



**Jefferson County Development Authority  
Board of Directors Special Meeting  
Tuesday, March 17, 2026  
3:00 p.m.**

This meeting will be held in a hybrid format via Zoom and in person at the Jefferson County Commission Meeting Room located at 393 N. Lawrence Street, Charles Town, WV—please use the East Entrance.

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Join Zoom Meeting

<https://us06web.zoom.us/j/85077552327?pwd=9W2KnviozjmbksCZpu8kRw4E9X0Jx7.1>

Meeting ID: 850 7755 2327

Passcode: 491243

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**AGENDA**

- 1. Call to order**
- 2. Roll call and determination of a quorum**
- 3. Approval of February 2026 Minutes**
- 4. Approval of March 4, 2026, Special Meeting Minutes**
- 5. Approval of February 2026 Treasurer's Report**
- 6. Public comment- up to 10 minutes, 2 minutes per individual**
- 7. New Business**
  - a. Opportunity Zone Nominations – Department of Treasury
  - b. Business Park Owners Association Update
  - c. Strategic Planning Session Update
  - d. YMCA Update
  - e. Appointment of Executive Director
- 8. Director's Report**
  - a. Future Business Park Sites
  - b. Business Retention and Expansion
- 9. Adjournment**