committee. She explained there are two EDA members as part of a five-person committee reviewing the revolving Grow Loan fund applications, meeting as needed via zoom. Kelly Maggi is currently assigned with the other members of the committee which include the Director of Economic Development and Tourism, a downtown business owner, and a small business owner and there was a need to appoint one more EDA member to the committee presently. Mr. Straight volunteered for the position and was appointed.

Audit: Ms. Duffy confirmed that Ms. Farmer has received and reviewed the audit reports for November, December, and January She has no questions and has signed off on them.

Grow Waynesboro Rockfish Gateway

Mr. Hitchin updated that they have completed week two of the seven weeks on *how to start a business class* with 20 prospective business participants. They are anticipating 14 of those businesses will be submitting a business plan to be considered to pitch their ideas. As a reminder, there will be an independent panel of judges that include EDA members, Ms. Kurtz and Ms. Sullivan, that will review the submitted business plans and select eight to complete in pitch night. Pitch night is April 28 at 6pm at The Foundry. Each prospective business will make a ten-minute presentation to the judges and audience on their plans. At the conclusion of the night, judges will award a total of \$60,000 to at least three businesses with a maximum first prize of \$25,000. To be eligible, businesses must have a brick-and-mortar store front that is within the Rockfish Gateway corridor or within the downtown area as allowed. Businesses must also be open by November 30, 2026. Class is very engaged and very enthusiastic. Ms. Kurtz did encourage everyone to come out and support the community during pitch night.

Waynesboro Business Website

Ms. Duffy demonstrated the new economic development and tourism website; waynesborobusiness.com to the board. Prior to the new website refresh, there were 3 separate websites that consisted of Waynesboro Business, Grow Waynesboro, and Nature's Crossing for the industrial park. They were not connected so it was decided to bring them all together under one umbrella. New site is live and was designed by a local company.

Support of General Assembly budget amendments for Waynesboro Campus of VMNH

Mr. Hitchin stated that in late January, Senator Head and Delegate McLaughlin both submitted budget amendments to secure funding for the construction of Virginia Museum of Natural History (VMNH). The EDA support of these amendments was needed and timing was critical. Staff requested feedback from the members for the Chair to send a letter to the respective Senate / House appropriation sub committees that would first review the amendments. Staff received 100% agreement that the letter be sent. Copies of letters were presented to the board. Ms. Maggi made a motion to ratify the actions of the Chair to send letters to the Virginia Senate and House Appropriation Capital Outlay subcommittee in support of construction funding for the Waynesboro Campus of the VMNH in Fiscal year 27 and Fiscal year 28. Mr. Straight did second the motion and it was passed by unanimous vote.

Monthly Updates

Downtown: No updates to report.

Tourism: Ms. Duffy provided an update on the ordering of 3 new digital kiosks in partnership with Visit Widget, who supplies the current app. Placement of the kiosks will be at city hall (1) and at the Virginia Metalcrafters Marketplace (2). They will be freestanding informational digital kiosks. Virginia Tourism Association (VTA) Grants are opening this week and will run through March 19. Marketing leverage program grants for tourism are available to businesses, attractions, and events. Grants are much more competitive now and much harder to get this year. Their focus will be on awarding more fuller grants than partial. A letter of support is needed from the tourism department, which would be happily provided to prospective applicants. Beerwerks is celebrating 10 years, and the 2026 t-shirts have started to be dispersed. Tourism has also partnered with Little Mountain Metalworks for creation of a mobile LOVE sign photo op for upcoming festivals or parks. They have also been commissioned to create the new Brook Trout fish sculpture that will debut at Riverfest 2026.

Industrial Properties: Mr. Hitchin reported that they are in the final stages of onsite construction of water and sewer pipes as well as the design of the water tank and offsite water and sewer connections. They are currently working with the railroad for piping placement. The design for the water tank and offsite connections are almost done and they hope to get those out for construction at the first part of the second quarter of the year. At that same time a request for Tier 4 status will be made once they go out to bid. An extensive marketing campaign will start around April 1st.

Question was presented wanting clarification of Tier 4 status meaning. Mr. Hitchin explained that it means that it is the highest you can get without grading the site and it can be ready between 18-24 months. Tier status helps to eliminate a lot of the guesswork for anyone dealing with the implementation of the bid.

Other Business

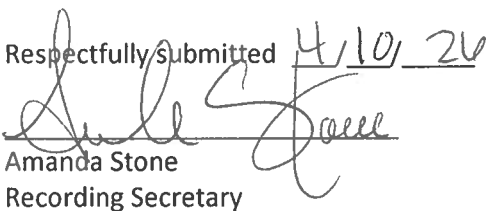
For the EDA members reference, Mr. Hitchin provided a VEDA statistical flyer, "Economic Development is the Answer", that provides statewide numbers and averages summarizing how economic development produces revenue for local and state economy. The more successful economic development is, the more revenue is available for tangible community benefits such as education, streets, and quality of life.

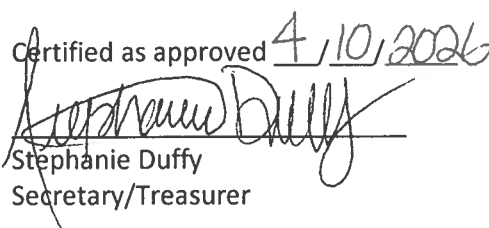
Ms. Kurtz also mentioned that the Blue Ridge Children’s Museum (BRCM) ribbon cutting is next Thursday, February 19 at noon. BRCM was a Grow Waynesboro grant recipient in 2017.

Correspondence and Communication of the Chairman

The next regular EDA meeting is scheduled for March 13, 2026
Grow Waynesboro Rockfish Gateway Pitch Night: April 28, 2026

The meeting was adjourned at 8:31am.

Respectfully submitted 4/10/26

Amanda Stone
Recording Secretary

Certified as approved 4/10/2026

Stephanie Duffy
Secretary/Treasurer